

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46
BOARD OF EDUCATION MEETING
JULY 17, 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 Frederick School, located at 595 Frederick Rd., Grayslake, IL on Wednesday, July 17, 2013.</p> <p>President Strack called the meeting to order at 6:30 p.m. Members Present: Steven Strack, Jim Weidman, Jill Alfrejd, Kip Evans, Sue Facklam, Rob Roop and Karen Weinert. Members absent: None. Also Present: Superintendent Ellen Correll and Interim CSBO Pat Syens.</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 July 17, 2013 Board Meeting Agenda amending the agenda to remove Unfinished Business item – Review draft of 3-year contract with Book Bridge to use the ISC Building. Motioned by Facklam and seconded by Weinert for the approval of the amended agenda as presented.</p> <p>Yeas: Weinert, Strack, Roop, Weidman, Facklam, Alfrejd and Evans. Nays: None. Motion carried.</p>
Public Comment	None.
Presentations	<p>PMA Presentation, Howard Crouse – Summarized services provided by PMA and shared that they have been in this process with the district for 10 years. The presentation included charts showing the financial trend of the district and PMA’s projections for the future. The contract with them is renewable each year and the cost to renew is \$9,000.</p> <p>Preferred Meal Systems, Steve and Laura – Presentation included information about the USDA requirements for meals and the types of meals PMS serves in our district. They also included a chart showing CCSD 46’s average daily participation numbers. The Account Manager recommended utilizing their VIP Taster’s Program, adding the Bulk program at Park School for 5th & 6th grade students, and adding a second choice to the menus to help increase student interest in these meals.</p>
Board, Superintendent, Staff, and Committee	Ellen Correll – Shared that Shawna Desecki, Curriculum Assistant is leaving the district and gave her the opportunity to address the board regarding her resignation. Shawna has been in the district for 8 years and was a Recording Secretary for the

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Reports	<p>board previously.</p> <p>Sue Facklam – Wished Shawna good luck and a belated happy birthday to Rob Roop.</p> <p>Jill Alfrejd – Shared that the D46 Foundation is holding its 2nd annual softball event on September 14th.</p> <p>Karen Weinert – Shared that the meeting that was scheduled with the IASB Rep for board training was cancelled and she feels it is really important to get this completed. She suggested using a regular board meeting to meet with the IASB rep to accomplish this important work. Ellen will check to see if the rep is available on September 18th.</p> <p>Jim Weidman – Shared that he completed the Superintendent Evaluation training online. The Board needs to work on Superintendent goals and Board goals. Board goals have not been done since 2010. Jim volunteered to be the “collector” of goals from board members and compile a list of these goals to discuss at a future meeting. He also requested that the 2010 goals be sent out to all members.</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"> ○ June 5, 2013 Special Closed Meeting ○ June 5, 2013 Closed Session Meeting ○ June 19, 2013 Regular Meeting ○ June 19, 2013 Closed Session Meeting • Personnel Report as presented • Personnel Report Addendum as presented • Exception Report as presented • Accounts Payable as presented • P-card Reconciliations as presented <p>Motioned by Facklam and seconded by Weinert for the approval of the consent agenda as presented. Yeas: Evans, Weinert, Alfrejd, Strack, Facklam, Roop and Weidman. Nays: None. Motion carried.</p>
Action Items	<p>President Strack requested a motion to approve the FY14 Pupil Services Staffing Plan as presented. Motioned by Facklam and seconded by Weinert for the approval of this Staffing Plan. Yeas: Weidman, Evans, Roop, Weinert, Facklam, Alfrejd and Strack.</p>

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	<p>Nays: None. Motion carried.</p>
<p><i>Unfinished Business</i></p>	<p>Review second draft of FY14 Budget – Pat Syens presented a second look at the FY14 Budget. She continues to enter in information daily and reviews the 2013-2014 budget figures in each fund.</p> <p>Continued discussion of custodial overtime – Superintendent thanked Intern Student, Brittany Larson for all her work in compiling the data of custodial overtime. There are 4 overtime categories: Public Service, snow removal, alarm calls and garbage pick up. Ellen and Keith Grinnell will look into the areas that can be changed and also hiring a part-time employee to reduce the weekend overtime for Public Service supervision.</p> <p>Update on summer projects – Keith Grinnell provided the following update on summer projects:</p> <ul style="list-style-type: none"> • Paving is complete. • Seal coating will start next week. • Carpet will be installed at GMS next week. • Carpet at Woodview will be finished next week. • Bathroom projects are complete. <p>Update on Johnson Controls contract – Keith Grinnell shared that the contract has no increase in cost for the 2013-2014 school year and a 3% increase for the next 2 years. They give a 10% discount on labor for the district. Board members discussed the 3% increases and a member felt there was no economic basis for the increases. Keith Grinnell will ask Johnson Controls to justify the 3% increase and also noted that they have not increases their contract cost for the past 3 years.</p> <p>Continued discussion regarding the agenda printing process – It was suggested to send separate PDF files electronically to all board members and eliminate the printing all together. One member still prefers not to have the packet printed back to back. We will continue to print back to back for one more meeting and make a decision at the next meeting.</p>
<p><i>New Business</i></p>	<p>Discussion regarding hazardous routes – Superintendent has met with the villages of Hainesville and Grayslake to discuss hazardous routes. She will continue to work with the Village of Grayslake providing support for getting sidewalks on Route 83 from the Grayslake Manor to the Grayslake Middle School. The Transportation Director has reduced 4 more routes for the next school year. Bus routes for Prairieview School were discussed.</p>

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	<p>Superintendent will look into more options for this school.</p> <p>IASB/IASA/IASBO Joint Annual Conference attendance – Members discussed the cost of hotels rooms for the conference and whether the district would pay this expense. The members decided that this would be an individual decision. The members, who choose to pay themselves, will reimburse the cost to the district. Some members will also commute daily to attend the conference. Any changes in attendance should be sent to Karen Senase by September 1st.</p> <p>Grayslake Middle School update on student discipline referral procedure – GMS Principal and Assistant Principal presented data on behavior averages using the RTI triangle model. They need to take behavior situations seriously and it takes time to find out all the facts. They are requesting additional help. GMS previously had a Dean of Students and they are asking to have this position again. They also provided data from other middle schools in Lake County comparing their administrative staff. The purpose of this was to update the board on academic and behavioral research of middle school students and to have the board consider rehiring a Dean at GMS sometime in the future.</p> <p>Avon School’s Continuous Improvement Plan through Rising Star – Chris Wolk, Principal at Avon School shared how the program came about and what the Rising Star program is. They started in April and the team has put in over 50 hours. They continue to assess and monitor this program. Avon is the only Title I school in the district and their failure to meet AYP for 4 years is why this school is required by the state to participate in the Rising Start program. Superintendent shared that she has asked all CCSD 46 principals to begin the Rising Star process this fall as she feels the process is very beneficial for all schools.</p> <p>Request to increase ELL certified teaching staff by .3 for 2013-2014 – This increase is covered by the Title III grant and is above and beyond the staffing plan that was approved. This staff increase is necessary due to the increase in ELL students. There was a consensus from all board members to hire this position.</p>
<p>Topics for Future Agenda Items</p>	<ul style="list-style-type: none"> • Grayslake Park District would like to address the Board regarding the increased building usage fees • Building School Improvement Plans • Review of Book Bridge contract • P-Card Use

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	<ul style="list-style-type: none"> • Johnson Controls contract • Finalize agenda printing process • 8th grade graduation costs • Action on approving the Hazardous Routes • Action on approving the hiring of .3 ELL certified teacher • Incentives for buildings who have a budget remaining at the end of the school year
Public Comments	None.
Closed Session	<p>President Strack requested a motion to enter into Closed Session. Motioned by Facklam and seconded by Roop for the adjournment of open session and enter into Closed Session at 9:30 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></p> <p>Yeas: Alfrejd, Evans, Facklam, Roop, Strack, Weidman and Weinert. Nays: None. Motion carried.</p>
Adjournment	Refer to the closed session minutes of this meeting for the adjournment time.

Respectfully Submitted,

Steven Strack, Board President

Karen Senase, Recording Secretary