



LINCOLNWOOD SCHOOL DISTRICT 74
 BOARD OF EDUCATION
 REGULAR BOARD MEETING AGENDA
 Thursday, May 5, 2016 at **7:00 PM**

BOARD OF EDUCATION
 Scott L. Anderson, *President*
 Kathy O'Brien, *Vice President*
 John P. Vranas, *Secretary*
 Nathan Cachila
 Kevin Daly
 Asma Shakir Farhan
 Elaina Geraghty

ADMINISTRATION
 Dr. Joseph F. Bailey, *Superintendent of Schools*
 Dr. Kimberly A. Nasshan, *Assistant Superintendent for Curriculum and Instruction*
 Robert Ciserella, *Business Manager*

Agenda of the regular meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, to be held in the Village of Lincolnwood Council Chambers, 6900 North Lincoln Avenue, Lincolnwood, Illinois 60712 on Thursday, May 5, 2016.

Bills reviewed this month by: Member O'Brien and Member Daly

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - (7:00 p.m.)
 ___ Scott L. Anderson ___ Nathan Cachila ___ Kevin Daly ___ Asma Shakir Farhan
 ___ Elaina Geraghty ___ Kathy O'Brien ___ John P. Vranas

ADMINISTRATIVE TEAM MEMBERS

- ___ Dr. Joseph F. Bailey ___ Dr. Kim Nasshan ___ Robert Ciserella
 ___ Courtney Adams ___ Beth Carmody ___ Megan Lewis
 ___ Dominick Lupo ___ Jennifer Ruttkay ___ Regina Shalzi
 ___ Ellen Shankar ___ Dr. Jean Weiss

2. AUDIENCE TO VISITORS
 3. DISTRICT RECOGNITION (Per District Protocol)
 a. Honoring District 74 Retirees: Jacki Duff, Anne Govostis, Kay Nixon, Nancy Parra, Cheryl Trilling, Bonnie Yocus
 b. PTA Scholarship Winners

4. **BOARD WILL ADJOURN SINE DIE FOR THE PURPOSE OF RE-ORGANIZATION**

5. RE-ORGANIZATION OF THE BOARD OF EDUCATION
 a. Election of President Pro Tem and Secretary Pro Tem.....Board Members
 b. Call to Order by President Pro Tem
 c. INFORMATION/ACTION: Oath of Office/Re-Organization.....Dr. Joseph F. Bailey
 I. Oath of Office for Board Members
 II. Term of Office:
 Election of President: _____
 Election of Vice President: _____
 Election of Secretary: _____

III. Set Time/Dates for Board of Education Meetings

1. The Lincolnwood School Board of Education must set dates and times for the Regular Meetings of the Board of Education as required in policy 2:210. The dates for the 2016 Board Meetings have been set and our listed below as a reminder. The date for the October Board Meeting which was previously pending, will be October 6, 2016 at 7:30 p.m. at the Marvin Garlich Administration Building.

Remaining 2016 Regular Meeting Dates:

- JUNE, June 2, 2016
 JULY, June 30, 2016
 AUGUST, August 4, 2016
 SEPTEMBER, September 1, 2016
 OCTOBER, October 6, 2016

6. INFORMATION/ACTION: CONSENT AGENDA

(Any member of the Board wishing to vote separately on a Consent Agenda item should request removal of that item from the Consent Agenda.)

a. MINUTES

- I. Regular Board Meeting Minutes - April 7, 2016
- II. Regular Board Meeting - Closed Session Minutes 1 - April 7, 2016
- III. Regular Board Meeting - Closed Session Minutes 2 - April 7, 2016

b. EMPLOYMENT MATTERS

I. NEW EMPLOYMENT

1. **Tammer Gad**, Information Tech Assistant, Lincoln Hall Middle School, permanent position, effective April 11, 2016; \$16.27/hour, plus benefits.
2. **Elena Menicocci**, Library Media Specialist, Rutledge Hall School, start date September 6, 2016, Class 3, Level 8 (2016-2017 Teacher Salary Schedule TBD).
3. **Tom Foust**, STEM Teacher, Lincoln Hall Middle School, start date September 6, 2016, Class 3, Level 9 (2016-2017 Teacher Salary Schedule TBD).
4. **Stephen Gerber**, STEM Teacher, Lincoln Hall Middle School, start date September 6, 2016, Class 3, Level 7 (2016-2017 Teacher Salary Schedule TBD).
5. **Anne Obringer**, LA/Reading Teacher, Lincoln Hall Middle School, start date September 6, 2016, Class 3, Level 5 (2016-2017 Teacher Salary Schedule TBD).
6. **Christina Audisho**, Secretary to the Directors, start date July 1, 2016, \$16.07/hour, plus benefits.

II. RESIGNATION

1. **Beth Carmody**, Principal, Rutledge Hall School, effective June 30, 2016.

III. PARENTAL LEAVE

1. Mary Guerin, Kindergarten Teacher, Todd Hall School, effective September 6, 2016 and returning to District on October 19, 2016.
2. Annie Roeder, Social Worker, Lincoln Hall Middle School, effective September 8, 2016 and returning to District on November 28, 2016.

IV. ADMINISTRATOR CONTRACTS

1. Approval of the following Administrator contracts
 - (1) Courtney Adams, Director of Technology
 - (2) Robert Ciserella, Business Manager
 - (3) Dominick Lupo, Assistant Principal of Lincoln Hall Middle School
 - (4) Jennifer Ruttkay, Director of Special Education
 - (5) Ellen Shankar, Principal of Todd Hall School
 - (6) Jean Weiss, Principal of Lincoln Hall Middle School

c. POLICIES

I. 2nd Reading/Adoption of Policies

1. Policy 6:130 Program for the Gifted
2. Policy 7:150 Agency and Police Interviews
3. Policy 7:220 Bus Conduct
4. Policy 7:240 Code of Conduct for Participants in Extracurricular Activities
5. Policy 7:305 Student Athlete Concussions and Head Injuries

d. UPCOMING STAFF DEVELOPMENT OPPORTUNITIES

- I. Illinois Junior Academy of Science - State Science Fair on May 13-14, 2016, in Decatur, Illinois, for

Matthew Metz, 8th Grade Science Teacher.

- II. Illinois Junior Academy of Science - State Science Fair on May 13-14, 2016, in Decatur, Illinois, for Sharon Churchwell, 7th Grade Science Teacher.
- III. Lake County Superintendent's Association 2016 Fall Leadership Conference on October 16-18, 2016, in Galena, IL, for Dr. Joseph F. Bailey, Superintendent of Schools.
- IV. Project Lead the Way Gateway Module Training on July 24 - 29, 2016, at the Worcester Polytechnic Institute, MA, for Karlene Stecher, STEM Teacher.

e. LSSU CONTRACT CLARIFICATIONS

- I. Memorandum of Understanding - Between the Board of Education of Lincolnwood School District 74 and the Lincolnwood Support Staff Union Local 1274, IFT/AFT, AFL-CIO, which changes the work year schedule for the Administrative Assistant at Todd Hall, Administrative Assistant at Rutledge Hall, Administrative Assistant to the Directors, and Technology One positions to 12 month positions.

f. FURNITURE BID RECOMMENDATION

- I. It is the Administrative recommendation and supported by the Facilities Committee to accept the furniture bid from Lowery McDonnell with the cost of \$205,256.40 and Frank Cooney in the amount of \$31,094.30. These furniture purchases total \$236,350.70 and are associated with the Lincoln Hall Phase I renovation project.

g. STEEL BID RECOMMENDATION

- I. It is a recommendation of the Facilities Committee, Administration, and Z3 Solutions to accept the steel bid packet in the amount of \$65,000. This is for the work associated with the Todd Hall and Rutledge Hall cafeteria renovations.

h. ASBESTOS ABATEMENT BID RECOMMENDATION

- I. It is a recommendation of the Administration, Facilities Committee, and United Analytical Services, Inc. to accept the bid of Colfax Corporation in the amount of \$36,800 for the asbestos abatement work associated with the Lincoln Hall renovations.

i. 2016-2017 TECHNOLOGY HARDWARE PURCHASES

- I. It is recommended by Administration and the Finance Committee that the Board of Education approve the purchase of technology hardware for students and staff. Staff members are on a four-year laptop refresh cycle. As for students, most of the recommended devices are intended to replace older models that have been in use five school years or more. Two additional STEM labs will be added for the 2016-2017 school year at Lincoln Hall. The fiscal impact of the technology hardware purchase will be \$468,633.24 (\$366,133.24 from FY16 budget and \$102,500 from FY17 budget).

j. WORKING CASH TRANSFER RESOLUTION

- I. The Board of Education must approve fund transfers by Board resolution from the Working Cash Fund to the Capital Projects Fund. Section 20-10 of the Illinois School Code permits the Board of Education to abate and permanently transfer a portion of the Working Cash Fund to another fund most in need. It is recommended by Administration and supported by the Finance Committee that the Board of Education approve the Resolution Authorizing Abating the Working Cash Fund to the Capital Projects Fund in the amount of \$4,577, 220 at the May 5, 2016 Board of Education meeting.

k. RESOLUTION FOR SIGNATURE FOR STUDENT ACTIVITY AND IMPREST FUND ACCOUNTS

- I. It is the recommendation of the Administration to adopt the resolution to establish signature authority of Robert Ciserella to the Lincolnwood School District 74 Student Activity Fund and Imprest Fund and to allow Dr. Kim Nasshan to continue to have signature authority for these same accounts.

Rationale: As part of the regular meeting, the Board of Education routinely approves minutes, personnel items, Board policies, and routine business matters.

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approves those items on the Consent Agenda as appear above.

Motion by Member: _____ Seconded by: _____

7. UNFINISHED BUSINESS

8. NEW BUSINESS

9. COMMUNICATION FROM BOARD MEMBERS

- a. NTDSE/District 807: **John P. Vranas/Kevin Daly**
- b. IASB (Illinois Association of School Boards): **Nathan Cachila**
- c. Finance Committee: **Kevin Daly/John P. Vranas**
- d. Facilities Committee: **John P. Vranas/Kathy O'Brien**
- e. Food Service Committee: **Kathy O'Brien**
- f. President's Report: **Scott L. Anderson**

I. Important Dates

II. Committee Appointments

Committee Appointments:	Delegate	Alternate
District 807/NTDSE:	_____	_____
Facilities Committee:	_____	_____
Finance Committee:	_____	_____
Food Service Committee:	_____	_____
Policy Committee:	_____	_____
IASB Representative:	_____	_____

III. Adoption of the Code of Conduct and Board Guidelines for Board of Education Members

Rationale: The Code of Conduct must be adopted in accordance with Board of Education Policy 2:80 and 2:80E.

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education adopts the Code of Conduct as it appears from the Illinois Association of School Boards, and adopts the Board Guidelines.

Motion by Member: _____ Seconded by: _____

10. COMMUNICATION TO THE BOARD OF EDUCATION

- a. PTA (Parent Teacher Association): **Chris Barnabas (President)**
- b. LTA (Lincolnwood Teacher Association): **Stephanie Shortell/Jamie Schremser (Co-Presidents)**
- c. LSSU (Lincolnwood Support Staff Union): **Carol Krikorian (President)**

11. SUPERINTENDENT REPORTS

- a. Superintendent's Report: **Dr. Joseph F. Bailey**
 - I. INFORMATION/DISCUSSION: Registration Update
- b. Curriculum and Instruction, Assistant Superintendent's Report: **Dr. Kim A. Nasshan**
 - I. INFORMATION/DISCUSSION: Curriculum, Instruction, and Assessment Update
 - II. INFORMATION/ACTION: Middle School Math Textbook Adoption

Rationale: The Board of Education approves expenditures in excess of \$10,000.

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approve the purchase of the McGraw Hill (Glencoe) Math materials for 6th-8th grade students and some of the 5th grade gifted and talented students, for a total cost of \$74,220.23, as recommended by the Middle School Math Committee, and as presented.

Motion by Member: _____ Seconded by: _____

III. INFORMATION/ACTION: Set Last Day of School for the 2015-2016 School Calendar

Rationale: The Board of Education approves the last day of school for each school year.

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approve the last day of school for the 2015-2016 school calendar to show a closing date of May 24, 2016.

Motion by Member: _____ Seconded by: _____

c. Business and Operations, Business Manager: **Robert Ciserella**

- I. INFORMATION/DISCUSSION: Finance Report - February 2016
- II. INFORMATION/ACTION: FY2016 Amended Budget

Rationale: The Board of Education must approve the resolution notifying the public of the hearing on the amended 2016 District budget and the placement of the 2016 budget on public display.

Recommended Motion: I move that the Lincolnwood School District Board of Education approve the resolution notifying the public of the hearing on the amended 2016 District budget and the placement of the 2016 budget on public display, as recommended by the Finance Committee and Administration.

Motion by Member: _____ Seconded by: _____

- III. INFORMATION/DISCUSSION: TIF Proposal Discussion
- IV. INFORMATION/ACTION: Bills Payable in the Amount of \$962,849.33
Bills reviewed this month by: **Member O'Brien and Member Daly**

Rationale: The Board of Education routinely reviews and approves invoices and bids.

Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approve invoices and bills in the amount of \$962,849.33.

Motion by Member: _____ Seconded by: _____

12. AUDIENCE TO VISITORS

13. **RECESS INTO CLOSED SESSION**

I move that the Lincolnwood School District 74 Board of Education recesses into Closed Session for the purpose of: *5 ILCS 120/2(c)(1) – Personnel and 5 ILCS 120/2(c)(5): The purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired.*

Motion by Member: _____ Seconded by: _____

14. ADJOURNMENT

Motion by Member: _____ Seconded by: _____

Dr. Joseph F. Bailey, Superintendent of Schools

Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact Megan Lewis at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.