

**BROOKWOOD SCHOOL DISTRICT 167
REGULAR MEETING – JUNE 10, 2013
BOARD ROOM – ADMINISTRATIVE & DIAGNOSTIC CENTER**

PUBLIC HEARING

I. CALL TO ORDER

The public hearing regarding the proposed calendar modification was called to order by President Deborah Birmingham at 7:15 p.m.

Following the Pledge of Allegiance, roll call was answered by: M. Plott, 7 Present
R. Seals, L. Wheeler, J. Dixon, D. Birmingham, J. Barry, and C. Smith 0 Absent

II. PUBLIC COMMENT REGARDING CALENDAR MODIFICATION

There were no public comments regarding the proposed calendar modification.

III. ADJOURNMENT

The hearing adjourned at 7:20 p.m. on a motion by John Dixon, seconded by Melinda Plott. Adjournment
7-0

REGULAR MEETING

I. CALL TO ORDER

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

Following the Pledge of Allegiance, roll call was answered by: M. Plott, 7 Present
R. Seals, L. Wheeler, J. Dixon, D. Birmingham, J. Barry, and C. Smith 0 Absent

II. CITIZEN'S COMMENTS None

III. APPROVAL OF MINUTES

The May 6, 2013 special meeting minutes and the May 13, 2013 regular meeting minutes were approved as corrected. Special/Regular Meeting Minutes
Correction: Page 13, name correction Celeste Boman Approved
Plott/Smith 7-0

IV. APPROVAL OF BILLS AND PAYROLL

Bills totaling \$377,333.51, the May actual payroll of \$924,870.74, and the June payroll as per agreements were approved. Bills/Payroll
Plott/Wheeler Approved
7-0

V. REPORTS

A. Superintendent's Report--See attached.

B. President's Report

1. Ms. Birmingham thanked Dr. Hollich and Mrs. Bragg for their presentations this evening.
2. Ms. Birmingham reported that Mr. Planera, architect, will attend the Committee of the Whole meeting on June 24, 2013 and a copy of his contract is on the table this evening.
3. Ms. Birmingham reminded the Board that BoardBook training will take place on Monday, June 17, 2013 at 6:30 p.m.
4. Ms. Birmingham reported that there will be an overview of TAG (Targeting Achievement through Governance) at the July Board meeting.
5. Ms. Birmingham distributed election certificates to the newly elected Board members.

C. Committee Reports

None

D. Board Member Comments

1. Mrs. Plott indicated she appreciated the curriculum presentation and asked if the difference between math concepts and math comprehension could be explained in-depth at a future meeting.
2. Mr. Dixon indicated that there are handouts on the Board table this evening from the NSBA conference regarding STEM, five-year strategic planning, and budgeting.

VI. READING OF COMMUNICATIONS

None

VII. CLOSED SESSION

Due to the lack of a motion, closed session was not held.

VIII. RECOMMENDED ACTION

A. The Board accepted the resignation of Etholia Holmes effective May 31, 2013 and Dawn Romano effective June 28, 2013.
Wheeler/Plott

E. Holmes,
D. Romano
Resignation
Approved
7-0

B. The Board approved the contract with Jennifer Martin, Occupational Therapist for approximately 24 hours per week at \$60.00 per hour for the 2013-2014 school year.
Dixon/Wheeler

Contractual
Employment
Approved
7-0

Comment: Mr. Smith asked about the qualifications of the person being hired. Dr. Hollich responded that the person has a state license. Dr. Price responded that the person has 12 years of experience.

- C. The Board approved the calendar modification for Lincoln’s Birthday and Veteran’s Day.
Wheeler/Plott
Calendar Modification
Approved
7-0
- D. The crossing guard job description was approved.
Plott/Dixon
Crossing Guard
Job Description
Approved
7-0
- Comment: Mr. Dixon suggested the District negotiate an intergovernmental agreement with the Village of Glenwood where the crossing guards would be employed by the Village and the District would reimburse the Village for their salaries. This way, the District could keep the fully trained crossing guards.
- E. Sallie McClendon, Michelle Young, and Mary Siatta were approved as crossing guards for summer school at an hourly rate of \$12.27 for the days that summer school is in session.
Wheeler/Plott
Crossing Guards
Hired
Approved
7-0
- Comment: Mrs. Plott indicated that the Village has no budget for crossing guards. Mr. Dixon indicated that the District would reimburse the Village.
- F. The Board approved the quote from Garaventa USA, Inc. to repair the chair lift at Brookwood Middle School at a cost not to exceed \$4,500.
Dixon/Smith
Chair Lift
Repair
Approved
6-1
- G. The Board approved the Resolution Ascertaining the Prevailing Rate of Wages for Laborers, Workmen and Mechanics Employed on Public Works of Said Village (see attached resolution).
Smith/Plott
Prevailing Wage
Rate Resolution
Approved
7-0
- H. The Board approved the Resolution Designating Interest Earnings for Fiscal Year 2013-2014 (see attached resolution).
Plott/Wheeler
Interest Earnings
Resolution
Approved
7-0
- I. The Board approved the waiver of book fees for all students for the 2013-2014 school year.
Seals/Dixon
Waiver of Book
Fees
Approved
7-0

Comment: Mrs. Plott asked why this is for all students. Dr. Hollich responded because our poverty level is so high. Ms. Birmingham asked how much money is being waived. Dr. Hollich responded approximately \$10,000-\$12,000.

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| <p>J. The Board approved Legacy Professionals, LLP to audit the imprest and activity funds at a cost of \$2,250 and prepare form ISBE 61-18 Annual Federal Financial Compliance, at an estimated cost of \$4,200 for a maximum of two major programs for the fiscal year ended June 30, 2013. Plott/Barry</p> | <p>Legacy Professionals
Approved for Audit
7-0</p> |
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Comment: Mrs. Wheeler asked what is considered a major program. Dr. Hollich indicated that Title I would be considered a major program. Mr. Smith asked if this is the only firm that does this type of work. Dr. Hollich responded that there are other auditing firms. Mr. Smith asked how auditors are chosen. Dr. Hollich responded that they are chosen according to their qualifications and an interview process. Mrs. Plott stated that auditors are like doctors. You don't change unless it is necessary. The district has a relationship with this firm and it isn't only about cost.

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| <p>K. The Board approved Collective Liability Insurance Cooperative (CLIC) for property/casualty and student accident insurance in the amount of \$52,301 and fiduciary liability insurance in the amount of \$2,050 for a total annual premium of \$54,351 for the 2013-2014 school year. Plott/Seals</p> | <p>Liability
Insurance
Approved
7-0</p> |
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|---|---|
| <p>L. The Board approved Collective Liability Insurance Cooperative (CLIC) for workers compensation coverage at a cost of \$50,334 for the 2013-2014 school year. Dixon/Plott</p> | <p>Workers
Compensation
Coverage
Approved
7-0</p> |
|---|---|

Comment: Mr. Smith asked why the 8% increase. Mr. Ziegler responded that payroll is up 3% and the co-op wants the District to contribute a higher percentage to the loss fund compared to last year. Last year we contributed 75% and this year they want us to contribute 78.5% based on actuarial data.

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| <p>M. The Board approved the food service contract with Preferred Meal Systems, Inc. for the 2013-2014 school year at a cost per unit of \$0.9327 for breakfast; \$1.7322 for lunch K-4; \$1.8040 for lunch 5-8; and \$0.7175 for after-school snack. Plott/Smith</p> | <p>Food Service
Contract
Approved
7-0</p> |
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| <p>N. The Board approved to keep closed the closed session minutes from December 18, 2006; March 22, 2010 #1 & #2; February 14, 2011; March 14, 2011; April 18, 2011 #2; and May 9, 2011. Plott/Wheeler</p> | <p>Keep Closed
Session Minutes
Closed
Approved
7-0</p> |
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O. The Board approved destruction of closed session meeting tapes from 12/19/05, 1/9/06, 1/23/06; 2/13/06; 3/13/06, 4/17/06, 5/8/06, 6/12/06, 7/10/06, 8/14/06, 8/31/06, 9/18/06, 10/16/06, 11/13/06, 12/11/06, 1/8/07, 2/19/07, 3/12/07, 4/9/07, 4/24/07, 5/14/07, 6/11/07, 7/9/07, 8/13/07, 9/17/07, 10/2/07, 10/22/07, 11/12/07, 1/14/08, 2/11/08, 2/23/08, 3/10/08, 4/21/08, 5/12/08, 5/19/08, 7/14/08, 11/10/08, 11/17/08, 12/8/08, 12/29/08, 2/9/09, 2/27/09, 3/9/09, 4/13/09, 5/11/09, 6/1/09, 6/8/09, 7/13/09, 8/10/09, 9/14/09, 10/19/09, 10/26/09 and 12/14/09. Smith/Barry

Destruction of
Closed Session
Tapes
Approved
6-1

IX. ANNOUNCEMENTS

Monday, June 17, 2013--*Special Board Meeting/Board Training, 6:30 p.m.*
Monday, June 24, 2013--*Committee of the Whole Meeting, 6:30 p.m.*
Monday, July 8, 2013--*July Board of Education Meeting*

X. CITIZEN’S COMMENTS

Mrs. Wheeler commended Ms. Lindsay, Ms. Matthews, and the cast of the musical at Brookwood Junior High School. She stated that the students did an outstanding job.

XI. ADJOURNMENT

The meeting adjourned at 8:55 p.m.
Plott/Smith

Meeting
Adjourned
All AYE

Deborah M. Young
Recording Clerk

Secretary

President

Present: R. Patterson, O. Nowels, S. Bragg, S. Price, B. Lindsay, S. Jackson, D. Funk, J. Wheeler, R. Moehlig, C. Marcinski, A. Wilson, W. Linden, R. Sorsby, C. Malone, P. Styles, R. Lord, C. Pettis, and E. Avant.

BROOKWOOD SCHOOL DISTRICT 167

Superintendent's Report

June, 2013

1. Dr. Hollich reported on the lovely retirement dinner held on May 31, 2013.
2. Dr. Hollich indicated to the Board that the IASB Master Board member activity sheet is on the Board table.
3. Dr. Hollich congratulated all graduating students and their families.
4. Dr. Hollich thanked the GEA and USA for providing the end of the year luncheon and thanked the Board for providing the cookies for dessert.
5. Dr. Hollich reported that only Longwood School received the fruit and vegetable grant for the 2013-2014 school year.
6. Dr. Hollich reported that the first day of summer school will begin tomorrow, Tuesday, June 18, 2013. There are 340 students enrolled.
7. Dr. Hollich indicated that the new Board Policy Manual is on the Board table this evening and that Press Plus from IASB is available for the next six months.
8. Mrs. Shirley Bragg, Director of Curriculum and Instruction, presented an End of the Year Curriculum Update.
9. Dr. Hollich presented an overview of the 2011-2012 golf outing and how the Educational Foundation is tied to the golf outing.
10. Dr. Hollich presented a summary of the Board Focus Group that was held recently regarding the new Brookwood Middle School.

**Brookwood School District 167
RECORD OF VOTING**

Meeting of June 10, 2013	Plott	Seals	Wheeler	Dixon	Birmingham	Barry	Smith	YES	NO	OTHER	VOICE
Roll Call	P	P	P	P	P	P	P				
Approval of the May 6, 2013 Special Meeting Minutes and the May 13, 2013 Regular Meeting Minutes	1 Y	Y	Y	Y	Y	Y	2 Y	7	0		
Approval of Bills & Payroll	1 Y	Y	2 Y	Y	Y	Y	Y	7	0		
8A. Classified Personnel	2 Y	Y	1 Y	Y	Y	Y	Y	7	0		
8B. Contractual Personnel	Y	Y	2 Y	1 Y	Y	Y	Y	7	0		
8C. Approval of the Calendar Modification	2 Y	Y	1 Y	Y	Y	Y	Y	7	0		
8D. Approval of the Crossing Guard Job Description	1 Y	Y	Y	2 Y	Y	Y	Y	7	0		
8E. Approval to Hire Crossing Guards for Summer School	2 Y	Y	1 Y	Y	Y	Y	Y	7	0		
8F. Approval to Repair Chair Lift	Y	Y	Y	1 Y	Y	N	2 Y	6	1		
8G. Approval of the Prevailing Wage Rate Resolution	2 Y	Y	Y	Y	Y	Y	1 Y	7	0		
8H. Approval of Interest Earnings Resolution	1 Y	Y	2 Y	Y	Y	Y	Y	7	0		
8I. Approval to Waive Book Fees for 2013- 2014	Y	1 Y	Y	2 Y	Y	Y	Y	7	0		

Meeting of June 10, 2013 Continued	Plott	Seals	Wheeler	Dixon	Birmingham	Barry	Smith	YES	NO	OTHER	VOICE
8J. Approval of the Audit	1 Y	Y	Y	Y	Y	2 Y	Y	7	0		
8K. Approval of Liability Insurance	1 Y	2 Y	Y	Y	Y	Y	Y	7	0		
8L. Approval of Workmen's Compensation Insurance	2 Y	Y	Y	1 Y	Y	Y	Y	7	0		
8M. Approval of Food Service Contract for 2013-14	1 Y	Y	Y	Y	Y	Y	2 Y	7	0		
8N. Approval to Keep Closed Session Minutes Closed	1 Y	Y	2 Y	Y	Y	Y	Y	7	0		
8O. Approval to Destroy Closed Session Tapes	Y	N	Y	Y	Y	2 Y	1 Y	6	1		
Adjournment	1						2				All AYE

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:

Janice Barry

Deborah Birmingham

John Dixon

Melinda Plott

Roslon Seals

Carl Smith

Lorrie Wheeler

RESOLUTION OF THE BOARD OF EDUCATION OF BROOKWOOD SCHOOL DISTRICT 167,
GLENWOOD, ILLINOIS, COOK COUNTY, ASCERTAINING THE PREVAILING RATE OF
WAGES FOR LABORERS, WORKMEN AND MECHANICS EMPLOYED ON PUBLIC WORKS
OF SAID SCHOOL DISTRICT

WHEREAS, the State of Illinois has enacted "An Act regulating wages of laborers, mechanics and other workers employed in any public works by the State, county, city or any public body or any political subdivision or by any one under contract for public works," approved June 26, 1941, as amended, being Chapter 820 ILCS 130/1-12, Illinois Compiled Statutes; and

WHEREAS, the aforesaid Act requires that Brookwood School District 167 of Glenwood investigate and ascertain the prevailing rate of wages as defined in said Act for laborers, mechanics and other workers in the locality of said Glenwood employed in performing construction of public works, for said Brookwood School District 167.

NOW, THEREFORE, BE IT ORDAINED BY THE PRESIDENT AND BOARD OF EDUCATION OF
BROOKWOOD SCHOOL DISTRICT 167, GLENWOOD, ILLINOIS

SECTION 1: To the extent and as required by "An Act regulating wages of laborers, mechanics and other workers employed in any public works by State, county, city or any public body or any political subdivision or by any one under contract for public works," approved June 26, 1941, as amended, the general prevailing rate of wages in this locality for laborers, mechanics and other workers engaged in construction of public works coming under the jurisdiction of Brookwood School District 167 is hereby ascertained to be the same as the prevailing rate of wages for construction work in Cook County area as determined by the Department of Labor of the State of Illinois as of June of the current year, a copy of that determination being attached hereto and incorporated herein by reference. As required by said ACT, any and all revisions of the prevailing rate of wages by the Department of Labor of the State of Illinois shall supersede the Department's June determination and apply to any and all public works construction undertaken by the Brookwood School District 167. The definition of any terms appearing in this Ordinance which are also used in aforesaid Act shall be the same as in said Act.

SECTION 2: Nothing herein contained shall be construed to apply said general prevailing rate of wages as herein ascertained to any work or employment except public construction of Brookwood School District 167 to the extent required by the aforesaid Act.

SECTION 3: The Brookwood School District 167, Board of Education shall publicly post or keep available for inspection by any interested party in the main office of this school district this determination or any revisions of such prevailing rate of wage. A copy of this determination or of the current revised determination of prevailing rate of wages then in effect shall be attached to all contract specifications.

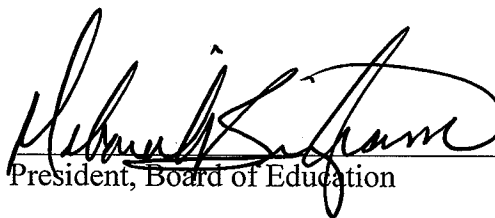
SECTION 4: The Brookwood School District 167 Board of Education Secretary shall mail a copy of this determination to any employer, and to any association of employers and to any person or association of employees who have filed their names and addresses, requesting copies of any determination stating the particular rates and the particular class of workers whose wages will be affected by such rates.

SECTION 5: The Brookwood School District 167 Board of Education Secretary shall promptly file a certified copy of this Ordinance with both the Secretary of State Index Division and the Department of Labor of the State of Illinois.

SECTION 6: The Brookwood School District 167 Board of Education shall cause to be published in a newspaper of general circulation within the area a copy of this Ordinance, and such publication shall constitute notice that the determination is effective and that this is the determination of this public body.

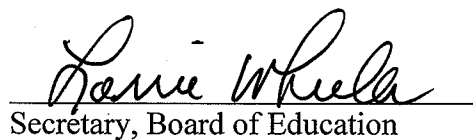
PASSED THIS 10th DAY of JUNE, 2013.

APPROVED:



President, Board of Education

ATTEST:



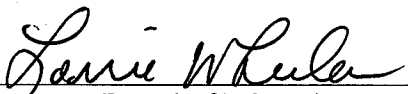
Secretary, Board of Education

STATE OF ILLINOIS)
COUNTY OF COOK) s.s.
GLENWOOD)

CERTIFICATE

I, Lorrie Wheeler, DO HEREBY CERTIFY THAT I am the BROOKWOOD SCHOOL DISTRICT 167 Secretary in the Village of Glenwood; that the foregoing is a true and correct copy of a Resolution duly signed by the President of Brookwood School District 167, Board of Education being entitled: "Resolution of the Board of Education of Brookwood School District 167, Glenwood, Illinois, Cook County, Ascertainning the Prevailing Rate of Wages for Laborers, Workmen and Mechanics Employed on Public Works of Said Village," at a regular meeting held on the 10th day of June, 2013, the resolution being a part of the official records of said Board of Education.

Dated: This 10th day of June, 2013.



Secretary, Board of Education
Brookwood School District 167
Glenwood, Illinois

**RESOLUTION
DESIGNATING INTEREST EARNINGS
FOR FISCAL YEAR 2013 - 2014**

WHEREAS, by regulation (23 Ill. Administrative Code 100.50(a)(4)), the Illinois State Board of Education now specifies that, unless a statute or school board resolution provides otherwise, interest earnings on school district funds shall be added to and become part of principal as of June 30 of each fiscal year;

WHEREAS, this Board wishes to retain the option of later transferring some or all of the interest earned during this fiscal year and previous fiscal years under Section 10-22.44 of the School Code (105 ILCS 5/10-22.44);

NOW, THEREFORE, Be It Resolved by the Board of Education of Brookwood School District No. 167, Cook County, Illinois, as follows:

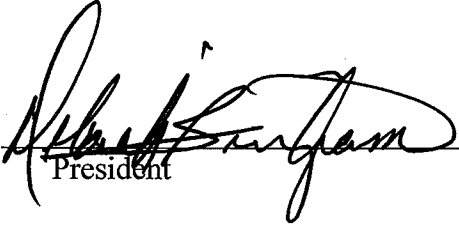
1. All interest earned in each fund of this School District during the current fiscal year is hereby designated as interest and not as the principal balance in that fund for the fiscal year beginning July 1, 2013, and is subject to being transferred as interest to the extent permitted by law.


2. All interest earned in each fund of this School District during any prior fiscal year and retained in the School District fund for which it accrued is hereby designated as interest and not as part of the principal balance in that fund for the fiscal year beginning July 1, 2013, and is subject to being transferred as interest to the extent permitted by law.

3. The School District Treasurer is directed to maintain a record of the total of all interest earnings so designated for each School District fund as of July 1, 2013, and to provide a report of that record to the Board.

4. This resolution shall take effect upon its adoption.

BOARD OF EDUCATION
BROOKWOOD SCHOOL DISTRICT NO. 167,
COOK COUNTY, ILLNOIS

By: 
President

Attest: 
Secretary

STATE OF ILLINOIS)
) SS
COUNTY OF COOK)

CERTIFICATION OF RESOLUTION

I, the undersigned, do hereby certify that I am the duly qualified and acting Secretary of the Board of Education of Brookwood School District No. 167, Cook County, Illinois (the "Board"), and that as such official I am the keeper of the records and files of the Board.

I do further certify that the foregoing constitutes a full, true and complete copy of a resolution entitled:

**RESOLUTION
DESIGNATING INTEREST EARNINGS
FOR FISCAL YEAR 2013 - 2014**

as adopted by the Board at its meeting held on the 10th day of June, 2013.

I do further certify that the deliberations of the Board on the adoption of said resolution were conducted openly, that the vote on the adoption of said resolution was taken openly, that said meeting was held at a specified time and place convenient to the public, that notice of said meeting was duly given to all of the news media requesting such notice, that said meeting was called and held in strict compliance with the provisions of the Open Meetings Act of the State of Illinois, as amended, and with the provisions of the School Code of the State of Illinois, as amended, and that the board has complied with all of the provisions of said Act and said Code and with all of the procedural rules of the Board in the conduct of said meeting and in the adoption of said resolution.

IN WITNESS WHEREOF, I hereunto affix my official signature, this 10th day of June, 2013.


Secretary, Board of Education