

**BROOKWOOD SCHOOL DISTRICT 167
REGULAR MEETING – FEBRUARY 11, 2013
BOARD ROOM – ADMINISTRATIVE & DIAGNOSTIC CENTER**

I. CALL TO ORDER

The regular meeting of the Brookwood School District 167 Board of Education was called to order by President Melinda Plott at 7:30 p.m.

Following the Pledge of Allegiance, roll call was answered by: L. Wheeler, 5 Present
S. Brunson, C. Pettis, M. Plott, and D. Birmingham 2 Absent

Absent: J. Dixon, A. Taylor

Mr. Dixon arrived at 7:34 p.m.

II. CITIZEN'S COMMENTS

None

III. APPROVAL OF MINUTES

The January 7, 2013 special meeting minutes were approved.
Brunson/Wheeler

Special
Meeting Minutes
Approved
4-0
1 Abstain

The January 14, 2013 regular meeting minutes were approved as corrected. Brunson/Pettis

Correction: “Mrs. Wheeler responded that it will take another two years before the new building will be completed and the new quote is **\$10,000** (not **\$2,000**) under what the Board had previously approved.”

Regular Meeting
Minutes
Approved as
Corrected
4-0
1 Abstain

The February 4, 2013 special meeting minutes and the closed session meeting minutes were approved. Brunson/Pettis

Special/Closed
Meeting Minutes
Approved
6-0

IV. APPROVAL OF BILLS AND PAYROLL

Bills totaling \$371,981.96, the January actual payroll of \$580,978.50 and the February payroll as per agreements were approved.
Brunson/Plott

Bills/Payroll
Approved
6-0

V. REPORTS

A. Superintendent's Report--See attached.

B. President's Report

1. Mrs. Plott reported on the Legislative Update meeting that Board members attended on February 2, 2013. There was discussion on how local authority can have an impact on legislation.
2. Mrs. Plott announced that the vacancy announcement for the Superintendent has been posted and applications are due by February 28, 2013.

C. Committee Reports

1. Mr. Dixon reported on the Finance Committee meeting held on January 23, 2013. The Committee reviewed next year's budget and heard a financial analysis of the District's current and projected financial condition from Rob Grossi, Township Treasurer.
2. Mr. Dixon reported on the Technology Committee meeting held on January 24, 2013. The Technology Plan is in the final stages of preparation for the Board's review, Power School is online at the Middle School and Junior High and parents and teachers are able to access the system. The District's broadband has been increased and the Committee discussed I Pads vs. laptops and instructional support for one to one computing.
3. Mr. Dixon reported on the SPEED meeting and gave an update on the transition site that will be located in the building recently purchased on Ashland Avenue. Student access to this site is expected in mid August.

D. Board Member Comments

1. Ms. Birmingham stated that the Board approved \$12,000 for carpet for the Middle School library and the recommendation was not made contingent upon the passing of the referendum. The District has a responsibility to maintain the building and the new building won't be built for two more years. The new quote is for \$2,000 which is a \$10,000 savings. Mrs. Wheeler stated that the Building & Grounds Committee made the recommendation to replace the carpet and asked when this item will be on the Board agenda. Mrs. Plott stated that the worn carpet in the library is not a safety issue and it should not be an agenda item because it is an aesthetic issue. Ms. Birmingham stated that it is not up to one person to decide if it is a safety issue. The motion to replace the carpet has already been passed by the Board. Mrs. Wheeler stated that the carpet was the only item that was out-sourced and the Board just needs to vote on the vendor. Mr. Dixon stated that the Board President can't determine what goes on the agenda.
2. It was moved by Mrs. Wheeler, seconded by Ms. Birmingham to place the selection of the vendor for the Brookwood Middle School carpet on the agenda at the regularly scheduled Board meeting which will be held on March 18, 2013. The vote passed four to two.

VI. READING OF COMMUNICATIONS

None

VII. RECOMMENDED ACTION

- | | |
|--|--|
| A. The resignation of Gina Vanderbok, Playground/Lunchroom Supervisor at Brookwood Middle School was accepted effective February 1, 2013.
Brunson/Dixon | G. Vanderbok
Resignation
Approved
6-0 |
|--|--|

- B. It was moved by J. Dixon, seconded by S. Brunson to table the second reading of the new Board Policy Manual until the regularly scheduled Board meeting on March 18, 2013. Table 2nd Reading of New Board Policy Book Approved 6-0
- C. The Technology Plan was approved as presented. Dixon/Plott Technology Plan Approved 6-0

Comments: Mrs. Wheeler stated there are a few discrepancies in the plan. On page 21, the end date is before the start date and on page 22 the year is wrong. Dr. Hollich will check and correct all dates in the plan. Mrs. Wheeler asked if the District will determine which assessments are more successful than others. Dr. Hollich responded that the plan is reviewed and amended every year.

- D. The fund raiser for the Brookwood Junior High School spring musical to sell candy was approved. Brunson/Dixon Fund Raiser for BJHS Musical Approved 6-0
- E. The Board approved the purchase of a new firewall appliance for the wide area network from PC Closure at a cost not to exceed \$8,100. Brunson/Dixon Purchase of New Firewall Approved 5-1

Comments: Ms. Birmingham asked if there were any other quotes. Dr. Hollich responded that there were two others.

- F. The Board approved summer school from June 10 to July 12, 2013. Brunson/Plott Summer School Approved 6-0

Comments: Mrs. Pettis asked if the core and enrichment classes are two separate programs that will be going on at the same time. Dr. Hollich stated that letters for the core program will be sent out first and then the letters for the enrichment program will be sent out. Students can participate in both the core and enrichment programs. Ms. Birmingham asked whether there would be any classes with only 4-5 students. Dr. Hollich responded no. Mrs. Pettis asked if summer school will be paid from a grant. Dr. Hollich responded that Title I funds will be used for as much of summer school as possible.

Mr. Dixon asked about the letter from the Village of Glenwood regarding the crossing guards. Dr. Hollich responded that next year the crossing guards will be District employees.

VIII. ANNOUNCEMENTS

- Thursday, February 14, 2013--*Hickory Bend Valentine's Day Celebration, 1:30-2:30 p.m.*
- Friday, February 15, 2013--*Half Day School Improvement/11:30 a.m. Dismissal*
- Monday, February 18, 2013--*President's Day Observance/No School*
- Wednesday, February 20, 2013--*BMS African American History Program, 1:30 & 6:30 p.m.*
- Thursday, February 21, 2013--*Hickory Bend Parent Advisory Council*
- Monday, February 26, 2013--*Election Day/No School*
- Thursday, February 28, 2013--*Junior High Band & Choral Concert, 6:00 p.m.*
- Monday, March 4, 2013--*Casimir Pulaski's Birthday Observance/No School*
- Tuesday, March 5 - Friday, March 15, 2013--*ISAT Testing*
- Monday, March 11, 2013--*Special Board of Education Meeting, 7:30 p.m.*
- Monday, March 18, 2013--*Regular Board of Education Meeting, 7:30 p.m.*

IX. CITIZEN'S COMMENTS

A representative from Glenwood Baseball asked the Board if they could find fields for them to use during the renovation at Hickory Glen Park.

Mr. Fields suggested the Board consider a consultant to act as a construction manager for the building of the new Middle School.

Ms. Ratcliff asked how the Board will determine which teachers and classes will be eliminated due to the deficit. Mrs. Plott responded that the Board will look at the situation seriously and the children will be first in their considerations.

Mr. Smith asked what the projected cost of summer school is and the projected number of students participating. Mrs. Plott responded \$32,000. Dr. Hollich responded that 300 students are anticipated.

Mr. Sorsby asked if the District had a five-year financial plan prior to this year. Mrs. Plott responded yes. Mr. Sorsby asked if the District knew they were going into a deficit, why did they spend the money on the life safety items. Mrs. Plott responded that all A items were required to be completed at all schools. The Board voted to do the B & C items at all schools except the Middle School. Mr. Dixon stated that the District issued life safety bonds for these projects and no tax money was used for life safety. Mr. Dixon stated that the \$2,000 for the carpet at the Middle School would come out of the District's budget. Mr. Sorsby stated he didn't feel the Board should neglect the students at the Middle School for the next two years.

Mrs. Snoddy asked if the Board is bringing special needs students back into the District. Dr. Hollich responded no. The Board is looking at students who are placed out of district in lieu of expulsion.

Mrs. Wheeler stated she would like the Board to take into consideration a special building committee for the new Middle School and also to have a project manager during the construction of the new Middle School.

Mr. Fields asked the Board to consider minority contractors.

Mr. Winston asked if the community and teachers will be involved in the design of the new Middle School. Mrs. Plott responded that focus groups will be held for all constituents.

Ms. Seals stated that Dr. Sharon Price would make a wonderful and excellent Superintendent.

Mrs. Elmore stated the Board should involve the community and inform them about the process when building the new Middle School.

Ms. Birmingham thanked everyone for coming to the meeting. She stated the Board has a lot of work to do and wants everyone to be involved.

X. CLOSED SESSION

The Board went into closed session at 10:20 p.m. to discuss 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 an employee of the public body or against legal counsel for the public body to determine its validity. Brunson/Dixon

Into Closed
Session
Approved
6-0

The Board returned from closed session at 12:10 p.m.
Dixon/Brunson

Return from
Closed Session
Approved
6-0

XI. ADJOURNMENT

The meeting adjourned at 12:11 p.m.
Dixon/Brunson

Meeting
Adjourned
All AYE

Deborah M. Young
Recording Clerk

Secretary

President

Present: R. Patterson, O. Nowels, S. Bragg, S. Price, B. Lindsay, S. Jackson, S. Mangan, A. Taylor, R. Lord, D. Morgan, R. Seals, L. Williams, P. Tessling, K. Murphy, D. Fields, L. Fields, T. Mapp, A. Trakas, B. Townsend, S. Donovan, C. Malone, A. Wilson, J. Robles, R. Sorsby, C. Pulliam, B. Elmore, C. Marcinski, M. Snoddy, C. Smith, G. Lucas, and T. Hemphill

BROOKWOOD SCHOOL DISTRICT 167

Superintendent's Report

February, 2013

1. Dr. Hollich reported that Hickory Bend has been recognized again as a Spotlight School by the Illinois State Board of Education and congratulated the teachers, students, and parents.
2. Dr. Hollich reported that the seventh grade boy's basketball team made it to sectionals and congratulated the team members.
3. Dr. Hollich announced the names of the PTA Reflections winners. The following students will advance to the State level: Sabrina Olivares, Jarrett Gunn, Aniya Vaughns, and Lucien Cambric. The following students received an Honorable Mention: Aniyah Mitchell, Amari Carter, Zhane' Beal, Jeremiah Howze, Veronica Lazoya, Akari Sterling, Kayla Parish, and Kharon Green.
4. Dr. Hollich reported on the new Five Essentials Survey for parents, teachers, and students.
5. Dr. Hollich reported on the new scoring for the ISAT tests. The cut scores have been raised which means that children who may have received a "meets or exceeds" in previous years may receive a "did not meet" under the new scoring system. The cut scores have been raised because the state test for high schools is at a different level. This year, 20% of the ISAT test will reflect common core standards.
6. Dr. Hollich reported that the Technology Plan is on the agenda this evening and reflects a one to one initiative.
7. Dr. Hollich reported that the additional job descriptions that were requested are on the Board table.
8. Mr. Mario Planera, architect, gave an update on the new Brookwood Middle School. A site survey is being conducted to prepare a topographic survey. Focus groups will be conducted to get input on ideas for the new building. Mrs. Wheeler asked if the first step in the process is the owners program. Mr. Planera responded yes. The other steps are the preliminary and schematic plan design, design and development, construction document, and assisting in advertising for bids. Mr. Dixon asked what the state guidelines are for square footage per student. Mr. Planera responded that for a classroom it is 25-30 sq. ft. per child. Mr. Dixon asked if Mr. Planera has a construction manager. Mr. Planera responded no, the construction management services are part of the architect's contract. Ms. Birmingham stated that the artist's rendering done for the referendum is not what the school will actually look like. She asked Mr. Planera when the Board might see a blueprint or 3-D presentation of what the building will actually look like. Mr. Planera stated the first step is defining exactly what the menu will be and then the artist's rendering can be done. Ms. Birmingham asked when the Board will know what the quality of the land is to determine where the building will be built. Mr. Planera stated he didn't foresee having to tear down the current school and build on that site. Mrs. Wheeler asked if the first step is the owner's program and then the timeline. Mr. Planera answered yes.
9. Rob Grossi, Township Treasurer, presented the District's five-year financial update. Mr. Grossi reviewed the following:
 - district's financial history from 2007-2013
 - current revenue breakdown
 - current expenditure breakdown
 - projected trend in real estate tax revenues
 - projected trend in state revenues
10. Mrs. Bragg, Director of Curriculum and Instruction, presented an Aimsweb data analysis report comparing fall to winter scores.

**BROOKWOOD SCHOOL DISTRICT 167
CLOSED SESSION MEETING
February 11, 2013**

Closed Session Meeting Minutes

Present: J. Dixon, L. Wheeler, S. Brunson, C. Pettis, M. Plott, D. Birmingham, and P. Hollich.

Absent: A. Taylor

Closed session began at 10:20 p.m.

The Board discussed the 2013-2014 staffing plan and ways to reduce the deficit.

The discussion will continue at a special Board meeting on February 19, 2013.

Closed session ended at 12:10 p.m.

Respectfully submitted:

Secretary
Board of Education

President
Board of Education

Code: A=Absent
P=Present roll call or voting present
AB-Abstain
Y=Yes
N=No
1=Motion maker
2=Motion second

Members of the Board:
Deborah Birmingham
Shirley Brunson
John Dixon
Cynthia Pettis
Melinda Plott
Arthur Taylor
Lorrie Wheeler