

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46
BOARD OF EDUCATION MEETING
MAY 18, 2011**

The Regular Board of Education Meeting of the Community Consolidated School District 46, Lake County, Illinois was held at Meadowview School, 291 Lexington Lane, Grayslake, IL 60030 on Wednesday, May 18, 2011.

President Millington called the meeting to order at 7:00 P.M. All board members were present during roll call and remained present throughout the meeting. President Millington noted that a quorum was set. Superintendent Correll was also present.

Establishment of Quorum

President Millington requested a motion for the approval of the May 18, 2011 Agenda. Sue Facklam motioned to amend the agenda, citing a few agenda items needed to be removed:

- The first item (Approval of May 3, 2011 Open & Closed Session Minutes) in the Consent Agenda was removed and will not be discussed.
- Resolution for Ratifying Loan from the Working Cash Fund
- The Resolution for Authorizing a Loan from the Working Cash Fund
- The Approval of Resolution Authorizing Re-transfer from the Tort Fund into the Educational Fund.

Discussion of the abovementioned items will be postponed until the June 15, 2011 meeting.

Part C under Unfinished Business is missing from the posted agenda. This bullet should include a discussion of the transparency policy.

Motion to approve the minutes was made by Sue Facklam and seconded by Keith Surroz. All board members approved the minutes.

Pledge of Allegiance took place at this time.

Motion to enter into Closed Session was made by President Millington to consider information regarding appointment, employment, compensation, discipline, performance or dismissal of specific employees of the district. A roll call vote was taken and approved by all seven board members. Closed session began at 7:02 P.M. and Regular Session was re-opened by President Millington at 7:31 P.M.

Public Comments were offered at 7:32 P.M.

The first community member spoke about an ethics complaint being forwarded to school board. He stated he would like community forums to be instated, so that the community can get away from anonymity regarding comments.

The second community member spoke about servicing teachers. He commented on extending the superintendent's contract. He further commented on the issue of severance fees. Also, he

said that he believed that the turn over rate of principals was high, and that teachers within the district deserve better.

The third community member offers support to Superintendent Correll and Assistant Superintendent Barkley. He felt that both administrators were instrumental in providing an environment beneficial to students.

The fourth community member noted that there are two spaces for public comment. He wanted to know if the comments were limited to four minutes per meeting, or in each Comments section. He also inquired as to what degree, if any, Robert's Rules of Order are playing in the meetings. Finally, he requests that the board answer some of the questions brought up during the Comments section.

The fifth community member spoke about the behavior of the emails. He spoke about some community members bullying the school board in the last meeting. He is also concerned about the school administrators leaving at the end of this academic year, and he thought it might be tied to lack of civility during the meetings by both sides.

The sixth community member from Avon announced that there are two schools (Avon and Fredrick) that are rallying around a family in crisis. Family Fun Night will take place on May 20th from 5:30-7:30 P.M at Avon. Individuals are encouraged to donate. Also, it was announced that many businesses have donated to this cause.

The seventh community member said that the sign at entrance door says "meeling," and then gave the definition of the word. She spoke on the emails and their content. Additionally, she asks about the audit, with an emphasis on how much was lost because of lack of financial standards. Finally, she wanted to know when the checkbook was last balanced.

The eighth community member also spoke on civility. She spoke about unethical, and possibly criminal, acts committed within the district. She is concerned about the discussion not being about the children nor the curriculum. Lastly, she does not think the board has the community in mind.

President Millington moved to approve all items listed on the Consent Agenda. Sue Facklam moved, and Karen Weinert seconded. Roll call for the Consent Agenda. **In favor:** Millington, Surroz, Facklam and Weinert. **Abstain:** Smigielski. **Nay:** Carbone, Evans. **Motion carried.**

Board/Superintendent Reports

Sue Facklam attended the third and fourth grade music and art show at Meadowview. She also attended the music and art show last Wednesday at Park School. Facklam also spoke about attending the 8th grade band and choir concert at the Middle School. The Middle School will be bringing back the show choir for next school year. Auditions will be after school starts.

President Millington congratulated the band on the awards they received.

Sue Facklam announced that "Music in the Park" took place since the last board

meeting. This program was hosted by Mr. and Mrs. Novak (not part of the district's regular program).

The next board self-evaluation for May 25, 2011 will not take place. According to Shannon Smigielski, there is a conflict with the Frederick concert. Some board members expressed concerns for holding this meeting on Mondays because of their inability to attend. Potential dates to reschedule will be sent via email. The first and second week in June does not work for Michael Carbone. It was noted that May 16, 2011 is a possible date for this meeting.

Unfinished Business

Emergency update - Samples of all systems were taken. The focus of these tests was on emergency call systems. The district emergency call system must integrate with the student information system. It was recommended that, for functionality purposes, the most expensive system was preferred. The interface of School Reach was poor. However, the interface of Call Fire was good. It was noted that telemarketing firms were a poor choice because they are not geared towards the needs of schools. Some systems came up negative with user groups. The final recommendation is to stay with School Reach. Of the systems with the necessary features, School Reach is the cheapest that meet the all the state requirements. Discussion followed.

New Business

The June 13, 2012 meeting date requested to be changed. The Board will continue to meet on the first and third Wednesdays during the 2011-2012 academic year. Potential dates for the July and August meeting will be sent via email.

The goal of the Adopt a School program is for each board member to adopt one school. The goal of the program is for each board member to get to know each school and rebuild relationships. Shannon Smigielski said that participation could affect board members' decisions. The program would request that each board member spend four hours per month at their adopted school. The building administrator would set the visitation schedule. Shannon Smigielski wants an equitable distribution of efforts. She said that money spent would be out of each person's pocket. The commitment to the assigned school would be for one year at a time. Discussion followed.

Heather Lorenzo is on maternity leave, however she provided some information regarding RTI/PBS before her departure. Closed testing on NWA was conducted. Also, data was provided for the NWA program. It was recommended that the district incorporate the data within the end of the year administrator report. Previous reports found that the district was not teaching at grade level to each student. Therefore, a curriculum coordinating committee was developed. The purpose was to give an equal opportunity for learning to each student. The program involves the same guidelines and assessment at each school. The program will add a math component next year. This program also monitors students falling behind in order to close the achievement gap. After the assessments are conducted, students

below the twenty-five percentile are given an intervention, and are given extra minutes during day to close this gap. Discussion followed.

Michael Linder presented a twenty-year facility plan (constructed by ARCON). According to the plan, the district must spend \$48 million to maintain the buildings' in their current state. Project plans were discussed. The committee decided to have FCM (another architectural engineering firm) present an alternate plan. FCM's plan was identical to ARCON. Approximately \$2.5 million would be required per year. Plan, however, was estimated at \$1.3 million. A Bid has been completed and submitted. The committee determined that asbestos is hard to identify because of its use with piping. Linder expressed that this committee has been historically late to getting bids out to community. A lengthy discussion followed.

Regarding employees that are disabled because of an accident, Superintendent Correll stated that there are not any jobs that may meet the doctor-recommended work limitations. This puts the district in a financial bind, because those employees are still getting paid. Superintendent Correll asked the Board whether the district should have a policy about not allowing people to return to work, if they have these restrictions. Superintendent Correll requested to research this situation. Legal concerns should also be researched, according to Smigielski.

Superintendent Correll said that at the end of the school year, the district has to verify to the state that met for the mandated amount of time. This school year, two days had to be added to the calendar. School, as a result, will be in school until June 10, 2011.

The board is disclosing what is outlined in the policy and procedures for P-Card spending. According to Michael Carbone, some of the purchases appear to be conflicting from what a business department would purchase versus what may be personal. He stated that there is confusion on the purchases. Superintendent Correll responded by saying that all P-card purchases are within the budget, and that no state audits have questioned district spending. She emphasized that there are receipts for all expenditures. Sue Facklam will look up the P-card expenditure policy for the next meeting. Superintendent Correll disclosed that there is a limit per card, which is tied to the budget. If receipts are not given, then the company in which money was spent is contacted. P-card questions are to be addressed to Anna. It was requested that Anna give a presentation regarding the expenses. P-card expenditures are asked to be included in board packet.

A request was made regarding the placement of Closed Session on the Agenda. Shannon Smigielski asked that Closed Session be conducted before the general session, and that the start time of the board meeting be moved up to 5:30 P.M. Keith Surroz and Sue Facklam suggested that the board meetings be moved to 6:30 on a trial basis to determine whether that would be convenient for the community and the other board members.

Summer School hours will remain the same (8 A.M. to 3 P.M, Monday through Thursday). Superintendent Correll noted that the four-day summer school schedule has been approved. However, the staff schedule cannot be changed this summer. The district will revisit the time change for all staff next year.

President Millington expressed concern that the Finance Committee will become an extension of the board, if current board members occupy a position on both the Finance Committee and the Board of Education. He noted that if this happens it would change the intent of the Committee and the Board. To ensure that this will not happen, it would require three members to be appointed, including for a person assigned to taking minutes. A review of the statute should be conducted for clarity on this issue. President Millington volunteered to step down from the Committee on account of his position with the board being a conflict. Shannon Smigielski will remain on both, but applauds President Millington's gesture. The Finance Committee minutes were completed by Superintendent Correll for the last meeting, and will be sent out before the next board meeting.

It is important to maintain the intent of the board. The importance of two things: do not overburden staff with our personal ideas; secondly, all board members were not getting all information. Old policy perhaps to be reinstated: If it took longer than 30 minutes it had to be a board decision. One recommendation (Facklam) is that all information requests should be in writing. One follow-up is acceptable. For large projects or recreating data, it should be discussed whether that information is needed. The concern is that privately requesting information undercuts the transparency. The concern is that large requests take too much of an administrator's time.

Motion to table (by Smigielski; seconded by Evans) until current investigations are complete (pending outcome). Karen Weinert was not in favor of tabling the discussion. Sue Facklam noted that you could not make a motion during a discussion. This issue was not discussed.

(Not discussed)

(Not discussed)

(Not discussed)

Action Items

President Millington made a motion to approve the final 2010/2011 academic calendar. Sue Facklam moved. Keith Surroz seconded. All board members approve of this item, except for Kip Evans.

President Millington moved to vote on the approval for the bids received for summer work projects. Sue Facklam made the motion and Karen Weinert seconded. All board members approved this motion.

A. Future Agenda Items

- a. Transparency policy
- b. Approval of the Action on Emergency System plans
- c. Approval of the school board meeting dates
- d. Approval of the Staffing Plan
- e. Approval of the resolutions for the various loans and funds
- f. Adopt a School program
- g. SIP plans

- h. Closed Session minutes
- i. P-Card policy
- j. Formation of an ethics committee
- k. Mike Linder's three suggested items regarding the buildings and grounds.
- l. Discussion on the extension of Superintendent Correll's contract
- m. Discussion of the flat levy
- n. School Board agenda calendar

Public Comments

The first community member asked that the board review Robert Rules of Order.

The second community member urged the board not to start a general session before 7:00 P.M. in consideration for those that work and have families. The Board is encouraged to begin the evaluation process. Also, she requests that the board limit the "Adopt a School" program, because of the potential disruption to schools. Also, she asked that new board members get their training immediately.

The third community member felt that the P-card discussion was valid for financial reasons, despite the fact that it was time consuming. He asked whether there is there a policy about staff members going on trips? He stated that the process should be that the Board has to handle the ethics concern first, and then it can turn to the state's attorney if there is a finding.

The fourth community member is disappointed in the Finance Committee, and the fact that the minutes were not released before this meeting. She also urges the Board to not have a discussion about Closed Session items during Regular Session when the public cannot review Closed Session minutes.

The fifth community member announced that Woodview is having its annual author's breakfast on Friday, May 20, 2011 to share what the students have learned. It will take place in two sessions. The first will be from 8:30 A.M. to 9:30 A.M., while the second is from 9:30 A.M. to 10:30 A.M.

The sixth community member requested that board members comment during Public Comments. She cited ILCS 150, which she claims would allow board members to respond.

Adjournment

Sue Facklam moved to adjourn. Kip Evans seconded the motion. The meeting was adjourned at 10:16 P.M.

RAY MILLINGTON, President

SUE FACKLAM, Secretary