

SEPTEMBER 19, 2013 (3rd Thursday)  
7:00 PM  
REGULAR MEETING OF THE  
BOARD OF EDUCATION  
SCHOOL DISTRICT 33

WALTER C. LIES BOARD ROOM  
JOHN E. HENNIG EDUCATIONAL  
SERVICE CENTER  
312 E. FOREST AVENUE  
WEST CHICAGO, ILLINOIS

## AGENDA

\* Requires Board Action

I. **Call to Order/Roll Call**

*(This is how the meeting begins.)*

II. **Pledge of Allegiance**

*(The Board members and the people in attendance are invited to say the Pledge of Allegiance.)*

III. **Additions/Changes to Agenda**

*(The Board of Education may use this opportunity to pull items out of the consent agenda at regular board meetings to be voted on separately, or may add items for discussion purposes only.)*

IV. **Shared Agreements:**

During the meeting the Board agrees to:

1. *Respect staff and other board members and their opinions*
2. *Be willing to see things from the eyes of seven (7) people, not just one (1)*
3. *Request future agenda items during the meeting or, under special circumstances, by contacting the board president and "cc'ing" the superintendent*
4. *Discuss action items at least one meeting prior to taking action*
5. *Make decisions according to what is best for District 33 students*
6. *Allow everyone to complete their thoughts*
7. *Direct community concerns to the staff member who is most able to resolve the concern and notify the superintendent of this communication*

Outside of a board meeting the Board agrees to:

1. *Follow Open Meetings Act and Freedom of Information Act guidelines when using email*
2. *Commit to shared leadership*
3. *Be prepared for meetings by asking questions before meeting so district staff can prepare for discussion*
4. *Respect confidentiality*
5. *Speak with one clear voice supporting the decision of the majority*

V. **Public Hearing on 2013-2014 Official School Budget**

*(The Board of Education will conduct a public hearing on the 2013-2014 official budget which has been on display for at least 30 days prior to adopting this budget. Mr. John Haffner, Director for Business and Operations, will bring an updated budget because conditions have changed since the posting of the tentative budget.)*

VI. **Adopt 2013-2014 Official School Budget**

*(After the public hearing the board members will vote to approve the 2013-2014 official school budget.)*

VII. **Public Comment**

*(Public comments (limited to 3 minutes each) are welcome at this Board of Education meeting. In order to conduct productive meetings, there will be no dialogue with the public about topics during this meeting. The Board may make a brief response to a public comment, or will provide for follow-up with individuals or groups at a later date, if the Board determines that issues require additional research. For certain issues that require additional understanding the Board may also schedule a special meeting where public dialogue can occur. Thank you for your interest in district issues and for your understanding of meeting protocol.)*

VIII. **E.T.A.W.C. Statement** - (Kathy McKee)

*(The Elementary Teachers' Association of West Chicago has an opportunity to address the Board of Education).*

IX. **Presentations/Recognitions**

*(The Board of Education periodically hears presentations from students, District 33 departments and programs, and outside groups in order to keep the Board informed of District operations and opportunities.)*

Presentations

- Start of School Report from Principals

Recognitions

- Custodial and Maintenance Staff

X. **Consent Agenda** \*

*(The Board reviews minutes from past meetings to make sure they reflect that specific meeting. Each month the Board reviews expenditures, payroll, and the financial statements of the District. The Board may accept resignations, employ certified staff, approve leave requests, approve classified staff changes, adopt policies and job descriptions, approve disposal of closed session recordings, and approve other related staffing and employment requests and expenditures.)*

- A. Approve Board of Education meeting minutes
- B. Approve current expenditures
- C. Approve current payrolls
- D. Approve current imprest list
- E. Accept resignations
- F. Employ personnel
- G. Approve request for maternity leaves, unpaid leaves of absence, job transfers, and /or job shares
- H. Approve classified staff changes
- I. Approve disposition of closed session audio tapes

XI. **Financial Reports**

*(The Board receives monthly updates on the District's financial situation compared to the adopted budget. This is a good check to see if we are close to budget predictions for the year. The Board also receives student activity account reports from each school during the school term.)*

- A. Treasurers' Report
- B. Budget Report
- C. Cash flow summary report
- D. Financial Charts
- E. Student Activity Account Report
- F. Revenue Report (update of receipts)

XII. **Discussion of New / Ongoing Business with Possible Action** \*

*(These are a variety of either new or ongoing topics where the Board has the opportunity to receive information, to ask questions, to discuss options, and to direct administration to continue working on an item. If ready, the Board may take action at this meeting or at a subsequent meeting.)*

- A. Presentation(s) Follow-Up  
*(The Board may wish to have further discussion on a presentation from prior board meetings.)*
- B. Student transportation update  
*(The Board will receive an information update regarding pupil transportation for the 2013-2014 school year.)*

- C. Lemay Middle School dedication  
*(The Board will receive an update on the final stages of planning for the Lemay Middle School dedication.)*
- D. Superintendent search update
- E. Town Hall meeting / November 7, 2013  
*(The Board will continue plans for the November 7, 2013 Town Hall meeting.)*
- F. Parental Involvement survey  
*(The Board will have discussion and possible action to approve the parental involvement survey for circulation.)*

XIII. **Action Items** \*

*(These are additional items which are not routine and are acted on as individual motions. These items may be moved into the consent agenda if requested by the Board.)*

- A. Approve the posting of staff salaries and benefits, as legislated  
*(The Board is required to approve the posting of staff salaries and benefits for the previous school year, which are then posted by October 1st and submitted to the Illinois State Board of Education.)*

XIV. **Information Items**

*(There are regularly scheduled reports on a number of information items the Board wishes to track. Additional items are sometimes included to keep the Board informed of topics and issues that are related to District 33 or to public education in general.)*

- A. Current job listings
- B. Short term maternity leave report
- C. Student attendance report
- D. Student suspension report
- E. Truancy referral report
- F. Freedom of Information report
- G. Out-of-district placement of students with disabilities
- H. First day and sixth day enrollments  
*(Each year we take a first day enrollment and a sixth day enrollment count as unofficial indicators of student enrollment until the final count is taken for the year in the last attendance day of September.)*
- I. Teacher transfers for FY'14  
*(There are a number of teachers who have moved to positions other than what they filled last year. The Board receives an update on these changes each year.)*
- J. Summer program / summer research and development program summaries  
*(Many programs occur during the summer months. The Board of Education will receive a summary of the various learning activities in which our students participated, and a report of curriculum or other development work that was accomplished over the summer.)*
- K. United Way update  
*(Marjory Lewe-Brady, Director of Partnerships, will update the Board on the possible partnership with United Way.)*
- L. Department goals - first quarter FY'14  
*(The heads of the various District 33 departments write goals each year to move the District toward fulfilling the Strategic Plan. The administration is presenting new goals for the 2013-2014 school year.)*
- M. Board outreach  
*(Board members who have attended other meetings in the community may report back to District 33's Board of Education.)*

N. School newsletters

*(In order to keep the board members informed, District 33 schools periodically send copies of their newsletters during the school year.)*

XV. **Report of District Committee Meetings**

(This is an opportunity for administrators and Board members who have attended various committees and other meetings to give brief reports of discussions from those meetings.)

- A. Curriculum Coordinating Council (Brenda Vishanoff)
- B. Foundation for Educational Excellence - September 19, 2013 (Sue Stibal)
- C. PTO Council - September 12, 2013 (Brenda Vishanoff)
- D. Mexican Independence Day Celebration - September 15, 2013
- E. SASSED Board of Control - September 18, 2013 (Julie Pearson)
- F. Legislative Committee - (Kathy Wolfe)
- G. Open Comments (Board Members)

XVI. **Review of Upcoming Meetings/Events**

(This is a schedule of the upcoming meetings and events that Board members may be attending.)

- A. Suggested agenda items for next board meeting
- B. Finance Committee - September 24, 2013 - 7:00 p.m. - ESC
- C. Insurance Committee Meeting - September 26, 2013 - 3:00 p.m. - ESC
- D. Lemay Middle School Dedication - September 26, 2013 - 6:00 p.m.
- E. LEND Meeting - September 27, 2013 - 7:00 a.m. - Marquardt School District 15, Glendale Heights
- F. Council of Governments' Meeting - September 30, 2013 - (time and location TBD) ???
- G. PTO Council - October 3, 2013 - 9:00 a.m. - Lemay Middle School
- H. Next Regular Board Meeting (1st Thursday) - October 3, 2013 - 7:00 p.m. - ESC
- I. Superintendent Search Community Focus Groups - October 7, 2013 - 6:30 p.m. - Currier, Indian Knoll and Lemay Middle Schools
- J. WeGo Together For Kids Family Night - October 8, 2013 - 6:00 p.m. - West Chicago Middle School
- K. Foundation for Educational Excellence - October 10, 2013 - 5:30 p.m. - ESC
- L. SASSED Board of Control - October 23, 2013 - 7:00 p.m. - Naperville, IL
- M. IASB DuPage Division Fall Dinner Meeting - October 29, 2013 - 5:30 p.m.  
W. A. Johnson School, 252 Ridgewood Ave., Bensenville, IL 60106  
*Presentation: Steve Dembo, Discovery Education on "Learning to Speak Native: How Education is Being Transformed in 140 Characters or Less"*
- N. Town Hall Meeting - November 7, 2013 - 6:00 to 7:00 p.m. - West Chicago Middle School Community Room  
*Topics: Superintendent Search Update / Strategic Plan and Goals of the District*

XVII. **Closed Session**

*(The Board of Education may convene into closed session to discuss confidential matters, and may take action upon reconvening into open session only during regular or special board meetings. No action can be taken on a specific agenda item unless it has been posted on that particular agenda. The Board is permitted to discuss various items in closed session, including but not limited to: collective bargaining, pending or imminent litigation, sale/purchase/lease of property, student discipline, and the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. The motion to convene into closed session will state the specific reason(s).)*

**Motion to Convene Into Closed Session \***

*(The Board will move to convene into closed session to discuss a specific item(s) that are listed below. These are anticipated discussion items during closed session. Prior to convening into closed session, the Board may add an item(s) for discussion as part of the motion, but action will be taken only on the item(s) stated on the posted agenda.)*

The Board of Education will move to go into closed session to discuss information regarding litigation matters, collective bargaining matters, and the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

XVIII. **Action Items Following Closed Session** \*

*(The Board of Education approves closed session minutes as read after reconvening to open session, and may take action on an item(s) that are listed on the posted agenda.)*

A. Approve closed session minutes as read

*(This is a regular task of the Board of Education if an executive session is held. After the Board reconvenes to open session it is required that the board members approve these minutes.)*

XIX. **Adjournment**

*(This is how the meeting ends.)*

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