

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46  
BOARD OF EDUCATION MEETING  
OCTOBER 16, 2013**

<p><b>Call To Order and Roll Call</b></p>	<p>The Regular Board of Education Meeting of the Community Consolidated School District 46, Lake County, Illinois was held at Park Campus, located at 400 W. Townline Rd., Round Lake, IL on Wednesday, October 16, 2013.</p> <p>President Strack called the meeting to order at 6:13 p.m.  <b>Members Present:</b> Steven Strack, Kip Evans, Sue Facklam and Rob Roop.  <b>Members absent:</b> Jim Weidman, Jill Alfrejd and Karen Weinert.  <b>Also Present:</b> Superintendent Ellen Correll and Interim CSBO Chris Bobek.</p>
<p><b>Establishment of Quorum</b></p>	<p><b>Quorum was established.</b></p>
<p><b>Pledge of Allegiance</b></p>	<p>Pledge of Allegiance took place at this time.</p>
<p><b>Approval of Agenda</b></p>	<p>President Strack requested a motion for the approval of the October 16, 2013 Board Meeting Agenda as presented and adding Collective Negotiating matters to the first closed session. Motioned by Facklam and seconded by Evans for the approval to add Collective Negotiating matters to the closed session.  <b>Yeas:</b> Strack, Roop, Facklam and Evans.  <b>Nays:</b> None.  <b>Motion carried.</b></p> <p>President Strack requested a motion for the approval to appoint Sue Facklam as Secretary <i>Pro Tem</i> for this meeting. Motioned by Facklam and seconded by Roop for the approval of this appointment.  <b>Yeas:</b> Strack, Roop, Facklam and Evans.  <b>Nays:</b> None.  <b>Motion carried.</b></p> <p>President Strack requested a motion for the approval of the October 16, 2013 amended agenda. Motioned by Facklam and seconded by Strack for the approval of the amended agenda.  <b>Yeas:</b> Strack, Roop, Facklam and Evans.  <b>Nays:</b> None.  <b>Motion carried.</b></p>
<p><b>Closed Session</b></p>	<p>President Strack requested a motion to enter into closed session at 6:17 p.m. Motioned by Facklam and seconded by Strack to enter into closed session.  <b>Yeas:</b> Strack, Roop, Facklam and Evans.  <b>Nays:</b> None.  <b>Motion carried.</b></p>

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46  
BOARD OF EDUCATION MEETING  
OCTOBER 16, 2013**

	Board members returned to Open Session meeting at 7:12 p.m.
<b>Public Comment</b>	None.
<b>Presentation</b>	<p>Audited Financial Report (AFR), Shelly Casella-Dercole from Eder, Casella &amp; Company – Provided the complete AFR to Board Members. Explained that the items in the report are the clean unqualified opinion of the auditors. She highlighted information in the report and gave Board Members the opportunity to ask questions. The estimated financial score for the District is 3.25, which is the same as last year. This score is based on a review of the following categories:</p> <ol style="list-style-type: none"> <li>1. Debt – long term margins.</li> <li>2. Number of days of cash on hand (180 days required).</li> <li>3. Expenditures to revenues; expenditures exceeding revenues.</li> </ol>
<b>Board, Superintendent, Staff, and Committee Reports</b>	<p>Sue Facklam – Thanked the PTO and PTF groups for all they do for the schools. She volunteered at 2 books fairs the previous week that are run by these groups. They do a wonderful job.</p> <p>Ellen Correll – Kari from Fanning &amp; Howey is present to talk about an energy grant that is available from the state. Kari explained that the ISBE just released information about a \$20M grant across the state of Illinois for projects. The grant is a matching grant up to \$250,000 on projects that would reduce energy across the District. These grant funds can only be used on the project for which it is applied. Project work cannot start until the money is received and is suppose to be released in early 2014. The Board has to approve the project and set aside the funds for this project. November 27<sup>th</sup> is the application due date and the grant has a time frame of 2 years to use the money. Ellen explained that the District is looking for Board approval to continue looking into this grant. Consensus of the Board was to continue looking into this grant.</p> <p>Park Campus Spotlight – Principals Matt Melamed and David Dinsmore shared a video of a “Day in the life” of Park “Community”.</p>
<b>Consent Agenda</b>	<p>President Strack requested a motion for the approval of the consent agenda as follows:</p> <ul style="list-style-type: none"> <li>• Minutes from the following meetings: <ul style="list-style-type: none"> <li>○ October 2, 2013 Regular Meeting</li> </ul> </li> <li>• Personnel Report as presented</li> <li>• Personnel Report Addendum as presented</li> <li>• Exception Report as presented</li> <li>• Accounts Payable as presented</li> </ul>

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46  
BOARD OF EDUCATION MEETING  
OCTOBER 16, 2013**

	<p>Motioned by Facklam and seconded by Strack for the approval of the consent agenda as presented.  <b>Yeas:</b> Evans, Strack, Facklam and Roop.  <b>Nays:</b> None.  <b>Motion carried.</b></p>
<b>Action Items</b>	<p>President Strack requested a motion for the approval to adopt a fee schedule for 2014-2015 for students enrolling in D46 on a part-time basis as presented. Motioned by Facklam and seconded by Evans for the approval of this part-time fee schedule.  <b>Yeas:</b> Evans, Facklam and Strack.  <b>Abstained:</b> Roop  <b>Nays:</b> None.  <b>Motion carried.</b></p> <p>President Strack requested a motion to recommend that Board Policy call for a minimum of 25% in fund balances. Motioned by Facklam and seconded by Strack for this Board Policy recommendation.  <b>Yeas:</b> Strack, Evans, Facklam and Roop.  <b>Nays:</b> None.  <b>Motion carried.</b></p> <p>President Strack requested a motion for the approval to destroy closed session tapes from 2011 dated November 16, December 7 and December 14. Motioned by Facklam and seconded by Evans for the approval to destroy these closed session tapes.  <b>Yeas:</b> Roop, Facklam, Strack and Evans.  <b>Nays:</b> None.  <b>Motion carried.</b></p>
<b>Unfinished Business</b>	<p>Recommendation from business office to earmark dollars for air conditioning at Meadowview and Woodview Schools – The business office is recommending that \$450,000/year for the next 3 years be assigned for air conditioning projects. Board members discussed this recommendation highlighting the following:</p> <ul style="list-style-type: none"> <li>• Suggested putting money aside with no year limitations.</li> <li>• The impact of air conditioning in schools has a greater impact than just the days of extreme high temperatures.</li> <li>• Suggest a Bond Referendum to ask for money for a specific project (i.e. air conditioning). Board members felt we should explore this option, as it is financially a more efficient way to get these buildings air-conditioned.</li> </ul> <p>The Superintendent will see if the District’s debt limit would be a problem for a Bond Referendum and also get information on</p>

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46**  
**BOARD OF EDUCATION MEETING**  
**OCTOBER 16, 2013**

how to proceed with this type of referendum.

Continued discussion on contracting with Dr. Kasarda to complete enrollment projections – This type of projection would be for the next 8 years. The report primarily helps estimate the younger children in the district so we know how many are coming in the future. The Superintendent is not recommending spending the money on this report right now. The Board President also recommends not doing it. Board consensus was not to do this report at this time.

Review of effects of changes in class size parameters – Superintendent provided the Board with a projection of additional staff that would be needed to decrease class sizes to 22 for grades K-2 and to 25 for grades 3-8. The estimated cost of this additional staff would be \$850,000. The Superintendent feels this topic should be referred to the Finance Committee to look at.

Continued discussion regarding GMS's request for additional staff – Principal Marcus Smith was present to answer any questions from the Board. The three options presented previously were: 1) add a Dean of Students, which GMS has had in the past; 2) add hall monitors, preferably 2 (one of each gender); and 3) continue to explore these options each year. Mr. Smith shared that a Dean would free up the principals to educate and evaluate teachers more. Board members asked questions and discussed the PBIS model and how that has changed discipline procedures. It was decided to discuss this topic again in the future.

Discussion regarding P-Card parameters – Superintendent provided the Board with a list of items that are purchased using the P-Cards. It was noted that P-Card purchases are approved after the fact and currently the District has 20-25 cards in the District. Board Members discussed procedures and options of increasing the use of these cards. It was decided to discuss this topic again at the next meeting.

Continued discussion regarding scheduling of special meetings and the number of Board Members needed to hold a special meeting – It was suggested that Board Members would use the rule of simple majority to hold special meeting if the Board President determines the meeting topic does not require all Board Members to be in attendance.

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46  
BOARD OF EDUCATION MEETING  
OCTOBER 16, 2013**

	<p>There was a consensus that simple majority is acceptable for special board meetings.</p> <p>Update on Park District's building usage fees – A committee of 2 Board Members, Superintendent and O&amp;M looked at a 2-year plan to phase in the price increases for the Park District's building usage. The price increases would be effective on September 1 of 2013 and 2014. During discussion it was noted that the District would be 2 years behind on receiving the funds from increased fees if this plan is utilized. This increase only affects Grayslake Park District as Round Lake Park District has an intergovernmental agreement for another 13 years with the District. Board Members felt that we should honor the lower cost this year but for 2014 the price should be the current fees established by the Board. It was agreed that for the future the District should inform the Park District of increased fees by January so this could be part of the Park District's budget process.</p> <p>Update on custodial overtime – Superintendent provided an overtime report comparing the same months from 2012 to 2013. Overtime is down and the District will continue to work on lowering these costs.</p>
<p><b><i>New Business</i></b></p>	<p>Now-Up-To-Date software scheduling for Building usage, Park District usage, PTO usage, etc. – This program is 17 years old and the company is now out of business. Joe Nowak and Keith Grinnell searched other software companies and provided cost estimates to the Board. They preferred the EMS program. Technology Dept will look at the Desk.com options since we are already using this software for Help Desk. It was suggested by the Board that possibly the D46 Foundation could help with this software purchase. Joe will check into these options.</p> <p>Discuss updating the Board's Adopt a School Assignment – For the past 2 years each Board Member was assigned to a school building to attend events and visit buildings. Superintendent asked if Board Members want to do this again? Board Members present expressed that they did not want to continue this assignment.</p> <p>Discuss Pre-K Staffing – Special Ed Director, Heather Lorenzo reviewed the information that was provided in the packets. There is an influx of students coming in with extensive needs. The District has canceled a scheduled Pre-K screening because we are getting too full. Special Ed Director is suggesting the</p>

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46  
BOARD OF EDUCATION MEETING  
OCTOBER 16, 2013**

	hiring of one more assistant for this program. Board Members agreed to put this on as an action item at the next meeting.
<b>Topics for Future Agenda Items</b>	<ul style="list-style-type: none"> <li>• Energy Grant and Debit limit information</li> <li>• P-Card usage discussion</li> <li>• Park District fee increase</li> <li>• Now-Up-To-Date software</li> <li>• Preferred Meals and meal participation</li> <li>• 8<sup>th</sup> Grade Graduation</li> <li>• Student progress on standardized tests</li> <li>• Student Yearbook program – Eric Detweiler has met with Josten’s and they will come back with improved pricing.</li> </ul>
<b>Public Comments</b>	None.
<b>Closed Session</b>	None needed at this time.
<b>Adjournment</b>	<p>There being no further business to come before the Board of Education, it was motioned by Evans and seconded by Facklam for the adjournment of the October 16, 2013 board meeting at 10:00 p.m.</p> <p><b>Yeas:</b> Evans, Strack, Facklam and Roop.</p> <p><b>Nays:</b> None.</p> <p><b>Motion carried.</b></p>

Respectfully Submitted,

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**Steven Strack, Board President**

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**Karen Senase, Recording Secretary**