

LIBERTYVILLE ELEMENTARY SCHOOLS
District No. 70
Libertyville, Illinois

July 29, 2013

The regular meeting of the Board of Education District No. 70, Lake County, Illinois, was held at the ERC on Monday, July 29, 2013. The meeting was called to order at 7:04 p.m. by Mrs. Maryann Ovassapian, Board President.

The following members answered present at roll call: Mr. Kennedy, Mrs. Lund, Mrs. Ovassapian, Mr. Stowe, and Mr. Vickers.

Absent: Mrs. Damenti, Mrs. Schilling.

Also present: Dr. Schumacher, Dr. Valentin, Dr. Bean, Mrs. Imholz, Robin Kollman, and guests.

APPROVAL OF MINUTES

Motion was made by Mr. Vickers, seconded by Mr. Kennedy, that the Board of Education approve the minutes of the Regular Board meeting of June 24, 2013, and that they become part of the formal District 70 records. Further, that the minutes of the Executive Session of June 24, 2013 be approved and be maintained in a confidential file until such time as the Board of Education releases them by formal action. All in favor. Motion carried.

FINANCE REPORTS

Motion was made by Mr. Vickers, seconded by Mrs. Lund, that the Board of Education approve the bills listed and presented for payment in the following amounts:

A. EDUCATION	\$ 575,265.68
B. OPERATIONS/MAINTENANCE	\$ 238,815.88
C. DEBT SERVICE	\$
D. BOND & INTEREST	\$
E. TRANSPORTATION	\$ 72,982.86
F. IMRF	\$ 22,010.50
G. CAPITAL PROJECTS FUND	\$ 125,850.00
H. IMPREST	\$ 5,857.16

On roll call vote: ayes – Mr. Kennedy, Mrs. Lund, Mrs. Ovassapian, Mr. Stowe, and Mr. Vickers. Absent - Mrs. Damenti and Mrs. Schilling. Nays - None. All in favor. Motion carried.

Motion was made by Mr. Vickers, seconded by Mrs. Lund, that the Board of Education approve the payroll requests for the month of JUNE 2013:

<u>JUNE 2013</u>	
A. EDUCATION	\$3,788,638.94
B. OPERATIONS/MAINTENANCE	\$ 78,281.56
C. TRANSPORTATION	\$ 13,593.11
TOTAL:	\$3,881,513.61

On roll call vote: ayes – Mrs. Lund, Mrs. Ovassapian, Mr. Stowe, Mr. Vickers, and Mr. Kennedy. Absent - Mrs. Damenti and Mrs. Schilling. Nays - None. All in favor. Motion carried.

PRESENTATIONS FROM THE FLOOR

There were no requests at this time.

REPORT FROM DR. W. GUY SCHUMACHER

Dr. Schumacher reported on the following:

- A. Dr. Schumacher passed out the Staff Summer Letter with information on back to school activities as well as an update on our current Strategic Plan and where we are now. (See attached update). Dr. Schumacher discussed the Strategic Plan updates and that the original group would be invited to meet again in the spring of 2014.

- B. He has received two requests for early admittance. Requests were discussed.

PERSONNEL REPORT

Motion was made by Mrs. Lund, seconded by Mr. Stowe, that the Board of Education approve personnel recommendation contained in this Board Report No. 7.1A.

RESIGNATION: Caroline Amrich, Paraeducator at Highland, affirming resignation received via email on June 18, 2013, effective immediately; Jon Bogie, Principal at Adler, affirming resignation received July 1, 2013, effective immediately. **CHANGE IN STATUS:** Kerri Bongle, from Assistant Principal at Highland, to Principal at Adler, effective July 1, 2013; Lorenzo Cervantes, from Dean of Students at Highland, to Assistant Principal at Highland, effective July 1, 2013; Pat Chianelli, from 10-month School Secretary at Butterfield, to 11-month School Secretary at Butterfield, effective August 1, 2013; Teresa Munch, from 11-month School Secretary at Butterfield, to 10-month School Secretary at Butterfield, effective August 12, 2013; Emily Maki, from Gifted Resource at Adler and Rockland, to Gifted Resource at Adler, 2013-

2014 school year; Michelle Salm, from 5th Grade Gifted at Adler, to Gifted Resource at Rockland, 2013-2014 school year. **FMLA:** Kerri Bongle, Principal at Adler, affirming letter received June 25, 2013, effective on or about September 3, 2013, for ten (10) weeks. **NEW EMPLOYMENT:** Janet Brownlie, Interim Principal at Adler, effective on or about September 3, 2013, and as defined in the Interim Principal Employment Agreement; Sarah Georgia, Paraeducator-EIP Classroom at Rockland, 2013-2014 school year; Mathilde Gleizes, French and International Languages Teacher at Highland, 2013-2014 school year; Alicia Howell, .5 FTE Kindergarten Teacher at Adler, 2013-2014 school year; Kathleen McCall, Science and Life Skills at Highland, 2013-2014 school year; Joseph Romano, Language Arts and Social Studies at Highland, 2013-2014 school year.

On roll call vote: ayes – Mrs. Ovassapian, Mr. Stowe, Mr. Vickers, Mr. Kennedy, and Mrs. Lund. Absent - Mrs. Damenti and Mrs. Schilling. Nays - None. All in favor. Motion carried.

APPROVAL OF CHANGES TO BOARD OF EDUCATION POLICY 5:265

Motion was made by Mr. Kennedy, seconded by Mr. Vickers, that the Board of Education approve Board Policy 5:265-Private Tutoring by District 70 Staff, as it appears in Board Report No. 7.2, Exhibit A.

On roll call vote: ayes – Mr. Stowe, Mr. Vickers, Mr. Kennedy, Mrs. Lund, and Mrs. Ovassapian. Absent - Mrs. Damenti and Mrs. Schilling. Nays - None. All in favor. Motion carried.

APPROVAL OF RESOLUTION FOR NOTIFICATION OF A PUBLIC HEARING ON THE RY2013 TENTATIVE BUDGET

Motion was made by Mr. Vickers, seconded by Mrs. Lund, that the Board of Education adopt the Tentative Budget for the 2013-2014 Fiscal Year, display said Budget as required by law and publish the legal notice for the public hearing to be held on September 23, 2013 at 7:30 p.m. in the Educational Resource Center.

On roll call vote: ayes – Mr. Vickers, Mr. Kennedy, Mrs. Lund, Mrs. Ovassapian, and Mr. Stowe. Absent - Mrs. Damenti and Mrs. Schilling. Nays - None. All in favor. Motion carried.

APPROVAL OF CHARTWELLS CONTRACT AMENDMENT

Motion was made by Mrs. Lund, seconded by Mr. Vickers, that the Board of Education approve the 2013-2014 Amendment to Chartwells Food Service Management contract.

On roll call vote: ayes – Mr. Kennedy, Mrs. Lund, Mrs. Ovassapian, Mr. Stowe, and Mr. Vickers. Absent - Mrs. Damenti and Mrs. Schilling. Nays - None. All in favor. Motion carried.

FIRST READING OF CHANGES TO POLICY 3:10 AND MODIFICATIONS TO POLICIES 5:20 AND 2:260

To accurately reflect legislative actions and/or current District 70 practice, Dr. Bean presented changes to the following Board of Education Policy: 3:10 – General School Administration: Goals and Objectives, as well as modifications not requiring Board action to the following: 5:20 – General Personnel: Workplace Harassment Prohibited and 2:260 – School Board: Uniform Grievance Procedure.

BOARD OF EDUCATION COMMITTEE AND PROFESSIONAL DEVELOPMENT REPORT 9.1

The following was discussed and shared:

- A. Board President Maryann Ovassapian donated 2 books to the Board library: “Five Habits of High Impact School Board” and “How to Grade for Learning K-12.”
- B. Board member Tom Vickers asked if we would consider keeping the July Board meeting to the 5th Monday in the future. Dr. Bean looked at the 2014 calendar and said there are only 4 Mondays in the 2014 July calendar. Something to keep in mind for future July Board dates.

BOARD OF EDUCATION CORRESPONDENCE

Nothing to report at this time.

OTHER

Nothing to report at this time.

ADJOURNMENT

Motion was made by Mr. Vickers, seconded by Mr. Kennedy, that the Board of Education adjourn the meeting at 8:20 p.m. All in favor. Motion carried.

Respectfully submitted,

Maryann Ovassapian, Board President

Jennifer Lund, Board Secretary

Strategic Plan Update 2012-2013



Culture and Climate

Goal One – Foster Continuous Improvement

- Standards Based Grading presentations - local and state
- Curriculum Director and Principal presented at state conferences
- State Conference - District 70 Triple I presentation: 21st Century Schools
- INSPRA Award(s): Administrative Recognition
- All principals trained with new State Evaluative Model
- Principals using the Danielson Model –Frameworks for Teaching to train and assist staff in working with the evaluation system
- All central office evaluators trained with new State Evaluation Model
- New D70 Website design features
- Dashboard addition on District70 website
- Staff and Parent Data Collection; 5Essentials & D70 ECRA Parent Surveys
- Evaluation of Full-Day Kdg. program
- Support local pre-schools with invite to Kdg. articulation day
- Pre-school opportunities shared at Kindergarten Round-Ups
- Kdg. Full Day teachers visited other districts to support D70 programming
- Building stronger relationships with District presence on local Boards (David Adler Cultural Arts Center) and Committees (Advocate Condell Medical Center)
- Addressed greater online learning opportunities for staff, including Speech Language Pathologists and Paraeducators
- Crisis Prevention & Intervention (CPI) training was made available for staff

Goal Two – Positive Relationships focused on enhanced communication and fostering a safe and caring environment

- Common Core presentations offered for D70 community
- Crisis Plan and Safety Updates with Chief Herdegen and Fire Official Rasmussen
- School Safety initiatives in all schools – Buzzer entries, Upgrade classroom lock, Raptor System installation, Swipe card initiative, Modification of entries designed at Copeland and Rockland Schools
- Positive Behavior Support Data Collection - March update to Board
- Highland commitment to Mawi Asgedom, all school/community read Of Beetles and Angels
- Social work team in collaboration with other districts offered local event to support community social-emotional awareness needs
- Stronger D70 Facebook/Twitter presence
- Summer School – Safety Drill practice

Professional Development

Goal One –Meet diverse staff needs

- Maintain Individualized Learning Plans for all staff in support of specialized goals and Self-Directed Learning practice
- Offered nurse specialist from Advocate Condell to meet with D70 nurses for Institute Day

Goal Two – Teaching and Learning Standards and Assessment outcomes

- ECRA initiative; Student data warehouse source and student propensity score design
- Data Dens designed in various school sites to support data analysis and student growth commitment
- School psychologists working collaboratively to support the RtI Model
- Highland Asst. Principal met with grade 5 teachers at each school site to support incoming 6th grade transitions

Curriculum and Instruction

Goal One – Meet the Individual needs of all students

- Principal ‘walk throughs’ utilizing D70’s Applications of Learning
- Full Day Kindergarten option opened with nearly double interest
- Gifted expansion - enrichment model addresses high level 1st through 5th graders
- Technology Learning Coaches broadened to support teachers, as well as students
- Highland created text complexity tool to evaluate student books in library
- Highland designed a student research binder similar to LHS model in support of student skill development
- Executive functioning skills integrated into HMS 6th grade Social Skills classes

Goal Two – Tech Frameworks K-8

- Technology Frameworks momentum – Curriculum Mapping K-8, nine baseline lessons by grade level, all address NET Standards.
- Integrating QR Codes into district, school lessons and learning activities
- All Special Ed. meetings now have an agenda item in support of best practice activities to be shared
- Tech data used in support of student behavioral data monitoring

Finance and Facilities

Goal One – Long Range Capital, facilities, and preventative maintenance plan

- Board of Education members toured all school sites with superintendent and Bldg. and Grounds Supervisor to review improvements, upgrades and long-range plans
- *Rockland* – Upgrades: Electrical upgrades to address growing demand for greater electronic devices in classrooms, air conditioning installation– Higher Efficiency units with digital controls, new unit ventilators and energy efficient windows, installed on-demand hot water in bathrooms
- *Adler & Copeland* – New 60 ton high efficiency multi-stage McQuay Chiller, dual temp piping with higher capacity, new unit ventilators, new water main to support coolers, in-house conversion to heat exchanges has also been completed at Copeland Manor School, first year for Adler School bus turnaround

- *Highland* – New boilers, removed costly steam boilers replaced with higher efficiency package boiler systems with a computerized touch screen interface, removed old single pane windows replaced with new high efficiency windows,
- Investigation of wheel chair lift for upper level, west wing
- *Butterfield* – New windows, new entry doors with handicap accessibility, removed old roof top AC units (some dated back to 1969), installed new environmentally friendly, high efficiency roof top units
- Building automation has been installed - all buildings in District 70 are now functionally automated and linked together through an in-house network allowing access to monitor and control individual building operations and allowing control of adjusting schedules based on outside air temperatures and holiday settings to meet district needs
- Tree maintenance and removal addressed throughout the district
- Transition to Chrome Book for Highland Middle School
- Buy Back Tech Recycling program brought in \$22,000
- Tech commitment to long-term subscriptions allows for financial break
- Administrators met to review Family Association purchases to support school equity, examples of purchases were shared with FAD to guide purchases

Goal Two – Manage Energy Supplies

- In-house savings of HVAC Professional Services, Electrical Professional Services, and Electrical Utility Savings and Natural Gas Utility Savings have saved over \$80,000
- LED lighting upgrades began with plans to bring 100% LED conversion to the exterior of all school sites

Human Resources

Goal One – Attract hire, develop and train highly qualified staff

- Restructure of secretarial support – defined need for Registrar/Records Manager – offering a personalized approach for all families
- Push for second year teachers to offer videotape lessons for review and discussion of skills and development
- All evaluation models/district tools are up-to-date
- Redesigned Building Maintenance Staff Evaluation document
- Working with Talent Ed Perform in support of customizable, electronic model for scheduling, maintaining and housing Teacher-Performance Evaluations - would allow for administrative consistency with process and documents related to observations and ‘walk throughs’

Goal Two – Research legislative activity to review and revise policies

- Continuation of Board Policy Updates set at each school board meeting
- Shared Services/Joint Committee continues to meet to address relationship between D70 and D68, Oak Grove School District - continued commitment to seek other opportunities for shared servicing

Social Emotional-Wellness

Goal One – Support social-emotional skill development

- Meeting held with Village Board to support integration of D70 Character Counts philosophy into the greater Libertyville community
- Individual therapeutic groups are now made available through D70 support staff; divorce, death
- Social work staff working with teachers to define Social-Emotional Standards and define roles to support teacher understanding of goals

Goal Two – Support character education

- Class Act philosophy introduced @ Highland
- Athletic director at HMS working to design Code of Conduct
- HMS boys presenting at some of the elementary school Boys Night Out sessions
- HMS Peer Helpers supporting elementary students through Class Act