

JULY COMMUNITY PACKET

WOODLAND SCHOOL DISTRICT 50
GOVERNING BOARD MEETING
July 23, 2009
6:30 P.M. – 9:30 P.M.

AGENDA

REGULAR MEETING CONSISTENT WITH THE REQUIREMENTS OF THE ILLINOIS COMPILED STATUTES, 5 ILCS 120/2.02 (OPEN MEETINGS ACT) NOTICES OF THIS MEETING HAVE BEEN POSTED. LOCATION OF THE MEETING IS IN THE WOODLAND EDUCATIONAL SUPPORT CENTER, 1105 N. HUNT CLUB ROAD, GURNEE, ILLINOIS, 6:30 P.M.

AGENDA ITEM

I. Call to Order

II. Roll Call

III. Move to enter Closed Session

The Board will enter into closed session to discuss:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Board of Education, including hearing testimony on a complaint lodged against an employee to determine its validity;
- Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
- Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the Board of the minutes or semi-annual review of the minutes as mandated by Section 2.06 of the Open Meetings Act. 5 ILCS 120/2(c)(14')

IV. Return to Open Session at 7:30 P.M.

V. Call to Order

VI. Roll Call

VII. Pledge of Allegiance

VIII. Approval of Agenda

IX. Citizen Statements

Citizens are provided time to address the Board. The Board of Education respectfully requests that individuals limit comments or questions to two minutes and if requested, the Board will respond in writing.

X. Consent Agenda

- A. Approval of Board of Education Meeting Minutes: Special Event 5/8/09, Special Event 5/15/09, Regular Meeting 5/28/09, Promotion 6/3/09 & 6/4/09, Closed Meeting 6/25/09, and Regular Meeting 6/25/09
- B. Financial Reports
- C. Treasurer Reports
- D. Approval of Employment
- E. Acceptance of Resignations
- F. Approval of Leaves of Absence
- G. Approval of Board Membership in Organizations
- H. Approval of Disposition of District Property
- I. Approval of District Police Liaison Officer for FY10

- J. Approval of FY10 Parent/Student Handbook
- K. Approval of District Copier Lease Agreement

XI. Action Items

- A. Approval of the FY10 Tentative Budget
The Board will approve the tentative budget. The tentative budget will be placed on public display for no less than 30 days prior to the adoption.
- B. Approval of Special Education District Workload Plan
The Board will review and approve the Special Education Workload Plan to be submitted to the Illinois State Board of Education as required under ISBE 23 Illinois Administrative code 226.725.
- C. Approval of “Destruction of Closed Session Meeting Audio Recordings” for November and December 2007
The Board will discuss and determine the destruction of closed session audio recordings from the November and December 2007 meetings.

XII. Reports/Discussion Items

- A. Written Reports
 - Board of Education Annual Agenda - Dr. Swoboda provided the Board with a copy of the tentative annual agenda. This agenda serves as an outline for Board work in FY10.
 - Financial Advisory Community Taskforce (FACT) - The administration has provided the following documents related to FACT for the Board’s review and consideration: letter to community members, application for committee, targeted committee composition, and proposed guidelines for the taskforce.

XIII. Board Improvement and Operations

The Board will discuss various ways to improve the efficiency of meetings and the receipt of information via monthly packets.

XIV. Status of Requests from Board Members/Recap/Future Board Items/Correspondence

Board members will discuss:

1. Status of requests from Board meetings
2. A recap of the meeting and future Board items
3. Correspondence to the Board and direction on responses
4. Receipt of any Freedom of Information Act Requests

XV. Announcements and Board Committee Reports

XVI. Return to Closed Session, If Necessary

XVII. Adjournment

WOODLAND SCHOOL DISTRICT #50
COMMUNITY/PRESS PACKET FOR
JULY 2009 BOARD MEETING

CONSENT AGENDA:

- Approval of Board Membership in Organizations – The Board will approve membership in state and national organizations for the FY10 school year.
The various agencies provide the district support and advocacy:
 - Ed Red - We have been members of Ed Red for the last 16 years. Their purpose is to lobby the legislature on behalf of the Northern Illinois Suburbs. The Executive Board voted to not raise dues and fees for member districts due to the difficult economic times all public school districts are facing. Membership in Ed-Red ensures that our district's "voice" is heard in Springfield and in Washington. Dues for 2009-2010 are \$1,620. (same as last year)
 - Fed-Ed – We are a member of Fed-Ed. Fed-Ed represents the Board of Educations interest on a national level in Washington. Dues for 2009-2010 are \$325. (same as last year)
 - IASB (Illinois Association of School Boards)- As a School Board member, the IASB is your organization: the one that represents, reflects and forwards school boards' ideals, positions and views. We have been a member for over 30 years and have taken advantage of the various programs and numerous services it provides to its members. IASB provides a professional publication for Board members six times a year. Dues for 2009-2010 are \$8,710.
 - NSBA (National School Board Association) Dues for 2009-2010 are \$4,250.
- Approval of Disposition of District Property (Policy 4:80) – The district is requesting to dispose of equipment that is between 8 and 10 years old. All of the equipment is broken and not repairable and thus has expired its life in the District. The total of approximately 648 various items is non functional and has been in storage for several years. Many of these items will be donated to the district's Camp Invention summer program as well as to United Cerebral Palsy.
- Approval of District Police Liaison Officer for FY10 – We continue to contract with the Village of Gurnee for a police liaison officer three days per week. Detective McDermott has been with the district for the past six years. The service provided continues to be an asset to the district. The cost for Officer McDermott's three days per week for FY10 will be a total of \$35,650. We are eligible to use 40% of our Title IV funds toward the cost of a liaison officer.
- Approval of FY10 Handbook – Penny Dagley, Assistant Superintendent of Support Services, provided the Board written updates at the May and June Board meetings. Mrs. Dagley highlighted the following changes to the handbook: 1) Care Plans 2) Lice 3) Conferences 4) Transportation 5) Infractions and Consequences and 6) the addition of PBIS and RtI sections.
- Approval of District Copier Lease Agreement – A district copy committee was formed to research how to reduce costs and improve productivity with regards to copying and printing. The committee sought to reduce the number of printers in the schools and move toward a secure print option using copiers. The copy committee developed a request for

proposal for an updated copy solution. Seven vendors responded to the committee's RFP. The committee evaluated the proposal results based on the proposal specifications, ability of the vendor to adequately service the equipment, the ability to train and in-service staff on usage, and overall cost. Based on evaluation, the committee recommended that the District negotiate with Xerox as the lowest responsible bidder. The committee re-evaluated the copy solution and revised several areas to lower the annual costs to be approximately the same as the current copy/printing needs. These reductions lowered the annual cost from the original proposal of \$237,726 to the revised proposal of \$195,195. We anticipate that the overall cost of copying will be less due to the reduction in service and replacement costs of the older stand alone printers.

ACTION ITEMS:

- Approval of FY10 Tentative Budget – Robert Leonard, Associate Superintendent provided an overview of the tentative budget at the June Board meeting. A tentative budget is to be placed on public display for no less than 30 days prior to adoption. After Board approval, a legal notice is published inviting the public to review the tentative budget and to attend a budget hearing held on September 24, 2009 prior to final adoption. This is a legal requirement that must be met to receive state and local revenues. A copy of the tentative budget is attached.
- Approval of Special Education District Workload Plan - Donna VandenBroek has provided a report regarding the Special Education Work Load Plan. The process for the workload plan includes a time study of 89 employees. The time study needed to address 4 activities: 1) Individualized Instruction 2) Consultation and Collaboration with staff 3) Attendance at IEP meetings and 4) Paperwork and reporting. The time sampling was compiled during a one-week period across the district. Data showed that staff was able to complete the four components listed above on a daily basis. The approval of the workload plan for Special Education teachers is required under ISBE 23 Illinois Administrative code 226.725.
- Approval of Destruction of Closed Session Meeting Audio Recordings for November 2007 and December 2007- According to the 5ILCS 120/1 et seq., the verbatim record of a meeting may be destroyed no less than 18 months after the completion of the meeting recorded and for which approved minutes of the closed meeting already exist.

REPORTS:

- Board of Education Annual Agenda – Dr. Swoboda provided the Board with a copy of the tentative annual agenda. This agenda serves as an outline for Board work in FY10. In summary, the annual agenda serves as an outline for Board work in FY10 but may be modified depending on the will of the Board.

Financial Advisory Community Taskforce (FACT) - The administration provided documents related to FACT for the Board's review and consideration: letter to parents and community members, taskforce application, targeted committee composition and proposed guidelines for the taskforce.

The administration seeks feedback from the Board regarding the letter, application, and guidelines to send to parents and community members. Based upon Board discussion on June 11, 2009, the chart reflecting anticipated committee composition has been revised.

BOARD OPERATIONS:

- Board Attendance at Conferences – As a follow up to the Special Meeting held July 9, 2009 the Board will discuss attendance at conferences to include the following:
Technology and Learning Conference – October 2009, National Association of School Boards – April 2010, and Triple I – November 2010.
- Board Agreements – At the July 9, 2009 Special Meeting the Board developed a draft Board Agreement Document.
- Use of Common District 50 Board E-mail – The Board will discuss the use of common district Board e-mail and/or individual e-mail.
- Letter to Legislators on School Funding – Per the direction of the Board of Education, a draft letter to U.S. Senators and Representatives, Illinois Senators and Representatives as well as other legislators on school funding.