**SUBJECT TO APPROVAL**

**MINUTES OF BOARD MEETING**

**BOARD OF EDUCATION SCHOOL DISTRICT 36**

**Tuesday, September 19, 2017**

**Call to Order\***

Mr. Frendreis called the Board Meeting of the Board of Education of Grass Lake School District #36 to order at 6:17 p.m.

**Roll Call**

Present: Mr. Williams, Mr. Gembara, Mrs. Caya, Mrs. Rietschel,

Ms. Tauke and Mr. Frendreis

Absent: Mr. Page

Also Present: Dr. Joe Bailey, Interim Superintendent

 Ms. Jane Lair, Business Manager

Mrs. Donna Plath, Principal

 Mrs. Mary Capek, Administrative Assistant

**Guests**

|  |  |  |
| --- | --- | --- |
| Denise Mandigo | Susan Kolk | Joe Mitchell |
| Richard Dawd | Nicole Sweeney | Chris Urban |
| Colby Lewis | Representative from Eder, Casella & Co. | William Newby |
| Michelle Newby | Mary Lamping | Marilyn Bowen |

**Approval of Consent Agenda**:

Prior to the approval of the Consent Agenda, Mr. Frendreis requested that the approval of vendors be removed from the Consent Agenda.

As presented under the Consent Agenda minus the approval of vendors, one motion was made by Ms. Tauke and seconded by Mr. Williams to approve the Consent Agenda as presented.

Motion carried by roll call vote:

Ayes: 5 Mr. Williams, Mr. Gembara, Mrs. Caya, Ms. Tauke

 and Mr. Frendreis

Nays: 0

Abstain: 1 Mrs. Rietschel

Absent: 1 Mr. Page

**Public Input**

None

**Reports/Communications**

**Correspondence**

Dr. Bailey presented the Notification of Full District Recognition by Lake County ROE.

**Superintendent Report – Joe Bailey, Ed. D.**

1. Student Enrollment

Dr. Bailey presented the enrollment numbers for the 2017-2018 school year. Further discussion took place regarding the Illinois school report card and how the data on the report card does not include PreK numbers. However, for the General State Ed Claim, Special Ed Early Childhood numbers are included. After further discussion, the Board would like to see enrollment numbers on the website.

1. STR Roof Study

Mr. Lewis of STR Architects presented a study of the existing roof in the existing building(s). He highlighted that there is an immediate need for patching of approximately $3500 - $5000 after STR surveyed the existing roof. Mr. Lewis also presented that there is less cost for a bigger job, such as doing 1-5 segments at a time. Further discussion took place regarding the estimated length of the job of approximately six (6) weeks. Further discussion took place regarding the ongoing renovation and how a portion of the renovation can be paid out of the Fire Safety fund. The Board discussed how possibly the roof project could be paid by the Fire Safety fund. This discussion led to the discussion of the final 10 year safety. Mr. Lewis also explained that the roofing project would need to be designed in November with a bid in January for completion in the summer.

Prior to the auditor review, Mr. Urban of Gilbane presented to the Board an update on the construction. Schedule wise the construction of the new building is in great position. He is expecting the building to be fully weathered and enclosed in October as long as the weather holds out. He also highlighted that 75% of the contractors come within 30 miles of the job site.

Mr. Williams highlighted with the number of additions and surprises associated with the HVAC project, drywall removal and replacement due to the flooding, electrical work and the abatement related work, the project has approximately $220,000 in allowances.

Mr. Williams also highlighted how Gilbane waived all of their construction management on the additions and surprises encountered in the beginning of the project.

1. Auditor Review in conjunction with the 17-18 Budget

A representative from Eder, Casella & Co. presented a review of the audit. He presented that the review and document of the school’s internal controls did not show anything significant. He further explained that small districts like Grass Lake School utilize the regulatory basis of accounting. Further discussion took place regarding the accounting practices of schools. There was one remote finding in the audit which was a small check had been fat fingered; but nothing significant. Further discussion took place regarding the average expenses being under 3% in schools in regards to the actual expenses versus the budget.

**FOIA Request(s)**

There were no FOIA requests this month.

**IASB Press Plus Updates\***

1. Issue 95, July 2017 Update Memo

Discussion took place regarding having a committee to review the Press Plus Updates prior to approval or continue with IASB recommending approval. Further discussion took place regarding the Policy Book and how the policies are updated.

**Board Committee Reports/Professional Development**

1. Joint Annual Conference of IASB/IASA/IASBO

Board members were reminded of the conference to be held in Chicago on Friday, November 17 through Sunday, November 19.

**Old Business**

None

**New Business**

1. **Employment of Superintendent – William Newby, Ed. D., Salary of $135,000**

One motion was made by Ms. Tauke and seconded by Mr. Williams to approve the recommendation of the Board of Education to appoint William Newby, Ed. D. as the Superintendent of Grass Lake School District #36 with a start date of October 2, 2017.

Motion carried by roll call vote:

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

Ms. Tauke and Mr. Frendreis

Nays: 0

Abstain: 0

Absent: 1 Mr. Page

1. **Part-time Administrative Assistant Job Description\***

One motion was made by Ms. Tauke and seconded by Mr. Williams to approve the part-time administrative assistant job description as presented in the board package.

Motion carried by roll call vote:

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

Ms. Tauke and Mr. Frendreis

Nays: 0

Abstain: 0

Absent: 1 Mr. Page

**Public Input**

**Recognition of Media**

No media present at the meeting.

**Adjournment:**

At 7:45 p.m. a motion was made by Ms. Tauke and seconded by Mrs. Caya to adjourn the open meeting.

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

Ms. Tauke and Mr. Frendreis

Nays: 0

Abstain: 0

Absent: 1 Mr. Page

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President Secretary