

**BROOKWOOD SCHOOL DISTRICT 167
REGULAR MEETING - OCTOBER 17, 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, Birmingham, Brunson, and Taylor

6 Present
1 Absent

Absent: M. Plott

II. CITIZEN'S COMMENTS

None

M. Plott arrived at 7:32 p.m.

III. APPROVAL OF MINUTES

The September 12, 2011 regular meeting minutes were approved as corrected. Dixon/Taylor

Regular Meeting Minutes Approved as Corrected
7-0

Correction: Page 2, Item C. 2. The Buildings & Grounds Committee met on August 15, 2011, not October 15, 2011. Motion by A. Taylor, second by J. Dixon to rescind first motion and make this correction. Motion carried.

Correction: Page 3, Item C. 6. SPEED approved their budget on August 25, 2011. Motion by A. Taylor, seconded by C. Pettis to rescind the second motion and make this correction. Motion carried.

The October 3, 2011 Committee of the Whole meeting minutes were approved. Taylor/Plott

Committee of Whole Meeting Minutes Approved
6-0
1 Abstain

V. APPROVAL OF BILLS AND PAYROLL

Bills totaling \$503,293.31, the September actual payroll of \$879,838.47 and the October payroll as per agreements were approved. Taylor/Plott

Bills/
Payroll Approved
7-0

V. REPORTS

A. Superintendent's Report--See attached.

B. President's Report

1. Mr. Jason Thomas, President of Lighthouse South, described his work with young men. His program involves graphic design, mentoring, creative thinking, team work, and holding students accountable. His program could be used one day a week, twice a week, once a month, etc. There is a cost for the program and the software for the design portion of the program. He indicated he will submit more information in written form.
2. Ms. Birmingham explained that the Board took part in a strategic planning meeting on October 8, 2011 and developed a rough draft of a mission statement and belief statements. She read the draft of the mission statement and the belief statements. If anyone has anything to add to either statement, forward this information to either Ms. Birmingham or Dr. Hollich.

C. Committee Reports

1. Personnel Committee--Mrs. Plott reported that the Personnel Committee met on October 6, 2011 and discussed the substitute teacher process. No recommendations were made with regard to substitute calling. The Committee also discussed PERA and the fact that school board members will need to be trained.

D. Board Member Comments

1. Mr. Taylor asked if Board members could ask questions about an action item before the motion is made. Ms. Birmingham stated that according to Robert's Rules of Order, questions should be asked after the motion is made and seconded.

VI. READING OF COMMUNICATIONS

None

VII. CLOSED SESSION

The President called for a motion to go into closed session. There was no motion made and closed session was not held.

VIII. RECOMMENDED ACTION

<p>A1. The retirement of Pam Bartusiewicz, media specialist for Brookwood Middle School & Brookwood Junior High School was accepted effective the end of the 2012-2013 school year. The retirement of Susan Jackiw, teacher at Hickory Bend School, was accepted effective the end of the 2014-2015 school year. The retirement of Joyce Johnson-James, social worker, was accepted effective the end of the 2015-2016 school year. The retirement of Linda Tatum, media specialist for Longwood & Hickory Bend schools was accepted effective the end of the 2014-2015 school year. The retirement of Geraldine Toth, teacher at Hickory Bend School, was accepted effective the end of the 2012-2013 school year. Taylor/Plott</p>	<p>P. Bartusiewicz, S. Jackiw, J. Johnson-James L. Tatum G. Toth Retirement Approved 7-0</p>
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Comment: Mrs. Pettis asked if it is Board policy to submit your retirement letter in advance of the date. Dr. Hollich responded yes, that it is part of the GEA negotiated agreement.

<p>A2. The resignation of Lamika Bryant was accepted effective September 20, 2011. Leslie Andrews was hired as a playground supervisor for Hickory Bend School effective October 18, 2011 at a salary of \$12.15 per hour. Dixon/Taylor</p>	<p>L. Bryant Resignation L. Andrews Hired Approved 7-0</p>
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<p>B. The second reading of the administrative procedures for Policy 7810 - Education of Children with Disabilities - Care of Students with Diabetes was approved. Taylor/Plott</p>	<p>2nd Reading Admin. Procedures Policy 7810 Approved 7-0</p>
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<p>C. The second reading of the administrative procedures for Policy 7810 - Education of Children with Disabilities - Service Animal Access Request was approved. Taylor/Dixon</p>	<p>2nd Reading Admin. Procedures Policy 7810 Approved 7-0</p>
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- D. The first reading of revised Board policy 2700 - Public Participation at School Board Meetings and Petitions to the Board was approved. Taylor/Wheeler
- 1st Reading
Revised
Policy 2700
Approved
6-1

Comment: Ms. Birmingham expressed her concern regarding the district's policies not being cross-referenced correctly with the IASB policies in PRESS. She indicated she would like the district's policies converted to the PRESS policy numbers.

- E. The first reading of revised Board policy 9500 - Visitors to and Conduct on School Property was approved. Taylor/Plott
- 1st Reading
Revised
Policy 9500
Approved
6-1

Comment: Mrs. Plott asked why the reference to calling the police for visitors who are trespassing, loitering, or causing a disturbance was struck out. Dr. Hollich explained that those actions are included on page 3 of the policy and the revised policy allows individuals who are issued an order of no trespassing on school property the right to a hearing before the school board. Ms. Birmingham expressed her concern again regarding the cross-referencing of the district's policies with the IASB PRESS policies.

- F. The Board approved hiring Mr. Bob Furst as a technology consultant at \$50 per hour not to exceed \$3,000. Taylor/Plott
- Technology
Consultant
Approved
4-3

Comment: Mr. Dixon asked if this technology consultant is going to do anything that can't be done in house. Dr. Hollich responded that the district is required to have a technology plan to qualify for e-rate funding. The technology consultant will facilitate the first meeting of the technology committee and conduct a visioning process similar to what Mr. Cohn did with the board during the strategic planning meeting. Mrs. Wheeler feels that Mr. Trakas has the expertise to do this. Dr. Hollich responded that the technology consultant will bring an objective quality to the district. He knows what other districts are doing and can give us new ideas. Ms. Birmingham asked if Mr. Blackman was responsible for the district's technology plan in

previous years. Dr. Hollich responded that he attended meetings with her at the ISC#4 and worked on e-rate funding, but Dr. Hollich wrote the current vision statement for the technology plan.

- G. The Board approved the band and choir trip to Milwaukee, Wisconsin in the spring of 2012. Dixon/Taylor
- Band/Choir
Trip
Approved
7-0

Comment: Mrs. Pettis asked who would be going on the trip. It will be mainly junior high students but middle school students may be allowed to join in order to meet the minimum number of students required. Ms. Birmingham asked if there is enough time to raise money for the trip. Mr. Meyer stated there is the possibility of another fund raiser after winter break if the first one doesn't raise enough funds. Ms. Birmingham asked Mr. Meyer to report to the Board in January or February on how the fund raisers are coming along.

- H. The band and choir fund raiser to sell Red Apple products was approved. Dixon/Taylor
- Band/Choir
Fund Raiser
Approved
7-0

Comment: Mrs. Pettis asked how well last year's band fund raiser did. Mr. Meyer responded that it did not do as well as he anticipated. Mrs. Pettis stated that the district just finished two fund raisers and wondered how well this one will do. Mrs. Pettis asked if there is a minimum for each student to sell. Mr. Meyer responded that each student must sell \$700 worth of product to cover the entire cost of the trip. Whatever they do sell will offset some of their costs. Mrs. Wheeler asked who decided on the type of fund raiser. Mr. Meyer and Miss Lindsay met and decided together.

IX. OLD BUSINESS

Dr. Hollich prepared an update on foreign language, facebook, life safety, Pre-K program, Watchdogs, SES Update, the First Tee program, gold outing, voter registration, ice cream, ISAT reports, and the strategic planning meeting.

Mrs. Wheeler asked if it would be possible for all students to participate in foreign language at the junior high. Dr. Hollich responded if the foreign language grant is approved,

all students in grades five and six would have foreign language and another teacher could be added at the junior high for students to take foreign language if they wished.

Mrs. Pettis stated that in the future, Watchdogs should be scheduled at a time that would not overlap with other activities.

Mrs. Pettis commended the Middle School and Longwood on the good job they did on their SES provider night. She reported that it was unfortunate that not a lot of parents came out and feels that parents need to take advantage of what the district is offering.

Ms. Birmingham asked what happens to the students who need help and their parents didn't attend the provider fair. Dr. Hollich responded that a second SES provider fair will be offered and that it will be mentioned at the next Parent Advisory Council meeting.

With respect to life safety, Mr. Dixon stated that he would like the general contractor to meet with sub contractors that are from Glenwood. Mrs. Brunson stated that the general contractor puts out bid specifications for sub contractors. Ms. Birmingham stated that the Board could stipulate that the general contractor use local businesses.

Mr. Dixon commended the principals for the excellent job at the open houses.

X. NEW BUSINESS

Dr. Hollich prepared an update on the Unified Staff Association (USA), Glenwood Education Association (GEA), Performance Evaluation Reform Act (PERA), social studies, technology committee, Explore, Power School, IASB services, personnel, and SCOPE.

Mrs. Wheeler stated that Explore met on October 6th and parents have not been recruited yet. Dr. Hollich stated there will be an all day meeting on November 11th and parents will be invited.

Mrs. Plott stated that Power School is a great tool for parents to keep in touch with their child's school and teacher. Mr. Taylor agreed. Mr. Dixon stated it will be important to get parents comfortable using Power School.

Dr. Hollich stated there will be three phases to implementing Power School: 1) data conversion, 2) staff training, and 3) parent training.

XI. ANNOUNCEMENTS

Thursday, October 20, 2011	--	Parent/Teacher Conferences Noon-8:00 p.m./No School Report Cards Issues
Friday, October 21, 2011	--	Teacher Institute, 8:00 a.m. - 1:00 p.m. No School
Monday, October 24, 2011	--	SCOPE Chili Dinner, 6:30 p.m. Male Parent Advisory Committee Meeting, 6:30 p.m.
Thursday, October 27, 2011	--	Hickory Bend 4 th Grade Concert, 1:30 p.m. & 7:00 p.m. Finance Committee, 6:00 p.m.
Friday, October 28, 2011	--	Middle School Family Night
Saturday, November 12, 2011	--	CPR Training, 9:00 a.m.-12:00 noon, Junior High School
Monday, November 14, 2011	--	November Board of Education Meeting

XII. CITIZEN'S COMMENTS

Ron Sorsby of the Glenwood Hawks thanked the District for allowing them to conduct registration during the District's registration and open houses. They have 84 students registered and they haven't had their official registration yet.

Ron Sorsby asked what the First Tee Program was and how it was funded. Dr. Hollich responded that it is a curriculum for grades K-6 that teaches the fundamentals of golf along with life skills such as etiquette, perseverance, etc. The Village of Glenwood will pay the \$3,000 fee per school. There are other schools in the south suburbs that are participating. Ms. Birmingham stated that the Village is thinking about expanding the program for students in grades 7-8 as it may lead to possible work during the summer.

Mr. Morgan expressed interest in the mentoring program described by Mr. Thomas and will meet with him to get more information about the program.

Mrs. Plott thanked everyone involved with the walk-a-thon and stated is was a very nice community event.

XIII. CLOSED SESSION:

The Board went into closed session at 10:00 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of 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. Dixon/Taylor	Into Closed Session Approved 7-0
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The Board returned from closed session at 10:45 p.m. Taylor/Dixon	Return From Closed Session Approved 7-0
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XIV. ADJOURNMENT

The meeting adjourned at 10:46 p.m. Taylor/Dixon	Meeting Adjourned All AYE
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Deborah M. Young
Recording Clerk

Secretary

President

Present: J. Charleston, R. Patterson, O. Nowels, S. Bragg, B. Lindsay, J. Blackmon, S. Price, W. Linden, B. Whalen, J. Thomas, B. Meyer, M. Myers, D. Morgan, L. Thomas, A. Guzman, R. Sorsby, M. Snoddy, W. Washington, S. Newsom, R. Stewart.

BROOKWOOD SCHOOL DISTRICT 167

Superintendent's Report

October, 2011

1. Brad Meyer did a presentation on Smart Music, which is a computer-based program that enhances practicing of instruments at home for band students. It is possible that the choir could use it also. The program offers individualized instruction, differentiated instruction, and immediate feedback to students. Parents can have access to their child's account. For students who do not have a computer at home, a computer would be set up at school in a location that will not disrupt others.
2. Shirley Bragg, Director of Curriculum & Instruction presented an update on curriculum. She reviewed reading strategies, technology strategies, math strategies, and math technology strategies. Ms. Birmingham asked if students have been identified who didn't make it on the ISAT test and what is being done for these students. Mrs. Bragg responded that the students have been identified and are offered after-school tutoring. The students are grouped together by the area in which they need extra help. Ms. Birmingham asked what the literacy coach does. Mrs. Bragg responded that she is helping teachers analyze the data and understand the data to drive instruction. Mrs. Pettis asked who lets parents know what they can do at home to help their children. Mrs. Bragg stated that principals use the list serve to encourage parents to have their child(ren) work on Study Island each evening. Dr. Hollich stated the next step is to use technology to personalize these messages to parents. Ms. Birmingham stated we should give parents different web sites that would be helpful to their children.

**BROOKWOOD SCHOOL DISTRICT 167
CLOSED SESSION MEETING
October 17, 2011**

Closed Session Meeting Minutes

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

Closed session began at 10:00 p.m.

All members were present and introduced themselves.

The Board discussed the following personnel issues:

- Employees on Family Medical Leave
- Employee with a work-related injury
- Unsatisfactory evaluation of employees
- Employee request for additional personal business days.

Closed session ended at 10:45 p.m.

Respectfully submitted:

Secretary
Board of Education

President
Board of Education