

COMMUNITY CONSOLIDATED SCHOOLS, DISTRICT 168
Sauk Village, Illinois, County of Cook
REGULAR MEETING MINUTES

August 15, 2011

Administration Building/Boardroom
21899 S. Torrence Avenue
Sauk Village, IL 60411

At 6:03 p.m. President, Suzanne Arnold, called the Regular Meeting to order.

Pledge of Allegiance

President Arnold verified that there was a quorum of the Board present with the following members present/absent:

ROLL CALL

Present:

Mrs. Suzanne Arnold, President
Ms. Mary E. Howard, Vice President
Mrs. Sharon Davenport, Secretary
Mrs. Angela R. Cox, Board Member
Mrs. Tammy N. Jones, Board Member
Mrs. Maxine Towers, Board Member (arrived 6:06 p.m.)

Absent:

Mr. Jimo A. Kasali, Board Member

ADMINISTRATORS & STAFF PRESENT/ABSENT:

Mr. Al Travaglini, Acting Superintendent
Mrs. Sharlyne Williams, Business Manager
Mr. Scott Strong, Director of Instructional Services
Mr. Jeremiah Johnson, Director of Special Education
Ms. Lenore Brentine, Superintendent Secretary & Board Recording Secretary
Union Representatives Havener & Jenkins
Mary E. Hanks

OTHERS PRESENT:

Ms. Nakia Garcia, and PTA Representative Mr. Melvin Stevenson

BOARD CORRESPONDENCE & COMMENTS

- South Cook Fall Division Meeting Dinner – Wednesday, October 5, 2011
- Presentation by Mrs. Angela Cox McConathy Public Library Representative - "Pee Wee P.C.'s"

COMMITTEE REPORTS

- A.) Finance** – President Arnold reported that the committee will be adding a new section for board development; received \$446,000 from the state of the \$900,000 they owe the District.
- B.) SPEED** – President Arnold reported that Dr. Walters of SPEED was happy to welcome Member Jones as the representative for the District.

AUDIENCE FOR AGENDA ITEMS ONLY

Mr. Rob Grossi, Bloom Township Treasurer, gave an analysis¹ of the District's finances, past, present and future. The five-year projections are based on assumptions with revenues and expenditures. The gap between expenses and revenues is projected to increase due to the fact that expenses are projected to increase at an average rate of 1.6%, while revenues are projected to decrease approximately \$1.5 million in FY 2012 and remain level thereafter. Total fund balances are projected to decrease from \$15,852,000 on June 30, 2012 to \$5,105,000 on June 30, 2016.

DISCUSSION OF UNFINISHED BUSINESS - NONE

DISCUSSION OF NEW BUSINESS

- **Consent Agenda** – No items removed; No questions or comments
- **Amend Open Board Minutes of June 20, 2011** – Minutes read “*Principal Iverson of Rickover Jr. High, along with representatives from Pearson Educating Company, presented a new program “digits”, a middle grades math program which replaces math textbooks for grades 6, 7 & 8. This program will be implemented next year at Rickover Jr. High School.* The amendment² will read; *This program will be considered to be implemented next year at Rickover Jr. High School.* No questions or comments.
- **Adopt/place on public display 2011-2012 Tentative Budget** – No questions or comments due to earlier presentation from Mr. Rob Grossi.
- **Adopt Resolution of Joint Agreement/South Suburban School Purchasing Cooperative** – Business Manager, Mrs. Williams, recommended the Board adopt the Joint Agreement³ that would join forces with 22 other school districts, known as the South Suburban School Purchasing Cooperative, for the purchase of materials, paper, supplies, equipment, and services, for the least possible cost.
Secretary Davenport asked about cost efficiency. Mrs. Williams answered that when bidding on volume with that many districts, the vendors tend to give lower prices vs. the district going out to bid individually. All bid requirements will be handled collectively as a group. Mrs. Williams stated she has found savings especially with paper supplies.

¹ Copy available with the minutes at the District Administration Center

² Amendment included with the minutes

³ Agreement included with the minutes

- **Community Eligibility Option (CEO) for School Year 2011-2012; National School Lunch and Breakfast Program** - Business Manager, Mrs. Williams recommended entering into agreement⁴ with ISBE to participate in the Community Eligibility Option (CEO). This is the first year for the program. Illinois was just one of few states approved. The district exceeds the threshold eligible for the program. All local educational agencies that participate in the program agree to serve all students free lunch and breakfast for four successive school years. After one year the District can opt out by June 30 of the end of this year. The District will still get reimbursed for free and reduced lunches those students who are Direct Certified. It is time saving because there will not be the “verification” process due to no applications. The District must maintain a total count of breakfast and lunches served daily. The Board asked that a district employee also verify the counts other than the food service personnel. The Board also discussed with Superintendent Travaglini the concern of food allergies.

SUPERINTENDENT’S REPORT

- Today was the first day for student registration using phone blasts.
- I held an administrators meeting last Thursday to discuss the coming school year.
- I will be meeting with all the Social Workers three days earlier.
- All secretaries and clerks will attend a Customer Service Seminar at the Administration Center on Friday August 19th. Dr. Alan Simon of Concordia University will be the presenter. There will be a follow-up on October 7th.
- I attended the new superintendent’s seminar in Springfield. The group also got to visit the Governor’s Mansion.
- I attended a special education seminar in Peoria in July. The big topic there is the evaluations for principals and teachers. Beginning next September, the students progress will be tied to the principal’s evaluation. The procedures for the teachers are currently in progress.
- Jumpstart began on August 8th for 7 & 8 grade students. I would like to see the 6 graders invited next year.
- I submitted a grant, with the help of Mr. Johnson, Director of Special Education, in the amount of \$300,000 for after school programming. \$150,000 for Strassburg and \$150,000 for Rickover Jr. High. Wagoner did not qualify due to the students are too young. It will take approximately 60 days before we know if we will receive it. If we find out in October we can start the programs in November; they run for 28 weeks. It not only involves students but also parents, community, library etc.

⁴ Agreement included with the Minutes

GENERAL DISCUSSION

President Arnold stated that on August 1, 2011 the Board and Mr. Travaglini attended another TAG (Targeting Achievement through Governance) training session. The school board has chosen three areas to work and grow on as a Board through the TAG Program with IASB:

- 1.) To build on community relations and communications. To engage with the community more and build on communication skills.
- 2.) To develop goals for the superintendent and develop a process for an annual evaluation. President Arnold is looking for a board member to become part of a team for the superintendent's evaluation tool. A committee of two would be better to search the tool rather than three or more board members in which there would need to be an agenda.
- 3.) To develop a process for the Board to evaluate itself.

The Board needs to vote on this and will be on next month's agenda as an action item.

AUDIENCE PARTICIPATION

Mary Hanks, suggested that for the lunch/breakfast program, that the district use the classroom teachers to take the counts. Superintendent Travaglini will take into consideration.

Mr. Melvin Stephenson complimented Superintendent Travaglini for bringing in the Social Workers earlier.

Inez Jenkins complimented the Board's work.

CLOSED SESSION

Member Howard moved, seconded by Member Jones to adjourn Open Session and enter into Closed Session at 7:38 p.m. to discuss (exceptions cited in entirety) personnel, litigation, and lawfully closed meeting minutes.

Roll Call Vote:

Ayes: Cox, Davenport, Howard, Jones, Towers and Arnold

Nays: 0

Absent: Kasali

Motion carried

Closed Session adjourned at 9:28 p.m.

RETURN TO OPEN SESSION

- Member Howard moved, seconded by Member Jones, to return to Open Session at 9:36 p.m. with action to be taken.

Roll Call Vote:

Ayes: Jones, Towers, Cox, Davenport, Howard and Arnold

Nays: 0

Absent: Kasali

Motion carried

ACTION FROM CLOSED SESSION

- Member Jones moved, seconded by Member Davenport, that the contract for Mr. Jeremiah Johnson, as Assistant Principal for Rickover Jr. High School, is voided by way of the Boards action on July 18, 2011, to hire Mr. Johnson as Director of Special Education, and include voiding his title as District RTI (Response to Intervention) Coordinator as presented.

Roll Call Vote:

Ayes: Towers, Cox, Davenport, Howard, Jones and Arnold

Nays: 0

Absent: Kasali

Motion carried

- Member Howard moved, seconded by Member Cox, to approve the employment of Mr. Johnson as Director of Special Education as presented.

Roll Call Vote:

Ayes: Towers, Cox, Davenport, Howard, Jones, and Arnold

Nays: 0

Absent: Kasali

Motion carried

- Member Cox moved, seconded by Member Jones, to approve the salary increases for the Assistant Superintendent, Director of Instructional Services and Business Manager as presented.

Roll Call Vote:

Ayes: Cox, Davenport, Howard, Jones, Tower and Arnold

Nays: 0

Absent: Kasali

Motion carried

- Member Jones moved, seconded by Member Cox, to approve the release of closed minutes for August 1, 2011 Sessions 1 & 2 and keep closed the minutes of July 18, 2011 as presented.

Roll Call Vote:

Ayes: Davenport, Howard, Jones, Towers, Cox and Arnold

Nays: 0

Absent: Kasali

Motion carried

- Member Howard moved, seconded by Member Jones, to approve the semi-annual release of closed minutes for January 16, 2008 as presented.

Roll Call Vote:

Ayes: Davenport, Howard, Jones, Towers, Cox and Arnold

Nays: 0

Absent: Kasali

Motion carried

- Member Davenport moved, seconded by Member Jones, to approve the verbatim record destruction of closed minutes that have been approved by the public body that are no less than 18 months as presented.

Roll Call Vote:

Ayes: Jones, Towers, Cox, Davenport, Howard and Arnold

Nays: 0

Absent: Kasali

Motion carried

APPROVAL OF CONSENT AGENDA

A.) Open Minutes of the Special Meeting of June 13, 2011

B.) Open Minutes for the Regular Meeting of July 18, 2011

C.) Closed Minutes for the Regular Meeting of July 18, 2011

D.) Open Minutes for the Special Meeting of August 1, 2011

E.) Closed Minutes of the Special Meeting Sessions 1 & 2 of August 1, 2011

F.) Accounts Payable (August 2011)

- Educational \$ 332,608.52
 - Building Maintenance 38,070.63
 - Transportation 11,581.84
 - Life Safety 990.00
- \$ 383,250.99

G.) Position Statement (July 2011)

H.) Payroll (July 2011)\$220,022.27

I.) Lunch/Breakfast Summary Report (July 2011)

J.) Hires: Ms. Rafalowicz Social Worker for Wagoner & Strassburg; Ms. Sullivan
Special Education Aide Rickover

K.) Resignations: Ms. Lenkaitis Rickover; Ms. Sanderson Rickover; Ms. Jordan
Wagoner pre-k Clerk

Member Davenport moved, seconded by Member Howard, to accept the consent agenda as presented, with no items removed.

Roll Call Vote:

Ayes: Towers, Cox, Davenport, Howard, Jones and Arnold

Nays: 0

Absent: Kasali

Motion carried

END CONSENT AGENDA

BOARD ACTION

A.) Motion to approve the Board's recommendation to amend the Open Minutes of June 20, 2011 as presented.

- Member Davenport moved, seconded by Member Jones, to approve the recommendation as presented.

Roll Call Vote:

Ayes: Towers, Cox, Davenport, Howard, Jones and Arnold

Nays: 0

Absent: Kasali

Motion carried

B.) Motion to approve the Business Managers' recommendation to adopt the Tentative Budget for the 2011-12 school year and place on public display as presented.

- Member Howard moved, seconded by Member Davenport, to approve the recommendation as presented.

Roll Call Vote:

Ayes: Cox, Davenport, Howard, Jones, Towers and Arnold

Nays: 0

Absent: Kasali

Motion carried

C.) Motion to approve the Business Managers' recommendation to adopt the Resolution of Joint Agreement in the South Suburban School Purchasing Cooperative as presented.

- Member Howard moved, seconded by Member Davenport, to approve the recommendation as presented.

Roll Call Vote:

Ayes: Cox, Davenport, Howard, Jones, Towers and Arnold

Nays: 0

Absent: Kasali

Motion carried

D.) Motion to approve the Business Manager's recommendation to implement a new option available to schools participating in the National School Lunch/Breakfast Programs called the Community Eligibility Option (CEO) for the School Year 2011-2012; the classroom teachers will keep track as presented.

- Member Howard moved, seconded by Member Towers, to approve the recommendation as presented.

Roll Call Vote:

Ayes: Cox, Davenport, Howard, Jones, Towers and Arnold

Nays: 0

Absent: Kasali

Motion carried

ADJOURNMENT

Motion to adjourn the regular meeting at 9:47 p.m. Voice vote was unanimous

Respectfully submitted by Lenore Brentine Board Recording Secretary

Approved this _____ day of _____ 2011

Suzanne Arnold, President

Sharon Archie-Davenport, Secretary

AMENDMENT MINUTES OF JUNE 20, 2011

On August 15, 2011, the Board of Education voted to amend the minutes of June 20, 2011 to reflect the correct conclusion of the Board:

- **Original reading:** Principal Iverson of Rickover Jr. High, along with representatives from *Pearson Educating Company*, presented a new program “digits”, a middle grades math program which replaces math textbooks for grades 6, 7 & 8. This program **will be** implemented next year at Rickover Jr. High School.

- **Amended reading:** Principal Iverson of Rickover Jr. High, along with representatives from *Pearson Educating Company*, presented a new program “digits”, a middle grades math program which replaces math textbooks for grades 6, 7 & 8. This program will be **considered to be** implemented next year at Rickover Jr. High School.

Suzanne Arnold, President

Sharon Archie–Davenport, Secretary