**SUBJECT TO APPROVAL**

**MINUTES OF REGULAR BOARD MEETING**

**BOARD OF EDUCATION SCHOOL DISTRICT 36**

**TUESDAY, NOVEMBER 17, 2015**

**Call to Order**

Mrs. Collins called the Regular Board Meeting of the Board of Education of Grass Lake School District #36 to order at 7:05 p.m.

**Roll Call**

Present: Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mr. Lobodzinski,

Mrs. Rietschel, Mrs. Fogel and Mrs. Collins

Absent: None

Also Present: Dr. Terry O’Brien, Superintendent

Ms. Donna Shupe, Principal

Mrs. Mary Capek, Administrative Assistant

Ms. Renee Hageli, Social Worker

Mary Therese, Director of Open Arms Mission

Merilee McCracken, P.M.A. Financial

Mrs. Denman, GLS Teacher

Mrs. Bowen, GLS Teacher

Mrs. Petty, GLS Teacher

Community Members:

|  |  |  |
| --- | --- | --- |
| Denise Mandigo | John Marko | Sean Larson |
| Tom Zawada | Linda Vaughn | Sebastian Espinoza |
| Katie Zawada | Conway Family | Jim Esterquest |
| Roberta Domas | Michael Chemela | Sandee Vaughn |
| Bob Domas | Elena Larson | Michael Vaughn |
| Rudy Benacka | Dorothy Larson | Jordan Gilmore |
| Janet McLemore | Ken Larson | Arun Sharma |
| Andy Williams | Carol Bisani | Patti Vanser |
| Mike Rezich | Joseph Mitchell | Sandy Burke |
| Larry Burke | Terry Loe | Gordon Pierce |
| John Mandigo | B. Esterquest | Russ Page |

**Student Recognition**

The Board recognized five 6th grade students for the Educational Talent Search Program. Mrs. Marilyn Bowen, enrichment teacher at Grass Lake School introduced the students and explained the Educational Talent Search program and how the students are qualified by local & national tests results. The students were also invited to take the SAT test. The results of the SAT will allow these students to be ranked with high school seniors. The program also allows the students the possible opportunity to take classes at the College of Lake County.

**Poverty Presentation**

Renee Hageli, Social Worker for Grass Lake School, and Mary Therese, Director of Open Arms Mission, presented a presentation on poverty in our community. They discussed how scarcity of food is a reality for families. The Open Arms Mission sees families not feeding families properly. Research showed poverty is a perpetual cycle that continues on and is very hard to break. The importance of a good education was presented to assist in breaking the cycle of poverty.

**2015 Levy Presentation**

Merilee McCracken, P.M.A. Financial Representative, presented options for the estimated 2015 Tax Levy. She highlighted that the Levy is the amount of money the Board can ask for and that the Board can ask for any amount of money in terms of the Levy. She also explained that the word Extension in terms of the Levy is the amount of money the District is eligible to receive. She presented how Grass Lake School first needed to file the 2016 Budget with the County Clerk and the estimated 2015 Tax Levy will need to be filed by the last Tuesday in December. Ms. McCracken also stated that the Board has control over the dollar amount asked for, but is limited to 0.8% (consumer price index plus new construction) more than received in the extension of the previous year.

Ms. McCracken explained the difference between a capped vs. non-capped district. A tax capped district has money allocated in certain funds and the debt service is outside the cap. The current CPI (Consumer Price Index) is 0.8%. The Equalized Assessed Value (EAV) amount pertinent to the district is estimated at a 10% growth.

Two options were presented. Ms. McCracken explained whatever dollars is levied this year becomes the baseline for the next year.

Mrs. Collins listed various factors impacting the 2015 Estimated Tax Levy.

* Capital Spending Project – increase in construction cost
* Transportation Increase – 2.5%
* Balanced Budget – No Debt
* Continue to monitor the District’s spending
* Rising costs of the SEDOL membership

Discussion took place regarding the tax freeze levy option and how the Board could then ask for whatever the CPI rate is for next year. Ms. McCracken presented the possibility of a two (2) year freeze imposed by the State of Illinois.

Mrs. Collins asked the Board if they would like to entertain additional tax levy options in which monies would be adjusted in some of the certain funds.

Mrs. Rietschel inquired why the committee chose to only present the two options of the estimated 2015 Tax Levy. Mrs. Collins explained that the committee chose the two options because these were most conservative.

Further discussion took place regarding the Estimated 2015 Tax Levy and the various options. Mrs. Collins asked the Board again if they would like to look at other options and adjusting the various fund balances. She also asked whether the Board is comfortable with the presented two (2) scenarios.

Mr. Williams, a community member, inquired about the numbers and how they are calculated. He also asked if there was a means for a possible taxation rebate and if there was any method to getting money back to the community.

Mr. Gembara expressed his desire to see other scenarios and would like to see financial projections. Mr. Lobodzinski also talked about different scenarios and how this would impact the future of the school. Further discussion took place regarding the freeze levy scenario and how once the money is lifted you cannot get the dollars back. Mrs. Collins requested that Ms. Merilee McCracken provide financial projections for the District at least one week prior to the December meeting. This will give the Board members time to review prior to the December meeting.

As presented under the 2016 Levy Presentation, one motion was made by Mrs. Fogel and seconded by Mrs. Collins to approve the option presented as the Estimated Tax Freeze Levy for the Estimated 2016 Tax Levy.

Motion carried by roll call vote:

Ayes: 7 Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mr. Lobodzinski,

Mrs. Rietschel, Mrs. Fogel and Mrs. Collins

Nays: 0

Abstain: 0

Absent: 0

**Approval of Consent Agenda**:

As presented under the Consent Agenda, one motion was made by Mr. Lobodzinski and seconded by Mrs. Kozenski to approve the Minutes of the Regular Board Meeting of October 20, 2015, the Special Minutes of the Facilities Committee Meeting of November 5, 2015, October 2015 Treasurer’s Report, Payroll – October 2015, and Vendors – November 2015.

Motion carried by roll call vote:

Ayes: 7 Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mr. Lobodzinski,

Mrs. Rietschel, Mrs. Fogel and Mrs. Collins

Nays: 0

Abstain: 0

Absent: 0

**Public Input**

Mrs. Collins called upon the audience for Public Input based on those individuals who signed in and requested to speak.

Mr. Todd, a community member, had no comment.

Mrs. Mandigo, a community member, stated that with lower taxes there would be enough funds for future years based on the $6-$12 M surplus. She questioned the Board as to why the Board is reluctant to spend the surplus.

Mrs. Collins explained the methodology of the Board’s (current and past) plan to fiscally plan to repair the building. The Board (current and past) wanted to address the repair of the building year to year and be more conservative. The long term goal of the Board was to have 18-20 months of surplus for the District to comfortably spend either on an addition or renovation. Further discussion took place regarding the release of monies in certain funds. Mrs. Collins stated that the prior Board gave direction to the Superintendent for the 18-20 months reserve. Dr. O’Brien did not recall when this discussion took place but he indicated that the 18 months reserve was discussed during the budget presentations in the August and September Board meeting.

Mr. Mitchell, a community member inquired if the Board knew the number of available taxpayers in the district and if not how this information could be provided. Further discussion took place regarding the Antioch Township having this information. Discussion took place from the audience regarding the tax levy effect on the dollar number of taxpayers – are we talking $100 versus $5000. Mr. Mitchell stated that in his area there are approximately 30 families with no children at all.

Mrs. Collins asked if there was further input. No member of the audience requested further input.

**Reports**

1. **Correspondence**

No correspondence was submitted.

1. **Maintenance Report – Mr. Quinnett**

No questions asked about this report.

1. **Technology Report – Mr. Wong**

The Board thanked Mr. Pierce for getting the 1 to 1 initiative up and running.

1. **Instructional Report – GLS Staff**

Mrs. Rietschel expressed that she loves reading Instructional Report. Ms. Shupe shared that Mrs. Denman and Mrs. Bowen will present “Writing Matters” to staff on early release November 18, 2015.

1. **School Report – Ms. Shupe**

Ms. Shupe highlighted the next generation of the Science Standards including STEM.

She also talked about her interest in obtaining the Weather Bug application to fill the void of not having a final text book adoption for the proposed Science Standards. The proposed Weather Bug would allow students to use real world situations and enhance the current science curriculum. Ms. Shupe also explained she would reach out to the PTO to help offset the cost of Weather Bug which is approximately $8,000.

Mr. Williams, a community member, would like to know if Districts who adopted STEM programs see increases in test scores.

Mrs. Collins questioned if other schools are using the Weather Bug and if so, how do you implement this into the teacher’s curriculum. Lessons are set for core areas of science (grade K-8) and the Weather Bug program would enhance current core curriculum of Science.

Dr. O’Brien added that over 8,000 schools nationwide participate. Ms. Shupe also added that currently the offer with Weather Bug is offering $1,000 discount based on availability.

Ms. Shupe also highlighted the scholarship grant in the amount of $1500 for herself and two staff to participate in the Rising Student Achievement Conference held in St. Charles in early December. Ms. Shupe actively looks for grants to help the District out with costs.

Ms. Shupe also presented her proactive investigation into a beacon flasher for a school crossing on Grass Lake Road. Ms. Shupe has met with the Lake County Sheriff to help enforce the 20 mph school speed limit and the Township of Antioch to discuss the beacon flasher. Further discussion took place regarding the wireless traffic controller and how the burden of the approximate cost of $21,000 would fall on the school. The beacon flasher is independent of the county’s responsibility on Grass Lake Road. Further discussion took place to contact the local Lake County representative to assist in the cost of the beacon flasher.

Ms. Shupe highlighted also the Club Invention After School Program which incorporates science, technology, engineering, and math (STEM) for students in grades 1-6. Ms. Shupe estimated that we would need 35 GLS students to offset costs of the program. Further discussion took place regarding the program and how GLS would be responsible for providing the instructor. Discussion took place regarding the possibility of partnering with another school and send GLS students there. Ms. Shupe also highlighted that Antioch District 34 is hosting Camp Invention and that we can try to partner with them. The Board requested that information be sent out regarding the program.

Ms. Shupe also highlighted the contractual agreement with Mrs. Katherine McIlhany for the position of Instructional Technology Coordinator. She is contracted for a one year agreement.

1. **District Report – Dr. O’Brien**

Dr. O’Brien highlighted the hiring of independent architect consultants Dr. John Barbini and Mr. John Frase who will attend the December 9, 2015 Facilities Committee meeting. Dr. Barbini and Mr. Frase completed a site walk of the school to help with the decision process of restoration and/or additions. Both independent consultants are very knowledgeable with the State of Illinois school codes and will help with the next stage planning. Dr. O’Brien highlighted that the cost of each consultant is very reasonable at $100.00 an hour. Dr. O’Brien also talked about Mr. Tim McGrath and that hopefully he will secure a position with another architectural firm by the 18th of January. If this does happen, Mr. McGrath could possibly be the architect of record.

Discussion took place regarding the Architect of Record RFQ in which the proposals are due December 16, 2015. Interviews with final candidates will be on the January 19, 2016 Board meeting. Mrs. Caya and Mr. Lobodzinski will review the proposals and recommend three finalists for the January Board meeting. The potential architects have been invited to a walk-through on Tuesday, November 24th at 9:00 a.m. Dr. O’Brien asked if any Board members would like to join on Tuesday to please do.

1. **FOIA Request(s)**
2. Denise Mandigo, Community Member – Requested CEFPI Information
3. Denise Mandigo, Community Member – Minutes from Facilities Committee Meeting

No discussion took place on the FOIA request(s).

1. **Board Committee Reports/Professional Development**
2. **Facilities**

Dr. O’Brien highlighted facilities update under his District Report.

1. **Legal Workshop**

No updates on Legal Workshop.

1. **Triple-I Conference – November 20-22**

No discussion took placed on the Triple-I Conference.

1. **IASB Press Policy Updates**

One motion was made by Mr. Lobodzinski and seconded by Mrs. Fogel to approve the presented IASB Press Policy Updates.

Motion carried by voice vote:

Ayes: 7 Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mr. Lobodzinski,

Mrs. Rietschel, Mrs. Fogel and Mrs. Collins

Nays: 0

Abstain: 0

Absent: 0

**Old Business**

Mr. Williams, community member, appreciated the Board minutes being posted on the school’s website. He also wanted to let the Board know that St. Peter’s school is closing and that this may have a small impact on the enrollment at Grass Lake School. Further discussion took place regarding the possibility of creating a welcome package for new students enrolling in the District.

**New Business**:

1. **Transportation Contract Extension \***

Durham Bus Service is asking for a one-year extension of the current bus contract at an increased rate of 2.5%. Dr. O’Brien recommends the approval of the extension

One motion was made by Mrs. Rietschel and seconded by Mr. Gembara to approve the proposed Transportation Contract Extension.

Motion carried by roll call vote:

Ayes: 6 Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mrs. Rietschel,

Mrs. Fogel and Mrs. Collins

Nays: 1 Mr. Lobodzinski

Abstain: 0

Absent: 0

1. **2016-2017 Calendar\***

Dr. O’Brien presented the proposed recommendation for the 2016-2017 school calendar.

Discussion took place regarding the Teacher’s Institute Day planned for Monday, January 2, 2016 and the Board requested the Teacher’s Institute Day be changed to Friday, January 13, 2015.

One motion was made by Mrs. Collins and seconded by Mrs. Caya to approve the proposed recommended 2016-2017 school calendar with the Teacher’s Institute Day on Friday, January 13, 2015

Motion carried by roll call vote:

Ayes: 5 Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mrs. Rietschel,

and Mrs. Collins

Nays: 0

Abstain: 2 Mr. Lobodzinski and Mrs. Fogel

Absent: 0

1. **Beacon Flasher for School Crossing\***

No action taken on this item.

1. **Weatherbug\***

One motion was made by Mr. Lobodzinski and seconded by Mr. Gembara to approve the proposed Weatherbug curriculum as presented by Ms. Shupe earlier at a cost of approximately $8,000. The motion included not having the PTO share the cost.

Motion carried by roll call vote:

Ayes: 6 Mrs. Kozenski, Mr. Gembara, Mr. Lobodzinski, Mrs. Caya,

Mrs. Fogel and Mrs. Collins

Nays: 0

Abstain: 1 Mrs. Rietschel

Absent: 0

1. **Staffing\***

Dr. O’Brien proposed a position of an office assistant to work with the Principal’s office to meet the demands of the school. The proposed position would be $16.00/per hour and would reflect an additional $3,000 cost to the district for the remainder of the year. The proposed position would be a 20 hour work week. Discussion took place regarding the need for the position. After the discussion, Dr. O’Brien withdrew his request for the proposed position. No action was taken on this item at this time.

**Recognition of Media**

No media present at the meeting.

**Closed Session**

A motion was made at 10:28 p.m. to go into a closed session for the purposes of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body by Mrs. Collins and seconded by Mrs. Fogel.

Ayes: 7 Mrs. Kozenski, Mr. Gembra, Mrs. Caya, Mr. Lobodzinski,

Mrs. Rietschel, Mrs. Fogel and Mrs. Collins

Nays: 0

Abstain: 0

Absent: 0

At 10:40 p.m. Mrs. Collins called the closed session to order.

The following members answered roll call: Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mr. Lobodzinski, Mrs. Rietschel, Mrs. Fogel and Mrs. Collins.

A motion was made at 10:55 p.m. to return to open session by Mr. Gembara and seconded by Mrs. Fogel.

Ayes: 7 Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mr. Lobodzinski,

Mrs. Rietschel, Mrs. Fogel and Mrs. Collins

Nays: 0

Abstain: 0

Absent: 0

The following members answered roll call at 10:55 p.m.: Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mr. Lobodzinski, Mrs. Rietschel, Mrs. Fogel and Mrs. Collins.

**Adjournment**:

At 10:56 p.m. a motion was made by Mr. Gembara and seconded by Mrs. Rietschel to adjourn the open meeting.

Motion carried by voice vote:

Ayes: 7 Mrs. Kozenski, Mr. Gembara, Mrs. Caya, Mr. Lobodzinski,

Mrs. Rietschel, Mrs. Fogel and Mrs. Collins

Nays: 0

Abstain: 0

Absent: 0

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President Secretary