

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

**Monday, September 12, 2011**

President Eddie Chez called the Regular Meeting of the Glencoe Board of Education to order at 7:40 p.m. on Monday, September 12, 2011 in Young Auditorium of Central School, Glencoe, Illinois.

**ROLL CALL**

Present: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Absent: Stauber

**APPROVAL OF MINUTES**

Mr. Bailey made a motion to approve the Regular and Closed session minutes of July 11, 2011 as modified. Ms. Shaw seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

**PUBLIC COMMENTS**

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

**ADMINISTRATOR REPORTS**

**REVIEW OF OPENING ENROLLMENTS**

Dr. Crawford reviewed comparisons of the opening of school enrollments, as well as the Kasarda projections from December 2010. The total opening enrollment for 2011 was 1,285, thirty-seven students less than the 2010 opening enrollment of 1,322. The Fall Housing Report was identified as the benchmark for enrollment comparisons throughout the State of Illinois. This report will be filed with the Illinois State Board of Education reflecting enrollments on September 30, 2011.

## **OCTOBER 7<sup>TH</sup>, INSTITUTE DAY**

Mrs. Wang reviewed plans for the October 7<sup>th</sup> Teacher Institute Day. The Staff Development Committee began working in January to offer a staff development program featuring staff members teaching one another and community members leading sessions. A menu of 45 sessions included topics such as:

iPad Use for Organization and Productivity,  
Positive Communication,  
Effective Inclusion,  
Building a Classroom Community,  
New Releases in Children's Literature,  
KidBlog,  
Socratic Method,  
Ethics and Electronic Communications

Each staff member will attend 3 sessions and the day's events will conclude with building based staff meetings.

## **DISTRICT/GEA WEB PAGE**

Mrs. Wang also reviewed the District/GEA web page located on the district web site. This page included comments submitted by staff members, administrators and Board members. The theme of the page is "*Why We Love Working in Glencoe*". Each time the page is accessed or refreshed the comments and pictures change.

## **FREEDOM OF INFORMATION REQUEST**

There were no Freedom of Information Act requests filed since the July Board meeting.

## **SAS 114 PLAN LETTER**

Mr. Edelheit reviewed the SAS -114 Planning Letter to Board of Education members from the school auditing firm, Baker Tilly. Auditing standards require two-way communication between the governing body and auditor. The letter reviewed auditor responsibilities under generally accepted auditing standards and government auditing standards, auditor responsibilities for testing and reporting internal controls, timing of the audit, and relevant information from the school district.

## **MONTHLY FINANCIAL SUMMARY**

Mr. Edelheit reported the End Fund Balance for July 2011 as \$27,608,055.

### **APPROVAL TO RATIFY BILLS PAID – AUGUST 2011**

Mr. Chez made a motion to ratify bills paid for August, 2011 and Mr. Ruben seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

### **APPROVAL OF BILL LIST**

Ms. Hahn made a motion to approve the September 2011 bill list and Mr. Ruben seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

### **APPROVAL OF REVISED PERSONNEL REPORT**

Mr. Bailey made a motion to approve the revised personnel report and Ms. Hahn seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

### **APPROVAL OF 2011-2012 BUDGET**

Mr. Bailey made a motion to approve the 2011-2012 Fiscal Year Budget as presented during the Budget Hearing. Mr. Ruben seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

**APPROVAL OF APPLICATION FOR RECOGNITION OF SCHOOLS**

Ms. Hahn made a motion to approve the Application for Recognition of Schools. These applications are filed annually with the Regional Office of Education. Mr. Bailey seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

**APPROVAL OF DISTRICT MISSION STATEMENT, GUIDING PRINCIPALS AND STRATEGIC THEMES**

Mr. Bailey made a motion to approve the revisions to the District Mission Statement, Guiding Principles, and Strategic Themes. Ms. Hahn seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

**APPROVAL OF GASB 54**

Mr. Ruben made a motion to approve a resolution establishing fund balance policies as required by GASB (Governmental Accounting Standards Board) 54. Beginning June 30, 2011, these requirements were applied to financial statements. Ms. Shaw seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

**APPROVAL OF ABATEMENT OF WORKING CASH FUND**

Ms. Hahn made a motion to approve the Abatement of the Working Cash Fund. A minimum balance of .05% of the District's current Equalized Assessed Value was required in the fund. The transfer was retroactive to June 30, 2011 with approximately \$63,794 transferred to the Capital Projects Fund. Mr. Chavin seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

## **PUBLIC COMMENTS**

The following individuals were heard during the second opportunity for public comments:

Ms. Laurie Morse inquired about the number of teacher associates employed by the school district and hiring trend over the past five years. At a latter time during the meeting the following response was provided to her question.

07/08	08/09	09/10	10/11	11/12
56.6	62.6	61.6	50.6	48.6

Mr. Rosin complimented the Board on their work with the District Mission Statement, Guiding Principles, and Strategic Themes.

Mr. Lee indicated he was the parent of four children and expressed his desire for the school district to provide Mandarin as a language option at an early age.

Ms. Gretchen Rupp asked for clarification regarding changes to the Guiding Principles, in particular the elimination of a stated number of children per class. She also asked when the Board would discuss staffing options for the coming school year. Ms. Shaw responded that it was determined this was not a singular strategic guiding principle but rather a consideration when implementing the strategic themes. It was identified that the Board typically discusses staffing plans at the January and/or February Board meetings.

## **COMMITTEE REPORTS**

During Committee reports Dr. Crawford reported the Village is in the process of finalizing a Request for Proposals for a Village wide newsletter. This letter would be sent quarterly to residents with information from the Village, Library, Park District and School District.

Dr. Crawford also indicated the Glencoe Educational Foundation (GEF) was interested in upgrading equipment in the Video Production Lab and improvements to Misner Auditorium. Information will be sent to the GEF President regarding architect plans for Misner renovations and if the organization remains interested, then a meeting will be scheduled with the Board of Education Facilities Committee.

Mr. Bailey indicated NSSD ratified a three-year staff contract with salary increases of 2.7%. 2.7%, and 3%. He also indicated he would no longer be able to represent the school district on the NSSD Governing Board. Mr. Chez identified he would fill this committee role and Mr. Ruben will now represent the Board on the Village Plan Commission.

Mrs. Hahn reported the Village Sustainability Committee met and plans were being made for a Glencoe Goes Green day on November 12<sup>th</sup>. This day of events would be held at the Takiff Center and information would be shared when available.

Mr. Chez reported he and Mrs. Hahn met with Mr. Nello Lucchesi to discuss the school district curriculum, modern language program, and Mr. Lucchesi's hopes for a foreign language immersion program to be included in the school district curriculum. In particular the merits of learning the Mandarin language were identified. A long discussion was held with Mr. Chez and members of the audience about the value of teaching a second language and whether that second language should be Mandarin. At the conclusion of this discussion the Board asked the administrative team to review the curriculum revision and renewal process at the next Board meeting.

### **ADJOURNMENT TO CLOSED SESSION**

Mr. Ruben made a motion to adjourn to closed session for the purpose of discussing matters related to personnel. Mr. Bailey seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

### **ADJOURNMENT TO OPEN SESSION**

Mr. Bailey made the motion to adjourn to open session and Mr. Chavin seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw  
Nay: None  
Absent: Stauber

The Board reviewed information for the administrative team to provide regarding the curriculum review process for all subject areas. This information will be brought to a future Board meeting.

**ADJOURNMENT OF OPEN SESSION**

Mr. Ruben made the motion to adjourn open session, and Mr. Bailey seconded the motion.

Aye: Bailey, Chavin, Chez, Hahn, Ruben and Shaw

Nay: None

Absent: Stauber

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Board President

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Board Secretary