

Itasca School District #10
Itasca, IL 60143

BOARD OF EDUCATION REGULAR MEETING MINUTES

June 13, 2012

- I. Call to Order and Roll Call – The meeting was called to order at 6:00 p.m. at the Itasca Village Hall, 550 West Irving Park Road, Itasca, by President Miller with the following ROLL CALL:

PRESENT

Mrs. Burke
Mr. Kolar
Mrs. Miller
Mrs. Sampson
Mr. Sprandel

ABSENT

Mrs. Gatbunton
Mrs. G. Hoss

Also in attendance:

Dr. Marcia Tornatore, Superintendent of Schools
Mr. Kory Atkinson, Acting Business Manager

- II. Closed Session - A motion was made by President Miller and seconded by Vice President Kolar that the Board of Education enter into a closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, 5 ILCS 120/2(c)(1); collective negotiating matters, 5 ILCS 120/2(c)(2). The motion carried on the following VOICE VOTE: All AYES: NAYS none.

Mrs. Gatbunton arrived at 6:12 p.m.

- III. Return to Open Session – A motion was made by Secretary Sprandel and seconded by Member Burke that the Board return to open session. The motion carried on the following VOICE VOTE: All AYES: NAYS none.

The Board returned to open session at 6:43 p.m. While in Closed Session, no action was taken.

- IV. Call to order and Roll Call – President Miller

PRESENT

Mrs. Burke
Mr. Kolar
Mrs. Gatbunton
Mrs. Miller
Mrs. Sampson
Mr. Sprandel

ABSENT

Mrs. G. Hoss

Also in attendance:

Dr. Marcia Tornatore, Superintendent of Schools

Mr. Kory Atkinson, Acting Business Manager

Dr. Dawn Turner, Principal, Raymond Benson Primary School

Mr. Jeffrey Murphy, Principal, Elmer H. Franzen Intermediate School

Dr. Reinhard Nickisch, Principal, F. E. Peacock Middle School

Mr. Vincent DiBeasi, Network Manager

Staff and community members

Ms. Debora Mitsui, Recorder

- V. Public Hearing Regarding Interfund Transfers – A Legal Notice posting for a Public Hearing on interfund transfers for the 2011-2012 fiscal year was advertised in the Daily Herald on June 5, 2012. Mr. Atkinson opened the meeting for discussion. An opportunity for community questions and comments was provided. No one wished to address the Board. The hearing concluded at 7:05 p.m.
- VI. Return to Regular Session
- VII. Call to order and Roll Call – President Miller
- | <u>PRESENT</u> | <u>ABSENT</u> |
|----------------|---------------|
| Mrs. Burke | Mrs. G. Hoss |
| Mr. Kolar | |
| Mrs. Gatbunton | |
| Mrs. Miller | |
| Mrs. Sampson | |
| Mr. Sprandel | |
- VIII. Pledge of Allegiance – President Miller led everyone present in the Pledge of Allegiance.
- IX. Welcome to Visitors – President Miller welcomed visitors.
- X. Communications – Secretary Sprandel reported that there no communications received during the month of May.
- XI. Additional Agenda Items – There were none added.
- XII. Superintendent's Report – Dr. Tornatore reviewed the Superintendent's Report, a copy of which is attached to these official minutes. Items of interest included in her report:
- ✓ Summer Hours and Holiday
 - ✓ Salary Committee
 - ✓ Audits
 - ✓ District Newsletter
 - ✓ End-of-Year Reports
 - ✓ Self-Contained Special Education Meetings

III. Board Reports

A. NDSEC – Vice President Kolar, District #10 representative to NDSEC, reviewed the minutes of the May 14, 2012 Operational Board Meeting, a copy of which is attached to these official minutes. NDSEC's new Executive Director, Dr. Lea Anne Frost will assume her position as of July 1, 2012. The June 11, 2012 Operational Board meeting minutes will be included in District #10's August 8, 2012 Board of Education minutes.

B. Finance Committee – President Miller and Member Sampson reported that committee members are scheduled to meet on Tuesday, June 19 at 7:00 p.m. at the Administrative Center.

C. Policy Committee – Secretary Sprandel and Member Gatbunton reported that the committee had not met during the month of May. Dr. Tornatore will be contacting committee members to schedule a meeting date to review the latest set of PRESS proposed policies.

D. Intergovernmental Committee Meeting – President Miller reported that the committee had not met since May 21, 2012. Their next meeting is scheduled for August 20, 2012.

E. Friends of the Nature Center – Member Burke reported that there is no upcoming meeting scheduled at this time.

F. Finance, Buildings & Grounds, and Technology – Mr. Atkinson reviewed the Business Report, a copy of which is attached to these official minutes. Items of interest included in his report:

Finance

- ✓ Working FY 2012-2013 Budget
- ✓ Tentative FY 2012-2013 Budget
- ✓ Resolutions for FY12 & FY13 Budgets
- ✓ Year End Reports

Buildings and Grounds

- ✓ Collective Liability Insurance Cooperative update
- ✓ Summer Cleaning & Maintenance Projects
- ✓ Summer Construction Projects

Technology

- ✓ Tech Plan update
- ✓ District Phones – Maintenance Projects
- ✓ Summer Construction Projects

A copy of the Working FY 2012-2013 Budget was provided to each of the Board members. Following Mr. Atkinson's report overview, Dr. Tornatore stated that District 10 anticipates scheduling repair work for St. Matthew's parking lot. The parking lot is utilized by staff members and visitors at Franzen School.

Mr. Atkinson added that there may also be a need for sidewalk replacement for Franzen following the completion of the summer construction roof work.

Mr. DiBeasi provided a brief summary of his technology report. Quotes provided last March for technology purchases (\$70,000) have been adjusted to \$80,000. This adjusted amount remains within the proposed FY13 budget. Mr. DiBeasi has been directed to purchase iPads for administrators. iPads will be very beneficial for principals' use with data collection related to Illinois State Board of Education (ISBE) methods for teacher evaluations. The purchase of iPads is also within the proposed FY13 budget.

G. School Reports – Copies of which are attached to these official minutes. Items of interest included in the Primary School Report:

- ✓ Academic:
 - Response to Intervention (Rtl) Grades Kdg., 1st & 2nd
- ✓ General:
 - Field Day
 - Report Cards

Items of interest included in the Intermediate School Report:

- ✓ Academic:
 - May 29th Final Data Day Assessments
- ✓ The Arts
 - Field Day
 - "Bugz" Performance - 3rd Grade Musical
- ✓ General
 - DARE Graduation
 - Recognition Ceremony

Items of interest included in the Middle School Report:

- ✓ Student Issues
- ✓ Discipline Causes
- ✓ Performance Data
- ✓ Graduation Update
- ✓ Administrative Transition Update
- ✓ Peacock Art Exhibit at the Regional Office of Education

Dr. Nickisch reported that Peacock Middle School student, Rachel Kennedy, placed 3rd in the Safety Metro Contest. Her artwork is being exhibited at the DuPage Regional Office of Education throughout the month of June.

This evening marks Dr. Nickisch's last Board meeting as principal at F. E. Peacock Middle School. Board members thanked Dr. Nickisch for his years of service to Itasca School District 10 and wished him well in his retirement.

H. Curriculum – Superintendent Tornatore reviewed her Curriculum Report. A copy of her report is attached to these official minutes. Items of interest included in the Curriculum Report:

- ✓ Digital Photography in Art Classes at the 8th Grade Level
- ✓ New Teacher Induction Program
- ✓ Development of Training Tapes
- ✓ Staff Development for 2012-2013

Dr. Tornatore drew the Board's attention to the topic of digital photography in art class at the 8th grade level within her report. Digital photography was discussed at the May Board meeting and will be included as an Action Item later within the agenda.

XIV. Discussions/Presentations

A. Adoption of New Foreign Language Textbook Series for Spanish Classes at 7th & 8th Grade Levels – Dr. Tornatore introduced Vladimir Mathelier, 7th grade Spanish teacher, and Carrie Monegato, 8th grade Spanish teacher. Mr. Mathelier and Ms. Monegato provided a brief explanation for their request for the new textbook series, Realidades A & B (7th & 8th grade series). Following discussion, Board members questions were answered.

B. Curricular Content Change for 2012-2013 in Social Studies moving the Study of Constitution at 8th Grade to 7th Grade – Dr. Tornatore introduced Mr. Jason Crockett, 8th grade social studies teacher. Mr. Crockett provided a brief rational for the proposed shift of the United States Constitution unit of study from its current placement within 8th grade to a 7th grade unit of study. Following his proposal, Mr. Crockett answered Board members questions.

C. Budget Discussion – For the Board's review, Mr. Atkinson prepared a PowerPoint presentation on the proposed FY13 Working Budget. His presentation summarized each of the funds anticipated revenues and expenditures and the anticipated surplus or deficit for each of the funds.

Mr. Atkinson reviewed the four financial resolutions being presented for the Board's consideration later within the agenda.

The budget discussion concluded with administration's request for the Board's consideration to add a .5 maintenance technician support staff position to assist with maintenance issues within the district.

D. Registration Update for 2012-2013 – Dr. Tornatore reviewed the most recent student enrollment counts for grades K-5 for the 2012-2013 school year. Grades 1 and 3 are over in class size target guidelines. Two additional classroom teaching positions for an additional section at the 1st and 3rd grade levels are included as

Action Items for the Board's consideration. Both additional positions have been included within the proposed FY13 budget.

- E. Referendum Information – Per previous Board request, Mr. Atkinson was asked to investigate referendum history for District 10. From 1991 to present, administration is unaware of any referendum that has occurred. Mr. Atkinson distributed a summary sheet with referendum passage history (statewide throughout Illinois) to Board members. A brief discussion followed regarding the best possibility for consideration of referendum passage during a Consolidated Election or during a General Election. It is Mr. Atkinson's recommendation to postpone a referendum until April 2013.

Secretary Sprandel commented that the data seems to suggest that a building referendum has had a greater likelihood of success than that for a general referendum. Secretary asked Mr. Atkinson to further explore this data.

- F. K-Prep Enrollment Update – As of June 6, the Kindergarten Preparatory Program registration count remains at 15 students. Due to low enrollment, the program will only be offered as an AM session on Monday, Wednesday and Friday. With a change in instructors for one year, the funding limit required to place a teacher aide in the classroom has been reduced. For the 2012-2013 school year, the enrollment of 15 rather than 17 students will be required in order to employ a teacher aide to assist in the classroom. K-Prep is a self-funding program.

- G. Freedom of Information – No requests were received.

- H. Opportunity for Community Input – No one wished to address the Board.

XV. Action Items -

- A. Consent Items – A motion was made by Secretary Sprandel and seconded by Vice President Kolar that the Board of Education approve Action Memorandum FY12-#63; the Consent Agenda.

Mr. Murphy introduced Mr. Kevin Wardala, the top candidate being recommended for the Franzen 5th grade classroom teaching position.

Mr. Faulkner introduced Nichole Williams, the top candidate being recommended for the 6th grade science teaching position at Peacock Middle School.

Dr. Tornatore stated that Mr. Kory Atkinson has been sub-contracted for the past few months in the position of Acting Business Manager. The Director of Operations (formerly titled Business Manager) position was advertised and Mr. Atkinson applied for the position. Mr. Atkinson brings work experience in

legal issues and taxation. He will be seeking his official business license. Dr. Tornatore recommends Mr. Atkinson for the position of Director of Operations.

1. Approval of Minutes:

May 9, 2012 Regular Meeting Minutes

May 9, 2012 Closed Session Minutes (Negotiations, Contracts & Personnel) 9:15 p.m.

June 6, 2012 Special Closed Session Meeting Minutes (Negotiations, Contracts & Personnel), 4:30 p.m.

2. Approval of Expenditure Reports – May, 2012

3. Approval of the rehiring of the follow support personnel for the 2012-2013 school year:

Beth Aehlert – K-Prep Teacher Aide, Benson

Approval of the hiring of the following certified personnel for the 2012-2013 school year:

Kevin Wardzala: 5th Grade Classroom Teacher (1.0 FTE)–Franzen; Bachelors, Step 3

Nicole A. Williams: 6th Grade Science Classroom Teacher (1.0 FTE)–Peacock; Bachelors, Step 1

Approval of hiring IMRF personnel for the 2012-2013 school year:

Kory Atkinson: Director of Operations for Buildings & Grounds, Finance & Legal Liaison (1.0 FTE) at a base salary of \$100,000; with full administrative benefits

Approval of FMLA:

Melissa Flanigan: 4th Grade Classroom Teacher (1.0 FTE), Franzen-(beginning approximately August 21, 2012)

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

Mrs. Burke

Mr. Sprandel

Mrs. Sampson

Mrs. Gatbunton

Mrs. Miller

Mr. Kolar

NAYS

ABSTAIN

- B. Approval of the Purchase of Foreign Language Series for Grade Levels 7th & 8th Grade – A motion was made by Member Gatbunton and seconded by Member Sampson that the Board of Education approve Action Memorandum FY12-#64; Purchase of Realidades A & B Series by Prentice Hall Publisher, Copyright 2011 for Grade Levels 7th & 8th for a Cost Not to Exceed \$23,000.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Miller
Mr. Sprandel
Mrs. Gatbunton
Mrs. Burke
Mr. Kolar
Mrs. Sampson

- C. Approval of Changing the Instruction of the United States Constitution from 8th Grade to 7th Grade - A motion was made by Vice President Kolar and seconded by President Miller that the Board of Education approve Action Memorandum FY12-#65; Changing the Instruction of the United States Constitution from 8th Grade to 7th Grade.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Gatbunton
Mr. Kolar
Mrs. Burke
Mrs. Miller
Mrs. Sampson
Mr. Sprandel

- D. Joint Prevailing Wage Resolution - A motion was made by Secretary Sprandel and seconded by Member Burke that the Board of Education approve Action Memorandum FY12-#66; Joint Prevailing Wage.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Miller
Mrs. Gatbunton
Mrs. Sampson
Mrs. Burke
Mr. Sprandel
Mr. Kolar

- E. Approval of Hazardous Bus Areas - A motion was made by Vice President Kolar and seconded by Secretary Sprandel that the Board of Education approve Action Memorandum FY12-#67; Hazardous Bus Areas.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Gatbunton
Mr. Sprandel
Mr. Kolar
Mrs. Burke
Mrs. Sampson
Mrs. Miller

- F. Authorization to Hire Staff - A motion was made by Secretary Sprandel and seconded by Vice President Kolar that the Board of Education approve Action Memorandum FY12-#68; Authorization to Hire Staff.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Miller
Mr. Sprandel
Mrs. Gatbunton
Mrs. Burke
Mr. Kolar
Mrs. Sampson

- G. Transferring Working Cash II Funds to Education Fund and then to Operations & Maintenance Fund to Pay Expenses for the Summer 2011 Projects & Summer 2012 Projects - A motion was made by Member Sampson and seconded by Vice President Kolar that the Board of Education approve Action Memorandum FY12-#69; Transferring Working Cash II Funds to Education Fund and then to Operations & Maintenance Fund to Pay Expenses for the Summer 2011 Projects & Summer 2012 Projects.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Burke
Mrs. Sampson
Mr. Sprandel
Mrs. Miller
Mr. Kolar
Mrs. Gatbunton

- H. Designation of Interest Income - A motion was made by Member Burke and seconded by Vice President Kolar that the Board of Education approve Action Memorandum FY12-#70; Resolution Authorizing the Designation of Interest Income.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mr. Sprandel
Mrs. Burke
Mrs. Sampson
Mrs. Miller
Mr. Kolar
Mrs. Gatbunton

- I. Approval of Hourly Rates for 2012-2013 for Union Exempt Educational Support Personnel - A motion was made by Vice President Kolar and seconded by Member Sampson that the Board of Education approve Action Memorandum FY12-#71; Approval Rates for 2012-2013 for Union-Exempt Educational Support Personnel with 80% of Consumer Price Index - All urban Consumers CPI-U from Spring 2011 Equaling an 1.2% Increase.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Gatbunton
Mr. Kolar
Mrs. Burke
Mrs. Miller
Mrs. Sampson
Mr. Sprandel

- J. Approval of a Fifth Section at both 1st & 3rd Grade Levels due to Exceeding Class Size Targets - A motion was made by Secretary Sprandel and seconded by Member Sampson that the Board of Education approve Action Memorandum FY12-#72; Approval of a Fifth Section at both 1st & 3rd Grade Levels due to Exceeding Class Size Targets.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mr. Sprandel
Mr. Kolar
Mrs. Burke
Mrs. Gatbunton
Mrs. Miller
Mrs. Sampson

- N. Placement of Student Teacher - A motion was made by Vice President Kolar and seconded by Member Sampson that the Board of Education approve Action Memorandum FY12-#76; Placement of Student Teacher for the 2012-2013 School Year.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Gatbunton
Mr. Sprandel
Mrs. Miller
Mrs. Sampson
Mrs. Burke
Mr. Kolar

- O. Transfer FY12 Funds from Education Fund to the Operations & Maintenance Fund for the Amount of \$125,000 and from the Education Fund to the Transportation Fund for the Amount of \$250,000 - A motion was made by Member Burke and seconded by Vice President Kolar that the Board of Education approve Action Memorandum FY12-#77; Transfer FY12 Funds from Education Fund to the Operations & Maintenance Fund for the Amount of \$125,000 and from the Education Fund to the Transportation Fund for the Amount of \$250,000.

Member Burke made a motion to amend Action Memorandum FY12-#77 to include the wording: Transfer of FY12 Funds from Education Fund to the Operations & Maintenance Fund for the "approximate" amount of \$125,000 and from the Education Fund to the Transportation Fund for the Amount of \$250,000.

The motion to amend the main motion was retracted.

The amended motion was never seconded.

Following a further opportunity for questions, discussion, and community input, the original motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Sampson
Mr. Sprandel
Mrs. Burke
Mrs. Gatbunton
Mrs. Miller
Mr. Kolar

- P. Repay \$250,000 Interfund Loan from the Working Cash I Fund to the Transportation Fund for the Amount of \$250,000 - A motion was made by Secretary Sprandel and seconded by Member Sampson that the Board of Education approve Action Memorandum FY12-#78; Repay \$250,000 Interfund Loan from the

- K. Approval of Implementing Digital Photography in Art Class at the 8th Grade Level - A motion was made by Vice President Kolar and seconded by Secretary Sprandel that the Board of Education approve Action Memorandum FY12-#73; Implementing Digital Photography in Art Class at the 8th Grade Level.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Burke
Mrs. Sampson
Mr. Sprandel
Mrs. Miller
Mr. Kolar
Mrs. Gatbunton

- L. Elimination of the Monday/Wednesday/Friday Afternoon half-Day Kindergarten-Preparation Session for 2012-2013 - A motion was made by Member Sampson and seconded by Member Burke that the Board of Education approve Action Memorandum FY12-#74; Elimination of the Monday/Wednesday/Friday Afternoon Half-Day Kindergarten-Preparation Session for 2012-2013.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mr. Kolar
Mrs. Sampson
Mrs. Miller
Mr. Sprandel
Mrs. Gatbunton
Mrs. Burke

- M. Approval for a .5 FTE Maintenance Technician Support Staff position - A motion was made by Secretary Sprandel and seconded by President Miller that the Board of Education approve Action Memorandum FY12-#75; A .5 FTE Maintenance Technician Support Staff Position with a Salary Range of \$15.00-\$20.00 Per Hour.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Gatbunton
Mr. Sprandel
Mr. Kolar
Mrs. Burke
Mrs. Sampson
Mrs. Miller

Working Cash I Fund to the Transportation Fund for the Amount of \$250,000.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Miller
Mrs. Gatbunton
Mrs. Sampson
Mrs. Burke
Mr. Sprandel
Mr. Kolar

- Q. Approval to Prepare the FY13 Tentative Budget and Approval to Continue Spending at 2011-2012 Levels until 2012-2013 Budget is Adopted - A motion was made by Member Gatbunton and seconded by Vice President Kolar that the Board of Education approve Action Memorandum FY12-#79; Prepare the FY13 Tentative Budget and Approval to Continue Spending at 2011-2012 levels until 2012-2013 Budget is Adopted.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Sampson
Mrs. Burke
Mrs. Gatbunton
Mrs. Miller
Mrs. Kolar
Mr. Sprandel

XVI. Board Requested Reports -

Secretary Sprandel asked for the additional referendum information. Mr. Atkinson stated that he anticipates that he would have the split approval referendum rate information available for the Tuesday, June 19, 2012 Finance Committee meeting.

- XVII. Closed Session - A motion was made by President Miller and seconded by Vice President Kolar that the Board of Education enter into a closed session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, 5 ILCS 120/2(c)(1); collective negotiating matters, 5 ILCS 120/2(c)(2). The motion carried on the following VOICE VOTE: All AYES: NAYS none.

The Board entered into closed session at 8:15 p.m.
Member G. Hoss arrived at 8:55 p.m.

- XVIII. Return to Open Session - A motion was made by Secretary Sprandel and seconded by President Miller that the Board return to open session. The motion carried on the following VOICE VOTE: All AYES: NAYS none.

The Board returned to open session at 9:45 p.m. While in Closed Session, no action was taken.

- XIX. Call to Order and Roll Call – President Miller

PRESENT

ABSENT

Mr. Kolar

Mr. Sprandel

Mrs. Burke

Mrs. Miller

Mrs. Sampson

Mrs. Hoss

Mrs. Gatbunton

Also in attendance:


Dr. Marcia Tornatore, Superintendent of Schools

Mr. Kory Atkinson, Director of Operations

- XX. Adjournment – President Miller made a motion, seconded by Secretary Sprandel, to adjourn the meeting. The motion carried on the following VOICE VOTE: All AYES: NAYS none. The meeting adjourned at 9:50 p.m.



Charles Sprandel, Secretary
Board of Education



Kathryn Miller, President
Board of Education