

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

Monday, December 13, 2010

President Robert Bailey called the Regular Meeting of the Glencoe Board of Education to order at 7:30 p.m. on Monday, December 13, 2010 in Young Auditorium of Central School, Glencoe, Illinois.

ROLL CALL

Present: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Absent: None

APPROVAL OF MINUTES

Mr. Burnham made a motion to approve the 2011-2012 School Calendar Hearing, Regular minutes for the open and closed sessions of November 8, 2010. Mr. Chez seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

PUBLIC COMMENTS

There were no comments from the public during the first opportunity.

ADMINISTRATOR REPORTS

AUDITOR'S REPORT

Mr. Jim White, auditor for Baker Tilly Virchow Krause, LLP, reviewed the 2010 Certified Annual Financial Report. He reported on financial stability of the district and auditing practices impacting all school districts. In reviewing the communication document from the auditing firm, control deficiencies, significant deficiencies, and material weaknesses were identified as well as measures taken to rectify. Mr. White indicated that overall the school district was financially sound. The auditor's report was referred to the Finance Committee for review with Mr. White. This meeting was scheduled for 6:30 p.m. on Monday, January 10, 2011, prior to the regular monthly meeting of the Board. A copy of the audit is available for review in the Board Offices and will be posted on the District web page www.glencoeschools.org

ENERGY PERFORMANCE CONTRACT PRESENTATION

Mr. Edelheit provided information regarding the energy performance contracting bids and scope of the projects included in those proposals. The following two bids for identified projects were received:

AMERESCO at \$1,751,295

- Lighting upgrades and controls at all 3 buildings
- Steam trap replacement at Central
- Boiler and air handler replacement at West

Johnson Controls at \$1,437,714

- Lighting upgrades, controls, building envelope, and chemical water treatment
- Steam trap, air handler, and domestic hot water replacement at Central
- Boiler and air handler replacement at West

A recommendation was made to accept Johnson Controls proposal based upon the companies capability to implement the bulk of projects internally this limiting sub contracting, the identified cost and scope of projects, and information learned from local references.

The decision to enter into a performance contract was based upon the district's aging major mechanical systems. Utilizing a performance contract allowed for upgrading systems and replacing equipment while maintaining fiscal responsibility and energy savings.

HOME AND SCHOOL SEL CONNECTION

Mrs. Wang and Dr. Cinnamon reported on the four-part Social and Emotional Learning parent-training program held for kindergarten parents. Joining them in facilitating the parent program were Al Ross from Family Service of Glencoe, and South School teachers Kate Kooi and Erica Zuhr.

GUIDING PRINCIPLES

The Board reviewed and discussed the stated Guiding Principles to determine if changes were recommended. Suggestions were made for revising the following principles:

Maintain Class Size with the Goal of 20 Students Per Class
Maintain and Enhance Educational Programs
Maintain Fiscal Responsibility

1. Maximize Revenues
2. Minimize Expenditures
3. Extend Timeline for Next Referendum

Revisions will be brought to a future Board meeting.

FOIA REQUESTS

Mr. Edelheit reported four Freedom of Information Act requests were received since the last Board meeting. Requests were as follows:

Michael J. Dziallo, Doug Frame, Brenda Lee, and Eileen McCaffrey, Doctoral students at Lewis University requested the count of all students in the school district with a 504 Plan and a list of disabilities for which the plans have been written.

Bob Buck with *neopost* in Carrollton, Texas requested information about the school district's mail machine/postage equipment.

Scott O'Connell requested all legal opinions -- labeled "Formal", "Informal", "Memorandum" or some other title -- issued by the ISBE since 1963 that mention either the tax levy (Section 17-2.11) and/or the bond proceeds (Section 17-2.11a) of the fire prevention and safety statute(s).

All legal opinions -- labeled "Formal", "Informal", "Memorandum" or some other title -- issued by the ISBE since 1963 that address the issue of whether or not a school district can substitute a new "violation" for an existing "violation" that had already been approved by the ISBE and ordered repaired by ROE.

All legal opinions -- labeled "Formal", "Informal", "Memorandum" or some other title -- issued by the ISBE since 1963 that address the issue of whether or not all of the code violation repairs need to be "accomplished and paid for in full" before any new projects can be undertaken with the original tax proceeds (levy and/or bonds).

All legal opinions -- labeled "Formal", "Informal", "Memorandum" or some other title -- issued by the ISBE since 1963 that address the issue of whether or not the District has the authority to levy and/or issue bonds under either Section 17-2.11 or Section 17-2.11a at an amount equal to the "estimate" for the repair instead of the "actual" contracted amount when the estimated cost to effectuate the repairs is *greater than* the actual cost contained within a board-approved contract.

Michael Grach of All-Ways Transportation Services requested the most recent data reflecting current list of transportation vendors, type of vehicles used, and their receptive charge rates for transportation services for medically fragile and special needs students.

The requests were responded to within the required time frame.

ISBE TECHNOLOGY PLAN UPDATE

Mrs. Wang reported the three-year District Technology Plan was in the process of being revised. An **approved Technology Integration Plan** was required of Local Education Agencies (LEA) for participation in and eligibility for [e-Rate](#) reimbursement or discounts, and other state or federal funding initiatives supporting educational technology.

The **District's** three year **Technology Integration Plan** included the following categories:

- Curriculum and Instruction
- Professional Development
- Community Involvement
- Technology Deployment

Goals for the plan were based upon ISAT assessment data and additional information provided in the annual school report card. The following goal for the Technology Integration Plan was derived from student performance on the State of Illinois assessment: *District 35 will increase achievement in our students with disabilities subgroup from 71% to 77% meets and exceeds, at the end of three years, as measured by our fourth grade ISAT scores in the area of reading.*

MONTHLY FINANCIAL SUMMARY

Mr. Edelheit reported the Ending Fund Balance for November 2010 as \$21,515,736.

APPROVAL OF BILL LIST

Mr. Stauber made a motion to approve the December 2010 bill list and Ms. Shaw seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

APPROVAL OF PERSONNEL REPORT

Mr. Burnham made a motion to approve the Personnel Report and Mr. Chez seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

APPROVAL OF TAX LEVY 2010

Ms. Malehorn made a motion to approve the 2010 Tax Levy as reviewed during the public hearing held prior to the Board Meeting. Mr. Burnham seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

APPROVAL OF FISCAL YEAR 2010 AUDIT

Mr. Chez made a motion to approve the Fiscal Year 2010 Audit as reviewed by the auditor. Mr. Burnham seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

APPROVAL OF ASBESTOS ABATEMENT AT CENTRAL SCHOOL

Mr. Edelheit recommended that approval be given to Associated Environmental/IFD for the asbestos abatement contract. The scope of the project was floor covering removal at Central School during winter and summer breaks. JMS Environmental Services surveyed the areas and prepared the specifications for this project. Bids were received from the following vendors:

Associated Environmental/IFD	\$47,430
Luse Companies of Aurora	\$52,400
Kinsdale Contracting Group, Inc.	\$61,600

Mr. Burnham made a motion to approve the asbestos abatement contract to Associated Environmental/IFD in the amount of \$47,430. Mr. Sigurdson seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

APPROVAL OF FLOOR REPLACEMENT AT CENTRAL SCHOOL

Mr. Edelheit stated that four proposals were received for the floor replacement project at Central School. The bids received were as follows:

Larson Equipment & Furniture Co.	\$31,480
Kingston Tile Co., Ltd.	\$32,265
Rockford Carpetland USA, Inc.	\$37,289
JEM Excel Building Inc.	\$49,100

Ms. Malehorn made a motion to approve the bid from Larson Equipment and Furniture for \$31,480. Mr. Sigurdson seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

APPROVAL OF ENERGY PERFORMANCE CONTRACT

Mr. Edelheit reviewed the specifics of the Energy Performance contract bids as follows:

AMERESCO \$1,751,295
-Lighting upgrades and controls at all 3 buildings
-Steam trap replacement at Central
-Boiler and air handler replacement at West

Johnson Controls \$1,437,714
-Lighting upgrades, controls, building envelope, and chemical water treatment
-Steam trap, air handler, and domestic hot water replacement at Central
-Boiler and air handler replacement at West

Ms. Malehorn made a motion to approve the Energy Performance Contract with Johnson Controls for \$1,437,714. Mr. Sigurdson seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

APPROVAL OF BOARD POLICY REVISIONS

Ms. Shaw made a motion to approve the following Board policy revisions:

2:60 Board Member Removal From Office
2:70 Vacancies on the School Board – Filling Vacancies
2:110 Qualifications, Terms, and Duties of Board Officers
2:125 Board Member Expenses
2:220 School Board Meeting Procedures
4:80 Accounting and Audits
4:150 Facility Management and Building Programs
5:10 Equal Employment Opportunity and Minority Recruitment
5:30 Hiring Process and Criteria
5:260 Student Teachers
7:10 Equal Educational Opportunities
7:50 School Admissions and Student Transfers To and From Non-District Schools

Mr. Chez seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber

Nay: None

APPROVAL TO SUBMIT ISBE DISTRICT IMPROVEMENT PLAN 2010

Ms. Wang and Dr. Crawford reviewed submission of a 2010 District Improvement Plan to the Illinois State Board of Education via the Illinois Interactive Report Card system. A **District Improvement Plan (DIP)** was required by federal and state regulations for districts that are in academic status. District 35 was not required to file a District Improvement Plan since our school district met Adequate Yearly Progress (AYP). However, a number of required documents have become linked and filed through the same electronic system. It was anticipated that commonly used data would be utilized for each of these documents, (i.e., Technology Integration Plans, Title I Plans, Response to Intervention Plans, District Improvement Plans, School Improvement Plans, etc.).

The plans were based upon ISAT assessment data and information provided in the annual school report card. Goals were derived from student performance on the State of Illinois assessment.

Ms. Shaw made a motion to approve submittal of the 2010 ISBE District Improvement Plan and Ms. Malehorn seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

APPROVAL TO CHANGE DATE OF APRIL OR MAY 2011 BOARD MEETING

Dr. Crawford requested the Board change the May 9, 2011 Board meeting date to May 2, 2011. This change was required due to election timelines. Following the April 5, 2011 election, the Cook County election authorities canvass ballots. The Board Secretary receives notification once this task has been completed and the new Board of Education members can then be sworn in and reorganization of the Board completed. Notification from Cook County is to be made no later than April 26, 2011 and the seating of Board Members is to be completed no later than May 3, 2011.

Ms. Malehorn made a motion to change the Board Meeting date of May 9, 2010 to May 2, 2011. Ms. Shaw seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

PUBLIC COMMENTS

There were no public comments during the second opportunity in the meeting.

COMMITTEE REPORTS

During Committee Reports Mrs. Shaw indicated she attended the PTO Board meeting. The annual fund raising campaign will be for expanded technology enhancements in our school district. The PTO co-presidents and administrative staff will work together on the particulars of the campaign.

ADJOURNMENT OF OPEN SESSION

Mr. Sigurdson made a motion to adjourn to Closed Session for the purpose of discussing matters related to personnel. Mr. Stauber seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

ADJOURNMENT TO OPEN SESSION

Ms. Malehorn made the motion to adjourn to open session, and Mr. Stauber seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

ADJOURNMENT OF OPEN SESSION

Mr. Burnham made the motion to adjourn open session, and Mr. Chez seconded the motion.

Aye: Bailey, Burnham, Chez, Malehorn, Shaw, Sigurdson and Stauber
Nay: None

Board President

Board Secretary