

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

Regular Board of Education Meeting – September 15, 2009

The Board of Education of School District 68, Cook County, Illinois, met on the 15th day of September, 2009, 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
Una McGeough
Hank Schneider
Tanja Tuck

Absent: None

Administrative staff members were present as follows:

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

Absent: None

Visitors:	Andrew Augustine	Ellan Miller	Marilyn Soglin
	Natalie Dandino	Lisa Montgomery	Christine Toy
	Colette Halverson	David Rubin	Matt Tomenillie
	Ryan Levin	Lynn Rubin	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. INTERACTIVE WHITEBOARD DEMONSTRATION

Devonshire teacher Lynn Rubin demonstrated a lesson using the interactive whiteboard and student response systems with her third grade students. President Schneider thanked Ms. Rubin and her students for their enthusiastic presentation.

3. 2009-10 BUDGET HEARING

President Schneider opened the public hearing on the 2009-10 budget. He asked Assistant Superintendent Millard to summarize the changes from the tentative budget adopted by the Board in July. After several questions from the Board, he invited audience members to make statements regarding the proposed budget. There being no comments, he closed the budget hearing.

4. ADOPTION OF THE 2009-10 BUDGET

President Schneider called for adoption of the budget for the 2009-10 fiscal year and called on the Secretary to present the budget resolution as follows:

BUDGET RESOLUTION

WHEREAS the Board of Education of Public School District N^o. 68, County of Cook, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon:

AND WHEREAS a public hearing was held as to such budget on the 15th day of September, 2009, notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, Be It Resolved by the Board of Education of said District as follows:

Section 1: That the fiscal year of this School District be and the same hereby is fixed and declared to be beginning July 1, 2009, and ending June 30, 2010.

Section 2: That the budget in its final proposed form be and the same is hereby adopted as the budget of this School District for the said fiscal year, thereby appropriating

the sum of \$22,538,151 from the Educational Fund, and

the sum of \$2,712,817 from the Operations and Maintenance Fund, and

the sum of \$2,323,000 from the Bond and Interest Fund, and

the sum of \$1,092,149 from the Transportation Fund, and

the sum of \$864,800 from the Municipal Retirement Fund which amount includes \$491,400 for Social Security/Medicare, and

the sum of \$895,000 from the Capital Projects Fund

Adopted by the Board of Education this 15th day of September, 2009.

/s/ Hank Schneider
Hank Schneider, President

/s/ Beth Millard
Beth Millard, Board Secretary

It was moved by Member Beller, seconded by Member Anson, that the Board of Education adopt the 2009-10 Budget.

Upon roll call, the members voted as follows:

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

NAY: None

Motion carried.

5. CONSENT AGENDA

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

- a. Minutes
Regular Board of Education Meeting – August 18, 2009
Closed Board of Education Meeting – August 18, 2009
- b. Personnel: Certificated Appointment: V. Bortnikova, E. Haring; Certificated Resignation: C. Patton; Family Medical Leave: S. Woleben; Classified Resignation: E. Frankovich; Classified Appointment: S. Harris, K. Hancock, M. Jennings, J. Kaplan, C. Scherer
- c. Financial Reports
- d. August expenditures as follows: (a) accounts payable checks dated 8/31/09, in the amount of \$555,384.11; (b) handwritten checks in the amount of \$249,307.56; (c) payroll checks in the amount of \$315,906.11; for a total of \$1,120,597.78 checks issued for August.
- e. 2009-10 Application for Recognition of Schools
- f. Schedule of Reports to the Board of Education for 2009-10
There was agreement to add a report on health services to the schedule of reports to the Board of Education.

Upon roll call, the members voted as follows:

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

NAY: None

Motion carried.

6. NILES TOWNSHIP DISTRICT FOR SPECIAL EDUCATION #807 PRESENTATION

NTDSE Executive Director Tarin Kendrick presented an overview of the services provided by NTDSE. There was discussion about a number of aspects of the services provided by NTDSE. President Schneider thanked Ms. Kendrick for her report.

7. DISCUSSION OF POLICY 5117 PUPIL ENROLLMENT AND TRANSFER

Superintendent McTague explained that the proposed policy revision lines up with current District practice.

8. DISCUSSION OF POLICY 6141 CURRICULUM CONTENT

Superintendent McTague explained that the District did not currently have a policy covering curriculum contents. She noted that most of the items are mandated by the state. After discussion, it was agreed that Dr. McTague would make revisions to the proposed policy for approval next month.

9. REVISION OF ADMINISTRATIVE BENEFIT SUMMARY

It was moved by Member Beller, seconded by Member McGeough, that the Board of Education revise the Administrative Benefit Summary as follows:

Skokie School District 68
Skokie, Illinois

BENEFIT SUMMARY
FOR ADMINISTRATIVE EMPLOYEES
Effective JANUARY 1, 2008

1.0 Introduction

The information in this summary is applicable to certificated administrative employees. They are encouraged to read it thoroughly and discuss any portions which are not clear with the superintendent. The benefits may be changed at the discretion of the Board only at the end of any administrative contract year unless otherwise provided in the administrator's contract or benefit summary. In the event of conflict between the summary and the administrator's contract, the administrator's contract shall prevail.

2.0 Fringe Benefits

To be eligible for the fringe benefits listed below an administrator must be classified as full-time.

2.1 Life Insurance

Group term life insurance coverage equal to one times annual salary shall be provided for each full-time administrator with the full premium cost paid by the Board of Education provided that the administrator meets the ordinary qualification requirements of the insurer.

2.2 Health Insurance

Each administrator shall be provided a family health insurance (hospitalization-major medical) group insurance benefit with the full premium cost for the HMO or PPO+ paid by the Board of Education. An administrator selecting the Hospital Only PPO is responsible for the amount of premium in excess of the PPO+ premium.

Administrators enrolled in the HMO or PPO+ will be eligible for the Health Reimbursement Account as provided under the collective bargaining agreement.

2.3 Dental Insurance

A group family dental insurance benefit shall be provided for each administrator with the full premium cost paid by the Board of Education.

2.4 Disability Insurance

The Board shall provide at its cost group long-term disability insurance coverage provided that the administrator meets the ordinary qualification requirements of the insurer.

2.5 Physical Examination

The Board of Education shall pay the cost of a comprehensive annual health fitness examination for the Superintendent and Assistant Superintendents to the extent the cost of such examination is not covered by the District health insurance plan up to a maximum payment of \$750 per year. A report as to the administrator's fitness to perform his/her duties shall be submitted to the superintendent by the physician performing the examination.

2.6 Service Recognition Annuity

Administrators shall receive a Board paid non-elective service recognition contribution to a 403(b) annuity in the following amounts upon achievement of the following service milestones in District 68:

At the end of the fifth year - \$2,000

At the end of the tenth year - \$4,000

At the end of the fifteenth year - \$6,000

At the end of the twentieth year - \$8,000

At the end of the twenty fifth year - \$10,000

At the end of each additional five years - \$10,000

The Annuity contribution will be due and payable according to the following terms:

- For administrators who are not within four years of retirement under the Illinois Teachers' Retirement System (TRS), the entire Board contribution will be made immediately after the Administrator achieves an applicable service milestone
- For administrators within four years of retirement under TRS and who sign a Continuing Service Agreement with the Board certifying that they will not retire within four years, the entire Board contribution will be made immediately after the Administrator achieves an applicable service milestone
- For administrators who are within four years of retirement under TRS and who do not sign the Continuing Service Agreement, all or part of the Board contribution will be made annually up to the 6% limit imposed on TRS creditable earnings, with any remainder to be contributed after the administrator's last day of work and final paycheck for regular earnings.

3.0 Absences and Leaves

3.1 Consulting Days

With the prior approval of the Superintendent, administrators may provide consulting to another school district or educational agency for up to 6 days annually without loss of pay while retaining compensation/honorarium from consulting work. These consulting days may not be used to develop or promote a personal or for-profit consulting business.

3.2 Other Absences and Leaves

Unless otherwise provided by contract, absences and leaves for all full-time certificated administrators shall be governed by the collective bargaining agreement.

4.0 Salary and Work Year

4.1 Basic Rates

Salary rates for administrators are established annually by the Board of Education.

4.2 Work Year

Full-time administrators will be granted all legal school holidays, winter break and spring break. However, the administrator shall be required to work the days the District office is open during both winter and spring break, not to exceed five days in the aggregate for both breaks. Elementary school principals shall be considered eleven and one-half month administrators and as such shall not work and shall not be compensated for the first ten work days of July.

4.3 Vacation

Full-time administrators who are employed on a twelve-month basis shall be granted twenty paid vacation days per year. Eleven and one-half month administrators shall be granted fifteen vacation days per year to be taken in July and August as designated by the Superintendent. An additional five days of paid vacation per year will be granted to full-time administrators with over twenty years of service in the District.

Vacation earned for one school year may be taken until October 1 of the following school year, and thereafter shall not be taken, compensated or considered as accumulated without the written approval of the Superintendent to extend such time to no later than the close of that fiscal year. The administrator shall be compensated as required by law for unused vacation granted in the final year of employment to be paid at a time which avoids any TRS penalties.

5.0 Retirement Bonus

The following retirement plan (Plan) recognizes the contributions of administrators who have provided extended service to the students of District 68. The Plan is designed to provide such administrators with the opportunity to increase the earnings which the Illinois Teachers' Retirement System (TRS) will use to calculate the administrator's pension up to the 6% limit above which TRS will impose penalties on the Board.

To be eligible for the benefits of the Plan, an administrator must, as of the effective date of resignation and retirement:

- have completed at least the equivalent of fifteen (15) years of full-time active service to the District;
- be at least fifty-eight (58) years of age or have at least thirty-five (35) years of creditable service; and
- have filed for participation in the retirement program of the Teachers' Retirement System of the State of Illinois (TRS).

The eligible administrator's Retirement Recognition Bonus (Bonus) shall be calculated as 210% of BA Step 1. For an administrator who at the time of retirement is under age 60 and has less than 35 years of TRS creditable service, the Bonus shall

be reduced by 15% of BA Step 1 for each one-quarter school year that the administrator is under age 60.

A retiring administrator must provide the Superintendent with an irrevocable, written notice of resignation and retirement by February 1 of the year in which the Bonus is to be first paid. The Bonus shall begin to be paid over a period of up to five years prior to retirement upon receipt by the Superintendent of irrevocable written notification of the administrator's resignation and intention to retire.

The Bonus shall be distributed to maximize TRS earnings for the administrator; however, in no case shall the earnings be increased in an amount which would result in a Board penalty. Therefore, the Bonus will be due and payable only up to the 6% limit imposed on TRS creditable earnings in the four years prior to retirement. An administrator who gives notice by February 1 of the fifth year prior to retirement may use a portion of the Bonus to receive an increase greater than 6% in that year to provide a higher basis for the final four years. Any remaining Bonus will be paid to the administrator in a lump sum after the administrator's last day of work and final paycheck for regular earnings.

As part of the Plan, a administrator who gives the irrevocable, written notice of resignation and retirement by February 1 of the fifth year before resignation and retirement shall be credited with an additional 170 days of sick leave.

The provisions in Section 10.5.5 "Planning" and 10.5.6 "Creditable Earnings Limitations and Changes in a Teacher's Retirement Plans" of the collective bargaining agreement shall also apply to administrators in the Plan.

Administrators retiring with at least five (5) but less than fifteen (15) years of service at the time of retirement shall not be eligible for the benefits in Section 5.0. However, they shall be eligible for a Service Recognition Award (Award) calculated at \$3,000 per year of full-time active service with the District. The Award will begin to be due and payable in the year in which notice of intent to retire is provided to increase salary up to the 6% limit imposed on TRS creditable earnings. Any Award amount which is not earned and payable prior to retirement will be paid post-retirement, as a lump sum after the administrator's last day of work and final paycheck for regular earnings.

6.0 Travel Expenses

Administrators who are requested by their supervisor to travel in or out of the school district on authorized business may be reimbursed for auto transportation for expenses incurred as follows:

Superintendent	As per contract
Assistant Superintendents	\$600 per year
Principals/Assistant Principal	\$600 per year
Director of Special Services	\$600 per year

7.0 Tuition Assistance *

Administrators shall be eligible for tuition assistance according to the guidelines in the collective bargaining agreement except that the eligibility requirement of three consecutive years of full time service may be waived or modified at the discretion of the Superintendent.

Administrators enrolling in a doctoral program shall request pre-approval of the program from the Superintendent. Doctoral program tuition will be paid for up to five academic years.

6/17/08, Revised 9/15/09

Upon roll call, the members voted as follows:

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

NAY: None

Motion carried.

10. K-8 OPENING ENROLLMENT 2009-10

Superintendent McTague presented current and historical information on the opening enrollment of the District.

11. NILES TOWNSHIP DISTRICT FOR SPECIAL EDUCATION #807

Member McGeough reported on the July 28, 2009, meeting of the Niles Township District for Special Education #807. She noted that the budget and the Executive Director contracts were approved at the meeting.

12. ADJOURN THE MEETING

It was moved by Member Beller, seconded by Member Ehrlich, to move the meeting to closed session at 8:50 p.m. to discuss matters of personnel, as per 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057 and to discuss lease of school property per 5 ILCS 120/2(c)(6).

Upon roll call, the members voted as follows:

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

NAY: None

Motion carried.

Beth Millard, Board Secretary

Hank Schneider, President