

**MINUTES OF REGULAR MEETING  
OF THE  
GLENCOE BOARD OF EDUCATION**

**TUESDAY, FEBRUARY 17, 2015**

President Gary Ruben called the Regular Meeting of the Glencoe Board of Education to order at 7:00 p.m. on Tuesday, February 17, 2015 in the Library Learning Center at West School, Glencoe, Illinois.

**ROLL CALL**

Present: Ackerman, Bailey, Chez, Glucksman, Hahn, Ruben and Shaw  
Absent: None

**APPROVAL OF MINUTES**

Dr. Glucksman made a motion to approve the Public Waiver Hearing, Regular Meeting and Closed Session of January 5, 2015. Mr. Bailey seconded the motion.

Aye: Ackerman, Bailey, Chez, Glucksman, Hahn, Ruben and Shaw  
Nay: None

**PUBLIC COMMENTS**

During the first opportunity for public comments, Mr. Marc Gale of 417 Adams addressed the Board regarding the Advisory Referendum on the April 2015 ballot. He identified his main reasons for opposing the referendum. Mrs. Julia Eidelman, 485 Greenwood, indicated she was a community member as well as employee of the school district. She stated her opposition to the advisory referendum question and identified several safety and security measures currently in place.

**INFORMATION ITEMS AND REPORTS**

**SOCIAL THINKING CURRICULUM**

Mrs. Lamberti, Director of Pupil Services, introduced three South School staff members: Dina Eshoo, Sp/L Pathologist, Karen Kreindler, Inclusion Facilitator, and Sarah Zollo, Social Worker. They provided a brief video, which reviewed the Social Thinking Curriculum and ways it is being implemented at South School. Students in kindergarten participate in monthly lessons. First and second grade students also participate in the Social Thinking program, which compliments the current Social Emotional Learning curriculum. This program is also being implemented at West and Central Schools as a targeted intervention.

Additionally, staff members have participated in training sessions and staff development programs have been offered in Social Thinking Curriculum. The program offers a common language for students and staff members.

### TECHNOLOGY UPDATE

Dr. Wang provided a technology update for the Board members. They discussed the study of a 1:1 initiative, recommendations, and next steps. The priorities identified for the 1:1 initiative included:

- To increase student engagement and productivity through equal access to technology
- To extend and expand learning beyond the school day

The steps involved in making a recommendation to the Board included:

- Creating a 1:1 team of staff members and administrators
- Developing a vision
- Assessing current state
- Selecting devices and implementing a model
- Reviewing policies to support this instructional change
- Planning of professional development

Devices that were selected for study included Mac laptops, Chrome Books, and iPads. The positive attributes and challenges of each device were identified as well as approximate cost per device. The recommendations made to the Board included initiation of a 1:1 iPad program in 2015-2016 for 7<sup>th</sup> and 8<sup>th</sup> grade students. It was also recommended that a 5<sup>th</sup>-8<sup>th</sup> grade Technology Integration specialist be employed by the District to assist in areas such as professional development, student/staff training on use of the devices, modeling instructional use and planning with staff members, assist with the roll out of the 1:1 devices, etc. It was estimated that the cost of the equipment and software for the 1:1 initiative would be approximately \$226,000.

The next steps identified were finalizing the order of iPads and selecting resources, launching an APP committee to determine the core apps for all devices, defining procedures for use of the device at home, tech fees, repairs, and app request, and designing professional development opportunities for staff, students and parents.

Discussion was held regarding fees, repairs, and purchasing options. The Board Technology Committee will meet prior to the March 2, 2015 Board meeting to review the options and bring information to the Board as a whole.

## STAFFING PLANS FOR 2015-2016

Dr. Wang reviewed planning information for the 2015-2016 school year. In addition to examining past and predicted enrollments, the administrative team reviewed the current enrollments at each grade level. Given the current information, the following number of sections is anticipated per grade level:

Kindergarten – To be determined following Kindergarten registration  
5 sections of 1<sup>st</sup> grade  
6 sections of 2<sup>nd</sup> grade  
5 sections of 3<sup>rd</sup> grade  
6 sections of 4<sup>th</sup> grade  
7 sections of 5<sup>th</sup> grade  
7 sections of 6<sup>th</sup> grade  
7 or 8 sections for 7<sup>th</sup> and 8<sup>th</sup> grades depending upon the subject mater

It was noted that Kindergarten registration was scheduled for February 18<sup>th</sup> and 19<sup>th</sup>.

Based upon current enrollments, the following class sizes for each cohort were anticipated:

1<sup>st</sup> Grade: 1 section of 20 and 4 sections 21 students  
2<sup>nd</sup> Grade: 3 sections of 22 and 3 sections of 23 students  
3<sup>rd</sup> Grade: 5 sections of 21 students  
4<sup>th</sup> Grade: 4 sections of 20 and 2 sections of 21 students  
5<sup>th</sup> Grade: 5 sections of 20 and 2 sections of 21 students  
6<sup>th</sup> Grade: 1 section of 24 and 6 sections of 23 students  
7<sup>th</sup>/8<sup>th</sup> Grades: Number of students varies per section from 18-24 students  
per section

The total number reported for a class includes students attending out of district placements, students in special education pull out programs, and students attending resource classes offered during core blocks. This impacts the size of general education groups.

The total number of teaching positions could potentially increase by 3.5 for the coming school year if additional sections were required at Kindergarten and 1<sup>st</sup> grades. Second and fifth grades are also expected to increase by 1 section each. It was also recommended that a K-5<sup>th</sup> grade Science and Math Support Teacher, 5<sup>th</sup>-8<sup>th</sup> grade Technology Support Teacher, and a 5<sup>th</sup>-8<sup>th</sup> grade Extended Resource Teacher be employed. These additional positions would be somewhat offset by retirements and reassignments for the 2015-2016 school year. Additional staffing considerations discussed included:

1. The Title I teaching staff at South School remains contingent upon approval of Title I funds.
2. The actual number of teacher associates in 2014-2015 was identified as 42.60 and the projected number for 2015-2016 remained unchanged. This estimate included classroom, LLC, 1:1 and additional classroom support teaching assistants. Special education annual reviews scheduled during the coming months will provide the information needed to more accurately determine the number of teacher associates required for the coming school year.
3. Of three staff members currently on leave of absence one has resigned, one has indicated she will return, and the third has requested an unpaid leave of absence for a second year. A staff member currently on leave of absence has until February 15, 2015 to identify his/her intention to return or resign for the coming school year.
4. A staff member who began a leave of absence during the current school year has requested a second year unpaid leave of absence, which she is entitled to by contract.

The following plans for certificated and support staff were reviewed.

**CERTIFIED STAFF  
GLENCOE SCHOOL DISTRICT 35  
PERSONNEL PLAN 2015-2016**

Position	Actual 10-11	Actual 11-12	Actual 12-13	Actual 13-14	Actual 14-15	Projected 15-16
Classroom	64.00	60.50	56.50	54.50	52.50	55.00
Art	3.00	3.00	3.00	3.00	3.00	3.00
Music	6.00	6.00	6.00	6.00	6.00	6.00
Foreign Language	6.00	6.00	6.00	6.00	6.00	6.00
Physical Education/Health	8.40	9.40	9.40	9.40	9.40	9.40
Technology Education	2.00	2.00	2.00	2.00	2.00	2.00
Library Learning Center	3.00	3.00	3.00	3.00	3.00	3.00
Accelerated Math 5 <sup>th</sup> /6 <sup>th</sup>	1.00	1.00	1.00	1.00	1.00	1.00
Support Services (Reading/ Intervention/Tech Integration)	5.00	5.50	7.00	8.00	10.00	9.00
Special Education/Inclusion	16.00	14.00	14.00	14.00	12.60	13.60
Speech/Language Pathologists	5.60	5.60	5.60	5.60	5.60	5.60
Social Worker/School Psych.	6.00	7.00	6.00	6.00	6.00	6.00
Occupational Therapist	1.00	1.00	1.00	1.00	1.00	1.00
Principals	4.00	4.00	4.00	4.00	4.00	4.00
District Administrators	4.00	4.00	4.00	5.00	5.00	5.00
School Nurse	1.00	1.00	1.00	1.00	1.00	1.00
Title I Teacher – South	.50	.50	.50	.50	.50	.50
<b>Totals</b>	<b>136.50</b>	<b>133.50</b>	<b>130.00</b>	<b>130.00</b>	<b>128.60</b>	<b>132.1</b>
Position	Actual 10-11	Actual 11-12	Actual 12-13	Actual 13-14	Actual 14-15	Projected 15-16
Health Services	2.00	2.00	2.00	2.00	2.00	2.00
Secretarial/Clerical	11.17	11.17	12.00	11.00	11.00	11.00
Custodial/Maintenance	15.00	15.50	14.50	13.00	13.00	13.00
Classroom/Library/ Sp Ed Associates	50.60	45.60	44.60	43.70	42.60	42.60
Network Technology Tech.	2.00	2.00	2.00	2.00	2.00	2.00
Network Manager			1.00	1.00	1.00	1.00
Data Manager			1.00	1.00	1.00	1.00
<b>Totals</b>	<b>80.77</b>	<b>76.27</b>	<b>77.10</b>	<b>73.70</b>	<b>72.60</b>	<b>72.60</b>
<b>Total Personnel</b>	<b>217.27</b>	<b>209.77</b>	<b>207.10</b>	<b>203.70</b>	<b>201.20</b>	<b>204.70</b>

## ON-LINE STUDENT REGISTRATION

Dr. Wang updated the Board on the move to an on-line registration system. This program will be trialed at kindergarten registration scheduled for February 18<sup>th</sup> and 19<sup>th</sup>. In the future this system will be available for District parents to register their children at each of the schools.

## FEBRUARY 13<sup>TH</sup> TEACHER INSTITUTE DAY

Dr. Wang also provided information on the February 13, 2015 Teacher Institute Day. Each staff member attended 3 sessions selecting from a list of approximately 40 options, which included topics such as *Using Picture Books to Promote Social Emotional Learning, Engineering a Great STEM Lesson, Fun Ways to Formatively Assess Using Technology, Integrating iPads in the Modern Language Classroom*, etc. She also identified mandated training topics, which are provided for staff members on an annual or biannual basis.

## FREEDOM OF INFORMATION ACT

Dr. Crawford reported six Freedom of Information Act requests were filed since the last Board meeting.

The first was from reporter Scott Reeder. The request was for:

*“Provisions within the district’s collective bargaining agreement providing for compensation (pay and or benefits) for union officials while performing union-related activities.*

*The pay record of the employee(s) who receive this benefit.”*

The second FOIA request was received from Crystal Davis with Image Systems & Business Solutions Inc. Ms. Davis requested the following information:

*“Copies of all active copier and printer lease agreements the District currently has as well as any corresponding & active service agreements for the District’s existing fleet of copiers and printers.”*

The third request was received from Angela Caputo, a reporter with the Chicago Tribune. The request was for the following information:

- *Any district policies that outline the selection or oversight of private legal counsel;*

- *Complete copies of all contracts or agreements between the district and private legal counsel related to legal work paid for between 2010 and the present;*
- *Complete copies of all advertisements or solicitations as the district sought the aforementioned private legal services;*
- *Complete copies of all bids or proposals submitted by legal firms vying for that legal work.*

The fourth request was received from Ann Marie Corbett, a representative of SmartProcure. The request was for the following information:

*“... an electronic record (without scanning or printing) of purchase orders dated 2014-07-21 to current.*

*The information requested is:*

- 1. Purchase order number or equivalent*
- 2. Purchase order date*
- 3. Line item details*
- 4. Line item quantity*
- 5. Line item price*
- 6. Vendor ID number, name, address, contact person and email address”*

The fifth request was received from Donna McShea, 800 Lloyd Place, Winnetka, Illinois via email. The request was for information from the New Trier testing for 8th grade students:

*“Pursuant to the Illinois F.O.I.A., I am requesting copies of the Administrator's Summary reports for the 2014 ERB/CTP4 student testing. The tests were administered by New Trier in December, 2014 and subsequently reported to District 29.”*

The sixth request was received from Katie Drews, a reporter with the Better Government Association. The request was for the following information:

- *The total amount of TRS creditable earnings for the superintendent for the 2013-'14 school year.*
- *The total amount of TRS retirement fund contributions paid for by the school district for the superintendent in the 2013-'14 school year.*
- *The total amount of TRS health insurance contributions to the Teachers' Health Insurance Security Fund paid for by the school district for the superintendent in the 2013-'14 school year.*

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

### **SNOW DAYS: MAKE UP OPTIONS**

Dr. Crawford indicated that due to the 2 snow days taken on January 7<sup>th</sup> and February 2<sup>nd</sup>, an Action Item would be brought to the Board in March asking for approval to modify the 2014-2015 school calendar. It will request August 25, 2014 reflect a Teacher Institute Day and April 20, 2015 reflect a Student Attendance Day. This will provide a school calendar with 4 Teacher Institute Days and 174 student attendance days, which meets the ISBE requirements. The previously approved calendar included one (1) additional Student Attendance Day and one (1) additional Teacher Institute Day. Parents will be notified that students will attend school on April 20, 2015.

### **SOUTH SCHOOL RENOVATIONS UPDATE**

Mr. Edelheit reviewed progress made in the South School Renovations project and transportation contract. He indicated the HVAC needs and environmental abatement needs were more complicated and extensive than anticipated. This created a delay in preparing the bid specification and would also increase the cost of the project. Plans and bid specifications for the South School renovation should be available by March 9<sup>th</sup> with bids being received by the end of March. It was anticipated the bids would be brought to the Board in April.

### **TRANSPORTATION CONTRACT UPDATE**

Mr. Edelheit indicated the transportation bids would be published by New Trier High School by the end of February. District 203 and 35 contract together for transportation. However, the high school's needs are more complicated than those of the elementary district. The current carrier, ALLTOWN is aware the districts are going to bid.

### **MONTHLY FINANCIAL SUMMARY**

Mr. Edelheit reported an End Fund Balance of \$30,420,508 for December 2014. He also indicated the CPI for 2014 was reported as .8%. This will be used in the next year's tax levy.

### **APPROVAL OF BILL LIST**

Mr. Ruben made a motion to approve the February 2015 bill list and Mrs. Ackerman seconded the motion.

Aye: Ackerman, Bailey, Chez, Glucksman, Hahn, Ruben and Shaw  
Nay: None

### **APPROVAL OF PERSONNEL REPORT**

Dr. Glucksman made a motion to approve the February 2015 Personnel Report and Mrs. Shaw seconded the motion.

Aye: Ackerman, Bailey, Chez, Glucksman, Hahn, Ruben and Shaw  
Nay: None

### **APPROVAL OF TUITION REIMBURSEMENT PAYMENTS**

Mrs. Hahn made a motion to approve the second tuition reimbursement payment of \$18,379. Dr. Glucksman seconded the motion.

The total amount for this cycle was \$56,138 as compared to the 2013-2014 total of \$57,546, 2012-2013 total of \$38,837, the 2011-2012 total of \$66,562, and the 2010-2011 total of \$86,078.

Aye: Ackerman, Bailey, Chez, Glucksman, Hahn, Ruben and Shaw  
Nay: None

### **APPROVAL OF 2015-2016 TRANSPORTATION FEES**

Mrs. Shaw made a motion to approve the transportation fees for the 2015-2016 school year at the same level as the current school year. Mrs. Ackerman seconded the motion.

Transportation  
K-4 \$525  
5-8 \$200 (AM or PM)  
\$400 (Both AM and PM)

The late fee is \$50 per student.

	PLAN CODE	DESCRIPTION	COST PER YEAR
SOUTH – Kindergarten	K – AM	Bus Service twice per day – AM Kindergarten Student	\$525
	K – PM	Bus Service twice per day – PM Kindergarten Student	\$525
SOUTH – Grades 1 – 2	1 – 2	Bus Service twice per day – 1 <sup>st</sup> or 2 <sup>nd</sup> Grade Student	\$525
WEST – Grades 3 - 4	3 – 4	Bus Service twice per day – 3 <sup>rd</sup> or 4 <sup>th</sup> Grade Student	\$525
CENTRAL – Grades 5 - 8	5 – 8 AM	Bus Service AM Only – 5 <sup>th</sup> thru 8 <sup>th</sup> Grade Student	\$200
CENTRAL – Grades 5 - 8	5 – 8 PM	Bus Service PM Only – 5 <sup>th</sup> thru 8 <sup>th</sup> Grade Student	\$200
CENTRAL – Grades 5 - 8	5 – 8 2W	Bus Service twice per day – 5 <sup>th</sup> thru 8 <sup>th</sup> Grade Student	\$400
PARK DISTRICT BUS SERVICE:(KINDERGARTEN ENRICHMENT, AFTER SCHOOL ADVENTURES, CHILDREN'S CIRCLE,)			
SOUTH – Kindergarten	K-PD	2-Way Park District Only Bus Service	\$525
SOUTH/WEST – Grades K-4	After School Adventures A	2-Way Park District Only Bus Service	\$525
CENTRAL – Grades 5-8	After School Adventures B	2-Way Park District Only Bus Service	\$400

Aye: Ackerman, Bailey, Chez, Glucksman, Hahn, Ruben and Shaw  
Nay: None

**APPROVAL OF 2015-2016 EXTRACURRICULAR ATHLETIC PARTICIPATION FEES**

Mr. Bailey made a motion to approve the Extracurricular Athletic Participation Fees at the current rates:

Basketball = \$380  
Volleyball= \$225  
Soccer = \$210  
Cross Country= \$ 40  
Track = \$ 40

Student Registration fees were tabled until March in order to consider inclusion of a technology component for the 7<sup>th</sup> and 8<sup>th</sup> grade 1:1 technology initiative.

Mrs. Hahn seconded the motion.

Aye: Ackerman, Bailey, Chez, Glucksman, Hahn, Ruben and Shaw  
Nay: None

### **APPROVAL OF PREPARATION OF 2015-2016 BUDGET**

Mr. Bailey made a motion to approve the preparation of the 2015-2016 budget, which allows for developing assumptions necessary to draft a tentative budget.

Mrs. Ackerman seconded the motion.

Aye: Ackerman, Bailey, Chez, Glucksman, Hahn, Ruben and Shaw  
Nay: None

### **PUBLIC COMMENTS**

There were no comments during the second opportunity provided in the Board meeting.

### **COMMITTEE REPORTS**

During the Committee Reports Dr. Crawford reported the League of Women Voters would study the Advisory Referendum. The League provided a list of questions and the Board Communication Committee, Nancy Shaw and Julie Ackerman, will work with Dr. Wang and Dr. Crawford to provide responses. The responses will be reviewed by the Board as a whole prior to submitting the information by February 26<sup>th</sup>.

Mrs. Ackerman reported on the Glencoe Parent Connection Program, *Tell Me More About the Common Core*. This program was presented at South School and designed for parents of Kindergarten - 2<sup>nd</sup> grade students. Dr. Wang, Dr. Zonghetti, and Mrs. Byrne presented information highlighting instructional differences when implementing the Common Core State Standards. They also showed the progression of expectations for students as a standard is addressed at varying grade levels. The participants moved through three stations, which addressed examples of the Mathematics Standards, English Language Arts Standards, and PARCC testing.

**ADJOURNMENT OF OPEN SESSION**

Dr. Glucksman made the motion to adjourn open session as no Closed Session was needed, and Mrs. Hahn seconded the motion.

Aye: Ackerman, Bailey, Chez, Glucksman, Hahn, Ruben and Shaw  
Nay: None

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Board President

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Board Secretary