

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46
BOARD OF EDUCATION MEETING
MARCH 5, 2014**

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| Call To Order and Roll Call | <p>The Regular Board of Education Meeting of the Community Consolidated School District 46, Lake County, Illinois was held at Grayslake Middle School, located at 440 N. Barron Blvd., Grayslake, IL on Wednesday, March 5, 2014.</p> <p>President Strack called the meeting to order at 6:31 p.m. Members Present: Steven Strack, Jim Weidman, Jill Alfrejd, Kip Evans, Rob Roop and Karen Weinert. Members absent: Sue Facklam. Also Present: Superintendent Ellen Correll, Interim CSBO Chris Bobek and District Attorney Kevin Gordon.</p> |
| Establishment of Quorum | Quorum was established. |
| Pledge of Allegiance | Pledge of Allegiance took place at this time. |
| Approval of Agenda | <p>President Strack requested a motion for the approval of the March 5, 2014 Board Meeting Agenda with one correction. The action item to approve recommended staff plan for 2014-2015 as presented will be moved to Unfinished Business for discussion only. Motioned by Strack and seconded by Alfrejd for the approval to make this amendment to the agenda. Motioned by Roop and seconded by Evans to approve the amended agenda.</p> <p>Yeas: Weinert, Strack, Roop, Weidman, Alfrejd and Evans. Nays: None. Motion carried.</p> |
| Public Comment | None. |
| Board, Superintendent, Staff, and Committee Reports | <p>Kip Evans – Shared that he attended 2 law presentations at the McDonald’s University the previous Saturday. He got a lot out of the presentations and would recommend it to all board members.</p> <p>Jill Alfrejd - Shared that Frederick School hosted the Destination Imagination regional event the previous Saturday. It went off without a hitch and the District’s 2 teams are moving on.</p> <p>Steven Strack – Shared that the Science Olympiad team will be participating in regional competition at the College of Lake County.</p> |
| Consent Agenda | <p>President Strack requested a motion for the approval of the consent agenda as follows:</p> <ul style="list-style-type: none"> • Minutes from the following meetings: <ul style="list-style-type: none"> ○ February 19, 2014 Regular Meeting ○ February 19, 2014 Closed Session Meeting |

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| | <ul style="list-style-type: none"> • Personnel Report as presented • Personnel Report Addendum as presented • Exception Report as presented • Accounts Payable as presented <p>Motioned by Weidman and seconded by Alfrejd for the approval of the consent agenda as presented. Yeas: Evans, Weinert, Alfrejd, Strack, Roop and Weidman. Nays: None. Motion carried.</p> |
| Action Items | <p>President Strack requested a motion to terminate the contract with Robert J. Miller & Associates, Inc., Grant Development and Fund Raising Counsel, effective May 1, 2014. Motioned by Alfrejd and seconded by Weidman for the approval of terminating this contract. Yeas: Weidman, Evans, Roop, Weinert, Alfrejd and Strack. Nays: None. Motion carried.</p> <p>President Strack requested a motion for the approval of the 2014-2016 contract of Chris Bobek, Chief School Business Official (CSBO), at an annual salary of \$97,440 beginning July 1, 2014. Motioned by Weinert and seconded by Alfrejd for the approval of this contract. Yeas: Alfrejd, Weidman, Strack, Evans, Roop and Weinert. Nays: None. Motion carried.</p> <p>The approval of the recommended staff plan for 2014-2015 as presented as moved to Unfinished Business as discussion only.</p> |
| Unfinished Business | <p>Discussion of Bond restructuring options presented by Liz Hennessy – The Finance Committee and District’s recommendations are to wait to the call date to restructure the bonds in November 2015 to capture the highest savings. The restructure of bonds will help the taxpayers. Debt service payments will be approximately \$7M.</p> <p>Discussion of funding options presented by Liz Hennessy – The funding options presented were for air conditioning and technology. The amount used to lower class sizes would be taxable. The Finance Committee recommends not doing the option to lower class size and also recommends staying away from referendums. Restructuring the bonds to fund major projects would not be an increase to the taxpayers. Board members discussed the process of using working cash funds to put air conditioning at Meadowview School then restructure the</p> |

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| | <p>bonds in November 2015. The Board will discuss this more in April.</p> <p>Discuss student registration fees for the 2014-2015 school year – The Superintendent’s recommendation is not to increase fees at this time. Some districts increase fees based on the CPI each year, however that type of increase could be substantial. It was recommended that the District set up a schedule to increase fees each year to see how it would look. The Board would like a list of what activities we collect fees for vs. the activities that we don’t collect fees for, including any related transportation costs the District pays. This would be for activities that are outside of the normal school day. The District will try to provide this information by the first meeting in April.</p> <p>Recommended staff plan for 2014-2015 as it relates to class sizes - Superintendent recommends that we stay at the current class size of 25 for K-2 grades and 30 for 3-8 grades. A Board member recommended that we also look at facility parameters to make sure classes can hold the recommended class sizes. Board consensus was to also keep class sizes the same as the current parameters.</p> |
| <p><i>New Business</i></p> | <p>Policy manual approval process – Board members discussed options of how the Board would like to approve policy manual updates. Board members agreed to do it by individual sections, then approval the entire updated manual.</p> <p>Discuss adding a policy regarding spending – The original policy draft that was shared was lengthy. Board members agreed that there should be a policy for both Board members and staff regarding travel expenses. Board feels they need to look at more of a guideline on spending, not necessarily a policy. They will start with a travel expense guideline. Board members also discussed procedures for approving purchases made with the District P-Cards. The Policy Committee will discuss a procedure to put into place for P-Card purchase approvals.</p> <p>Discussion regarding the administrative procedures manual – An IASB representative can put together an administrative procedures manual at a cost of \$7,000. The District has never had this type of policy before. It was recommended that the District look to other school districts to see if they have a procedures manual. The Board would also like to know what services are included for the \$7,000 fee.</p> |

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| | <p>IASB conference report and discussion – President Steven Strack presented an overview of the sessions Board members attended at the conference in November to the community so they would know what the Board members did while they were there. Board members and Superintendent attended to learn and get training. The slide show presentation will be available on the District’s website.</p> <p>Discuss the need to hire a 1:1 Program Assistant – Heather Lorenzo provided information to the Board regarding this need. A student in the District requires assistance to perform all tasks and daily functions. This option costs less than referring the student to SEDOL. There was a Board member consensus to proceed with the hiring of this position.</p> <p>Discussion of increasing lunch prices by 10 cents – Chris Bobek shared that District 46 has some of the lowest prices in regards to lunch fees in Lake County. Raising lunch prices by 10 cents would still maintain the District’s lower lunch fee status. The Board would like the District to compare other school district’s vendors and lunch food programs with ours and share the comparison Board.</p> <p>Discuss option for Kindergarten siblings of those who chose School Choice – Superintendent explained the School Choice program to date. Parents are now requesting that siblings of current School Choice students are allow to follow them to the new school. Allowing this could increase staffing at buildings. Chris Wolk, Principal at Avon School, shared that next year no school will meet AYP so the ISBE is advising school districts to have a policy in place on siblings following School Choice students. The Board’s recommendation is for the Policy Committee to create this policy.</p> |
| <p>Topics for Future Agenda Items</p> | <ul style="list-style-type: none"> • 2014-2015 Staffing Plan • New Grant Writer • Approval of 1:1 Program Assistant • Bonding options (April) • Registration Fee options (April) |
| <p>Public Comment</p> | <p>Kate Cafferkey – Participated in the School Choice option and her child is now attending Meadowview School. At the initial School Choice meeting they were told that the District would make every effort to keep families together. She would like the Board to strongly consider keeping families together by allowing siblings to follow School Choice students to the same school.</p> |

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| Closed Session | <p>President Strack requested a motion to enter into closed session. Motioned by Roop and seconded by Alfrejd for the adjournment of open session and enter into closed session at 8:28 p.m. in accordance with 5 ILCS 120/2(c)(1) <i>“The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity”</i>; and/or 5 ILCS 120/2(c)(11) <i>“Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting”</i>; and/or 5 ILCS 120/2(c)(2) <i>“Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.”</i></p> <p>Yeas: Alfrejd, Evans, Roop, Strack, Weidman and Weinert. Nays: None. Motion carried.</p> |
| Adjournment | Refer to the closed session minutes of this meeting for the adjournment time. |

Steven Strack, Board President

Jill Alfrejd, Board Secretary