

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46
BOARD OF EDUCATION MEETING
MAY 15, 2013**

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 Meadowview School, located at 291 Lexington Ln., Grayslake, IL on Wednesday, May 15, 2013.</p> <p>President Strack called the meeting to order at 6:45 p.m. Members Present: Steven Strack, Kip Evans, Rob Roop and Karen Weinert. Members absent: Jim Weidman (phone participation), Jill Alfrejd and Sue Facklam. Also Present: Superintendent Ellen Correll and CSBO Anna Kasprzyk.</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 May 15, 2013 Board Meeting Agenda as presented. Motioned by Evans and seconded by Roop for the approval of the agenda as presented.</p> <p>Yeas: Weinert, Strack, Roop and Evans. Nays: None. Motion carried.</p>
Public Comment	None.
Presentation	<p>School Library Grant Presentation by Leigh Ann Pickens. Provided a slide show for Board members highlighting the Library Grant program. D46 received \$2,978.50 (approximately 75 cents per student) this year. This money was broken down by building and used for library materials and subscriptions for electronic memberships. She explained how each school utilized this money.</p> <p>Quarterly Budget Report Presentation by Anna Kasprzyk. Reviewed the slide show that was available in the board packet showing the quarterly budget update. She shared that the first collection from tax bills will be approximately May 25th. The budget is predicting a \$1.2M deficit. We will have a better picture of where we will end up in mid June.</p> <p>Board members discussed the format of the budget reports and options for changing these reports.</p>
Board, Superintendent, Staff, and Committee	Steven Strack shared the results from the music competition that recently took place. D46 students did an excellent job.

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46
BOARD OF EDUCATION MEETING
MAY 15, 2013**

<p>Reports</p>	<p>Ellen Correll shared that the June 19th board meeting location will be at Frederick School, not GMS due to summer work that will begin. Also shared that there were several questions about the new agenda format so we will discuss this topic at our next meeting.</p> <p>Heather Lorenzo shared more information to the board regarding the Special Ed rating that was highlighted at a previous meeting. She provided board members with a report that the state provided as a guide. D46 received a rating of 4 across every area.</p>
<p>Consent Agenda</p>	<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"> ○ May 1, 2013 Regular Meeting ○ May 1, 2013 Closed Session Meeting • Personnel Report as presented • Exception Report as presented • Accounts Payable as presented • Imprest Check Listing as presented • Treasurer's Report as presented • Budget Summary as presented • Student Activity Treasurer's Report as presented • Student Activity Monthly Report as presented • P-card Reconciliations as presented <p>Motioned by Evans and seconded by Weinert for the approval of the consent agenda as presented. Yeas: Evans, Weinert, Strack and Roop. Nays: None. Motion carried.</p>
<p>Action Items</p>	<p>President Strack requested a motion for the approval of the 2013-2014 Board of Education meeting calendar as presented. Motioned by Weinert and seconded by Roop for the approval of this meeting calendar. Yeas: Evans, Roop, Weinert and Strack. Nays: None. Motion carried.</p> <p>President Strack requested a motion to table until the next meeting the renewal of administrative contracts (including Technology Director and Operations and Maintenance Coordinator). Motioned by Weinert and seconded by Evans to table this topic. Yeas: Strack, Evans, Roop and Weinert. Nays: None. Motion carried.</p>

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46
BOARD OF EDUCATION MEETING
MAY 15, 2013**

	<p>President Strack requested a motion to table until the next meeting the approval of the Essco Fire Alarm contract commencing on July 1, 2013 and ending on June 30, 2016 for an annual service fee of \$14,364. Motioned by Evans and seconded by Roop to table this topic. Yeas: Roop, Weinert, Strack and Evans. Nays: None. Motion carried.</p> <p>President Strack requested a motion to approve the 2012-2013 final school calendar to be submitted to the Regional Office of Education. Motioned by Weinert and seconded by Evans to approve the final school calendar. Yeas: Strack, Roop, Evans and Weinert. Nays: None. Motion carried.</p>
<p><i>Unfinished Business</i></p>	<p>Discussion of prior approval to transfer 1999 Bond proceeds from the Operations & Maintenance Fund to the Educational Fund - Anna provided the history of the \$1.17M 1999 Bond proceeds. There is \$1.4M of unrestricted funds that can be transferred before June 30, 2013. The board can choose to transfer all the funds or any amount of these funds. Board members asked questions and agreed that this item should be on the next agenda as an action item.</p>
<p><i>New Business</i></p>	<p>Review of the 2013-2014 Staffing Plan – There is some concern about the sections that will be starting off at 30 students per class (maximum class size). Superintendent may need to request new hires at the beginning of the school year if these numbers continue to increase. There are only a few areas that are projected at the maximum number.</p> <p>Budget development process – Anna provided a calendar that was included in the packets for 2013-2014.</p> <p>Illinois Association of School Boards (IASB) membership – Superintendent feels this membership is valuable and provided board members with membership information in the board packet. Board members discussed their opinion of services provided through this membership. It was noted that Sue Facklam has been the delegate for the IASB in the past.</p> <p>Board/Superintendent Committees – Purpose of committees is to involve the community members to help board members to do their job. Examples of committees are Finance and Policy committees. Each committee should have a policy to along with</p>

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46
BOARD OF EDUCATION MEETING
MAY 15, 2013**

	<p>it. Board members would also like to see Grayslake business owners invited to join in some committees. Superintendent shared that she would like to establish a Finance Committee again, a Technology Advisory Committee and a Policy Committee. A Curriculum Committee already exists. Board members had discussion and agreed to have action items at the next board meeting to form these three committees and to continue with the Curriculum Committee.</p> <p>Communication Plan – President Strack shared that he would like to improve communication between Board Members, community and staff. Examples of communication would be updates on the website, a monthly newsletter or a document outlining the District’s current situations (i.e. financial, staffing, etc.). The board will continue to discuss this topic at future meetings.</p> <p>Process to modify agendas – President Strack requested that all agenda requests come to him before the Friday an agenda is due to be posted. Any requests he receives after the agenda is posted will be saved until the next meeting unless it is an emergency.</p> <p>CSBO position and desired qualifications – Superintendent provided a timeline for scheduled interviews on May 22 and May 23. If no candidates are found to be qualified, an Interim CSBO will be brought in. Board members discussed who is available to participate in the interviews. Board asked if the interview sessions could be recorded for board members who are not sitting in on interviews. Superintendent will ask candidates if this is acceptable.</p>
<p>Topics for Future Agenda Items</p>	<ul style="list-style-type: none"> • Renewal of administrative contracts (tabled item) • Esscoe Fire Alarm contract (tabled item) • 1999 Bond transfer from O&M Fund to Ed Fund • Staffing Plans • IASB Membership renewal • Board/Superintendent Committees • Communication Plan • Afterschool Activities and related fees <p>Board member also requested that contracts that are up for renewal be presented to the board 120 days before renewal date to give board members more time to review.</p>
<p>Public Comments</p>	<p>Joe Nowak, Technology Director shared that new microphones were received for the board meetings and they will be up and</p>

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46
BOARD OF EDUCATION MEETING
MAY 15, 2013**

Closed Session	<p>running for the next meeting.</p> <p>President Strack requested a motion to enter into Closed Session. Motioned by Evans and seconded by Weinert for the adjournment of open session and enter into Closed Session at 8:30 p.m. in accordance with Open Meetings Act 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)(9) <i>“Student disciplinary cases; and/or 5 ILCS 120/2(c)(11) “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></p> <p>Yeas: Evans, Roop, Strack and Weinert. Nays: None. Motion carried.</p>
Adjournment	Refer to the closed session minutes for the adjournment of this meeting.

Respectfully Submitted,

Steven Strack, Board President

Karen Senase, Recording Secretary