

**BROOKWOOD SCHOOL DISTRICT 167  
REGULAR MEETING – AUGUST 12, 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 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 July 8, 2013 regular meeting minutes were approved as Regular &  
corrected. (Correction: spelling of Chief Demetrius Cook's name.) The Special Meeting  
July 10, 2013 special meeting minutes were approved. The July 31, 2013 Minutes  
special meeting minutes were approved. Approved  
Plott/Dixon 7-0

**IV. APPROVAL OF BILLS AND PAYROLL**

Bills totaling \$102,969.77, the July actual payroll of \$172,764.87 Bills/Payroll  
and the August payroll as per agreements were approved. Approved  
Plott/Smith 7-0

**V. REPORTS**

A. Superintendent's Report--See attached.

**B. President's Report**

1. Ms. Birmingham urged taxpayers to get involved regarding the funding of education.
2. Ms. Birmingham announced that one of our graduates, Erin Snoddy, had a 4.0 GPA and is going to attend the Lake Forest Academy this fall on an academic scholarship.
3. Ms. Birmingham commended the Board members for their hardwork.

**C. Committee Reports**

1. Mr. Dixon reported on the Finance Committee that met on August 7, 2013.  
The Committee elected officers and heard from Dr. Moore regarding her philosophy with respect to an open door policy and a team approach to learning. Mr. Ziegler reviewed the 2013-2014 tentative budget with an anticipated 1.2 million dollar deficit. Dr. Moore explained the suggested budget process going forward. Mrs. Plott suggested reinstating the book fees for next year. The Committee also discussed the five-year budget plan.

The future Finance Committee meetings will be held on September 10, October 8, November 12, no meeting in December, and January 14. All the meetings will be held at 6:30 p.m. at the Administrative Center.

- 2. Mr. Dixon reported on the Personnel Committee that met on August 8, 2013. The Committee elected officers. Dr. Moore discussed hiring qualified applicants from the community and attracting minority applicants to the district. The next meeting will be November 17, 2013.

D. Board Member Comments None

VI. READING OF COMMUNICATIONS None

VII. CLOSED SESSION

The Board went into closed session at 8:39 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 to determine its validity and student discipline.  
Dixon/Smith

Into Closed Session  
Approved  
7-0

The Board returned from closed session at 11:10 p.m. Plott/Wheeler

Return from Closed Session  
Approved  
7-0

VIII. RECOMMENDED ACTION

A. The Board approved the request for Family Medical Leave for Onquanette Pierce for the purpose of caring and bonding with her newborn infant. Plott/Dixon

O. Pierce  
Family Medical Leave  
Approved  
7-0

A1. The resignation of Shirley Bragg, Director of Curriculum and Instruction was approved effective August 19, 2013 at the end of the school day. Effective August 13, 2013, any resignation provided outside the school code will result in the Board exercising their rights under school code 105 ILCS 5/24-14. This may result in the employee being guilty of unprofessional conduct and liable to suspension of licensure for a period not to exceed 1 year. This is being done because students take priority over the needs of employees.  
Plott/Wheeler

S. Bragg  
Resignation  
Approved  
4-3

- B1. The Board accepted the resignation of Wendy Duren, Health Clerk, effective July 29, 2013.  
Plott/Dixon
- W. Duren  
Resignation  
Approved  
4-3
- B2. The Board approved changing the starting time for Alma Davis to 7:30 a.m. with an increase in pay of \$2,469.60.  
Plott/Seals
- A. Davis  
Change in Time/Pay  
Approved  
7-0
- B3. The Board accepted the resignations of Elizabeth Hitchcock, teacher, effective August 5, 2013, and Tanaya Matthews, teacher, effective August 7, 2013.  
Plott/Seals
- E. Hitchcock,  
T. Matthews  
Resignations  
Approved  
4-3
- B5. The Board approved the employment of Colleen Brown, special education teacher for Hickory Bend School, effective August 19, 2013 at a salary of BA, Step A, \$36,567.  
Barry/Dixon
- C. Brown  
Hired  
Approved  
7-0
- C. The Board approved the following fund raisers for the 2013-2014 school year: Hickory Bend School: Selling Taffy Apples and World's Finest Chocolate Bars; Middle School: Selling Taffy Apples, Candy Bars, and Assignment Books; Junior High: Selling Student Planners, World's Finest Chocolate; and Van Gough Fun Pack & Graduation Packages. Plott/Seals
- Fund Raisers  
for 2013-2014  
School Year  
Approved  
7-0
- Comment: Mrs. Barry asked if the Middle School is purchasing the planners and then selling them at a \$1,000 profit. Mrs. Pierce said yes, but they probably won't sell enough to make \$1,000.
- D. The Board approved deviating from Board Policy 4:110, Transportation, to provide transportation for kindergarten students who live more than ¾ of a mile from their school for the 2013-2014 school year.  
Plott/Seals
- Deviate from  
Policy 4:110  
Approved  
6-1
- Comment: Ms. Birmingham asked how many students are on the buses and if someone can ride the bus without paying if the bus is empty.
- E. The Board approved the tentative 2013-2014 budget with a balance on hand to begin the fiscal year July 1, 2013 to June 30, 2014 of \$28,650,806; with anticipated revenue of \$15,431,017; anticipated expenditures of \$16,644,457, anticipated bond proceeds of \$0; leaving a balance on hand June 30, 2014 of \$27,437,366. Dixon/Plott
- Tentative  
2013-2014  
Budget  
Approved  
7-0

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|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|
| F. The Board approved the budget hearing date and time for Monday, September 16, 2013 at 7:00 p.m. Proper newspaper notification will be made. Plott/Smith                 | Budget Hearing<br>Approved<br>7-0                                             |
| G. The Board approved paying the SCOPE membership dues for the 2013-2014 school year.<br>Plott/Seals                                                                       | SCOPE<br>Membership Dues<br>Approved<br>7-0                                   |
| H. The Board approved the Intergovernmental Agreement with the Village of Glenwood regarding crossing guard services subject to additional attorney review.<br>Plott/Dixon | Intergovernmental<br>Agreement with<br>Village of Glenwood<br>Approved<br>7-0 |

Comment: Mrs. Plott asked if the crossing guards are ready to go on the first day of school. Dr. Moore answered yes. Mrs. Barry stated that it is unfortunate that the Village of Glenwood has chosen not to protect our students and that it doesn't speak very highly of them.

I. Item 8I was withdrawn from the table.

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|---------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------|
| J. The Board voted to table the replacement of wood chips at Hickory Bend School until the September Board of Education meeting.<br>Wheeler/Smith | Replacement of<br>Wood Chips<br>Tabled<br>Approved<br>4-3 |
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|----------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------|
| K. The Board approved the discontinuation of the Virgin Health Miles pedometer program for the 2013-2014 school year.<br>Seals/Wheeler | Virgin Health Miles<br>Pedometer Program<br>Discontinued<br>Approved<br>7-0 |
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| L. The Board approved a change in medical coverage from Allied Benefit Systems to Blue Cross Blue Shield of Illinois.<br>Plott/Wheeler | Change in Medical<br>Coverage<br>Approved<br>7-0 |
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IX. ANNOUNCEMENTS

- Monday, August 19, 2013 -- *Teacher Institute/Parents Welcome (No School)*
- Tuesday, August 20, 2013 -- *First Day of School for a **Full Day** and Kindergarten Orientation*
- Monday, September 2, 2013 -- *Labor Day Holiday (No School)*
- Tuesday, September 10, 2013 -- *Open House, 7/8 -- Schools Dismissed at 2:00 p.m.*

- Monday, September 16, 2013 -- *September Board of Education Meeting, 7:30 p.m.*
- Tuesday, September 17, 2013 -- *Open House, 5-6 -- Schools Dismissed at 2:00 p.m.*
- Tuesday, September 24, 2013 -- *Open House, Pre-K-4 -- Schools Dismissed at 2:00 p.m.*

X. CITIZEN'S COMMENTS

None

XI. ADJOURNMENT

The meeting adjourned at 11:40 p.m.  
Dixon/Plott

Meeting  
Adjourned  
All AYE

Deborah M. Young  
Recording Clerk

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Secretary

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President

Present: R. Patterson, O. Nowels, B. Lindsay, S. Jackson, A. Ziegler, C. Anderson, R. Santiago, B. Marcinski, C. Marcinski, J. Hayes, S. Solverson, A. Wilson, R. Sorsby, C. Pettis, and S. Duffy.

## **BROOKWOOD SCHOOL DISTRICT 167**

### **Superintendent's Report**

**August, 2013**

1. Representatives from the Horton Group presented the changes in the health insurance coverage from Allied Benefit Systems, Inc. to Blue Cross Blue Shield of Illinois.
2. Mr. Grossi, Bloom Township Schools' Treasurer, presented an update on the District's financial condition, including a financial history and projected revenues and expenses.
3. Mr. Andrew Ziegler, Business Manager, presented the tentative budget for the 2013-2014 school year.
4. Dr. Moore updated the Board on Eberhart Avenue. The road has previously been vacated by the Village of Glenwood and is under the jurisdiction of Bloom Township. The Superintendent will keep the Board posted on any further developments.
5. Dr. Moore updated the Board on the painting issue at Hickory Bend School. The walls were not prepared properly and there is peeling paint in 16 classrooms. Work began August 7 and is scheduled to be completed September 22. The walls are being sanded and repainted and the work is ahead of schedule at the present time.

**BROOKWOOD SCHOOL DISTRICT 167**  
**CLOSED SESSION MEETING**  
**August 12, 2013**

**Closed Session Meeting Minutes**

Present: M. Plott, R. Seals, L. Wheeler, J. Dixon, D. Birmingham, J. Barry, C. Smith, and  
Dr. Moore

Closed session began at 8:39 p.m.

The Board discussed a resignation of an employee with regard to the Illinois School Code, 5/24-14.

The Board discussed the Intergovernmental Agreement with the Village of Glenwood.

Closed session ended at 11:10 p.m.

Respectfully submitted:

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Secretary  
Board of Education

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President  
Board of Education

**Brookwood School District 167  
RECORD OF VOTING**

<b>Meeting of August 12, 2013</b>	<b>Plott</b>	<b>Seals</b>	<b>Wheeler</b>	<b>Dixon</b>	<b>Birmingham</b>	<b>Barry</b>	<b>Smith</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>	<b>VOICE</b>
Roll Call	P	P	P	P	P	P	P				
Approval of the July 8, 2013 regular meeting minutes, the July 10, 2013 special meeting minutes, the July 31, 2013 special meeting minutes	1 Y			2 Y				7	0		
Approval of Bills & Payroll	1 Y			2 Y			2 Y	7	0		
Into Closed Session				1 Y			2 Y	7	0		
Return from Closed Session	1 Y		2 Y					7	0		
8A. Administrative Personnel—Pierce	1 Y			2 Y				7	0		
8A-1. Bragg Resignation	1 Y		2 Y					4	3		
8B-1. Classified – Resignation	1 Y			2 Y				4	3		
8B-2. Classified – Change in Hours	1 Y		2 Y					7	0		
8B-3. Certified – Resignations	1 Y		2 Y					4	3		
8B-4. Crosby Hire – Withdrawn from Table											
8B-5. Brown Hire				2 Y			1 Y	7	0		
8C. Approval of Fundraisers for the 2013-14 Year	1 Y		2 Y					7	0		
8D. Approval to Deviate from Board Policy 4:110	1 Y		2 Y					6	1		



<b>Meeting of August 12, 2013 Continued</b>	<b>Plott</b>	<b>Seals</b>	<b>Wheeler</b>	<b>Dixon</b>	<b>Birmingham</b>	<b>Barry</b>	<b>Smith</b>	<b>YES</b>	<b>NO</b>	<b>OTHER</b>	<b>VOICE</b>
8E. Approval of the 2013-14 Tentative Budget	2 Y	Y	Y	1 Y	Y	Y	Y	7	0		
8F. Approval of the Budget Hearing Date and Time	1 Y	Y	Y	Y	Y	Y	2 Y	7	0		
8G. Approval of SCOPE Dues for 2013-14	1 Y	2 Y	Y	Y	Y	Y	Y	7	0		
8H. Approval of an Intergovernmental Agreement re: Crossing Guard Services	1 Y	Y	Y	2 Y	Y	Y	Y	7	0		
8I. Approval of Interim Principal for BMS – Withdrawn from Table											
8J. Approval of Replacement of Wood Chips for Hickory Bend – Tabled until September Meeting	N	Y	1 Y	N	Y	N	2 Y	4	3		
8K. Approval to Discontinue the Pedometer Program	Y	1 Y	2 Y	Y	Y	Y	Y	7	0		
8L. Approval to Change Medical Coverage	1 Y	Y	2 Y	Y	Y	Y	Y	7	0		
Adjournment	2			1							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**