

**BOARD BUSINESS MEETING MINUTES**  
February 19, 2008

**1. CALL TO ORDER**

The regular meeting of the Board of Education of Community Consolidated School District 62 was held in the Forest School Board Room, 1375 Fifth Avenue, Des Plaines, Illinois, on February 19, 2008.

President Brenda Murphy called the meeting to order at 7:00 p.m. Murphy then called for the roll.

Physically Present Board Members: Duckmann, Imig, Murphy, Poskozim, and Suriano. Also present: Superintendent Westerhold, Assistant Superintendent for Business Services Shepard, Assistant Superintendent of Human Resources Hertel, Director of Information and Instructional Technology Fuller, Director of Special Services Voehringer, Director of Community Relations Ward, and Assistant to the Superintendent Goodchild.

Absent: Adams, Lynch

Board member Adams arrived at 7:02 p.m.

Following the Pledge of Allegiance, Suriano moved, and Duckmann seconded, that the Board approve the February 19, 2008, District 62 School Board meeting agenda as presented. Murphy called for a vote to approve the agenda.

Ayes: Duckmann, Imig, Murphy, Poskozim, Suriano, Adams

Nays: None

**2. PRESENTATIONS/RECOGNITIONS**

Director of Community Relations Ward introduced Algonquin Middle School teacher, Bridget Gazzolo, who spoke about student participation in a poetry program sponsored by Oakton Community College. Students Adrianna Czerlonko, Andrea Hernandez, Jessica Jacobsen, and Shannon Sullivan read their original works and were presented Certificates of Recognition by President Murphy. Murphy also acknowledged the first and second place winners of the regional "You Be the Chemist Challenge" sponsored by UOP. Rosa Taha and Cindy Wong, Algonquin Middle School students, won U.S. Savings Bonds and now advance to the state competition being held at Prairie Lakes Community Center on April 1, 2008. Rajeev Gautaum, Vice President of Research and Technology, Chief Technology Officer at UOP, presented a Participation Award to Catherine Wiemann in gratitude for her involvement with the competition. Gautaum also thanked the parents who encouraged their child's participation in this event as well as the study of science. Murphy thanked UOP for their continued support of our students and the community.

**3. PUBLIC COMMENT**

Tina Beer, DPEA Vice President and teacher at Algonquin Middle School, stated that she is pleased with the direction and progress that the district is making with the Master Planning Process. She plans to attend the April 16, 2008 community forum meeting in order to request that teacher assistants be hired to assist in the classrooms. President Murphy thanked her for her comments.

**4. STUDENT LEARNING AND SUPPORT SERVICES**

Superintendent Westerhold confirmed that the next Master Planning Process community forum is scheduled for April 16, 2008 at 7:00 p.m. at Iroquois Community School. The Steering Committee met last week and are in the process of selecting a chairperson. Matt Fuller, Director of Information and Instructional Technology, reviewed results of a recent technology survey completed by teachers. Responses indicate a need for professional development in order to assist integration of technology throughout the curriculum.

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Murphy introduced Brad Voehringer, Director of Special Services, who reviewed the district's Response to Intervention (Rtl) program. Originally instituted for special education students, the Rtl model has been selected by the Illinois State Board of Education for mandatory implementation for all students by January 2009. Rtl is a data-driven decision making process that matches student needs to instruction in order to increase student achievement. Rtl can also be used to find students eligible for special education under the label of a specific learning disability. An oversight committee has been formed and currently are establishing goals, reviewing district practices, developing common vocabulary, and researching best practices.

Susan Shepard, Assistant Superintendent for Business Services, reviewed budget assumptions used in the development of the 2008-2009 budget. Shepard stated that the 2008-2009 staffing plan would be presented to the board at the March 17, 2008 meeting.

Paul Hertel, Assistant Superintendent of Human Resources, reviewed the proposed 2008-2009 school calendar. A committee of district administrators, teachers, support staff, and parents developed the recommendations.

Duckmann moved, and Adams seconded, that the Board approve the January 22, 2008, Closed Session minutes as presented. Murphy noted that the minutes would remain closed until the next semi-annual review of closed session meeting minutes. She called for a vote.

Ayes: Imig, Murphy, Poskozim, Suriano, Adams, Duckmann  
Nays: None

Consent Agenda Items

Suriano moved, and Duckmann seconded, that the Board approve the Consent Agenda items which include the following items:

- CA1 – Revised Personnel Report (AR#021908-01)
- CA2 – Approval of Social Studies Instructional Materials (AR#021908-02)
- CA3 – Recommendation for 2008/2009 School Fees (AR#021908-03)
- CA4 – Approval of Public Gifts to the Schools (AR#021908-04)
- CA5 – Approval of Resolution to Permit Exchanges under the District's 403(b) Plan (AR#021908-05)
- CA6 – Approval of Minutes - Business Meeting of January 22, 2008
- CA7 – District 62 Net Payroll for January 2008
- CA8 – District 62 Warrant Register and Report of Bills for January 17, 24 (2 reports), 31, and February 7, 2008
- CA9 – Monthly Financial Summary for January 2008
- CA10 – Reconciliation of Imprest Fund for January 2008
- CA11 – Voided Check Register for January 2008
- CA12 – North Cook Net Payroll for January 2008
- CA13 – North Cook Warrant Register and Report of Bills for January 25 and February 11, 2008

Murphy called for a vote.

Ayes: Murphy, Poskozim\*, Suriano, Adams, Duckmann, Imig  
Nays: None

\* Poskozim recused himself from approval of any payments made to Commonwealth Edison or Exelon Corporation.

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Personnel Report – Approval of the revised personnel report for February 19, 2008 (AR#021908-01) as follows:

| <u>ASSIGNMENT (Certified)</u>  | <u>POSITION</u>   | <u>EFFECTIVE DATE</u> | <u>SALARY</u>    |
|--------------------------------|---|-----------------------|------------------|
| Erica Bartnicki<br>Replacement | Social Studies/Science teacher<br>at Chippewa Middle School | February 4, 2008      | Base \$35,592.00 |

| <u>ASSIGNMENT (Classified)</u> | <u>POSITION</u>  | <u>EFFECTIVE DATE</u> | <u>SALARY</u>    |
|--------------------------------|--|-----------------------|------------------|
| Deanna Avina<br>New            | Teacher Assistant at Plainfield<br>Elementary School, 0-3 Early<br>Childhood Block Grant | January 28, 2008      | Base \$13,761.78 |
| Katie Hendricks<br>New         | Teacher Assistant at South<br>Elementary School, Title I Grant                           | January 28, 2008      | Base \$15,187.98 |
| John Benedetto<br>Replacement  | Permanent Substitute Custodian   | February 13, 2008     | Base \$26,260.00 |
| Rachel Lang<br>Replacement     | Family Educator for the Family<br>Education Early Intervention<br>Program                | February 19, 2008     | \$17.00/hour     |

| <u>RESIGNATION (Certified)</u> | <u>POSITION</u>  | <u>EFFECTIVE DATE</u> |
|--------------------------------|--|-----------------------|
| Linda Duer                     | ELL Teacher at Cumberland Elementary School            | June 6, 2008          |
| Amy Taylor                     | Music/Drama Teacher at Cumberland Elementary<br>School | June 6, 2008          |

| <u>RESIGNATION (Classified)</u> | <u>POSITION</u>   | <u>EFFECTIVE DATE</u> |
|---------------------------------|---|-----------------------|
| Carol Lowinski                  | Teacher Assistant at Chippewa Middle School             | June 5, 2008          |
| Shirley Wegrzyn                 | Administrative Secretary at Forest Elementary<br>School | June 13, 2008         |
| Joan Wigginton                  | Teacher Assistant at Orchard Place Elementary<br>School | June 5, 2008          |

| <u>TERMINATION (Classified)</u> | <u>POSITION</u>                        | <u>EFFECTIVE DATE</u> |
|---------------------------------|--|-----------------------|
| Jose Martinez                   | Custodian at Terrace Elementary School | January 25, 2008      |

FAMILY MEDICAL LEAVE

Mary Ellen Lally, a Learning Disabilities teacher at Central Elementary School, is requesting an eight-week Family Medical Leave beginning March 7 through May 7, 2008.

Lauren Leitao, Principal at Orchard Place Elementary School, is requesting an eight-week Family Medical Leave beginning approximately May 5, 2008 through June 30, 2008.

Stacy Dudek, a Grade 7 LA/LIT/SS teacher at Chippewa Middle School, is requesting a ten-week Family Medical Leave beginning March 31, 2008 through June 6, 2008.

FYI

Christy Holtz, a full-time Teacher Assistant at Cumberland Elementary School, requested a change in status from full-time to part-time. She will remain in the same position at Cumberland.

Timothy Mayer, a night custodian at North Elementary will be transferred to Terrace Elementary School as the night custodian.

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District 62 Net Payroll for January 2008

Net Payroll for January 2008

|             |  |             |                              |
|-------------|--|-------------|------------------------------|
| Checks Nos: | 384630 - 385471                          | Payroll # 1 |                              |
|             | 385472 - 386308                          | Payroll # 2 |                              |
|             | 386310                                   | Payroll # 3 |                              |
| VOIDS:      | None                                     |             |                              |
| GROSS:      | EDUCATIONAL FUNDS                        |             | \$2,819,409.88               |
|             | SPARK FUNDS                              |             | \$76,047.87                  |
|             | OPERATION BUILDING &<br>MAINTENANCE FUND |             | \$183,294.20                 |
|             | TORT                                     |             |                              |
|             | TRANSPORTATION                           |             |                              |
| TOTAL:      |  |             | <u>\$3,078,751.95</u>        |
| GROSS       |  |             |                              |
| DEDUCTIONS: |  |             | <u>\$1,061,374.33</u>        |
| NET PAYROLL |  |             | <u><u>\$2,017,377.62</u></u> |

District 62 Warrant Register and Report of Bills for January 17, 2008

|  |                            |
|--|----------------------------|
| Check Numbers 119087 - 119194                              |                            |
| Educational Fund   | \$121,512.07               |
| Spark Fund   | \$3,077.31                 |
| Operations & Maintenance Fund                              | \$106,280.56               |
| Tort Fund  | \$975.00                   |
| Transportation Fund  | \$21,953.49                |
| Fire & Safety Fund   | \$-                        |
| Municipal Retirement Fund                                  | \$-                        |
| Social Security & Medicare Fund                            | \$-                        |
| Total Expenditures for January 17, 2008 (Accounts Payable) | <u><u>\$253,798.43</u></u> |

District 62 Warrant Register and Report of Bills for January 24, 2008

|  |                            |
|--|----------------------------|
| Check Numbers 119195 - 119224                    |                            |
| Educational Fund                                 | \$511,647.98               |
| Spark Fund                                       | 296.59                     |
| Operations & Maintenance Fund                    |                            |
| Tort Fund  |                            |
| Transportation Fund                              |                            |
| Fire & Safety Fund                               |                            |
| Municipal Retirement Fund                        | \$29,582.44                |
| Social Security & Medicare Fund                  | \$38,143.40                |
| Total Expenditures for 1/24/08 (1/30/08 payroll) | <u><u>\$579,670.41</u></u> |
| VOIDS: None                                      |                            |

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District 62 Warrant Register and Report of Bills for January 24, 2008

|  |                     |
|--|---------------------|
| Check Numbers 119225 - 119314                              |                     |
| Educational Fund   | \$514,027.73        |
| Spark Fund   | \$4,808.79          |
| Operations & Maintenance Fund                              | \$77,173.84         |
| Tort Fund  | \$-                 |
| Transportation Fund  | \$51,143.23         |
| Fire & Safety Fund   | \$-                 |
| Municipal Retirement Fund                                  | \$-                 |
| Social Security & Medicare Fund                            | \$-                 |
| Total Expenditures for January 24, 2008 (Accounts Payable) | <u>\$647,153.59</u> |

Voids: 119283

District 62 Warrant Register and Report of Bills for January 31, 2008

|  |                     |
|--|---------------------|
| Check Numbers 119315 - 119396                              |                     |
| Educational Fund   | \$191,827.78        |
| Spark Fund   | \$1,126.41          |
| Operations & Maintenance Fund                              | \$21,160.33         |
| Tort Fund  | \$20,029.88         |
| Transportation Fund  | \$68,729.71         |
| Fire & Safety Fund   | \$-                 |
| Municipal Retirement Fund                                  | \$-                 |
| Social Security & Medicare Fund                            | \$-                 |
| Total Expenditures for January 31, 2008 (Accounts Payable) | <u>\$302,874.11</u> |

Voids: None

District 62 Warrant Register and Report of Bills for February 7, 2008

|  |                     |
|--|---------------------|
| Check Numbers 119397 - 119454                              |                     |
| Educational Fund   | \$204,453.29        |
| Spark Fund   | \$1,272.97          |
| Operations & Maintenance Fund                              | \$51,214.83         |
| Tort Fund  | \$781.00            |
| Transportation Fund  | \$90.55             |
| Fire & Safety Fund   | \$-                 |
| Municipal Retirement Fund                                  | \$-                 |
| Social Security & Medicare Fund                            | \$-                 |
| Total Expenditures for February 7, 2008 (Accounts Payable) | <u>\$257,812.64</u> |

Voids: None

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District 61 Net Payroll for January 2008

Net Payroll for January 2008

|             |                                       |             |              |
|-------------|---------------------------------------|-------------|--------------|
| Checks Nos: | 80176 - 80221                         | Payroll # 1 |              |
|             | 80222 - 80267                         | Payroll # 2 |              |
| VOIDS:      | None                                  |             |              |
| GROSS:      | EDUCATIONAL FUNDS                     |             | \$193,383.48 |
|             | SPARK FUNDS                           |             |              |
|             | OPERATION BUILDING & MAINTENANCE FUND |             |              |
|             | TORT                                  |             |              |
|             | TRANSPORTATION                        |             |              |
| TOTAL:      |                                       |             | \$193,383.48 |
| GROSS       |                                       |             |              |
| DEDUCTIONS: |                                       |             | \$56,548.57  |
| NET PAYROLL |                                       |             | \$136,834.91 |

District 61 Warrant Register and Report of Bills for January 25, 2008

|  |             |
|--|-------------|
| Check Numbers 74073 - 74079                        |             |
| Educational Fund                                   | \$30,442.26 |
| Spark Fund   |             |
| Operations & Maintenance Fund                      |             |
| Tort Fund  |             |
| Transportation Fund                                |             |
| Fire & Safety Fund                                 |             |
| Municipal Retirement Fund                          |             |
| Social Security & Medicare Fund                    |             |
| Total Expenditures for 1/25/2008 (1/30/08 payroll) | \$30,442.26 |
| Voids: None  |             |

District 61 Warrant Register and Report of Bills for February 11, 2008

Checks Numbers 74080 - 74153

|                                     |               |
|-------------------------------------|---------------|
| Educational Fund                    | \$ 198,866.94 |
| Total Expenditures for January 2008 | \$ 198,866.94 |

**5. COMMUNICATIONS (No Board Action)**

Board of Education –

Vice President Duckmann thanked everyone who attended the recent District 62 Education Foundation Comedy Review 2 dinner. The event raised over \$16,000. President Murphy chaired a recent LICA Board of Control meeting. The board scheduled a Committee of the Whole meeting for April 14, 2008 to discuss the Master Planning Process. Murphy read a thank you note from John Cassel, the IASB representative who conducted the board self-evaluation.

Superintendent's Report –

Westerhold stated that Dr. Diep Nguyen, Assistant Superintendent for Instructional Services, is testifying before the ISBE Education Policy Planning Committee on the issue of fair testing for English language learners. She also reported that three Freedom of Information Act requests had been received. One request concerned insurance providers and has been completed. The other two concerned food service, transportation, and custodial service providers and will be completed in a

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timely manner. Shepard reviewed a dashboard on Workers' Compensation Data 2002 - 2007. The workers' compensation premium has decreased by approximately \$50,000 because of a new method of allocating premium in the self-insurance pool and favorable experience.

**6. CLOSED SESSION**

At 8:25 p.m. Duckmann moved, and Suriano seconded, that the Board move to closed session to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district, and collective bargaining. Murphy called for a vote.

Ayes: Poskozim, Suriano, Adams, Duckmann, Imig, Murphy  
Nays: None

The Board returned from Closed Session at 10:20 p.m. with all members present who were formerly in attendance.

**7. ACTION DEEMED NECESSARY**

Poskozim moved, and Duckmann seconded, that the Board adopt a Resolution Authorizing Notice of Remedy in the form of Exhibit 1. Murphy called for a vote. The motion passed unanimously.

**8. ADJOURNMENT**

President Murphy adjourned the meeting at 10:21 p.m.

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Brenda Murphy, Board President

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Margaret Goodchild, Secretary to the Board