



MINUTES OF REGULAR MEETING
OF THE
GLENCOE BOARD OF EDUCATION
MONDAY, MARCH 7, 2016

President Gary Ruben called the Regular Meeting of the Glencoe Board of Education to order at 7:00 p.m. on Monday, March 7, 2016, in Young Auditorium at Central School, Glencoe, Illinois.

ROLL CALL

Present: Mrs. Ackerman, Mr. Bailey, Mr. Chez, Dr. Glucksman, Mrs. Hahn, Mr. Ruben, and Mr. Sherman
Absent: None

APPROVAL OF MINUTES

Dr. Glucksman made a motion to approve the Regular and Closed Session minutes for February 1, 2016. Mrs. Hahn seconded the motion.

Aye: Mrs. Ackerman, Mr. Bailey, Mr. Chez, Dr. Glucksman, Mrs. Hahn, Mr. Ruben, and Mr. Sherman
Nay: None
Absent: None

PUBLIC COMMENTS

Mr. Chez shared positive reflections on the Dr. Seuss Day celebration at South School. Mr. Chez visited South School on Wednesday, March 2, 2016, as students opened their day in Dr. Seuss activities across the school. Mr. Chez thanked South School for organizing the event.

MUSIC IN OUR SCHOOLS

The Board moved to Misner Auditorium to hear from student music groups in honor of Music in Our Schools month. Members of the West School Chorus Club, Central School 6th Grade Chorus, Central Jazz Band, and Central School Chamber Orchestra performed for the Board and visitors.

SUMMER EXPLORATIONS UPDATE

Ms. Pasquesi, Assistant Director of Pupil Services, shared an update on the Summer Explorations program. Ms. Pasquesi coordinates the general Summer Explorations programming and the Extended School Year (ESY) supports for students. The online preview opened on March 2nd and the registration began on Monday, March 7th. Ms. Pasquesi shared highlights of new course offerings and also presented the opening day enrollment.

COMMUNICATION AUDIT UPDATE

Dr. Wang reported the Communications Committee met to review the draft recommendations from our Communications Audit. Dr. Wang shared the overview and focused on the recommendations for next steps. The audit indicated that the District's current communication plan is effective, although there are opportunities to improve workflow and provide additional information to stakeholders.

Recommendations include:

- Refining roles and responsibilities to ensure the most efficient use of time and resources.
- Updating and integrating the web-based programs and interfaces staff use for internal and external communication.
- Seeking opportunities to share positive District news, District philosophy, and educational trends as we educate the community in advance of key events including curricular changes, financial matters, changes in state funding, etc.
- Developing a more comprehensive media strategy to improve press outreach and effectively streamline requests for information.
- Utilizing the Request for Qualifications (RFQ) process to gather comparable data for website support vendors.

A key component of the review focused on the supports and services to maintain our district website, intranet, Summer Explorations, PTO Club registration, and our staff Glencoe University registration sites. An overview of annual tasks and hours associated with the support was reviewed. The current vendor (Emma Charles, LLC) provided 356 hours of service from August 2014 - August 2015. Emma Charles was contracted to provide 309 hours at the hourly rate of \$50. No additional hours were billed. It is recommended that the District conduct a Request for Qualifications (RFQ) to determine the comparative rate, support, and services of other providers. A RFQ will be sent to 5-10 reputable vendors. Responses will be evaluated to determine comparability in rate, support and design services.

FREEDOM OF INFORMATION ACT (FOIA) REQUEST

Mr. Edelheit reported one request was received from John Klingner of the Illinois Policy Institute in Chicago, Illinois. The request was for the following information:

“A list of all current administrative and all other support staff employed by the district office...requesting district personnel only, not administrative or support staff employed by individual schools within the district.

For each district employee the following is requested:

- Full name
- Position/Title
- Current annual salary”

A response to this request was made within the required timeframe.

POLICY REVISIONS

Dr. Wang shared three policy revisions for the Board’s review based on the recommendations from the Illinois School Board Association.

2:200 School Board - Types of School Board Meetings

5:100 General Personnel - Staff Development Program

7:130 Students - Student Rights and Responsibilities

The revisions are recommended to keep the policy manual current with changes in legislation. The Board will be asked to approve these revisions at the April 4, 2016, Board of Education meeting.

BOARD MEETING DATES FOR 2016 – 2017

Dr. Wang reported a possible change of meeting dates due to schedule conflicts with the 2016-17 calendar for first Monday night meetings. A comparison of Monday and Thursday dates was completed. The Board members reported no conflict if the Board meeting were moved to Thursday night for the 2016-2017 year. Dr. Wang will further examine the calendar with administration and bring recommended dates to a future Board meeting.

MONTHLY FINANCIAL SUMMARY

Mr. Edelheit identified the January 2016 revenues as \$207,168 and the January 2016 expenditures as \$1,696,935. He reported the Ending Fund Balance for January 2016 as \$31,782,658. Additionally, Mr. Edelheit shared a mid-year review of the current year budget, as compared to the previous year, shows accelerated collection of revenues from state and federal sources. This advanced collection is due to efficiencies in grant administration realized by the Pupil Service and Board offices. Expenditure percentages are higher than the previous year due to purchased service and capital outlay costs related building improvements. These areas will continue to be monitored as we prepare for the upcoming renovations related to full day kindergarten at South School. Overall, current budget levels remain in line with previous years.

APPROVAL OF BILL LIST – MARCH 2016

Mrs. Hahn made a motion to authorize payment of the March 2016 bill list. Mr. Bailey seconded the motion.

Aye: Mrs. Ackerman, Mr. Bailey, Mr. Chez, Dr. Glucksman, Mrs. Hahn, Mr. Ruben, and Mr. Sherman
Nay: None
Absent: None

APPROVAL OF PERSONNEL REPORT

Mr. Chez made a motion to approve the March 2016 personnel report. Mrs. Ackerman seconded the motion.

Aye: Mrs. Ackerman, Mr. Bailey, Mr. Chez, Dr. Glucksman, Mrs. Hahn, Mr. Ruben, and Mr. Sherman
Nay: None
Absent: None

APPROVAL OF SOUTH SCHOOL RENOVATION BIDS

The Board reviewed the bids submitted for renovation work at South School. The District's architect, Mr. Colin Marshall, submitted the bids and alternates with details regarding the scope of the project and differences in bid proposals. The low bid of \$383,488 by d'Escoto Builders did not include the full scope of the project and the bidder submitted a letter asking for their bid to be withdrawn.

Alternate 1 was identified as Kindergarten Toilet Rooms. The Alternate provided for the installation of a bathroom in each of the two new Kindergarten rooms.

Alternate 2 was identified as Storefront Windows. The Alternate included the replacement of the entire framing and windows in the Crawford Learning Center.

Mrs. Hahn made a motion to approve the recommendation to award the contract, for the base bid and alternate 2, to Paul Borg Construction Company at \$608,000. Mr. Sherman seconded the motion.

Aye: Mrs. Ackerman, Mr. Bailey, Mr. Chez, Dr. Glucksman, Mrs. Hahn, Mr. Ruben, and Mr. Sherman
Nay: None
Absent: None

PUBLIC COMMENTS

There were no comments shared during the second opportunity for public comments.

COMMITTEE REPORTS

During Committee Reports Mr. Chez indicated the new NSSED Board Superintendent (Dr. Kurt Schneider) will begin his duties on July 1, 2016.

ADJOURNMENT TO CLOSED SESSION

Mr. Bailey made a motion to adjourn to Closed Session for the purpose of discussing matters related to the employment and performance of specific employees of the school district and Mr. Chez seconded the motion. The meeting was adjourned to Closed Session at 7:45 p.m.

Aye: Mrs. Ackerman, Mr. Bailey, Mr. Chez, Dr. Glucksman, Mrs. Hahn, Mr. Ruben, and Mr. Sherman
Nay: None
Absent: None

Board President

Board Secretary