

Meeting of the Board of Education
Country Club Hills School District 160
Monday, August 19, 2013

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

The meeting was called to order by President Giles at 6:08 p.m. Upon roll call, members Doss, Hutson, McClelland, Thurman, Young, and Giles were found to be present. Absent: Densmore. Also in attendance: Superintendent Dr. Scott, Assistant Superintendent Dr. Ali and Interim Business Manager, Mrs. Carpenter.

Call to Order and Roll Call

The assembly participated in the Pledge of Allegiance.

Pledge of Allegiance

Closed Session

At 6:09 p.m., it was moved by Mrs. Doss, seconded by Mrs. McClelland, that the Board recess to closed session to consider information regarding: (1) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity; (2) collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; (3) security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonable potential danger to the safety of employees, students, staff, the public, or public property. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Recess to Closed Session

At 7:24 p.m., it was moved by Mrs. Doss, seconded by Mrs. Young, that the Board reconvene to open session. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Reconvene to Open Session

Upon President Giles' recommendation to amend the agenda as follows: remove item 8.213, 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 August 19, 2013. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Approval of the Agenda

**Approval of Minutes
and Financial Statements**

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 minutes of its meeting of July 15, 2013, and its Business Committee Meeting of July 9, 2013. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

**Minutes of Meetings
of the Board**

It was moved by Mrs. Doss, 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 August 19, 2013, and does thereby authorize payment of expenses itemized therein, to wit:

**Disbursement Journal for
August 19, 2013**

Fund

Education	\$	117,943.20
Operations/Maintenance	\$	37,329.42
Bond & Interest	\$	3,812.00
Transportation	\$	19,979.34
Site and Construction	\$	16,333.13
Tort Immunity	\$	4,607.00
<u>Total Accounts Payable</u>	\$	<u>200,004.09</u>

Payrolls

07/02/2013	\$	250,494.51
07/18/2013	\$	265,267.78
<u>Total Payrolls</u>	\$	<u>515,762.29</u>

<u>Total Disbursement Journal</u>	\$	<u>715,766.38</u>
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Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

It was moved by Mrs. McClelland, seconded by Mrs. Doss, 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 July 31, 2013. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Financial Statements for the
Period Ended July 31, 2013

**Special Presentation: Tentative
Budget for 2013-2013,
Kathleen Carpenter**

Kathleen Carpenter, Interim Business Manager, presented the tentative budget for 2013-2014, according to Chapter 105 ILCS 5/17-1 of the Illinois School Code.

- Overview of Revenue and Expenses for All Funds

Revenue: \$18,357,387
Expenses: \$18,177,327
Difference: \$180,060

- Tentative Budget Overview for All Funds

Fund	Revenue	Expense	Difference
Education	\$14,544,694	\$14,041,996	\$502,698
O&M	\$871,355	\$859,226	\$12,129
Debt	\$1,096,163	\$1,004,823	\$91,340
Transportation	\$1,322,531	\$1,191,980	\$130,551
IMRF	\$52,754	\$143,809	-\$91,055
Social Security	\$176,726	\$208,493	-\$31,767
Capital	\$2,200	\$20,000	-\$17,800
Working Cash	\$86,240	\$375,000	-\$288,760
Tort	\$55,441	\$190,000	-\$134,559
Life Safety	\$149,283	\$142,000	\$7,283
Total	\$18,357,387	\$18,177,327	\$180,060

- Expenditures by Percentage

Fund	%
Salaries	47
Benefits	12
Purchased Services	20
Supplies & Materials	5
Capital Outlay	1
Other Objects	15
	100

- Revenue by Source

Local: \$8,211,427

State: \$8,299,769
Federal: \$1,471,200
Transfer: \$ 375,000

- Projected Fund Balance June 30, 2014

All Funds: 7,543,697
Revenue: 18,357,387
Expenses: 18,177,327
Balance: 7,723,757

Public Forum

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

Public Forum—Opened

- Bud Willis, Mariah Technology, Google apps for Education. Would like to help District meet Common Core State Goals.

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. Young, seconded by Mrs. McClelland, that the public forum part of Recognition of Public be closed. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Public Forum—Closed

Reports of the Board of Education

Mrs. McClelland, Chair, no report.

Executive Committee

Mrs. Hutson, Chair, no report.

Business Committee

President Giles reported:

President's Report

- Attended the Back to School Parade last Saturday. The parade was really great! Thank you to Dr. Scott for making arrangements.
- The IASB Fall Dinner is October 30th. Please notify Nancy if you would like to attend.

Report of the Superintendent of Schools

Upon Superintendent Scott's recommendation, it was moved by Mrs. Doss, 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 resignation of Suzanne Borthwick, 1st Grade teacher, Sykuta School, effective July 31, 2013.
- The resignation of resignation of Kathy Martin, Director of Special Services, effective July 22, 2013.
- The resignation of Theresa Theus, Physical Education teacher, Sykuta School, effective July 31, 2013.
- The Leave of Absence of Danielle Thomaston, Kindergarten teacher, Sykuta School, for the 2013-2014 school year.
- The employment of George Hiler, 8th Grade Social Studies teacher, Southwood Middle School, effective August 19, 2013, Step 11/Level 2, \$46,165.
- The employment of Theodore Hattan, Music teacher, Sykuta School, effective August 19, 2013, Step 1/Level 1, \$34,977.

- The employment of Tyler Shireman, Physical Education teacher, Sykuta School, effective August 19, 2013, Step 2/Level 1, \$35,901.
- The employment of Jennifer Volpe, Director of Special Services, effective August 20, 2013, \$96,039.16.

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

Action Items

Upon Superintendent Scott's recommendation, it was moved by Mrs. McClelland, seconded by Mrs. Doss, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the public display of a tentative budget for said school district for fiscal year 2013-2014 for a period of not less than thirty (30) days, and does hereby direct the superintendent of schools to publish legal notice of same stating further therein that a public hearing on said budget will be held on Monday, the 23rd day of September, 2013, Southwood Middle School, 18635 S. Lee St., Country Club Hills, Illinois. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Tentative Budget for 2013-2014

Upon Superintendent Scott's recommendation, it was moved by Mrs. Doss, seconded by Mrs. Thurman, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the food service contract with Preferred Meal System, Inc., for the period August 1, 2013 through July 31, 2014, in the amount of \$510,778.88, as submitted in a bid received July 8, 2013 and approved by the Illinois State Board of Education, and attached to the official minutes. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Food Service Contract

Upon Superintendent Scott's recommendation, it was moved by Mrs. Doss, seconded by Mrs. Young, that the Board of Education, School District 160, Country Club Hills, Cook County, Illinois, does hereby approve the revised school calendar for 2013-2014, as presented and attached to the official minutes, changing the last day of school to June 3, 2014. Upon roll call vote, the following members voted *aye*: Mrs. Doss, Mrs. Hutson, Mrs. McClelland, Mrs. Thurman, Mrs. Young, and Ms. Giles. Motion carried.

Revised School Calendar

Information Items

Dr. Scott questioned the Board to see if they are interested in a Board Retreat and if she should contact Jeff Cohn, IASB. After discussion, the Board agreed that Superintendent Scott contact Mr. Cohn, and that a two day—one evening and one full day—would be the preference.

Board Retreat

Dr. Scott stated that she feels the Board should meet at least once a month as a Committee-of-the-Whole to be kept abreast of State Mandates, school improvement, curriculum, as school improvement plans are due by December 15. She gave the Board a choice of meeting once for three hours, or two shorter meetings. The Board chose one meeting of three hours. It was determined that November 6, 2013, 6:00 p.m. – 9:00 p.m., Southwood Middle School, with a light dinner.

Committee-of-the-Whole

As Ms. Giles stated, the Fall Dinner Meeting is October 30, 2013. If members of the Board have not already done so, please let Nancy know if you would like to attend.

Fall Dinner Meeting

Dr. Scott thanked Ms. Merritt for organizing the use of the float, and thanked the Board for their attendance. Thank you to Southwood administration to make sure we had the drum line participation—as they did a fantastic job! In addition, the cheerleaders also! It was also a surprise that Mr. Petella had last years basketball players attend. Thank you to all schools for your participation!

Back to School Parade

Dr. Scott thanked Ms. Merritt for another successful Institute program. Tomorrow will be our second day. Thank you to Dr. Ali for a wonderful opening session.

Institute

**Supplementary Reports—
Administration**

Dr. Ali reported:

Assistant Superintendent

Has conducted PERA meetings this summer. The committee is responsible for establishing a performance evaluation ;pilot that incorporates data and indicators of student growth as significant factors in rating educator performance.

PERA

Conducted a three hour presentation for principals and assistant principals at the Administrative retreat held on August 14. Presentation topics included 2012-2013 results, the district foci support, resources, program timelines and professional development for the upcoming school year.

Administrative Retreat Presentation

The Title I allocation for 2013-2014 is \$375,587. Total Title II is \$38,027.

Grants

Attended the Division of English Language Learners Leadership Academy, a conference for ESL program administrators. Also, attended the Consortium for Educational Change Summer Institute. This workshop covered how to build teacher capacity and improve students' learning through effective implementation of PLC's.

Conferences

Mrs. Carpenter reported:

Interim Business Manager

The project came in \$15,000 under budget. Talked to the architect about submitting a proposal for a sump pump basin, electrical work in locker room.

Southwood Project

The new van was picked up, and discovered it does not have a backup camera. She talked to Earic about obtaining a price on a camera.

Van

Mrs. Carpenter thanked everyone for being so nice and welcoming since she has come aboard.

**Supplementary Reports—
Board of Education**

Mrs. Doss also attended the back to school parade. She was very pleased to see so many students involved. Commended Dr. Scott and administration for their role in making it happen.

Mrs. McClelland also attended the parade and stated that it was a lot of fun to be on the float.

Mrs. Young stated that she hopes this will be a good positive inspiring year, and looks forward to working with everyone.

Ms. Giles appreciates all the hard work the administration has put into the parade and in addition during the school year.

Adjournment

It was moved by Mrs. Doss, seconded by Ms. McClelland, that the meeting be adjourned. Upon voice vote, all members voted *aye*. The meeting was adjourned at 8:04 p.m.

J. Kay Giles, President, Board of Education

Monique Thurman, Secretary, Board of Education