

**REGULAR MEETING OF THE BOARD OF EDUCATION**  
COMMUNITY UNIT SCHOOL DISTRICT #95  
December 18, 2008, Lake Zurich High School

Board President Brown called the regular meeting to order at 7:00 p.m.

A call of the roll showed the following members present: Tieman, Pietro, Brown, Putbress, Hussey, and Kropf.  
Absent: Finn.

Bret Pugliese I led the Pledge of Allegiance.

Mrs. Brown noted the administration is continuing to monitor the weather regarding the forecast winter storm warning. The district is planning to hold classes unless conditions prevent. She advises parents to monitor the district website for updates and listen for a school messenger call.

She noted the boundary study committee has submitted their recommendations to the Superintendent and that he will consider the one that best meets the needs of the students best. After his recommendation to the Board on January 15<sup>th</sup>, three community forums will be held to update the community.

Mrs. Brown reviewed that the administration has begun building the budget for next year, and with the challenges of the economy this will be very difficult and may require some cuts to staff or programs.

Mr. Jennings presented the Students of the Month for March who demonstrate the core values of our Strategic Plan: From Lake Zurich High School: Gerardo Perez, from Middle School North: Alex Galloway, from Middle School South; Noel Brindise, from Spencer Loomis: Julius Nagy, from Seth Paine: Grey Grindle, from May Whitney: Bret Pugliese, from Sarah Adams: Jack Staszak, from Isaac Fox: Alex Giroux, and from Charles Quentin, Princess Kayla Gibson. Each of these students received a framed certificate noting the honor.

Staff member of the month recognition goes to: Sue Dolce, Assistant to the Principal at Sarah Adams. Parent Volunteer of the Month is Laura Lambertsen for her many hours of work on behalf of the District, and especially the students at Isaac Fox Elementary School.

**Public Comments**

Mrs. Coombs came forward to address the Board with a request to keep her subdivision at their current school when the final decision is made on redistricting.

**Consent Agenda**

The items included for consideration on the Consent Agenda:

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|----|--|---------------|
| A. | Approval of Minutes                    |               |
|    | Board of Education, Open Session       | Nov.20, 2008  |
|    | Committee of the Whole, Open Session   | Dec. 4, 2008  |
|    | Committee of the Whole, Open Session   | Dec. 11, 2008 |
|    | Committee of the Whole, Closed Session | Dec. 11, 2008 |
| B. | Treasurer's Report                     |               |
| C. | Personnel Report & Addendum            |               |

Mr. Hussey moved, seconded by Mrs. Putbress to approve the consent agenda as prepared and presented by the administration.

On a roll call vote: Ayes: Putbress, Kropf, Hussey, Pietro, and Brown. Nays: None. Motion passed. Supporting documents will be attached to these minutes.

**Public Comments**

One member of the community came forward to address the Board regarding the boundary process.

**Check Register**

Ms. Kalou presented the check register for the last half of November and to date in December and asked for approval. The register also includes payments from the imprest fund, bond fund, and the building activity monthly account reports.

Mr. Pietro moved, seconded by Mr. Hussey to approve the check register for payments from the imprest fund, disbursements from the bond fund, and student activity monthly reports, as presented by the Administration.

On a roll call vote: Ayes: Kropf, Pietro, Hussey, Putbress, and Brown. Nays:

None. Motion passed. Supporting documents will be attached to these minutes.

## **Tax Levy**

Ms. Kalou explained the differences between the actual levy that the Board will adopt and the levy that will most likely be received. The difference is an increase in case something happens to increase the amount of new growth above what the County is projecting. The Notice of the Public Hearing was published in the November 25th Daily Herald in accordance with the Truth in Taxation Requirements. The levy will be filed with the County by the last Tuesday in December.

Mr. Hussey moved, seconded by Mr. Kropf that the Board of Education adopt the 2008 Tax Levy as presented in the total amount of \$68,944,446.26.

Discussion on the motion: Members agreed that with the downward trend in the CPI which relates to a downward trend in tax revenues, there will be a need to make cuts in expenses possibly significantly.

On a roll call vote: Ayes: Brown, Putbress, Kropf, Hussey, and Pietro. Nays: None. Motion passed.

## **Capital Repair Projects – Summer Facilities Work**

Ms. Kalou presented the proposed Capital Project list for fiscal 2009-10. Much of the work is consistent with the short-term facilities plan. The work required to remediate the previous construction includes repairing the retaining wall (cost not known), replacing the drama room and PAC floor and masonry wall repairs at Middle School North (rebar). The cost of these items will be taken out of the Capital Projects Fund (previously called Site and Construction). She will continue to work with Ruck Pate on developing the bid documents and planning these projects. Most of the work will be combined into a single bid package. The retaining wall, PAC & drama room floor replacement and the work at Middle School North will be separate bid packages to track the expenditures. The Board will be updated on the cost estimates after the design phase and prior to the bidding.

Mr. Kropf moved, seconded by Mr. Pietro that the Board of Education approve the Capital Repair Projects as listed.

On a roll call vote: Ayes: Brown, Putbress, Hussey, Pietro, and Kropf. Nays: None. Motion passed.

## **Duplicating Equipment**

Ms. Kalou reviewed the bidding process for contracts for duplicating machines. In November, the District sought proposals for duplicating equipment. The District received 10 proposals and after reviewing the proposals we are recommending awarding a 60 month lease to Canon Business Solutions. This contract would save the District approximately \$164,000 per year over the current costs. In addition, Canon is willing to pay the District \$17,000 if we agree to allow them to install the machines over winter break, which will allow a smoother transition and less disruption for staff.. The \$17,000 will cover the lease cost for January under the old contracts and the maintenance costs under the old contracts. Our legal counsel is current reviewing the standard contracts that Canon supplied and changing them to comply with the terms in the Request for Proposal. The contracts would be signed only after the review and acceptance by legal counsel.

Mr. Pietro moved, seconded by Mr. Kropf the Board of Education approve a 60 month lease and maintenance contract with Canon Business Solutions at a monthly cost of \$9,891.46, subject to final attorney review and approval.

On a roll call vote: Ayes: Brown, Putbress, Pietro, Hussey, and Kropf.

**Contract over \$1,000**

Section 10-20.21 of the School Code requires all vendor contract for goods and services that are intended to generate additional revenue and other remunerations greater than \$1,000 that are executed after July 1, 2007 to be approved by the Board of Education. The Board of Education approved a contract in October for the high school athletic schedules. This company went out of business and the athletic department would like to begin using Game On Advertising. These funds will be used for the high school Student Activities accounts. The Board of Education has the right to allow these funds to be provided to Student Activities. This is consistent with past practices.

Mr. Kropf moved, seconded by Mrs. Putbress that the Board of Education approve the contract for high school athletic programs and related material with Game On Advertising where the high school receives 25% of the paid advertising for their student activities accounts.

On a roll call vote: Ayes: Brown, Putbress, Pietro, Hussey, and Kropf. Nays: None. Motion passed.

**Response to Interventions Plan**

Ms. Rosenfeld reviewed that Response to Intervention or RtI is the practice of providing high quality instruction matched to student needs and using learning rate over time and level of performance to make important educational decisions. RtI is about prevention and early support for all students and is not intended to serve primarily as a tool for pre-referral for special education. The goal of Response to Intervention is to intervene immediately through early identification, intervention, and progress monitoring to help students in need so that they may reach grade level expectations without falling behind.

All school districts in Illinois are required to complete and submit a plan for the implementation of Response to Intervention for the 2009-2010 school year. The plan is due to ISBE no later than January 1, 2009. Implementation of the plan is to begin no later than the beginning of the 2009-2010 school year.

She then outlined key objectives of the plan:

1. Adopt a universal screener, a progress monitoring tool, and a set of research-based interventions.
2. Provide professional development on the following: a universal screener, data analysis and interpretation of data, problem solving, multi-tiered intervention strategies, and differentiated instruction.
3. Develop problem solving teams at each building and create job descriptions and/or role responsibilities for each team member.
4. Train staff to use data and progress monitoring as part of the evaluation process for identifying a student with a specific learning disability.
5. Develop a K-12 reading curriculum aligned to State Standards and implemented consistently with fidelity across the district.

Mr. Hussey moved, seconded by Mrs. Putbress that the BoE approve the District Response to Intervention Plan so it can be submitted for approval to ISBE.

On a roll call vote: Ayes: Brown, Putbress, Pietro, Hussey, and Kropf. Nays: None. Motion passed.

**School Calendar  
2009-2011**

Dr. Knutson recommends adopting the calendar for 2009-2011.

As a result of a survey of parents of high school juniors and high school staff, graduation will be held on Saturday of Memorial Day weekend. An additional survey of parents and staff asking for feedback on Parent Teacher conferences brings the recommendation that conferences be held on two afternoon/evenings for 09-10. Parent/Teacher conference dates for 2010-2011 will be determined later. The approved calendar will be posted on the District's Web Site, in principal newsletters, in student and parent handbooks and in the Weekly "Thrive in 95"

electronic newsletter. All licensed day care centers, parochial and private schools, as well as the local sports clubs will also be informed of the 09-11 calendar.

Mr. Hussey moved, seconded Mr. Pietro by to approve the school calendar for 2009-2011 as presented.

On a roll call vote: Ayes: Brown, Putbress, Pietro, Hussey, and Kropf. Nays: None. Motion passed.

### **Additional Information**

Included for Board members information: The notification of a donation to May Whitney School of \$1,000 from Coldwater Creek in Deer Park as part of their company's "Adopt a School" program. It will be used for technology related items. Hawthorn Gardens in Hawthorn Woods donated \$500 to be used to offset costs related to the orchestra's Disney trip and other orchestra needs. Also included was a monthly report on e-mails from community members regarding the elementary and middle school boundary changes anticipated, and reports from some of the elementary schools.

There were no standing Board committees meetings in November. Mrs. Brown noted that Mr. Kropf will begin as the board liaison to the Educational Foundation. Mrs. Brown will continue as a representative to the policy committee. Mr. Kropf reported on the recent annual TIF meeting of all those taxing bodies connected.

### **Closed Session**

Mr. Kopf moved, seconded by Mr. Hussey to adjourn to closed session to discuss the selection of a person to fill a public office, including a vacancy in a public office when the public body is given power to appoint under law or ordinance.

On a voice vote, all members present voted aye. Nays: None. Motion passed. The Board adjourned to closed meeting at 8:22 pm. The Board returned to open meeting at 8:46 pm.

### **Adjournment**

As there were no additional items on the agenda, Mr. Hussey moved, seconded by Mr. Kropf to adjourn the meeting.

On a voice vote, all members voted aye at 8:47pm.

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Mrs. Kathy Brown  
President, Board of Education  
C.U.S.D. #95 Lake Zurich, IL

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Mrs. Jan Putbress  
Secretary, Board of Education  
C.U.S.D. #95 Lake Zurich, IL

*Respectfully submitted, Marsha Smyser Board Clerk*

January 29, 2009 *Date Minutes Approved by the Board of Education,*

January 30, 2009 *Date Minutes Made Available for Public Inspection*

January 30, 2009 *Date Minutes Posted on the District Website*