

BOARD OF EDUCATION MEETING MINUTES
June 21, 2010

1. CALL TO ORDER

The regular meeting of the Board of Education of Community Consolidated School District 62 was held in the Terrace Elementary School Gymnasium, 735 S. Westgate Road, Des Plaines, Illinois, on June 21, 2010.

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

Physically Present Board Members: Adams, Duckmann, Imig, Lynch, Murphy, and Poskozim. Also present: Superintendent Westerhold, Associate Superintendent Hertel, Assistant Superintendent for Business Services Gray, Assistant Superintendent for Student Services Voehringer, Assistant Superintendent for Instructional Services Rashid, Director of Information and Instructional Technology Bowers, Director of Community Relations Ward, and Assistant to the Superintendent Goodchild.
Absent: Suriano

Following the Pledge of Allegiance, Duckmann moved, and Adams seconded, that the Board approve the June 21, 2010, District 62 School Board meeting agenda as presented. Murphy called for a vote to approve the agenda.

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

2. PUBLIC COMMENT

None

3. STUDENT LEARNING AND SUPPORT SERVICES

Superintendent Westerhold thanked Terrace School principal, Brad Stein, and his staff for their efforts in preparation for the board meeting. She asked Ray Prokop of Wight & Company to provide an update on the current construction activities. Prokop shared a slideshow of construction photos and noted that recent thunderstorms had caused minor water damage at Algonquin. Assistant Superintendent for Business Services Gray updated the board on two grants received from the Illinois Department of Commerce and Economic Opportunity and reviewed Wight & Company's work with the Illinois Environmental Protection Agency to secure a "green infrastructure" grant under the American Recovery and Reinvestment Act of 2009 (ARRA). This grant will enable the district to incorporate green methods such as permeable pavers, bioswales, and other concepts in renovation designs as well as provide an environmental teaching opportunity for students.

President Murphy welcomed Assistant Superintendent for Instructional Services, Dr. Janice Rashid, who reviewed the Literacy Coach Pilot Program that was presented at last month's meeting. Rashid stated that teacher and student data will be monitored for improvement and requested the continuation of the program for the 2010/2011 school year. Imig moved, and Poskozim seconded, that the board approve the continuation of the Literacy Coach Pilot Program as presented. Murphy called for a vote.

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

Rashid and Gifted Review Committee members, Cathy Borge and Erin Smith, reviewed the recommendations for improvement to the district Gifted Program. The proposed three-year plan incorporates curriculum writing in social studies, math, and science content areas, professional development, development of a middle school curriculum, refined identification process, and a study on the cluster model with pilot program. Board member Lynch stressed the importance of early engagement of gifted middle school students before they lose interest or are affected by peer pressure.

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Gray reviewed the process that Wight has proposed for the pre-construction estimates and development of scope of work plans for the four Phase II schools. Adams moved, and Duckmann seconded, that the board approve the Phase II Master Planning Pre-Construction Services Agreement with Wight & Company as presented. Murphy called for a vote.

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

Rashid and Director of Second Language Learners, Milagros Bravo, reviewed student achievement for Fall 2009 through Spring 2010 as determined by the Measure of Academic Progress (MAP) assessment data. The data monitors individual student academic growth and predicts student performance on state assessments. Results also provide teachers with information on grouping students for differentiated instruction and intervention. Rashid stated that 52% or more of district students met their individual growth targets in Reading, 48% or more met their target in Math, and 59% or more met their target in Language Usage. The instructional action plan includes professional development focusing on best practices to inform instruction and goal setting.

Rashid, Coordinator of Physical Education, Don Dudek, and Coordinator of Fine Arts, Jennifer Richardson, reviewed the findings of the Curriculum Review Teams for Physical Education (K-8) and Encore (6-8). The district Physical and Health Education Department strive to allow for continual participation in sport, leisure, and wellness activities, through a standards-based curriculum. Fine and Applied Arts are fundamental to a comprehensive education and will provide students with the tools to solve problems creatively, make decisions, and ultimately contribute to a broader understanding of their knowledge, beliefs, and values. President Murphy thanked the committee members who contributed to the development of thoughtful and thorough curriculum.

Community Relations liaison Imig introduced Mindy Ward, Director of Community Relations, who reviewed the 2009/2010 community relations activities and proposed programs for the 2010/2011 school year. This year's accomplishments included the selection of a graphic designer and printer, implementation of a Virtual Bulletin Board, expansion and coordination of the Volunteer Program, and initiation of a study on business partnerships. Refining these programs and introducing parent education and college intern pilot programs are planned for the 2010/2011 school year. Board member Poskozim noted that Ward's efforts are very important to the district as they provide a vital link to the community and expressed the board's appreciation.

Duckmann moved, and Adams seconded, that the Board approve the May 17, 2010, Closed Session minutes as presented. Murphy noted that the semi-annual review of minutes would take place at the next board meeting and called for a vote.

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

Consent Agenda Items

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

- CA1 – Approval of Prevailing Wage Resolution (AR#062110-03)
- CA2 – Approval of Hazardous Transportation Conditions Resolution (AR#062110-04)
- CA3 – Approval of Resolution to Transfer Interest Earnings from the Working Cash Fund to the Operations and Maintenance Fund (AR#062110-05)
- CA4 – Authorization of Contract Approvals for Master Planning Process Enhanced Services Proposal (AR#062110-06)
- CA5 – Approval of Master Planning Project Bid Contracts (AR#062110-07)
- CA6 – Authorization of Contract Approvals (AR#062110-08)
- CA7 – Approval of Minutes - Business Meeting of May 17, 2010

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- CA8 – District 62 Net Payroll for May 2010
- CA9 – District 62 Warrant Register and Report of Bills for May 7, 18, 21, 25, June 1, 8, and 15, 2010
- CA10 – Monthly Financial Summary for May 2010
- CA11 – Reconciliation of Imprest Fund for May 2010
- CA12 – Voided Check Register for May 2010
- CA13 – North Cook Net Payroll for May 2010
- CA14 – North Cook Warrant Register and Report of Bills for May 10, 24, and June 10, 2010

Murphy called for a vote.

Ayes: Poskozim*, Adams, Duckmann, Imig, Lynch, Murphy
Nays: None

* Poskozim recused himself from approval of any payments made to Exelon Corporation or its subsidiaries.

District 62 Net Payroll for May 2010

Net Payroll for May 2010

Checks Numbers:	431459 - 432333	Payroll # 1	
	432334 - 433208	Payroll # 2	
VOIDS:	None		
GROSS:	EDUCATIONAL FUNDS	\$3,149,205.16	
	SPARK FUNDS	\$73,224.89	
	OPERATIONS BUILDING & MAINTENANCE FUND	\$185,631.88	
	TORT		
	TRANSPORTATION		
TOTAL:		\$3,408,061.93	
GROSS			
DEDUCTIONS:		\$1,105,013.29	
NET PAYROLL		\$2,303,048.64	

District 62 Warrant Register and Report of Bills for May 7, 2010

Check Numbers 130420 - 130447	
Educational Fund	\$531,369.72
SPARK Fund	
Operations & Maintenance Fund	64.82
Tort Fund	
Transportation Fund	
Fire & Safety Fund	
Municipal Retirement Fund	41,515.86
Social Security & Medicare Fund	44,958.04
Total Expenditures for 5/7/10 (Payroll 5/14/10)	\$617,908.44
Voids: None	

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District 62 Warrant Register and Report of Bills for May 18, 2010

Check Numbers 130543 - 130624	
Educational Fund	\$217,143.36
SPARK Fund	\$1,203.68
Operations & Maintenance Fund	\$8,697.57
Tort Fund	\$-
Bond And Interest Fund	\$-
Transportation Fund	\$163,492.44
Capital Projects	\$12,544.00
Fire & Safety Fund	\$-
Municipal Retirement Fund	\$-
Social Security & Medicare Fund	\$-
Total Expenditures for May 18, 2010 (Accounts Payable)	\$403,081.05

Voids: 130617, 130618

District 62 Warrant Register and Report of Bills for May 21, 2010

Check Numbers 130625 - 130652	
Educational Fund	\$525,108.25
SPARK Fund	
Operations & Maintenance Fund	64.82
Tort Fund	
Transportation Fund	
Fire & Safety Fund	
Municipal Retirement Fund	41,518.46
Social Security & Medicare Fund	44,504.24
Total Expenditures for 5/21/10 (Payroll 5/28/10)	\$611,195.77

Voids: None

District 62 Warrant Register and Report of Bills for May 25, 2010

Check Numbers 130653 - 130722	
Educational Fund	\$57,460.45
SPARK Fund	\$2,075.52
Operations & Maintenance Fund	\$43,641.18
Tort Fund	\$-
Bond And Interest Fund	\$-
Transportation Fund	\$7,065.45
Capital Projects	\$-
Fire & Safety Fund	\$-
Municipal Retirement Fund	\$-
Social Security & Medicare Fund	\$-
Total Expenditures for May 25, 2010 (Accounts Payable)	\$110,242.60

Voids: 130673

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District 62 Warrant Register and Report of Bills for June 1, 2010

Check Numbers 130723 - 130801	
Educational Fund	\$97,743.34
SPARK Fund	\$50.63
Operations & Maintenance Fund	\$5,702.55
Tort Fund	\$-
Bond And Interest Fund	\$-
Transportation Fund	\$270,145.76
Capital Projects	\$-
Fire & Safety Fund	\$-
Municipal Retirement Fund	\$-
Social Security & Medicare Fund	\$-
Total Expenditures for May 25, 2010 (Accounts Payable)	<u>\$373,642.28</u>

Voids: 130755

District 62 Warrant Register and Report of Bills for June 8, 2010

Check Numbers 130829 - 130950	
Educational Fund	\$690,710.63
SPARK Fund	\$6,398.51
Operations & Maintenance Fund	\$65,895.97
Tort Fund	\$-
Bond And Interest Fund	\$-
Transportation Fund	\$4,959.29
Capital Projects	\$37,293.50
Fire & Safety Fund	\$-
Municipal Retirement Fund	\$-
Social Security & Medicare Fund	\$-
Total Expenditures for June 8, 2010 (Accounts Payable)	<u>\$805,257.90</u>

Voids: 130925, 130926

District 62 Warrant Register and Report of Bills for June 15, 2010

Check Numbers 130972 - 131040	
Educational Fund	\$328,352.88
SPARK Fund	\$216.85
Operations & Maintenance Fund	\$20,166.12
Tort Fund	\$-
Bond And Interest Fund	
Transportation Fund	\$16,785.87
Capital Projects	\$1,392,700.08
Fire & Safety Fund	\$-
Municipal Retirement Fund	\$-
Social Security & Medicare Fund	\$-
Total Expenditures for June 15, 2010 (Accounts Payable)	<u>\$1,758,221.80</u>

Voids: 131037

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District 62 Reconciliation of Imprest Fund for May 2010

Check Number 16005		
Imprest Fund Authorized Balance for May 1, 2010		\$15,000.00
Less Ledger Balance For May 31, 2010		\$13,032.55
		\$1,967.45
Amount of Reimbursement Check		\$1,967.45
Education Fund		\$1,967.45
SPARK Fund		\$-
Operations & Maintenance Fund		\$-
Tort Fund		\$-
Transportation Fund		\$-
Total Fire & Safety Fund		\$-
IMRF		\$-
Total		\$1,967.45

Voids: None

District 61 Net Payroll for May 2010

Net Payroll for May 2010		
Checks Numbers:	82664-82706	Payroll # 1
	82707-82749	Payroll # 2
VOIDS:	None	
GROSS:	EDUCATIONAL FUNDS	\$203,585.10
	SPARK FUNDS	
	OPERATIONS BUILDING & MAINTENANCE FUND	
	TORT	
	TRANSPORTATION	
TOTAL:		\$203,585.10
GROSS		
DEDUCTIONS:		\$58,161.40
NET PAYROLL		\$145,423.70

District 61 Warrant Register and Report of Bills for May 10, 2010

Check Numbers 76566 - 76574	
Educational Fund	\$30,862.34
SPARK Fund	
Operations & Maintenance Fund	
Tort Fund	
Transportation Fund	
Fire & Safety Fund	
Municipal Retirement Fund	
Social Security & Medicare Fund	
Total Expenditures for 5/10/10 (5/14/10 Payroll)	\$30,862.34

Voids: None

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District 61 Warrant Register and Report of Bills for May 24, 2010

Check Numbers 76575 - 76583	
Educational Fund	\$31,184.18
SPARK Fund	
Operations & Maintenance Fund	
Tort Fund	
Transportation Fund	
Fire & Safety Fund	
Municipal Retirement Fund	
Social Security & Medicare Fund	
Total Expenditures for 5/24/10 (5/28/10 Payroll)	\$31,184.18
Voids: None	

District 61 Warrant Register and Report of Bills for June 10, 2010

Check Numbers 76600 - 76668

Educational Fund	\$187,288.19
Total Expenditures for June 2010	\$187,288.19

Voids:

Check Number	Check Date	Check Amount
75459	05/18/09	\$585.00
75552	06/15/09	\$12.98
75816	09/21/09	\$14,796.06

4. COMMUNICATIONS (No Board Action)

Board of Education –

Vice President Duckmann reported on a recent MTSEP meeting. Murphy congratulated Westerhold on earning a Leadership Coaching for Superintendents certificate and thanked Associate Superintendent Hertel for assisting at the recent Chippewa promotion ceremony. Murphy reported that she recently attended a LICA board meeting and IASB Leadership Symposium.

Superintendent's Report –

Westerhold commended district administrators for their teamwork and stated that they would be meeting tomorrow to plan for next school year. She also reported on five FOIA requests handled by the district during the month. Assistant Superintendent for Student Services Voehringer stated that Extended School Year classes for special education students began smoothly today. He reported that ninety-seven students are enrolled at Central Elementary School through July 22, 2010. Assistant Superintendent Gray reviewed the Maine Township Treasurer report as well as a dashboard titled Workers' Compensation Data 2004-2011. He noted that although the district continues to see favorable claims experience, premiums are beginning to increase due to the type and cost of claims submitted.

Dialogue on Selected Topics -

President Murphy led a discussion on revisions to the board's Annual Agenda. Further discussion on revisions to the agenda will be held at a future meeting.

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5. CLOSED SESSION

At 8:30 p.m. Duckmann moved, and Adams seconded, that the board go to Closed Session to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district, the Superintendent's evaluation, and collective bargaining. Murphy called for a vote.

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

The Board returned from Closed Session at 10:03 p.m. with all members present who were formerly in attendance.

6. ACTION DEEMED NECESSARY

Duckmann moved, and Poskozim seconded, that the board approve the Personnel Report as presented. Murphy called for a vote.

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

Personnel Report – Approval of the personnel report for June 21, 2010 (AR#062110-09) as follows:

<u>RESIGNATION (Certified)</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>	
Jennifer Gemmell	Elementary Education Teacher at Forest Elementary School	June 8, 2010	
<u>RESIGNATION (Classified)</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>	
Violet Daoud	Child Care Specialist for SPARK Program	June 3, 2010	
<u>ASSIGNMENT (Certified)</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>	<u>SALARY</u>
Laura Lee Casey Replacement	Part-time (60%) Itinerant Vision Teacher	August 19, 2010	MA, Step G
James Milner Replacement	Industrial Technology Teacher at Chippewa Middle School	August 19, 2010	BA, Step A
Jeffrey Stepen Replacement	Speech/Language Pathologist at Cumberland Elementary School	August 19, 2010	MA+30, Step F
<u>INTENT TO HIRE (Certified)</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>	
Andrea Danekas Replacement	Part-time Speech Language Pathologist at Cumberland Elementary School	August 19, 2010	
Amy Lewis Replacement	General Music/Band Teacher at Iroquois Community School	July 12, 2010	
Michael ODonnell Replacement	Physical Education Teacher at Cumberland Elementary Schools	August 19, 2010	
<u>ASSIGNMENT (Classified)</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>	<u>SALARY</u>
Linda McKeague Replacement	Administrative Secretary at North Elementary School	August 6, 2010	\$16.00 per hour
Florentina Marchisotto Replacement	Administrative Secretary for the ELL Department	August 6, 2010	\$16.32 per hour
Gloria Carrillo Replacement	Administrative Secretary at Cumberland Elementary School (Special Education Department)	August 6, 2010	\$15.75 per hour
<u>RE-ASSIGNMENT (Classified)</u>	<u>POSITION</u>	<u>EFFECTIVE DATE</u>	<u>SALARY</u>
Julie Ritzema	Toddler/Pre-School Specialist	August 6, 2010	\$31,500.00

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EXTENDED SCHOOL YEAR STAFF-SUMMER 2010

The following CERTIFIED STAFF are being hired for the 2010 Title I/Title III Summer School Program:
Gladys Fuentes Valenzuela

FAMILY MEDICAL LEAVE

Cara Ruzila, a Reading Resource Teacher at Plainfield Elementary School, is requesting a 12-week (60 days) Family Medical Leave of Absence beginning approximately October 18, 2010 through January 28, 2011.

Asma Riyaz, a Teacher Assistant at Cumberland Elementary School, is requesting a 12-day Family Medical Leave of Absence beginning August 19, 2010 through September 3, 2010.

Nancy Pawelek, an ELL Resource Teacher at Orchard Place Elementary School, is requesting a 12-week Family Medical Leave beginning August 19, 2010 through November 15, 2010. Ms. Pawelek is requesting an additional 4 days unpaid leave through November 19, 2010.

Celeste Skolmoski, School Psychologist at Algonquin Middle School is requesting a 6-day Family Medical Leave beginning June 2, 2010 through June 9, 2010.

Cong Pham, Head Custodian at Cumberland Elementary School, is requesting an 8-week Family Medical Leave beginning June 16, 2010 through July 31, 2010.

7. ADJOURNMENT

President Murphy adjourned the meeting at 10:05 p.m.

Brenda Murphy, Board President

Margaret Goodchild, Secretary to the Board