

OFFICIAL MINUTES OF THE BOARD OF EDUCATION
SCHOOL DISTRICT 68, COOK COUNTY, ILLINOIS

Regular Board of Education Meeting – February 16, 2010

The Board of Education of School District 68, Cook County, Illinois, met on the 16th day of February, 2010, in regular session at the Educational Service Center, according to the rules of the Board.

The meeting was called to order at 7:30 p.m. by the president of the Board Hank Schneider, who presided. Members of the Board were present as follows:

Present: Amy Anson
David Beller
David Ehrlich
Paul Livieri
Hank Schneider
Tanja Tuck

Absent: Una McGeough

Administrative staff members were present as follows:

Frances McTague, Superintendent
Leslie Gordon, Highland School Principal
Robyn Hawley, Old Orchard Junior High School Assistant Principal
Luis Illa, Old Orchard Junior High School Principal
Jac McBride, Director of Special Services
Beth Millard, Assistant Superintendent for Business
Randy Needlman, Devonshire School Principal
Susan O'Neil, Jane Stenson School Principal
Barbara Phillips, Assistant Superintendent for Instruction

Absent: None

Visitors: Andy Carpenter
Andy O'Connor
Natalie Dandino
Owen Douglas
Meghan Espinoza
Kristen Jacobsen
Roseanne Ward

1. INTRODUCTION OF BOARD MEMBERS AND VISITORS AND PUBLIC COMMENT

President Schneider asked Board members and administrators at the head table to introduce themselves. He asked for comments from the audience regarding items not on the agenda. There were no comments.

2. CONSENT AGENDA

It was moved by Member Beller, seconded by Member Tuck, that the Board of Education approve the items on the Consent Agenda, which contained the following:

- a. Minutes
Regular Board of Education Meeting – January 19, 2010
Closed Board of Education Meeting – January 19, 2010
- b. Personnel: Certified Resignation/Retirement: C. Dimoulis, R. Hopker, A. Naro;
Family Medical Leave: C. Levin-Thompson, M. Sunjic
- c. Financial Reports
- d. January expenditures as follows: accounts payable checks in the amount of \$385,765.71; handwritten checks in the amount of \$186,558.11; and payroll checks in the amount of \$1,367,721.63; for a total of \$1,940,045.45 checks issued for January.

Upon roll call, the members voted as follows:

AYE: Anson, Beller, Ehrlich, Livieri, Schneider, Tuck

NAY: None.

Motion carried.

3. APPOINTMENT OF OLD ORCHARD JUNIOR HIGH SCHOOL PRINCIPAL

It was moved by Member Beller, seconded by Member Ehrlich, that the Board of Education appoint Robyn Hawley as Principal of Old Orchard Junior High School effective July 1, 2010 (see Attachment A).

Upon roll call, the members voted as follows:

AYE: Anson, Beller, Ehrlich, Livieri, Schneider, Tuck

NAY: None.

Motion carried.

4. 2010-2011 JOB SHARING PROPOSAL

Superintendent McTague presented two job sharing proposals for the 2010-2011 school year.

It was moved by Member Ehrlich, seconded by Member Anson, to approve two job share proposals (see Attachment B).

Upon roll call, the members voted as follows:

AYE: Anson, Beller, Ehrlich, Livieri, Schneider, Tuck

NAY: None.

Motion carried.

5. EMPLOYMENT CONTRACT – ASSISTANT SUPERINTENDENT FOR BUSINESS

It was moved by Member Beller, seconded by Member Anson, to terminate the 2008-2013 Contract for the Assistant Superintendent for Business effective July 31, 2010, and to approve a

new Administrator's Employment Contract for the Assistant Superintendent for Business for the period August 1, 2010 through July 31, 2015 (see Attachment C).

Upon roll call, the members voted as follows:
 AYE: Anson, Beller, Ehrlich, Livieri, Schneider, Tuck
 NAY: None.
 Motion carried.

6. 2010-2011 SCHOOL CALENDAR

It was moved by Member Tuck, seconded by Member Anson, to adopt the 2010-2011 School Calendar as follows:

SKOKIE SCHOOL DISTRICT 68 SCHOOL CALENDAR 2010-2011

August 17-19, 2010	Tuesday-Thursday	New Teachers Report
August 23-24	Monday-Tuesday	District Teachers' Institute
August 25	Wednesday	First Day of School for Pupils
September 6	Monday	Labor Day - No School
September 9	Thursday	Rosh Hashanah – No School
October 11	Monday	Columbus Day - No School
November 2	Tuesday	District Teachers' Institute - No School
November 11	Thursday	Veterans' Day – No School
November 24	Wednesday	K-8 Parent Conference - No Pupil Attendance
November 25-26	Thursday-Friday	Thanksgiving Recess - No School
December 17	Friday	Last day before Winter Recess
January 3, 2011	Monday	School Resumes
January 17	Monday	Martin Luther King, Jr. Holiday – No School
February 21	Monday	Presidents' Day - No School
March 4	Friday	Teachers' Institute Day – No School
March 7	Monday	Casimir Pulaski Holiday - No School (possible Emergency Day)
March 25	Friday	K-8 Parent Conference - No Pupil Attendance
March 28-April 1	Monday-Friday	Spring Recess
April 4	Monday	School Resumes
April 5	Tuesday	Consolidated Election – No School
April 22	Friday	Good Friday – No School
May 30	Monday	Memorial Day - No School
June 3	Friday	Records Day - No School
June 8	Wednesday	Last Day of School
June 13	Monday	Last Day of School - allowing for makeup of snow days

There was continued discussion about the issue of taking off for religious holidays in view of our changing population as well as civic holidays and election days. Dr. McTague indicated that three districts in the township are moving forward with a 2010-11 school calendar with school in attendance on religious holidays. It was agreed that this is an issue that needs further study and

that input would be solicited from the community and staff to help determine the direction the Board will take for the 2010-12 school calendar.

Upon roll call, the members voted as follows:

AYE: Anson, Beller, Ehrlich, Livieri, Schneider, Tuck

NAY: None.

Motion carried

7. REVISION OF POLICY 1320 PUBLIC ACCESS TO RECORDS

It was moved by Member Tuck, seconded by Member Livieri, that the Board of Education revise Policy 1320 Public Access to Records as follows:

~~District records, except as exempted by law, are to be made available for public inspection and copying in accordance with the Illinois Freedom of Information Act. Procedures for public access to records are to be posted in each school and the District office.~~

~~Those records exempt from inspection and copying are specified in Section 7 of the Information Act. Examples of exempt records include records covered by the Illinois Student Records Act, personnel files, information regarding individuals receiving services from the School District, minutes of closed meetings of the Board, library circulation records, communications with auditors and attorneys regarding civil and administrative proceedings involving the School District, course materials and tests used by faculty members, materials prepared for an internal audit, and records regarding real estate purchases or sales.~~

~~All requests for inspection and copying shall be directed in writing to the Superintendent of Schools or to the administrator designated by the Superintendent and reported to the Board of Education as required by law. Inspection and copying shall be accommodated within seven working days after receipt of the requests, except when it is administratively no feasible to do so. When requested, copies of records shall be furnished at a cost of \$.15 per page.~~

~~In the event of denial of request for disclosure of a District record, the person making the request shall be so notified by letter giving reasons for the denial and including the person's right to appeal to the Superintendent of Schools, or, if the decision to deny is made by the Superintendent, the person's right to judicial review.~~

~~The administration, in responding to requests made under the terms of the Freedom of Information Act shall regard the privacy of students and personnel and the integrity of the educational program as reference points in evaluating all requests.~~

Full access to the District's *public records* is available to any person as provided in the Illinois Freedom of Information Act (FOIA), this policy, and implementing procedures.

The Superintendent or designee shall serve as the District's Freedom of Information Officer and is assigned all the duties and powers of that office as provided in FOIA and this policy. The Superintendent may delegate these duties and powers to one or more designees but the delegation shall not relieve the Superintendent of the responsibility for the action that was delegated. The Superintendent or designee(s) shall report any FOIA requests and the status of the District's response to the Board at each regular Board meeting.

The District's *public records* are defined as records, reports, forms, writings, letters, memoranda, books, papers, maps, photographs, microfilms, cards, tapes, recordings, electronic data processing records, electronic communications, recorded information and all other documentary materials pertaining to the transaction of public business, regardless of physical form or characteristics, having been prepared by or for, or having been or being used by, received by, in the possession of, or under the control of the School District.

A request for inspection and/or copies of public records must be made in writing and may be submitted by personal delivery, mail, telefax, or email directed to the District's Freedom of Information Officer. Individuals making a request are not required to state a reason for the request other than to identify when the request is for a commercial purpose or when requesting a fee waiver.

All requests for inspection and copying shall immediately be forwarded to the District's Freedom of Information Officer or designee.

Responding to Requests

The Freedom of Information Officer shall approve all requests for public records unless:

1. The requested material does not exist;
2. The requested material is exempt from inspection and copying by the Freedom of Information Act; or
3. Complying with the request would be unduly burdensome.

Within 5 business days after receipt of a request for access to a public record, the Freedom of Information Officer shall comply with or deny the request, unless the time for response is extended as specified in Section 3 of FOIA. The Freedom of Information Officer may extend the time for a response for up to 5 business days from the original due date. If an extension is needed, the Freedom of Information Officer shall: (1) notify the person making the request of the reason for the delay, and (2) either inform the person of the date on which a response will be made or agree with the person in writing on a compliance period.

When responding to a request for a record containing both exempt and non-exempt material, the Freedom of Information Officer shall redact exempt material from the record before complying with the request.

Copying Fees

Persons making a request for copies of public records must pay any applicable copying fee. Copying fees, except when fixed by statute, are reasonably calculated to reimburse the District's actual cost for reproducing and certifying public records and for the use, by any person, of its equipment to copy records. No fees shall be charged for the first 50 pages of black and white, letter or legal sized copies. No fee shall be charged for electronic copies other than the actual cost of the recording medium.

Access

The inspection and copying of a public record that is the subject of an approved access request is permitted at the District's administrative office during regular business hours, unless other arrangements are made by the Freedom of Information Officer.

LEGAL REF.: 5 ILCS 140/, Illinois Freedom of Information Act.
105 ILCS 5/10-16.
820 ILCS 130/5.

Policy adopted by the Board of Education on 6/29/84
Renumbered from 3601
~~Readopted 3/15/05~~
Revised 2/16/10

Upon roll call, the members voted as follows:
AYE: Anson, Beller, Ehrlich, Livieri, Schneider, Tuck
NAY: None.
Motion carried.

8. NILES TOWNSHIP DISTRICT FOR SPECIAL EDUCATION #807

Member Beller reviewed the January 26, 2010 meeting of the Niles Township District for Special Education. He noted that the Extended School Year budget was approved and a revision to the Joint Agreement regarding district withdrawal from the cooperative has been proposed in response to a change in the law. President Schneider thanked Mr. Beller for his report.

9. PERFORMANCE SCORECARD DISCUSSION

Superintendent McTague presented several options for a proposed format for the scorecard with specific performance targets and measurable outcomes. There was support for moving in this direction and a subcommittee was created to craft a new scorecard. There was also discussion about more frequent surveys of student, community, and staff perceptions.

10. BUS LEASE

It was moved by Member Beller, seconded by Member Tuck, that the Board of Education approve a lease agreement with Central States Bus Sales, Inc., for a five year lease for two 2011 Blue Bird Vision 71-passenger buses for the lease price of \$10,825 per bus per year. A 71-passenger 1999 bus and a 71-passenger 2001 bus will be traded in.

Upon roll call, the members voted as follows:
AYE: Anson, Beller, Ehrlich, Livieri, Schneider, Tuck
NAY: None.
Motion carried.

11. COMMUNICATIONS

The Board reviewed several communication items.

12. ADJOURN THE MEETING

It was moved by 8:26 p.m., to discuss personnel matters, per 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057.

Upon roll call, the members voted as follows:

AYE: Anson, Beller, Ehrlich, Livieri, Schneider, Tuck

NAY: None.

Motion carried.

Beth Millard, Board Secretary

Hank Schneider, President