



**MINUTES OF REGULAR MEETING
OF THE
GLENCOE BOARD OF EDUCATION
THURSDAY, JUNE 1, 2017**

President Gary Ruben called the Regular Meeting of the Glencoe Board of Education to order at 7:00 p.m. on Thursday, June 1, 2017, in Young Auditorium at Central School, Glencoe, Illinois.

ROLL CALL

Present: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver

Absent: None

APPROVAL OF MINUTES

Mr. Gale made a motion to approve the minutes from the Regular session of May 1, 2017, and Closed session meetings of May 1, 2017. Mrs. Ackerman seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver

Nay: None

PUBLIC COMMENTS

There were no comments during the first opportunity for public comment.

PTO CO-PRESIDENTS

Mrs. Goldstein and Mrs. Plankar, Co-Presidents of the Glencoe PTO, addressed the Board and reviewed all PTO sponsored opportunities in our schools. With generous donations from the Glencoe PTO, District 35 is able to provide student clubs at each school, science curriculum materials and enhancements, Kindness Connection activities, outdoor education programs, WE CARE and Family Evening Events, and Cultural Art opportunities. Additionally, the PTO funded parent education programs, staff appreciation lunches and gifts, author visits at each school, and contributed to the McKeon fund. The PTO also shared \$10,500 in Scholastic dollars with District 35 schools. Mrs. Goldstein and Mrs. Plankar presented a check for \$96,500.00 to support programs and materials for the 2017-2018 school year. Mr. Ruben thanked the PTO for their generosity and dedication in support of the school district.

ENROLLMENT UPDATE

During the Information Items and Reports, Dr. Wang provided end-of-year enrollment data to the Board. Student enrollment was at 1183 on June 1, 2017. This represents an increase of ten students from the opening enrollment of 1173. Based on the current student enrollment and data on prospective students, an opening enrollment of 1140 is projected. Dr. Wang will share a summer update at the July Board meeting.

FACILITIES UPDATE

Mr. Edelheit reported on facilities updates in the schools. District administration recently met with the Glencoe Park District team in advance of construction commencing on the West School playground project. In addition to the playground areas, District 35 will be funding the following alternate options:

- Asphalt (including basketball hoops)
- Tree Theater
- Retaining Wall and Railing

District 35 will fund the purchase of applicable planting materials, while the Glencoe Park District will provide consulting and planting at no additional cost. Completion is targeted for the first week of August 2017.

After hours work has begun at South School in relation to the fire alarm project. Electricians have been working the evening shift for the last month in advance of full construction commencing on June 9, 2017. Additionally, radios have been installed and tested at all three buildings in advance of the Village dispatch switch over to the emergency call center in Glenview. When this change is made District 35 will be able to remove the telephone lines which currently provide the direct connection to Glencoe Public Safety.

A third round of water testing has been completed at all three schools. As shared at a previous Board meeting, the new Illinois protocol was followed during this round of testing. Across the district, the only water sources testing above the EPA action threshold of 15 ppb were 4 infrequently used hand washing sinks in the Misner basement and the Central kitchen sink. These sinks were inadvertently missed during the pre-flushing protocol detailed in the new state testing requirements. After a thirty second flush, all these sinks tested well below the EPA threshold. The district is currently developing a mitigation and flushing plan with assistance from the Village of Glencoe. The Communications Committee is scheduled to meet on June 2, 2017, to review results and plan parent communication.

DISTRICT 35 TITLE 1 PLAN

Dr. Wang provided an update on the District 35 Title I plan. The Illinois State Board of Education has posted new requirements for all districts receiving Title I grant funds. Prior to submitting the annual goals and detailed use of funds, each district must develop and submit a Title I District Plan through the Illinois State Board of Education web portal. The new requirements are in response to the Every Student Succeeds Act (ESSA) Federal initiative.

Based on federal guidelines, District 35 qualifies for Targeted Assistance funds to be used to support early intervention for our students. District 35 has worked with representatives at the Illinois State Board of Education (ISBE) to ensure all requirements are met within our new plan. The District 35 Title I plan provides detailed information to document:

- early intervention needs for our K-2 students in the area of literacy
- quarterly monitoring of literacy goals and progress for our students
- research based intervention tools used with our K-2 students
- opportunities for communication and parental involvement
- part-time staffing to provide literacy intervention at the K-2 level
- use of print and online leveled literacy resources to support students
- use of professional development resources to support teachers

POLICY REVISIONS

Dr. Wang shared four policy revisions for the Board's review. The revisions were provided by the Illinois School Board Association and intended to keep the policy manual current with changes in legislation. The Board was asked to review the policy revisions and the Board will be asked to take action upon changes at the July Board meeting:

- 2:125 School Board: Board Member Compensation and Expenses
- 5:30 General Personnel: Hiring Process and Criteria
- 5:125 General Personnel: Personal Technology and Social Media; Usage and Conduct
- 8:30 Community Relations: Visitors to and Conduct on School Property

FREEDOM OF INFORMATION ACT REQUESTS

Dr. Wang reported one FOIA request was received since the May Board meeting. The request was received from the Illinois Retired Teachers Association (IRTA). The request was for the following information:

“Names and district email address of your retiring Illinois educators for the current school year, along with a complete list of email addresses for all district/organizational employees.”

A response was made within the required timeframe.

ROLL CALL for the TENTATIVE BUDGET HEARING

Present: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver

Absent: None

TENTATIVE BUDGET HEARING

The Tentative Budget Hearing for FY18 was called to order and Mr. Edelheit, Director of Finance and Operations, presented information regarding anticipated revenues and expenditures. Assumptions utilized when preparing the document included:

REVENUE

1. Taxes are indicated at a tax cap level 2.1% for levy year 2016. It is also anticipated that collection of the tax extensions will be approximately 98% of the total extension.
2. Interest earnings are estimated using an average rate of 0.2%.
3. Revenue anticipated by the district is budgeted with local revenue at 97%, state at 2%, and federal at 1%.
4. Monies are included in the Tentative Draft of the Budget for PTO and GEF donations. These donations reflect the conversations between the district administrators and the organizations.
5. State revenue and pension reform information remain volatile. As information is clarified, shifting of funds may occur before the final budget is adopted.
6. Fees (busing, athletic, materials) are reflected at current levels as proposed by the Administration and approved by the Board this spring.
7. Total operation revenue is estimated to increase 3.8% (\$963,967) from FY17. As the timeline for final budget submission in September draws near, revenue numbers will be updated to reflect the best information available.

EXPENDITURES

1. Staffing levels approved by the board are incorporated into the tentative budget document.
2. Supply/equipment budgets for instructional purposes are again categorized in a site-based format. This includes an allocation of \$300 per child for each building, incorporating supplies, textbooks, equipment and library resources. This amount has not increased and continues to meet the educational programming needs of the district.
3. The District will be entering the third year of a contractual agreement with Alltown Bus Service. Eight (8) South/West bus routes are incorporated into the budget document.

4. Contingencies in the Educational and Operations and Maintenance Funds are budgeted at a total of \$115,500 for FY18 (0.4% of the operating budget).

5. TRS Fund is again included in the non-operating category, as is recommended by district auditors. This fund was created for state reporting purposes only and reflects anticipated payroll expenses and the anticipated state costs for retirement.

6. Budgeted operating expenses are anticipated to increase by 4.96% (\$1,231,238) when compared to the FY17 budget.

7. Expenditure allocation levels remain consistent with previous budgets, with salary/benefits accounting for 78% of the operating budget.

SUMMARY

Mr. Edelheit indicated the preliminary budget reflects anticipated revenues, including normal tax collections, as well as assumptions made for revenue from state and federal funding sources. The long-term financial goal of the District should be to continue to efficiently utilize the resources made available by the community to support the needs of our students and goals of the district.

Following the report, the Tentative Budget Hearing was adjourned and the regular meeting resumed.

MONTHLY FINANCIAL SUMMARY - APRIL 2017

Mr. Edelheit identified the April 2017 revenues as \$170,989 and the April 2017 expenditures as \$1,843,531. Mr. Edelheit reported an April End Fund Balance of \$42,133,644. The Board will see the processing of the six summer payroll cycles for teachers and teacher associates in June.

APPROVAL OF PAYMENT OF BILLS – JUNE 2017

Mrs. Estes made a motion to authorize payment of the June 2017 bill list. Mrs. Hahn seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver
Nay: None

The Board approved the Bill List for June 2017.

APPROVAL OF PERSONNEL REPORT - JUNE 2017

Mrs. Hahn made a motion to approve the June 2017 Personnel Report. Mrs. Ackerman seconded the motion. Dr. Wang asked that the Board table the approval of the Personnel Report until after discussion in closed session.

APPROVAL OF DESIGNATION OF DEPOSITORY

Mrs. Ackerman made a motion to approve the Designation of Depository. Mr. Gale seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver
Nay: None

The Board approved the Designation of Depository.

APPROVAL OF PREVAILING WAGE RESOLUTION

Mrs. Hahn made a motion to authorize the Prevailing Wage Resolution. Mrs. Ackerman seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver
Nay: None

The Board approved the Prevailing Wage Resolution.

AUTHORIZATION TO PAY SUMMER BILLS

Mrs. Hahn made a motion to authorize to pay the summer bills . Mrs. Glauberman seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver
Nay: None

The Board approved to pay the summer bills.

APPROVAL OF TENTATIVE BUDGET FY 18

Mrs. Ackerman made a motion to approve the Tentative FY 18 Budget. Mr. Gale seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver
Nay: None

The Board approved the FY 18 Tentative Budget.

**APPROVAL OF CERTIFICATE OF NOTICE OF PUBLICATION AND NOTICE OF PUBLIC HEARING
FOR FY18 BUDGET**

Mrs. Hahn made a motion to approve the notices. Mrs. Ackerman seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver

Nay: None

The Board approved the Notice of Publication and Public Hearing for the FY18 Budget.

APPROVAL TO SUBMIT DISTRICT 35 TITLE 1 PLAN

Mrs. Hahn made a motion to authorize the submission of the District 35 Title 1 Plan. Mr. Gale seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver

Nay: None

The Board approved the submission of the District 35 Title 1 Plan.

PUBLIC COMMENTS

During the second opportunity for public comment, Mr. Goldstein of 366 Adams Avenue shared feedback on the District's removal of telephone lines to Public Safety. Mr. Edelheit clarified this is one step within the transition to the new 911 call center in Glenview. Additionally, Mr. Goldstein shared concerns that the District 35 policies referenced during the Board meeting were not easily accessible for public review.

Dr. Wang shared appreciation to the teachers, support staff, and administration for another successful school year. Additional thanks were shared with the administrative team as the summer months will be filled with preparation for the 2017-2018 school year.

COMMITTEE REPORTS

No committee reports were shared at this meeting.

ADJOURNMENT TO CLOSED SESSION

Mrs. Ackerman made a motion to adjourn to closed session for the purpose of discussing matters related to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the school district, 5 ILCS 120/2(c)(1) and matters related to the placement of individual students in special education programs and other matters relating to individual students, 5 ILCS 120/2(c)(10). Mr. Gale seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver
Nay: None

The meeting was adjourned to closed session at 7:55 p.m. Closed session ended at 8:35 p.m. and the Board returned to Open Session.

APPROVAL OF PERSONNEL REPORT - JUNE 2017

Upon return to open session, Mrs. Hahn made a motion to approve the June 2017 Personnel Report . Mrs. Ackerman seconded the motion.

Aye: Mrs. Ackerman, Mrs. Estes, Mr. Gale, Mrs. Glauberman, Mrs. Hahn, Mr. Ruben, and Mrs. Kain Silver
Nay: None

The Board approved the Personnel Report for June 2017.

The meeting was adjourned at 8:45 p.m.

Board President

Board Secretary