

Warren Township HSD 121 School Board Meeting

November 19, 2013

Main Governing Board

Warren Township High School District 121, 34090 Almond Road, Gurnee, Illinois, 6:30 p.m. Executive Session, Board Conference Room, District Office, 7:30 p.m. Open Session, Library, Almond Campus

Opening of Meeting

1.A Roll Call *[Procedural]*

Notes: The meeting was called to order at 6:39 p.m. Roll Call was taken.

Executive Session

2.A Enter Executive Session *[Action]*

Regular School Board Meeting – November 19, 2013

Confidential Memo (Pink Sheet)

If you have questions about the November 19, 2013 board meeting or about this board packet, please send your inquiries to Dr. Mary Perry Bates by Monday at 3:00 p.m. This will allow us time to respond to your questions and provide a response at the Board meeting on Tuesday.

Dinner will be available at 5:15 p.m. in the work room at the District office.

Recognitions

This year's student representatives will be introduced and provide their reports. The Girls' Tennis players will also be recognized.

Following the Reception of Visitors, will be the **President's Report, Committee Reports, Superintendent's Reports and Consent Agenda.**

New Business

A. FY13 Audit Presentation

Mrs. Betsy Allen, Principal at Miller Cooper & Co., Ltd. will be at the Board of Education meeting to present a summary of the fiscal year 2013 audit and audit process. She will be available for any questions from the Board. Attached is a draft copy. Mrs. Allen will bring the final copy to the Board meeting on Tuesday.

Fiscal year 2013 is the sixth consecutive year of financial recognition. This is an achievement we are very proud of.

The District had a small operating funds profit for the year of approximately \$25,000. We had increases in our Education and Operations and Maintenance Funds which are important for the credit analyst.

B. Discussion and Approval of 2013 Estimated Aggregate Tax Levy

Carol Rogers' memo outlines the process and approval required for the tax levy.

C. Approval of Hiring Recommendations per Exhibit A

D. Approval of the Payment of Bills for 11/19/13

E. Approval of Special Meeting Minutes and Executive Session Minutes of October 29, 2013.

The special meeting minutes and executive session minutes of October 29, 2013 have been placed under New Business so board members may vote as appropriate.

F. Approval of Six-Month Review of Closed Session Minutes from April 9, 2013 to September 10, 2013

As required by the Illinois School Code, 5 ILCS 120/2.06(d), and stated in District Board Policy 2:220, closed session minutes must be reviewed at least twice a year. This agenda item has been placed under new Business so board members may vote as appropriate, since several of these board meetings occurred before the new board members were seated.

G. Second Reading and Approval of District Board Policies and Administrative Procedures

The attached District Board policies and Administrative procedures are being presented for a second reading and approval. The first reading was presented at the October 29, 2013 Board meeting.

F. First Reading of District Board Policies and Administrative Procedures

The attached District Board policies and Administrative procedures are being presented for a first reading.

***Motion:** I move to enter into an executive session regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against one employees of the public body or against legal counsel for the public body to determine its validity, 5 ILCS 120/2(c)(1), and discussion of lawfully closed meeting minutes, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06, 5 ILCS 120/2(c)(21). No action will be taken in executive session. All action will be taken in open session. Roll Call Vote*

2.B Close Executive Session [Action]

***Motion:** I move to close the executive session. Roll Call Vote*

Open Session

3.A Pledge of Allegiance *[Procedural]*

Notes: The Board recessed for 13 minutes and the meeting re-commenced at 7:37 p.m. All present stood for the Pledge of Allegiance.

3.B Approval of the Agenda *[Procedural]*

Motion: *I move to approve the agenda. Roll Call Vote*

Notes: The IASB resolutions was moved from the President's Report to the last item under New Business. New Business items 10.E. and 10.F. were tabled until the next meeting. There were no other changes to the agenda.

Recognitions

4.A Recognitions

4.B Student Representatives to the Board of Education *[Recognition]*

For the 2013-14 school year, representing the O'Plaine Campus is Julia Dennan, Sophomore student. Representing the Almond Campus is Charlie Suhling. Attached are pictures of the student representatives.

Notes: Jessica Elson, the alternate student representative to the School Board and a member of the student council was introduced. Jessica was invited to present her report to the Board. Currently there is a canned food drive at the O'Plaine campus, which started on Monday and will finish on Friday. The class who collects the most cans will win a breakfast party. The Letters to Sants project is coming up and students and staff can pick up letters starting tomorrow during the lunch periods. the Homecoming event was a great success and Ms. Elson is happy to be a part of the Tunrabout Dance in the spring. The student representative from the Almond Campus was not able to attend tonight's meeting.

Attachments:

- [BOARD REPRESENTATIVES 11-19-13.pdf](#) [Admin]
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4.C Recognition of the Varsity Tennis Team *[Information]*

The athletic department is proud to recognize Coaches Vince DeSecki and Jeff Bernales and the varsity girls tennis for their most successful season in school history. Here are some of the accomplishments of the team members:

Karyna Bihel	All-State Singles	All-Conference	32-8
Alex Mella	All-State Singles	All-Conference	34-5
Courtney Sunday and Max Mella	All-State Doubles	All Conference	29-11
Mikayla Schultz and Lauren Vrabel	All-State Doubles	All-Conference	31-9

Notes: Kim Lobitz introduced the girls varsity tennis team. won 5 saturday invites, one in champaign.maximum number of players advance to the tennis tournament is 6 players, two singles and two doubles teams.

Attachments:

- photo (8).JPG-State Tennis Team.jpg [Admin]

Reception of Visitors

5.A Reception of Visitors *[Procedural]*

Notes: There were no visitors who addressed the Board.

President's Report

6.A President's Report *[Report]*

6.B IASB Resolutions for Joint Conference Meeting *[Information]*

Attached is the IASB resolution packet which was given to Board members at the September 24, 2013 board meeting as additional information at your table. This was also sent to the Board in the Friday email on October 25, 2013.

Please review the resolutions prior to the November 19th Board meeting to determine if you wish to support or oppose the IASB recommendations. You may indicate your preferences on page 4 of the packet and turn this page in at the board meeting.

Notes: This agenda item was moved to the last item under New Business.

Attachments:

- reporttomembership2013.pdf [Executive]

6.C Board Agreements - 4G iPads *[Information]*

As previously discussed, the cost of a 4G iPad would be approximately \$474 per year for the line service for each iPad. This would allow Board members Biondi and Campbell to get their Warren email and review BoardDocs (board packets) before meetings and during board meetings. The 4G service allows access at any time, wherever and whenever the iPad is used. The 4G service uses cellular internet signals and does not rely on a wifi connection at any location.

Each iPad should be set up with a keyboard password, so the only person who can access the iPad would be the board member. Other people or family members would not be able to use the iPad without this password. This password is not accessible by school staff members or other board members; it is strictly at the discretion of the board member who would know this password.

The iPads can be ordered on Wednesday, November 20 and received within a few days. Board members would require general training on using the iPad and a more in-depth training on using BoardDocs. Administration will make arrangements for both of these trainings, so Mrs. Biondi and Ms. Campbell would have these ready to use for the December 17th Board meeting.

Notes: As previously discussed at the Special Board meeting on October 3, 2013 and incorporated into the Board Agreements, the Board would explore the purchase of 4G iPads for members Liz Biondi and Catherine Campbell in order that they can receive Warren email and access their board packets online. The cost of the 4G iPad would be approximately \$474 per year for the line service for each iPad. Mrs. Biondi stated that she would not use the iPad and felt that the cost of the line service was excessive. Ms. Campbell did not specifically comment that she would not use the iPad. Mrs. Biondi has declined using Warren email and BoardDocs as a board member, and she felt it was less costly to the District for staff members to continue preparing paper board packets which should be delivered to her home, print paper copies of any Warren email communications and mail out via U.S. Mail, and that the Superintendent should text and phone her directly with urgent information as needed in addition to emailing all Board members. Board member Campbell did not comment on the delivery of Warren board matters, but she is also currently receiving Warren Board members information via paper copies, delivery to her designated location and text messages and phone calls for urgent matters. No additional action or direction was discussed.

6.D PERA Workshop Training for Board Members *[Information]*

The PERA Workshop training for board members has been scheduled for 6:00 p.m. on January 13, 2014 in the Board Conference Room at the District Office. The workshop will be presented by the Illinois Association of School Boards.

School board members who participate in a vote on a dismissal based upon an "optional alternative evaluative dismissal process for PERA evaluations" are required to attending this training.

Notes: Barb Toney, field representative for Illinois Association of School Boards will present the mandatory Board training for the PERA/PDLT workshop at WTHS on Monday, January 13, 2014. Dr. Perry Bates will invite other districts (feeder districts) to attend if they are interested.

Committee Reports

7.A Committee Reports *[Report]*

7.B Committee Meeting Dates Posted on Webpage *[Information]*

The Board Committee dates have been posted on the webpage.

Notes: Committee meeting dates were posted on the webpage, however, the word "suggested" will be taken off the form and a location and time will be added. Board member Biondi would like the board committees to include parents and students, specifically Discipline/Student handbook, Food Service, Policy, Safety, Diversity, Construction and Athletic committees. Mr. Anderson asked Rob Swain to look into Sloan vs. Kellogg case from 1895 regarding "minority" board members. Mr. Anderson will reserach Committees of the Whole and report back to the Board.

Attachments:

- Bdcom13-14_mtgsched.pdf *[Executive]*

7.C Policy Committee *[Report]*

Attached are the Policy Committee meeting minutes from November 12, 2013. These policies and procedure are being presented for a first reading at the Board meeting on Tuesday, November 19, 2013.

Notes: Dr. Perry Bates provided an overview of the November 12, 2013 Policy Committee meeting and announced the list of changes for the first reading on tonight's meeting agenda.

Attachments:

- 11-12-13 - Policy Comm minutes.pdf *[Executive]*

Superintendent's Report

8.A Student Representatives' Reports *[Report]*

8.B Treasurer's Report for October 2013 *[Report]*

Please find attached the October 2013 Treasurer's Reports.

Notes: Dr. Perry Bates pointed out the visual aid of the cost of water vs pop in the cafeteria. Carol provided a narrative and a dashboard page. Trending very close in revenue and expenditures. Cash and accrual which is virtually the same at this point.

Attachments:

- Oct 2013 Activity Account Treasurer's Report.pdf *[Executive]*
- Oct 2013 Treasurer's Report.pdf *[Executive]*

8.C Superintendent's Report *[Report]*

Notes: FOIA request report. Read both requests. Board agreed field trips that were not outside the state, were just informed globalfest field trip - this is a trip we have done for many years. Letter received from ROE, thanking for our involvement with the Red Ribbon Rally. Letter from the college board, congratulate WTHS fourth annual district honor roll. Avanza group is holding a sponsoring a latino leadership conference, OP cafeteria from 5 - 8 p.m. Nov. 22, government classes provided care packages for soldiers, mattress sale is this Saturday at the Almond Campus this Saturday.

Consent Agenda

9.A Consent Agenda *[Action (Consent)]*

10.A FY 13 Audit Presentation *[Report]*

Mrs. Betsy Allen, Principal at Miller Cooper & Co., Ltd. will be at the Board of Education meeting to present a summary of the fiscal year 2013 audit and audit process. She will be available for any questions from the Board. You will find attached a draft copy of the audit report. Mrs. Allen will bring copies of the final audit with her to the Board meeting.

Fiscal year 2013 is the sixth consecutive year of financial recognition. This is an achievement we are very proud of.

The District had a small operating funds profit for the year of approximately \$25,000. We had increases in our Education and Operations and Maintenance Funds which are important for the credit analyst.

I would like to thank the Business Office staff and District Office staff that worked very hard to have our records in good order and to make the audit process very smooth for the auditors.

Notes: The AFR has been filed with the State of Illinois and we will receive financial recognition for the sixth year in a row.

Attachments:

- [Warren Township High SD 121 13 AFR Draft 11-14-13.pdf \[Executive\]](#)
- [Warren Township High SD 121 13 AFR sd IWP 11-14-13.pdf \[Executive\]](#)

10.B Discussion and Approval 2013 Estimated Aggregate Tax Levy *[Action]*

Please find attached the memo from Carol Rogers regarding the proposed 2013 Levy as well as the Resolution, Certificate of Tax Levy, Notice for Publication, Levy computation, and historical information.

Motion: *I move to approve the Resolution Authorizing Estimated Aggregate Tax Levy for the year 2013. Roll Call Vote.*

Attachments:

- [taxlevynotice est levy NEWSSUN2013.pdf \[Executive\]](#)
 - [Asses Valuations & Extensions.pdf \[Executive\]](#)
 - [2013 Levy Calculation.pdf \[Executive\]](#)
 - [Certificate of Tax Levy.pdf \[Executive\]](#)
 - [Tax Rates\[1\].pdf \[Executive\]](#)
 - [Proposed levy 2013.pdf \[Executive\]](#)
 - [Historical changes in EAV.pdf \[Executive\]](#)
 - [Historical CPI.pdf \[Executive\]](#)
 - [Resolution Authorizing the Estimated Aggregate Tax Levy final.pdf \[Executive\]](#)
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10.C Approval of Hiring Recommendations per Exhibit A [Action]

Please find attached the Exhibit A Personnel Recommendations for the November 19, 2013 Board of Education meeting.

If you have any questions concerning the attachments, please contact Dr. Mary Perry Bates.

Thank you.

Motion: *I move to approve Exhibit A Personnel Recommendations 100 through 116. Roll Call Vote.*

Attachments:

- Backup documentation 11-19-13.pdf [Executive]
- 11-19-2013 Personnel Recommendations Exhibit A -xlsx.pdf [Executive]

10.D Approval of the payment of bills for 11/19/13 [Action]

Motion: *I move to approve the payment of the bills for 11/19/13 in the amount of \$3,968,978.78. Roll Call vote*

Attachments:

- AP List of Bills 11 19 2013.pdf

10.E Approval of Special Meeting Minutes and Executive Session Minutes of October 29, 2013 [Action:Minutes]

Motion: *I move to approve the special meeting minutes and executive session minutes of October 29, 2013. Roll Call Vote*

Notes: This agenda item was tabled until the next meeting. Ms. Campbell stated that she felt the minutes were incorrect. Mr. Anderson asked Ms. Campbell to prepare a write up of the minutes for consideration.

10.F Approval of Six-month Review of Closed Session Minutes from April 9, 2013 to September 10, 2013 [Action]

As required by the Illinois School Code, 5 ILCS 120/2.06(d), and stated in District Board Policy 2:220, closed session minutes must be reviewed at least twice a year.

This agenda item has been placed under New Business so board members may vote as appropriate, since several of these board meetings occurred before the new board members were seated.

Motion: *I move to keep the executive session minutes closed for April 9, 2013, April 23, 2013, June 4, 2013, June 25, 2013, July 23, 2013, August 20, 2013 and September 10, 2013. The executive session minutes for May 14, 2013 may be released to the public. Roll Call Vote*

Notes: This agenda item was tabled until the next meeting.

10.G Second Reading and Approval of District Board Policies and Administrative Procedures

[Action]

Attached are the District Board policies and Administrative procedures which were presented at the October 29, 2013 Board meeting for a first reading and are now being presented for a second reading and approval.

Motion: I move to approve the second reading and approval of District Board Policies and Administrative Procedures. Roll Call Vote

Attachments:

- Second Reading and Approval - November 19, 2013.pdf [Admin]

10.H First Reading of District Board Policies and Administrative Procedures

[Information]

Notes: The following District Board policies and procedures were presented for a first reading.

Attachments:

- first reading 11-19-13.pdf

10.I IASB Resolutions for Joint Conference Meeting [Discussion]

Notes: The majority of the Board decided to support the IASB recommendations on the 2013 IASB resolutions at the Joint Conference delegate meeting. Mrs. Conway is the Warren Board representative. Mrs. Biondi asked Mr. Swain to respond to her request about her right as a board member to attend an administrative meeting from the Simon Group. The particular meeting is regarding a presentation to the administrative team from the Simon Group at Gurnee Mills about utilizing space at Gurnee Mills for an alternative school opportunity. Mr. Swain replied that legally speaking, a board member does not have an absolute right or is prohibited from an administrative meetings but that it is a board governance decision. Mrs. Biondi stated that the administrative team is going to make a presentation to the Board based on their opinions. Mr. Anderson stated that the Simon Group will provide a presentation to the Board members at a future time from their perspective.

Adjournment

12.A Adjournment [Action:Procedural]

Motion: I move to adjourn the meeting. Roll Call Vote