

Meeting of the Board of Education
Country Club Hills School District 160
Monday, November 26, 2012

Southwood Middle School
18635 S. Lee Street
Country Club Hills, Illinois

The meeting was called to order by President Giles at 6:15 p.m. Upon roll call, members Densmore, Doss [arrived at 6:20 p.m.], McClelland, Turner, Young [arrived at 6:21 p.m.], and Giles were found to be present. Absent: Hutson. Also in attendance: Superintendent Dr. Scott. Business Manager Mr. Dean and Assistant Superintendent Dr. Ali were seated at 7:40 p.m.

Call to Order and Roll Call

The assembly participated in the Pledge of Allegiance.

Pledge of Allegiance

Closed Session

At 6:15 p.m., it was moved by Mrs. Turner, seconded by Mrs. McClelland, that the Board recess to closed session to consider information regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. McClelland, Mrs. Turner, and Ms. Giles. Motion carried.

Recess to Closed Session

Mrs. Doss and Mrs. Young were seated.

At 6:59 p.m., it was moved by Mrs. Doss, seconded by Mrs. McClelland, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Reconvene to Open Session

At 7:01 p.m., it was moved by Mrs. Young, seconded by Mrs. Densmore, that the Board recess to closed session to consider information regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Recess to Closed Session

At 7:39 p.m., it was moved by Mrs. Turner, seconded by Mrs. Densmore, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Reconvene to Open Session

Mr. Dean distributed a map of the school district to board members and explained how the District receives its tax money. He also explained there are presently 335 properties in foreclosure, which affects tax money received. The percentage of past year collections have been received as follows:

Tax Levy Hearing for 2012

2007 – 92.33
2008 – 92.34
2009 – 94.26
2010 – 93.99
2011 - 88.10

Preparing the levy, he was concerned that he did not levy enough. After speaking with other area business managers and the Bremen Township Treasurer, it was decided that the amounts to be levied was acceptable to insure that the district receives the maximum extension. The property assessments are returning to values before the real estate boom and EAV's are more in line with their real value. He also indicated that the maximum increase in the levy amount is the lesser of CPI or 5%. The applicable CPI for this year is 3%. Mr. Dean recommended the Board approve the levy as presented.

No one in the audience wished to address the tax levy. The hearing was closed at 7:50 p.m.

Upon President Giles' recommendation, it was moved by Mrs. McClelland, seconded by Mrs. Young, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the amended agenda for the meeting of November 26, 2012, as follows: remove item 9.211, Resolution No. 12-340, 403b Plan Document Amendment and Restatement. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Approval of the Agenda

It was moved by Mrs. Densmore, seconded by Mrs. Turner, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the amended minutes of its meeting of October 15, 2012, its Special Meeting of October 25, 2012, its Business Committee Meeting of October 10, 2012, and its Executive Committee Meeting of October 10, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Approval of Minutes and Financial Statements

Minutes of Meetings of the Board

It was moved by Densmore, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the disbursement journal—including imprest, accounts payable and payroll expenditures—for November 26, 2012, and does thereby authorize payment of expenses itemized therein, to wit:

Disbursement Journal for November 26, 2012

<u>Fund</u>	
Education	\$ 332,895.47
Operations/Maintenance	\$ 74,485.90
Transportation	\$ 63,165.33
Capital Projects	\$ 63,294.07
Tort Immunity	\$ 48,884.79
<u>Total Accounts Payable</u>	\$ <u>582,725.56</u>
<u>Payrolls</u>	
10/26/2012	\$ 398,929.81
11/09/2012	\$ 411,123.65
<u>Total Payrolls</u>	\$ <u>810,053.46</u>
<u>Total Disbursement Journal</u>	\$ <u>1,392,779.02</u>

Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

It was moved by Mrs. Densmore, seconded by Mrs. Young, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby receive and cause to be placed on file financial statements—Summary of Fund Balance, Statement of Position, Statement of Revenue Accounts, and Statement of Expenditure Accounts—for the month ended October 31, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Financial Statements for the Period Ended October 31, 2012

Dr. Scott stated that the attendance award for August/September was tabled at the September Board Meeting. The school with the highest ADA for August/September is Meadowview School, who has also improved over last year at 96.13%. For the month of October it is given to Southwood Middle School, who is at 95.58%. Congratulations to Meadowview and Southwood administration and staff!

Special Presentation: Attendance Award

Recognition of Public

Upon President Giles' recommendation, it was moved by Mrs. Young, seconded by Mrs. Densmore, that the public forum part of Recognition of Public be opened. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Opened

Noting that all members of the audience who wished to address the Board were offered the opportunity, and upon Ms. Giles' recommendation, it was moved by Mrs. McClelland, seconded by Mrs. Young, that the public forum part of Recognition of Public be closed. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Closed

Reports of the Board of Education

Mrs. McClelland, Chair, was not in attendance at the last meeting. Therefore, Mrs. Densmore reported that the meeting was held on November 13, 2012. Items discussed were: (1) Board of Education Annual Agenda; (2) Board Goals-2012-2013 School Year; (3) Board/Superintendent Communication Expectations; (4) Essential Board Process Procedures. All of which will be brought before the board tonight. The next meeting is scheduled for December 11, 2012, 6:30 p.m., District Office.

Executive Committee

No report due to the absence of Mrs. Hutson.

Business Committee

Ms. Giles reported she attended the Tri Conference held last weekend. She will report on this further at a later time.

President's Report

Report of the Superintendent of Schools

Upon Superintendent Scott's recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Young, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the consent agenda as follows:

Consent Agenda

- The employment of Cedelia Bowman, as health clerk, Southwood Middle School, effective November 27, 2012, at a salary of \$16,950 for 180 days, prorated to \$10,735.38 for 114 days.
- The adoption of the following revised policy:
 - 6:235 – Access to Electronic Networks
- The approval of the following revised policy for public display:
 - 5:330 – SickDays, Vacation, Holidays, and Leaves
- Does hereby accept the following donation:
 - 14 boxes of books to Sykuta School from a grandparent, Mrs. Brown

Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Action Items

Upon Superintendent Scott's recommendation, it was moved by Mrs. Densmore, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby adopt Resolution No. 12-339, Resolution Regarding the Certificate of Tax Levy for 2012, as presented and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Resolution No. 12-339—
Certificate of Tax Levy

Upon Superintendent Scott's recommendation, it was moved by Mrs. Young, seconded by Mrs. Doss, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve a three year re-inspection service as submitted by Carnow, Conibear & Associates, and as approved by the Business Committee, in the amount of \$3,950.00. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Shingle Roof Bid

Upon Superintendent Scott's recommendation, it was moved by Mrs. Doss, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the shingle roof bid as submitted by Coleman Roofing Company, and as approved by the Business Committee, in the amount of \$71,94.00. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Asbestos Re-Inspection Services

Upon Superintendent Scott's recommendation, it was moved by Mrs. Densmore, seconded by Mrs. Young, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the *Annual Agenda for the 2012-2013 School Year* as revised and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Board of Education Annual Agenda

Upon Superintendent Scott's recommendation, it was moved by Mrs. Young, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the *Board Goals for the 2012-2013 School Year* as revised and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried. Dr. Scott thanked the Board for all of their hard work and working with Mr. Cohn in making these changes.

Board Goals—2012-2013
School Year

Upon Superintendent Scott's recommendation, it was moved by Mrs. Young, seconded by Mrs. McClelland, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the *Board/Superintendent Communication Expectations for the 2012-2013 School Year* as presented and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried. Dr. Scott again thanked the Board for setting an example for administration and staff that there are ground rules to follow.

Board/Superintendent Communication
Expectations

Upon Superintendent Scott's recommendation, it was moved by Mrs. McClelland, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the *Essential Board Process Procedures for the 2012-2013 School Year* as presented and appended to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried.

Essential Board Process Procedures

Upon President Giles' recommendation, it was moved by Mrs. Doss, seconded by Mrs. Densmore, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve, pursuant to provision 3 of the Superintendent's Contract, the Superintendent's salary, as discussed in closed session, retroactive to July 1, 2012. Upon roll call vote, the following members voted *aye*: Mrs. Densmore, Mrs. Doss, Mrs. McClelland, Mrs. Turner, Mrs. Young, and Ms. Giles. Motion carried. Mrs. Turner thanked Superintendent Scott for her hard work in bringing the District to where it is now.

Superintendent's Contract 2013

Information Items

Dr. Scott distributed a Data Tool comparing multiple data sets. 1st Quarter data for 2012-2013 were compared to 2011-2012 data for growth and regression percentages. Attendance and discipline data were also reviewed.

Data Tool, 2013

Dr. Scott reported in June, 2012, herself, Dr. Jones, and Dr. Nelson took a trip to the ECRA Group to investigate the statistical analysis of growth models. The Board has received the report from ECRA. The state will look at growth instead of attainment scores beginning 2014-2015. Meadowview had 40% value added growth between NWEA, ISAT and Dibels—ECRA projected how students will perform at end of the school year. Students in the lower ends of the scatter plots will receive small group interventions to meet individual needs.

Growth Model Reports, ECRA

**Supplementary Reports—
Administration**

Business Manager

Buildings and Grounds

Mr. Dean reported:

- IT infrastructure expansion of wireless and optic fiber has been completed.
- In advance of the upcoming Life Safety inspection items identified during the last inspection are continuing to be addressed, such as emergency lights at Meadowview, exit signs in the media center at Southwood.
- Meadowview and Southwood have both received upgraded video monitoring equipment which includes 24 hour recording capabilities.
- Bulbs in the gym at Southwood have been replaced.
- Bid specifications for the replacement of the parking lots at Meadowview and Sykuta have begun for next year.
- We also have ongoing maintenance items that we are attending to.

A survey regarding the registration process has been placed on the district's website. All collected information will be discussed with a committee of stakeholders and a recommendation will be presented to the Executive Committee.

Registration

A seminar regarding retirement planning is tentatively scheduled for mid-March of next year. Representatives from IMRF, TRS, TSA and all of the approved providers of retirement products will be invited to participate.

Retirement Planning

As of October 31, 2012: Revenues were: \$5,877,321.85 and Expenditures: \$5,263,096.67.

No report due to the absence of Mrs. Martin.

Director of Special Services

Dr. Ali reported:

Assistant Superintendent

There are five active committees: (1) Exploratory/Music Curriculum, (2) Language Arts, (3) Math, (4) Advisory Curriculum Committee (ACC), (5) South Cook Math Initiative (SCMI) Leadership Team. Two more committees are being added and meeting in December: Gifted and Science.

Curriculum Committees

Both after school and extended day programs are running. There are a total of 189 students. These programs started November 13. Supplemental Educational Services (SES) is presently serving 70 students. There is a waiting list.

After School/Extended Day

We did not receive the 21st Century Grant. The readers comments were requested from ISBE and received, however, ISBE sent the wrong information. We will continue to pursue funding opportunities that will provide students with academic enrichment learning experiences.

21st Century Grant

The application for the ESL grant was sent November 15. If this grant is approved, we would receive \$5,699, which would support the salary of the teacher. Currently there are 29 students.

ESL

The application for the Elementary Career Development Grant was submitted November 15. This grant is in the amount of \$1,378.00. If received, this Grant will be divided

**Elementary Career Development
Grant**

between the three schools and will be used in conjunction with other district funds to provide students with career development and awareness activities.

Conferences attended were Race to the Top in Springfield, ISLE Focus Group at Prairie State, and the Tri Conference in Chicago.

Conferences

Dr. Scott reported:

Superintendent of Schools

Thanked the Board for all that they do in assisting with the direction of the district. November 15 was board member day. In honor of this day please accept, on behalf of the administration, these flowers.

Thank You

**Supplementary Reports—
Board of Education**

Ms. Giles announced a Town Hall Meeting with Dick Ingram, Executive Director, Teachers' Retirement System of the State of Illinois, is scheduled for Thursday, December 13, 7:30 p.m. at Harold L. Richards High School

Adjournment

It was moved by Mrs. Young, seconded by Mrs. Doss, that the meeting be adjourned. Upon voice vote, all members voted *aye*. The meeting was adjourned at 8:25 p.m.

J. Kay Giles, President, Board of Education

Tamara Young, Secretary, Board of Education