

**BROOKWOOD SCHOOL DISTRICT 167
BOARD MEETING – JULY 14, 2014
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 John Dixon at 6:10 p.m.

Roll call was answered by: M. Plott, R. Seals, L. Wheeler, D. Birmingham, J. Dixon, J. Barry, and C. Smith 7 Present
0 Absent

II. CITIZEN'S COMMENTS (Limited to Agenda Items) None

III. CLOSED SESSION

The Board went into closed session at 6:11 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. Plott/Smith Into Closed Session
Approved
7-0

The Board returned from closed session at 7:21 p.m. Smith/Wheeler Return from Closed Session
Approved
7-0

I. CALL TO ORDER

The regular meeting of the Brookwood School District 167 Board of Education was called to order by President John Dixon at 7:22 p.m.

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

II. CITIZEN'S COMMENTS (Limited to Agenda Items) None

III. APPROVAL OF MINUTES

The June 9, 2014 regular and closed session minutes were approved. Regular/Closed/
The June 10, 2014 special and closed session minutes were approved. Special/Business
The June 23, 2014 business and closed session minutes were approved. Meeting Minutes
Plott/Smith Approved
7-0

IV. APPROVAL OF BILLS AND PAYROLL

Bills totaling \$768,706.10, the June actual payroll of \$1,284,119.19, and the July payroll as per agreements were approved.
Plott/Smith

Bills/Payroll
Approved
6-1

Comment: Mrs. Barry asked about Project Lead the Way costs, the NWEA bill for \$14,000 (renewal fee), and the Imagine Learning bill for \$4,750 (software for ELL students). Mrs. Barry asked if the Board approved these programs. Dr. Moore stated the superintendent has authority to make purchases that are under \$10,000. Mrs. Barry cited Board policy 1060 that stated the superintendent has authority up to \$3,000. Mrs. Barry asked about the mileage reimbursement for Mr. Santiago and asked if we normally reimburse for mileage. Dr. Moore stated Mr. Santiago attending professional development in Normal, IL and that mileage would be reimbursed. Mr. Smith asked about the reimbursement to Mr. Santiago for pizza. Dr. Moore stated that sometimes we provide lunch during a workshop. Mrs. Barry wants to see all professional development because the Board holds some liability for travel. Dr. Moore stated the district has liability insurance. Mrs. Barry stated the Board should look into approving professional development. Mrs. Barry asked about the \$8,404 bill from Apple. Dr. Moore stated that teachers had to attend the Project Lead the Way workshop and needed the computers last week. Mrs. Barry stated that it is over the \$3,000 limit in Board policy. Mrs. Barry asked about the two bills to Mr. Merenbloom for \$6,300 and \$7,000. Dr. Moore stated that he worked on changing all the schedules. Mrs. Barry stated the Board had no idea who Mr. Merenbloom was and asked why we are paying \$13,000 to develop schedules when the principals should be doing this. Dr. Moore stated that it is her job to run the district and felt that this is micromanaging. Mrs. Barry stated that if this is micromanaging, then so be it. Mrs. Barry asked about the \$12,000 tractor purchase that the Board hadn't approved. Dr. Moore stated that a new tractor hasn't been purchased since 1993. Mrs. Plott asked about the STR bill. Dr. Moore explained that once the Board approved the contract with STR, bills are paid as they come in. Ms. Birmingham asked about the bill from Trace Identify. Dr. Moore stated the bill was for fingerprinting of the new Business Manager. Ms. Birmingham asked about the voided bill to MV Heating. Dr. Moore stated that was just a mistake. Ms. Birmingham asked if checks are sent prior to Board approval. Dr. Moore stated checks are not sent until after Board approval. Mrs. Barry asked how much money has been spent on Project Lead the Way and STEM so far. Mr. Engel will find out.

V. REPORTS

A. Superintendent's Report – See attached.

B. President's Report

1. Mr. Dixon reported the change in membership on the Male Parent Advisory Committee. Members added to the committee are: Alan Wilson, Joe Herald, and Matt Brandt. Members removed from the committee due to non-attendance are Rev. Michael Fight, Oliver Madison, and Glenda Rowe.
2. Mr. Dixon stated he has heard feedback on the new registration fees. He stated the Board did not approve these fees arbitrarily and people will be able to take more time to pay if necessary.

3. Mr. Dixon stated there are strong personalities on the Board. Board members have the right to express their opinions and members need to support and respect each other.

C. Committee Reports

- 1. Mrs. Plott reported that the Finance Committee met on June 25, 2014 and there was a low member turnout. They received good news on the insurance. The committee will review all programs and grants.
- 2. Mr. Fields, Chairman of the BMS Project Committee, reported that the new building is on schedule and on budget.

D. Board Comments

- 1. Ms. Birmingham stated the district needs to get a handle on spending. She asked where all the money is coming from for all of these new programs. She stated we are facing a deficit and the Board needs to be fiscally responsibility to the taxpayers. Mrs. Plott stated the Finance Committee will look at grants for the benefit of the students. Mr. Engel will work with the Finance Committee to review the budget. Mr. Dixon stated that Mr. Ziegler said we would have a balanced budget with possibly a \$30,000 surplus. Mr. Smith stated that nothing is going down, everything is going up, and we need to be diligent about what we do. Mrs. Barry stated she feels the Board should have a Saturday seminar with the attorney to review processes and procedures.
- 2. Ms. Seals stated she has a concern about the secretaries getting vacation. One secretary will get 15 days, two secretaries will get 12 days, and one will get 5 days. If the clerk calls in sick and the health clerk is gone, that poses a problem.
- 3. Ms. Seals reported that RAY is sponsoring a free outing to see the Chicago Sky on July 22.

VI. READING OF COMMUNICATION

None

VII. RECOMMENDED ACTION

A. The Board accepted the retirement of Charles Anderson, Director of Building and Grounds, effective December 31, 2014.
Smith/Barry

C. Anderson
Retirement
Approved
7-0

Comment: Ms. Seals thanked Mr. Anderson for his 39 years of service and hoped he will continue to share his 39 years of experience with the custodians. Mrs. Wheeler thanked Mr. Anderson for all his knowledge, stated that she learned a lot from him, and that he was very patient with her questions. Ms. Birmingham wished Mr. Anderson the best. Mrs. Plott thanked Mr. Anderson. Dr. Moore thanked Mr. Anderson for his snow plowing efforts this past winter.

B. The resignations of Rachael Belka, Jaclyn Chubinski, Melissa Nelson, and Emily Waddell were accepted effective June 5, 2014
Plott/Barry

R. Belka,
J. Chubinski,
M. Nelson
E. Waddell
Resignations
Approved
6-1

C. The Board tabled the approval of a 3% increase for the Superintendent.
Wheeler/Barry

Supt. Increase
Tabled
Approved
6-1

Comment: Mrs. Wheeler stated the Board has discussed this but not come to a conclusion. Ms. Birmingham felt it is unfair and disrespectful to the Board to keep bringing this issue back to the Board. Mr. Smith stated the Board sets the Superintendent's goals and she received a flat three-year contract. It is the Board's option to increase her salary. Ms. Seals asked that the Board members speak one at a time and be respectful of each other and each other's opinions. Ms. Birmingham asked how the Board can ask families for \$125 registration fee and then give the Superintendent a 3% increase.

D. There was a motion by C. Smith and seconded by D. Birmingham to table the approval of the one-year administrative contracts for 2014-2015.

Motion to Table
One-Year Admin.
Contracts
Failed
3-4

The Board approved the one-year administrative contracts with a 3% increase for Reginald Patterson, Shawn Jackson, Onquanette Pierce, Jill Larson, Beth Lindsay, and Sharon Price for the 2014-2015 school year. Seals/Plott

One-Year Admin.
Contracts for
2014-2015
Approved
4-3

Comment: Mrs. Barry asked when the Board will finish the discussion on the contracts and when will they get the information they requested. Ms. Birmingham felt this issue should be resolved in closed session. Mrs. Barry stated that individual expectations are not listed in the contract. Ms. Birmingham stated that if we hold someone accountable, then the employee needs to know what the expectations are.

E. The Board did not approve the PPS contracts with a 3% increase for the 2014-2015 school year. Plott/Dixon

PPS Contracts
Not Approved
2-5

Comment: Mrs. Barry asked if the Pupil Personnel Services staff are considered administrators. Dr. Moore stated they are not and they are usually given the increase the teachers receive. Mr. Smith asked if the PPS are part of any bargaining unit. Dr. Moore responded no. They are individual service contracts. Mr. Smith stated they do not pay union dues. Dr. Moore indicated that is correct.

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| F. The Board approved the following fund raisers for the 2014-2015 school year: Brookwood Junior High--Sale of Red Apple Products, Community Days for Carson's, and World's Finest Chocolate; Brookwood Middle School—Sale of Affy Tapples, and World's Finest Chocolate; Hickory Bend—Sale of Scholastic Books, Sale of Affy Tapples, and World's Finest Chocolate; Longwood—Sale of items from Affy Tapple. Smith/Barry | Fund Raisers for
2014-2015 Year
Approved
6-1 |
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Comment: Ms. Seals asked what items would be sold from Red Apple. Food and gift items will be sold.

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| G. The Board did not approve the consulting continuation agreement with Hunter Entrepreneurial, Inc. for the 2014-2015 school year. Plott/Dixon | Consulting
Continuation
Agreement
Not Approved
1-5, 1 Abstain |
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Comment: Mr. Smith asked what this was for. Dr. Moore responded that Ms. Hunter is the grant writer that is helping the district write a 21st Century grant. This grant has a short time frame and there are no guarantees that it will be completed prior to the deadline. Ms. Birmingham asked what has been done so far. Dr. Moore responded that Ms. Hunter gave the district a list of several grants that we qualify for.

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| H. The Board approved the movie license renewal for the 2014-2015 school year at a cost of \$1,372. Seals/Smith | Movie License
Renewal Fee
Approved
7-0 |
| I. The Board did not approve the vacancies for the 2014-2015 school year. Plott/Dixon | Vacancies for
2014-2015
Not Approved
3-4 |

Comment: Ms. Birmingham stated that some of these positions are part of the staffing plan previously approved by the Board. She said only new positions should be brought to the Board. Ms. Birmingham asked where the money is coming from for the new positions. Dr. Moore responded that the new positions are due to special education enrollment and the new schedules. Mrs. Barry stated we are working backwards. The Board didn't know about the new schedules until after schedules were mailed to staff. Mrs. Plott stated if the Board doesn't pass this recommendation today, how will the

district be able to hire staff. Mrs. Barry stated the Board approved the staffing plan. Then the schedules were changed and more teachers were added that the Board hadn't approved. Mrs. Plott stated the Board needs to examine why teachers are leaving. Dr. Moore stated that we are at a standstill. If we can't hire staff, we won't be in a position to start school. Mrs. Barry stated that the Board never discussed restructuring the schedule at the Middle School. The board never received a proposal, cost, or evaluation for the STEM Program. Mrs. Barry felt the STEM program could have been piloted at the Junior High first. She stated transparency is sharing everything and the Board isn't getting everything. Dr. Moore stated she shared all the STEM information with the Board in a timely fashion and changes in the schedule were necessary at the Middle School

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| J. The Board approved the alternate bid 1 from Positive Connections at \$62.50 one-way regular routes, \$62.50 early advantage routes, \$62.50 activity routes; and \$42.00/hour for field trips/athletics. Smith/Plott | Transportation Bid with Positive Connections Approved 7-0 |
| K. The Board approved Option 1 to provide packaged variable air volume rooftop units with individual zone VAV boxes equipped with hot water coils for the new Brookwood Middle School heating/cooling system. Smith/Barry | Heating/Cooling System for the New Brookwood Middle School Approved 7-0 |
| L. The Board voted to table the approval for the e-rate consultant to file e-rate funding until the Board can get historical e-rate amounts for District 167. Barry/Birmingham | E-Rate Consultant Tabled 6-1 |

VIII. ANNOUNCEMENTS

- *Monday, July 28, 2014* -- Board of Education Business Meeting
- *Monday, August 4, 2014* -- Registration 8:00 a.m.-2:00 p.m., Longwood School
- *Tuesday, August 5, 2014* -- Registration 2:00-8:00 p.m., Longwood School
- *Monday, August 11, 2014* -- August Board of Education Meeting

IX. CITIZEN'S COMMENTS

Ms. Lindsay asked if she is able to hire staff to replace resignations and non-renewals. The Board said yes. She also asked for future consideration for a full-time social worker at Brookwood Junior High School.

Ms. Seals stated she feels a full-time social worker at Brookwood Junior High is needed.

Mrs. Reed stated she respected the Board members but she is extremely frustrated by the lack of preparation, data, structure, and communication. She stated it appears there are too many uncertainties.

Mr. Wilson stated it won't sit well if our children have to start school in August with substitute teachers.

The representative from Positive Connections thanked the Board for their approval and stated they will be very transparent.

Mrs. Pettis stated it is a tough job being a Board member. She asked how the registration fee went from no fee to \$125 when the District's poverty level is the same. She also asked how the Board got all of the STEM equipment if they didn't approve the program.

Mrs. Reed stated if the new bus company is located in Markham, there should be a backup plan for bus breakdowns.

Mrs. Wheeler stated it is obvious that the Board has a lot of work to do and a special meeting may be needed. A special meeting will be held on July 21, 2014 at 6:30 p.m.

X. ADJOURNMENT

The meeting adjourned at 11:34 p.m.
Plott/Wheeler

Meeting
Adjourned
All AYE

Deborah M. Young
Recording Clerk

Secretary

President

Present: A. Wilson, B. Davis, A. Halcomb, C. Pettis, L. Fields, R. Sorsby, R. Reed, J. Henry,
B. Lindsay, J. Larson

BROOKWOOD SCHOOL DISTRICT 167

Superintendent's Report

July, 2014

1. Dr. Price presented an update on the Title I, II, IDEA Part B flowthrough, IDEA Part B Preschool, Title III (TBE/TPI and LIP/LEPS), and the Preschool for All entitlement grants.
2. Mr. Engel provided an update on health care renewal costs and transportation.
3. Mr. Engel provided an update on the printer/copier renewal.

**BROOKWOOD SCHOOL DISTRICT 167
CLOSED SESSION MEETING
July 14, 2014**

Closed Session Meeting Minutes

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

Closed session began at 6:13 p.m.

The Board discussed architectural bills.

The Board discussed a Director of Curriculum position.

The Board discussed a personnel issue.

Closed session ended at 7:21 p.m.

Respectfully submitted:

Secretary
Board of Education

President
Board of Education

**Brookwood School District 167
RECORD OF VOTING**

Meeting of July 14, 2014	Plott	Seals	Wheeler	Birmingham	Dixon	Barry	Smith	YES	NO	OTHER	VOICE
Roll Call	P	P	P	P	P	P	P				
Into Closed Session	1 Y	Y	Y	Y	Y	Y	2 Y	7	0		
Return from Closed Session	Y	Y	2 Y	Y	Y	Y	1 Y	7	0		
Roll Call	P	P	P	P	P	P	P				
Approval of June 9, 2014 Regular/Closed Minutes; Approval of June 10, 2014 Special/Closed Minutes; Approval of June 23, 2014 Business/Closed Minutes	1 Y	Y	Y	Y	Y	Y	2 Y	7	0		
Approval of Bills & Payroll	1 Y	Y	Y	Y	Y	N	2 Y	6	1		
7A. Classified Personnel -- Retirement	Y	Y	Y	Y	Y	2 Y	1 Y	7	0		
7B. Certified Personnel – Resignations	1 Y	Y	N	2 Y	Y	Y	Y	6	1		
7C. Approval of a 3% Increase for the Supt. Tabled	N	Y	1 Y	Y	Y	2 Y	Y	6	1		
7D. Motion to Table the One-Year Admin. Contracts Failed	N	N	N	2 Y	N	Y	1 Y	3	4		
7D. Approval of One-Year Administrative Contracts for 2014-2015	2 Y	1 Y	Y	N	Y	N	N	4	3		
7E. Approval of PPS Contracts for 2014-2015 Failed	1 Y	N	N	N	2 Y	N	N	2	5		
7F. Approval of Fund Raisers for 2014-2015	Y	Y	Y	N	Y	2 Y	1 Y	6	1		

Meeting of July 14, 2014 Continued	Plott	Seals	Wheeler	Birmingham	Dixon	Barry	Smith	YES	NO	OTHER	VOICE
7G. Approval of Consulting Continuation Agreement Failed	1 Y	AB	N	N	2 N	N	N	1	5	1 Abstain	
7H. Approval of Movie License Renewal for 2014-15	Y	1 Y	Y	Y	Y	Y	2 Y	7	0		
7I. Approval of Vacancies for 2014-2015 Failed	1 Y	N	Y	N	2 Y	N	N	3	4		
7J. Approval of the Transportation Bid for 2014-15	2 Y	Y	Y	Y	Y	Y	1 Y	7	0		
7K. Approval of Option 1 for Heating/Cooling for New BMS	Y	Y	Y	Y	Y	Y	2 1 Y	7	0		
7L. Approval for E-Rate Consultant to File E-Rate Funding Tabled	N	Y	Y	2 Y	Y	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