

AGENDA  
Board of Education Regular Meeting  
Center Cass School District No. 66  
Prairieview School  
July 13, 2015  
7:00 PM

**I. Pledge of Allegiance**

**II. Reception of Visitors**

**III. Recognitions and Celebrations**

**IV. Superintendent's Report**

**A. Monthly update on the 2014-19 Strategic Plan - Student Achievement**

In an effort to provide continuous monitoring of the 2014-19 Strategic Plan, the Superintendent will provide a monthly update to the Board on one the goals from the Strategic Plan. This month's update will include the Student Achievement goals set by each GLT this past year, as well as their SMART goals for 2015-16. Next month's Strategic Plan report will be on the Learning Environment.

**B. Board of Education Annual Agenda Calendar**

**C. Monthly FY16 Budget Update**

The monthly FY16 budget update is provided for the Board's information. The unaudited actuals were positive for two reasons. First, FY15 revenues were higher than budgeted (+ \$126,225) and expenditures were under budget (- \$229,548). The second positive note is that our budget variance was very reasonable. Revenue budget variance was + 0.9% and expenditure budget variance was - 1.5%.

Based on any additional directives from the Board at tonight's meeting, a tentative budget for FY16 will be made available to the Board and the general public by the end of July. The Board will review the tentative budget on August 10 and is scheduled to approve a final FY16 budget on September 14.

**D. SASED Talking Points**

This month's SASED notes are attached.

**E. FOIA Requests**

The Superintendent will update the Board on all FOIA requests received since the previous Board of Education meeting.

The most recent FOIA requests are as follows:

**Robert A. Baier** (SMART Local 265, 205 Alexandria Way, Carol Stream, IL 60188) demanded a commercial FOIA request to the Center Cass School District No. 66 for any construction or maintenance work planned for the summer of 2015 related to various HVAC, plumbing and locker installation. The information requested is:

This demand was received on June 15, 2015, required approximately 0.75 hours of resources, and was completed on June 18, 2015.

**V. Scheduled Public Comment**

*Individuals wishing to address the Board are requested to notify the Superintendent in advance of the meeting. Time allotted for comments is limited to five (5) minutes for each individual requesting to address the Board.*

**VI. Consent Agenda Items (5)**

*Items under the Consent Agenda are considered to be routine in nature and will be enacted by one motion. At the request of a Board Member, any item may be removed from the Consent Agenda and considered separately as an Action item.*

**A. Approval of Minutes**

**B. Financial Affairs**

Attached are the Financial Reports for your review.

C. Personnel Report

**Resignations**

None

**Retirement**

None

**Transfers**

Sherry Zurales from 2nd grade at Ide to 3rd grade at Prairieview

**New Hires**

None

**FMLA**

Jennifer Finn - leave beginning 8/24/15, expected return 11/18/15 - long-term substitute - Jennifer Metherd Sub

Erin Olsen - leave to begin 9/21/15, expected to return August, 2016 - Heather Lopez Sub

Melissa Mandru - leave to begin ?, expected to return ? - long-term substitute TBD

Kristy Mixon - leave to begin 8/24/15, expected return after 60-teacher attendance days - long-term substitute TBD

Mia Cruz - leave to begin 8/24/15, expected return after 60-teacher attendance days - long-term substitute TBD

**Re-Employment**

None

**Positions Open:**

2nd Grade Teacher

Speech Pathologist - Ide

Paraprofessional - IMC at Ide

Lunchroom Aide - Ide

Help Desk Technician - District

Bus Drivers

Substitute Teachers

D. Board Secretary Stipend

The stipend paid for an administrative assistant to attend board business and committee of the whole meetings to record minutes has remained constant since the 2008-09 school year.

Given the increased number of meetings and time over the past two years, as well as the fact that the stipend has not increased in five years, I recommend that the annual stipend be increased by \$750 from \$2,750 to \$3,500.

**Recommendation:** The Superintendent recommends that the Board of Education approve an increase of \$750 to the annual stipend for the Board Secretary.

E. Destruction of Closed Session Recordings

As per Policy 2:220, after 18-months have passed since being made, the audio recording of a closed meeting is destroyed with Board approval.

December 10, 2013

F. Acceptance of PTO Donation

The attached donation requests were made to the PTO by the Prairieview staff.

The PTO graciously approved their request.

**Recommendation:** The Superintendent recommends that the Board accept the Prairieview PTO donations as presented.

G. Prevailing Wage

The Board of Education is required annually to adopt an ordinance authorizing the adoption of prevailing wage. This is an action that public bodies must take each year. The required ordinance is attached. We will again share the publication notice with other area districts to reduce the cost of this notice.

**Recommendation:** The Superintendent recommends that the Board approve the Prevailing Wage Resolution as presented.

H. Approval of Consent Agenda Items

**Recommendation:** The Superintendent recommends that Consent Agenda Items A, B, C, D, E, F, and G be approved as presented.

VII. **Discussion Items without Action** (20)

A. Committee Reports

This is an opportunity for Committee Chairs and individual Board members to update the entire Board on any pertinent committee activities.

B. Agenda for July 27 Committee of the Whole Meeting

VIII. **Public Comments**

*Members of the public may address the Board in response to items the Board has taken action on or plans to take action. Time allotted for comments is limited to five (5) minutes for each individual requesting to address the Board.*

IX. **Discussion Items with Action** (20)

A. SASED Budget FY16

Center Cass School District 66 serves as the administrative agent for our special education cooperative. One of our important functions is to approve the annual SASED Budget. I would suggest the following timeline:

June 11th Approve SASED tentative budget  
June 12th Place SASED tentative budget on public display  
June 17th Legal notice posted with media  
August 11th Approve/Adopt SASED final budget

The tentative budget has already been approved by the SASED Board of Control.

**Recommendation:** The administration recommends that the Board of Education approve the tentative SASED Budget for FY16 and direct the Superintendent to place the budget on public display.

B. Board Policy 6:235 - Appropriate Use of Technology

Since the first reading of a revised Policy 6:235 last month three additions have been made.

The intent of these additions is to ensure that our policy is crafted in language that sends clear messages about the importance of protecting our students in a digital world. The changes are highlighted in the attached policy and outlined below:

- 1) In the introduction, the paragraph titled "User Responsibility" the phrase, "create or manufacture" pornographic or indecent material have been added.
- 2) In the same paragraph, in the sentence beginning with, "Any such material or files received by", the phrase, "or disclosed to" has been added.
- 3) On page four, in the paragraph titled Profanity or Obscenity, the phrase, "create or manufacture" has been added.

**Recommendation:** The Superintendent recommends that the Board of Education adopt the revisions to Board Policy 6:235 and 6:235 Exhibit Acceptable Use Agreement as presented.

C. Student Handbooks 2015-16

Each year the building principals meet to review and update Student Handbooks. The 2015-16 Student Handbooks for Elizabeth Ide, Prairieview, and Lakeview are attached for the

Board's review.

**Recommendation:** The Superintendent recommends that the Board approve the 2015-16 Student Handbooks for Elizabeth Ide, Prairieview, and Lakeview as presented.

**D. Administrative Performance Bonus**

The Superintendent's annual salary is the result of a two year rolling CPI, which for 2015-16 school year is 1.15%. By contract, the Board of Education has the option to consider an annual, non-cumulative performance bonus for the Superintendent.

**Recommendation:** The Superintendent recommends that the Board of Education consider granting a non-cumulative bonus for the Superintendent based on his 2014-15 job performance.

**E. Closed Session Minutes Review**

Attached are copies of minutes from Executive Session for the past six (6) months. Please review them carefully before the meeting. Board policy requires the Board to review these minutes twice a year. After reviewing these minutes those that are found to be appropriate maybe added to the regular minutes of our meetings.

**X. New Business**

**XI. Old Business**

**A. 2015 Joint Annual Conference**

Registration and housing forms for the 2015 Joint Annual Conference will be available online beginning Monday, June 15th.

The Registration fee for Board Members and Administrators is \$420. Hotel rooms will be assigned daily on a first-received, first-assigned basis with a \$200 non-refundable deposit per hotel room. A final attendance decision will need to be made at the July 13th BOE meeting.

**B. Future Role of Center Cass as SASSED Fiscal Agent**

As a follow up to Board questions at the June Board meeting, a discussion is warranted regarding the future of the District's role as the fiscal agent for SASSED.

**XII. Executive Session**

The Board may enter into executive session for the purpose of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 5ILCS120/2(c)(1) and collective negotiating matters 5ILCS120/2(c)(2).

**XIII. Adjournment**