

**SUBJECT TO APPROVAL**

**MINUTES OF REGULAR BOARD MEETING  
BOARD OF EDUCATION SCHOOL DISTRICT 36  
TUESDAY, FEBRUARY 17, 2015**

**Call to Order**

Mr. Jost called the Regular Board Meeting of the Board of Education of Grass Lake School District #36 to order at 7:03 p.m.

**Roll Call**

Present: Mrs. Caya, Mrs. Collins, Mr. Lobodzinski, Mrs. Rietschel  
Mrs. Fogel and Mr. Jost

Absent: Mr. Gembara

Also Present: Dr. Terry O'Brien, Superintendent/Principal  
Ms. Shupe, Assistant Principal  
Ms. Patti Rische, Business Manager  
Mrs. Mary Capek, Administrative Assistant  
Mrs. Nicole Sweeney, GLS 2<sup>nd</sup> Grade Teacher  
Mrs. Deanna Denman, GLS 1<sup>st</sup> Grade Teacher  
Dr. Sandy Wirth, GLS Psychologist

**Approval of Consent Agenda:**

Prior to the motion, questions were asked by Mrs. Collins regarding vendor payments for Snowplowing Services, BLDD Architects and After 5 Solutions. Mrs. Rietschel also questioned the vendor payment for Salty Pineapple. Discussion took place regarding the snowplowing services for the period of 12/8 through 2/1. The services provided included 19 hours of plowing time and discussion took place regarding the cost of \$4250 for one day of service. Discussion took place regarding the BLDD Architect vendor payment and the amount approved was for the dollar amount approved back in the summer for the community engagement meeting and any meetings/services included until the Election Day in April. Mrs. Collins questioned the After 5 Solutions and asked for clarification if there was no invoice for October. She also asked if this invoice was for support on the network. Mrs. Rietschel talked about the vendor payment for Salty Pineapple and discussion took place that this was for services on the school's website. Discussion took place to price out additional firms to support the school's website.

As presented under the Consent Agenda, one motion was made by Mrs. Fogel and seconded by Mrs. Collins to approve the Minutes of the Regular Board Meeting of January 20, 2015, the Minutes of the Special Board Meeting of January 25, 2015, January 2015 Treasurer's Report, Vendors - February 2015 and the Approval of Employment, Ms. Andrea Cleveland, P/T Lunchroom Supervisor.

Motion carried by roll call vote:

Ayes:	6	Mrs. Caya, Mrs. Collins, Mr. Lobodzinski, Mrs. Rietschel, Mrs. Fogel and Mr. Jost
Nays:	0	
Abstain:	0	
Absent:	1	Mr. Gembara

#### **Approval of Payroll – January 2015\***

Prior to the motion, discussion took place regarding the payroll reports in the dropbox being cut off and continuing onto a second page. For the next meeting, Ms. Rische and Mrs. Capek will scan the payroll reports to be uploaded to the dropbox to see if this fixes the problem.

One motion was made by Mrs. Collins and seconded by Mr. Lobodzinski to approve the Payroll – January, 2015.

Motion carried by roll call vote:

Ayes:	6	Mrs. Caya, Mrs. Collins, Mr. Lobodzinski, Mrs. Rietschel, Mrs. Fogel and Mr. Jost
Nays:	0	
Abstain:	0	
Absent:	1	Mr. Gembara

#### **Facilities\***

a. Frequently Asked Questions (FAQ)

Discussion took place regarding the Frequently Asked Questions (FAQ) on the building bond. Dr. O'Brien attached the questions for the board to review, which we will be uploaded to the school's website following the Board meeting. Mrs. Caya suggested that the report lead with positive questions and Mrs. Fogel commented that the first questions could be confusing to individuals not engaged in the whole process. Discussion took place regarding the history of the project and this should be reiterated in the FAQ page(s).

## **Public Input**

None

## **Reports/Communications**

a. Correspondence – None

b. Instructional Report

Discussion took place regarding the working lunch period.

c. Athletic Report – Mr. Hall

Mrs. Rietschel asked how a sport qualifies for two coaches versus one coach; specifically girls' volleyball one coach; girls' basketball two coaches. Discussion took place regarding this.

d. Maintenance Report – Mr. Quinnett

Discussion took place regarding the new HVAC contractor Grubbs Mechanical.

e. Technology Report – Mr. Wong

Discussion took place regarding the network switches and Mrs. Collins commented that the future replacement of network switches is seen every month on this report. Further discussion took place regarding the infrastructure and Mrs. Collins suggested that we hold off on the replacement of the switches until we know the outcome of the referendum at the April election. Further discussion took place regarding the old IPADs in 5<sup>th</sup> grade not being on the inventory list. The Board has requested a current inventory of the IPADs.

f. Administrative Report – Dr. O'Brien, Mrs. Rische, Ms. Shupe

i. 2013-2014 Survey Results

Per the Board's request, a copy of the 2013-2014 survey results was provided.

ii. PARCC Testing

Ms. Shupe presented tentative PARCC testing schedule for PBA and EOY.

iii. ISAT Scores

Dr. O'Brien provided ISAT score comparisons of Districts with population under 200 students within a 50 mile radius.

iv. 2014-2015 Registration Fees

Discussion took place regarding the outstanding fees for the 2014-2015 school year. Ms. Rische added that 2/3 of the population (appr. 84) has paid, and there are 57 fee waivers and 19 families on a payment plan. Further discussion took place regarding a possible incentive for registration fees to be paid, such as, \$25.00 off registration fees or a free yearbook.

v. 8<sup>th</sup> Grade Open House

The Board requested this item to be discussed and reviewed. A copy of the letter sent to the future 9<sup>th</sup> graders was provided to the Board. No further discussion took place on this item.

g. Committee Reports

i. Finance – Ms. Collins, Ms. Fogel

The fund balance projection provided by PMA Financial Network was presented.

ii. Food Service – Ms. Fogel, Mr. Jost (*Mr. Lobodzinski as of 2/17/15*)

Discussion took place that Mr. Jost will not be on the Board at the time of the bids to be reviewed. Mr. Lobodzinski volunteered to be on this committee. The school has not gone out to bid for Food Service since 2007/2008 and the copy of the bid provided needs to be reviewed by the State of Illinois. Mr. Lobodzinski commented that the school may need to look into a cold lunch program.

iii. Attorney of Record – Ms. Collins, Ms. Caya

Discussion took place regarding the selection of the Attorney of the Record. Dr. O'Brien suggested areas to rate the firms who bid. Things like compliance with today's laws, years without contracts and risk analysis.

**Old Business**

a. Attorney of Record\*

In the event the Attorney of Record committee had a recommendation, this item was added to the agenda.

b. Activity Bus \*

- i.* Research
- ii.* Parent Survey Results
- iii.* Testimonials

Discussion took place regarding the Activity Bus and the amount of RTI students using the after school tutoring program. This item was tabled to next month's meeting.

c. Breakfast Programs\*

- i.* Research
- ii.* Parent Survey Results
- iii.* Testimonials

With going out to bid for the Food Service, it is recommended to add to the bid for a breakfast program.

One motion was made by Mr. Jost and seconded by Mrs. Collins to add an alternate bid for the breakfast program to the ongoing bid process.

Motion carried by roll call vote:

Ayes:	5	Mrs. Caya, Mrs. Collins, Mrs. Rietschel, Mrs. Fogel and Mr. Jost
Nays:	1	Mr. Lobodzinski
Abstain:	0	
Absent:	1	Mr. Gembara

d. Transportation Extension\*

Dr. O'Brien presented that the contract extension with District 117 is being extended with Durham Bus Services for the upcoming school year. He also presented the fuel escalator for the upcoming year provided by Ms. Holsinger, the Manager of Durham. The escalator goes into effect at \$2.72 and each September the rate is adjusted according the CPI (which is currently at approximately 1%). Dr. O'Brien recommended to the Board to extend the contract with Durham for an additional year.

One motion was made by Mrs. Collins and seconded by Mrs. Rietschel to approve the extension of the Durham Bus Service contract for the 2015-2016 school year as recommended by Dr. O'Brien.

Motion carried by roll call vote:

Ayes:	5	Mrs. Caya, Mrs. Collins, Mrs. Rietschel, Mrs. Fogel and Mr. Jost
Nays:	1	Mr. Lobodzinski
Abstain:	0	
Absent:	1	Mr. Gembara

e. After-School Club\*

Dr. O'Brien presented that he has been meeting with Lisa Hansen. As of this board meeting, we are still waiting for Grass Lake School to be approved by DCFS. No action to be taken on this item.

d. Stage Lighting\*

Discussion took place regarding the quote provided by Dr. O'Brien for portable lights for stage lighting. Further discussion took place regarding the proposed lights and how this would be a band-aid solution for the upcoming Spring play. There was discussion to possibly renting lights. The proposed stage light system would cost approximately \$500.

One motion was made by Mr. Jost and seconded by Mr. Lobodzinski to approve the recommended stage lighting system for approximately \$500.

Motion carried by roll call vote:

Ayes:	4	Mrs. Collins, Mr. Lobodzinski, Mrs. Rietschel, and Mr. Jost
Nays:	2	Mrs. Caya and Mrs. Fogel
Abstain:	0	
Absent:	1	Mr. Gembara

**New Business:**

**a. Self-Injury Policy\***

Dr. O'Brien presented that he contacted the Illinois Association of School Board (who we subscribe to for policies) and has asked them to provide a Self-Injury Policy. As of this Board meeting, Dr. O'Brien has not yet received a copy. Further discussion took place regarding the school's crisis plan and that the team handled the response to the situation based on the crisis plan.

**b. SEDOL Board**

Dr. O'Brien presented that the SEDOL bond is being refinanced and it is his recommendation to pay the bond off to free the district completely from all debt.

One motion was made by Mr. Lobodzinski and seconded by Mrs. Fogel to approve the payment of the District's outstanding bond principal of \$60,634 as recommended by Dr. O'Brien.

Motion carried by roll call vote:

Ayes:	6	Mrs. Caya, Mrs. Collins, Mr. Lobodzinski, Mrs. Rietschel, Mrs. Fogel and Mr. Jost
Nays:	0	
Abstain:	0	
Absent:	1	Mr. Gembara

**Recognition of Media**

No media present at the meeting.

**Executive Session:**

One motion was made by Mrs. Collins and seconded by Mrs. Caya at 9:56 p.m. to go into Closed Session for the purposes of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.

Motion carried by roll call vote:

Ayes:	6	Mrs. Caya, Mrs. Collins, Mr. Lobodzinski Mrs. Rietschel, Mrs. Fogel and Mr. Jost
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Nays: 0  
Abstain: 0  
Absent: 1 Mr. Gembara

The following members answered roll call at 10:01 p.m.: Mrs. Caya, Mrs. Collins, Mr. Lobodzinski, Mrs. Rietschel, Mrs. Fogel and Mr. Jost Absent: Mr. Gembara

**Open Session**

At 11:20 p.m., a motion was made by Mrs. Fogel and seconded by Mrs. Caya to return to the open session.

Motion carried by roll call vote:

Ayes: 6 Mrs. Caya, Mrs. Collins, Mr. Lobodzinski  
Mrs. Rietschel, Mrs. Fogel and Mr. Jost  
Nays: 0  
Abstain: 0  
Absent: 1 Mr. Gembara

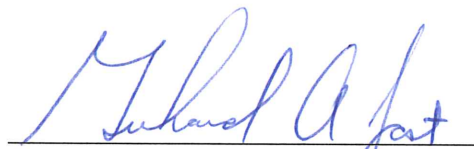
The following members answered roll call at 11:20 p.m.: Mrs. Caya, Mrs. Collins, Mr. Lobodzinski, Mrs. Rietschel, Mrs. Fogel and Mr. Jost Absent: Mr. Gembara

**Adjournment:**

At 11:20 p.m. a motion was made by Mrs. Caya and seconded by Mrs. Fogel to adjourn the open meeting.

Motion carried by voice vote:

Ayes: 6 Mrs. Caya, Mrs. Collins, Mr. Lobodzinski  
Mrs. Rietschel, Mrs. Fogel and Mr. Jost  
Nays: 0  
Abstain: 0  
Absent: 1 Mr. Gembara

  
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President

  
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Secretary