

**BROOKWOOD SCHOOL DISTRICT 167
REGULAR MEETING - JUNE 13, 2011
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 Deborah Birmingham at 7:30 p.m.

Following the Pledge of Allegiance, roll call was answered by: Dixon, Wheeler, Pettis, Plott, and Birmingham

5 Present
2 Absent

Absent: S. Brunson and A. Taylor

II. CITIZEN'S COMMENTS

None

III. APPROVAL OF MINUTES

The May 9, 2011 regular meeting minutes were approved. Plott/Pettis

Regular Meeting
Minutes
Approved
4-0
1 Abstain

The May 9, 2011 closed session minutes were approved to remain closed.
Plott/Pettis

Closed Session
Minutes to Remain
Closed
Approved
5-0

The May 23, 2011 special meeting minutes were approved.
Dixon/Plott

Special Meeting
Minutes
Approved
5-0

The June 6, 2011 special meeting minutes were approved. Wheeler/Plott

Special Meeting
Minutes
Approved
4-0
1 Abstain

The June 6, 2011 closed session minutes were approved as corrected (change Longwood to Hickory Bend).
Plott/Pettis

Closed Session
Minutes
Approved
4-0
1 Abstain

V. APPROVAL OF BILLS AND PAYROLL

Bills totaling \$582,869.31, the May actual payroll of \$600,240.11 and the June payroll as per agreements were approved. Plott/Dixon

Bills/
Payroll
Approved
5-0

Comments: Mrs. Wheeler asked about the bill for shirt lettering. The bill was for custodial shirts. She asked about the \$5,600 amount under Board expenses. This amount was for the National School Board Association Meeting last spring. Mrs. Wheeler inquired about the \$12,381 under the Bloom Township Treasurers Office. Jeff Charleston explained that this was the district's portion for the new financial software that the Bloom Township Treasurer has purchased that will be used by all the district's serviced by his office. There may be an additional \$12,000 to \$15,000 in training and hardware costs next year. A memo outlining this information can be found in the back of the Board packet

Arthur Taylor arrived at 7:45 p.m.

V. REPORTS

A. Superintendent's Report--See attached.

B. President's Report

1. Ms. Birmingham thanked everyone for coming out to the meeting and hoped everyone would stay until after the closed session.
2. Ms. Birmingham congratulated everyone involved in a successful band trip, Junior High awards ceremony, and the Annie Jr. play at the Middle School.
3. Ms. Birmingham reported on a letter she received from a retired teacher who wishes to be informed regarding affairs of the district.
4. Ms. Birmingham awarded Certificates of Election from Cook County to John Dixon, Melinda Plott, and Lorrie Wheeler.
5. Ms. Birmingham asked for consensus from the Board to remove the committee assignments from the Board table this evening. Moved by M. Plott, seconded by J. Dixon to postpone the committee assignments to the July 11, 2011 Board meeting. The motion was approved unanimously.

C. Committee Reports

1. Mrs. Pettis reported on the Wellness Committee. The Committee will be developing an action plan and there

will be a farmer's market held in conjunction with Thornton Township. The purpose of the Wellness Committee is to encourage everyone to exercise and eat healthy.

D. <u>Board Member Comments</u>	None
VI. <u>READING OF COMMUNICATIONS</u>	None
VII. <u>CLOSED SESSION</u>	
<p>The Board went into closed session at 9:25 p.m. to discuss litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; 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; and to discuss minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. Taylor/Plott</p>	<p>Into Closed Session Approved 6-0</p>
<p>The Board returned from closed session at 9:50 p.m. Taylor/Dixon</p>	<p>Return From Closed Session Approved 6-0</p>
VIII. <u>RECOMMENDED ACTION</u>	
<p>A1.The resignation of Denise McField, Social Worker at Brookwood Middle School, was accepted effective the end of the 2010-2011 school year. Dixon/Taylor</p>	<p>D. McField Resignation Approved 6-0</p>
<p>A2.Josephine Blackmon was hired as the Principal of Hickory Bend School effective July 1, 2011 at a base salary of \$92,873. Taylor/Plott</p>	<p>J. Blackmon Hired Approved 6-0</p>

A3. Jennifer Martin was hired as a contractual occupational therapist for approximately 23 hours per week at \$60 per hour and Milestone Therapy was hired for physical therapy services for approximately four hours per week at \$66.50 per hour. Plott/Taylor

J. Martin,
Milestone
Therapy
Contractual
Services
Approved
6-0

Comment: Mrs. Pettis asked if the Board must approve contractual services each year. Dr. Hollich responded yes because we do not have enough students for a full-time staff member.

B. Van Gogh fund raisers for the 2011-2012 school year were approved for Longwood School, Hickory Bend School, Brookwood Middle School, and Brookwood Junior High School. Taylor/Dixon

Van Gogh
Photography
Fund Raisers
for 2011-2012
Approved
6-0

Comment: Mrs. Pettis asked about the fun packs. Dr. Hollich responded that the fun packs include rulers, book marks, luggage tags, etc.

C. The Board approved a Resolution Ascertaining the Prevailing Rate of Wages for Laborers, Workmen and Mechanics Employed on Public Works of Said Village. (See attached resolution). Taylor/Plott

Prevailing Wage
Rate Resolution
Approved
6-0

D. The Board approved a Resolution Providing for the Issue of Not to Exceed \$2,400,000 of School Fire Prevention and Safety Bonds. (See attached resolution) Taylor/Plott

Resolution for
the Issue of
School Fire
Prevention &
Safety Bonds
Approved
6-0

E. The Board approved the Collective Liability Insurance Cooperative (CLIC) quotes for Brookwood School District 167's property/casualty and student accident insurance in the amount of \$45,223 (net after credit from prior year closeout) and fiduciary liability insurance in the amount of \$2,050 for a total annual premium of \$47,273 for the 2011-2012 school year. Taylor/Dixon

Liability
Insurance
Coverage
Approved
6-0

- F. The Board approved waiving the book fees for all students for the 2011-2012 school year. Dixon/Taylor
- Waiver of Book Fees for 2011-2012
Approved
6-0
- Comment: Jeff Charleston explained that ten years ago the district collected \$50,000 in book fees but last year, it was only \$18,000. Seventy percent of our students are on free lunch and have their fees waived. Other parents sign fee waiver agreements and the district spends money trying to collect these fees.
- G. The Board approved the purchase of a one-year subscription to Education City for Longwood School and Brookwood Middle School for the 2011-2012 school year. Taylor/Plott
- Education City One-Year Subscription
Approved
6-0
- Comment: Mrs. Pettis asked what the cost was for Education City. Dr. Hollich responded approximately \$6,000. Dr. Hollich stated that Education City will help reinforce reading and math for students at Longwood and the Middle School. Education City is for grades K-6.
- H. The Board tabled the purchase of microphones for the Board Room. Taylor/Plott
- Tabled Purchase of Microphones for Board Room
Approved
6-0
- I. The Board approved the proposal from Kingston Tile. Taylor/Dixon
- Kingston Tile Proposal
Approved
6-0
- J. The Board approved keeping the following closed session minutes closed: December 18, 2006; March 22, 2010 #1 & #2; February 14, 2011; March 14, 2011, and April 18, 2011 #2. Taylor/Pettis
- Closed Session Minutes to Remain Closed
Approved
6-0
- K. The Board approved adoption of the Resolution Designating Interest Earnings for Fiscal Year 2011-2012. (See attached resolution) Taylor/Plott
- Resolution Designating Interest Earnings for 2011-2012
Approved
6-0

Comment: Mrs. Wheeler asked how much interest income the district receives. Jeff Charleston stated that it fluctuates each year. This resolution allows the district the option of putting interest earnings into other funds besides the education fund. The district has never put interest income into other funds but if it was necessary, this resolution allows it.

- L. The Board approved the proposal from the 95% Group
95% Group at a cost not to exceed \$77,000. Proposal
Taylor/Dixon Approved
6-0

Comment: Mrs. Pettis asked if this proposal from the 95% Group is a continuation of where the teachers left off last year. Dr. Hollich responded yes. Mrs. Pettis asked if the district is getting a discount for continuing with the 95% Group. Dr. Hollich responded yes. Mrs. Plott commended the teachers and the district for using this intervention system.

- M. The Board awarded the transportation bid Transportation
for the 2011-2012 school year to the Bid for 2011-2012
lowest responsible bidder, Illinois Central School Year
School Bus for regular routes at \$59.00 Approved
one-way; private school routes at \$59.00 6-0
one-way; early advantage routes at \$59.00
one-way; activity routes at \$59.00 one-
way; and field trips/athletics at \$37.00
per hour. Taylor/Plott

Comment: Mrs. Pettis asked what the track record is for Illinois Central School Bus. Jeff Charleston responded that Flossmoor School District uses this company and is thrilled with them. They have video surveillance and GPS tracking.

- N. The Board approved carpet cleaning at Carpet Cleaning
Longwood School by Integrity Carpet and at Longwood
Floor care at a cost not to exceed \$1,950. School
Dixon/Wheeler Approved
6-0

Comment: Mrs. Wheeler asked if the custodians could do the carpet cleaning. Dr. Hollich responded that they usually do but Longwood is having summer school and registration and the custodians are under a time constraint this year due to the early start of school.

Present: J. Charleston, R. Patterson, O. Nowels, S. Bragg,
B. Lindsay, J. Larson, P. Czapbovicz, J. Herron, S. Mangan,
B. Whalen, L. Tatum, C. Spencer, A. Mix, A. Guzman,
R. Sorsby, R. Truitt, R. Darring, P. Darring, C. Malone,
J. Summers, C. Mann, D. Torres, R. Massa, L. Cruz, B. Sharpe,
M. Myers, N. Betts, N. Wartman, R. Seals, J. Blackman,
J. Binning, A. Navarro, C. Trainor, L. Williams, and
W. Linden.

BROOKWOOD SCHOOL DISTRICT 167

Superintendent's Report

June, 2011

1. George Baum and Associates made a presentation to the Board of Education regarding their referendum services. They will return at the July 11th Board meeting for more discussion.
2. District teachers presented data regarding the impact of the 95% Group training.
3. The Superintendent reported that she attended a Joint Review Board meeting for the Village of Glenwood in May and indicated the district's support for the Town Center plaza TIF.
4. The District's facebook page will go live soon. This will allow the district to post upcoming events and reminders. The Superintendent reported that currently there are unofficial district facebook pages.
5. The Superintendent reported that she did not make a recommendation for Pre-K this month. The District has not received information regarding the competitive grant for next year.
6. The Superintendent reported that this is the last year of a three year E2T2 grant and the grant has been cancelled for the future.
7. The Superintendent reported that stimulus funds will be used for new staff training with Gretchen Courtney and the 95% Group.
8. The Superintendent reported that the carpet and lockers for Hickory Bend School are not part of life safety. Since lockers can be noisy, other options are being explored.
9. The Superintendent reported that there are several quotes for microphones for the Board Room. The Troxell quote is the most expensive but it will allow recordings in the room.
10. The Superintendent congratulated the staff on a great graduation, band concert, and Annie Jr. play.

BROOKWOOD SCHOOL DISTRICT 167
CLOSED SESSION MEETING
June 13, 2011

Closed Session Meeting Minutes

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

Closed session began at 9:25 p.m.

All members were present except for S. Brunson.

The board discussed the tile proposal:

- Mario Planera will split the cost of the bill.
- There will be training for the custodians.
- Armstrong will donate the tile.
- \$10,000 for molding.
- \$20,000 total for tile installation and molding.

Mr. Moore, social worker, will probably be resigning and going to Bloom High School.

The Board discussed the new principal's contract. The Superintendent based her salary on the fact that she has four years experience as a principal. She is at the same salary as the other principal with four years of experience.

The Board asked why administrator contracts are year to year. The District has always done year to year contracts.

Closed session ended at 9:50 p.m.

Respectfully submitted:

Secretary
Board of Education

President
Board of Education

