

MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT 133, COOK COUNTY, ILLINOIS, HELD ON MONDAY, DECEMBER 12, 2011, IN THE BOARD ROOM AT THE ANNEX, 150 W. 137TH STREET, RIVERDALE, ILLINOIS AT 6:00 P.M.

1. Board President, Mr. Louis Peyton, called the meeting to order at 6:04 p.m.

Roll Call

On roll call, Members Butler, Herron, Nolan, Peyton, Robinson, and Watts answered. Member Davis did not answer. Superintendent, Dr. Frankie Sutherland and Business Manager, Ms. Nicole Dortch were also present.

School Attorney, Mr. Brian Crowley, arrived at 6:25 p.m.

2. President Peyton announced that the public hearing was now open for discussion regarding the proposed property tax levy increase for School District 133 for 2011.

Public Hearing

Ms. Dortch explained that as required by law, because the district is going over 5% of the prior year's extension for our tax levy, the district is required to have a Truth-In-Taxation Hearing to allow the constituents within the community to address concerns that they may have.

There was no one in the audience for comments/questions regarding the tax levy.

President Peyton closed the Public Hearing at 6:05 p.m.

3. Committee Reports:

School Board Business

Buildings & Grounds Committee – No report.

Ethics Committee – No report.

Finance Committee – Committee Chairperson Robinson reported that there was a finance committee meeting held on Friday and the Committee found everything to be in order with the finances. Ms. Dortch will be going over them with the whole Board.

Policy Committee – No report.

4. Mr. Robinson moved, Mr. Nolan seconded, to approve the regular meeting minutes of November 14, 2011 as presented.

Minutes –
November 14, 2011

On roll call, Members Butler, Herron, Nolan, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

5. The special meeting minutes of the finance committee on November 10, 2011, was included in the packets for informational purposes only.

Minutes -
November 10, 2011

6. There were no correspondences addressed to the Board.

Communications

Member Nolan distributed his letter of resignation effective immediately. Member Nolan thanked everyone for giving him the opportunity to be a part of the School District 133 Board of Education. Member Nolan said that it's been a wonderful six years. Member Nolan explained that he resigned because he is unable to hold two public office seats at once in the State of Illinois (School District 133 Board of Education Member and a member of the Board of Trustees of the Village of Riverdale). Member Nolan said that it was a hard decision, but he decided to keep his seat as a member of the Board of Trustees of the Village of Riverdale, because he felt that he could be a better advocate for the residents of the Riverdale, IL.

President Peyton and the Board thanked Member Nolan for his service as a School District 133 Board Member and wished him well as he moves forward.

There was no one in the audience to address the Board.

7. Mr. Robinson moved, Ms. Butler seconded, to replenish \$659.89 into the imprest fund for November, 2011.

Imprest Fund

On roll call, Members Butler, Herron, Nolan, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

8. Mr. Robinson moved, Mr. Nolan seconded, to approve the accounts payable schedule dated through December 12, 2011:

Accounts Payable

Education Fund	\$193,607.18
O&M Fund	40,679.76
Transportation Fund	2,339.40
IMRF Fund	4,107.38
Soc. Sec./Med. Fund	6,737.86
Tort Immunity Fund	<u>4,045.43</u>
Total Expenditures	\$251,517.01

On roll call, Members Butler, Herron, Nolan, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

9. The payroll register included in the board packets is used as a reference for the approval of the payroll.

Payroll Register

10. Mr. Robinson moved, Ms. Butler seconded, to approve the payrolls dated November 4, 2011 and November 18, 2011:

Payroll

<u>11/04/11</u>	<u>11/18/11</u>	<u>Total</u>
\$127,043.04	\$126,337.80	\$253,380.84

On roll call, Members Butler, Herron, Nolan, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

11. The student activity fund for November, 2011 was received and filed subject to audit.

Student Activity Fund

12. The Township Treasurer's Financial Statement and Cumulative Expenditures Scheduled for November was received and filed subject to audit.

Township Treasurer's Report

13. Member Robinson gave a report on a pre-conference workshop, *Making Meetings Matter*, that he attended while at the Joint Annual Conference in Downtown, Chicago in November, 2011. Member Robinson gave examples of what he learned from the workshop on how the board meetings might run more smoothly. Member Robinson said that he felt the conference was very beneficial.

Board Report

Member Robinson will get copies of the information from the workshop to the Board Members.

President Peyton gave a report on a pre-conference workshop, *Basics of School District Finance*, that he attended while at the Joint Annual Conference in Downtown, Chicago in November, 2011. President Peyton gave a list of points given in the workshop that will help the Board understand and monitor the district's finances.

Board Report

President Peyton also reported on the Delegate Assembly Meeting that he attended while at the Joint Annual Conference. President Peyton stated that he will get the Board a copy of the information.

14. Dr. Sutherland stated that Principal, Mr. David Brown's, report was included in the board packets. Dr. Sutherland gave the following information from the Principal's Report:

Principal's Report

- Patton School's current enrollment is 356 and 60 at the Annex for a total district enrollment of 416 students.
- November 23, 2011, was a School Improvement Day for Patton and Annex Staff. Staff participated in an activity where everyone was able to give some ideas and thoughts about what they felt would be necessary to improve our school improvement process.
- The District is participating in the Rising Star process on which the Board has been in-serviced. The school leadership and district leadership teams will be meeting with the Rising Star Team on Tuesday, December 13, 2011. The teams have identified indicators that they want to focus on this year; mainly in the areas of bringing our students closer to the AYP Standards. There will be a lot of work done with the Common Core Standards. The district will be transitioning into the Common Core Standards from the Illinois State Standards.
- The afterschool programs are up and going well. The Supplemental Educational Services tutoring in reading as well as the tutoring that the district offers in reading and math is also going well. There are over 100 students participating in the afterschool tutorials.
- Patton School will be putting on a Holiday Musical on Wednesday, December 21, 2011 at 1:00 p.m.
- The Teams will be focusing on getting more family involvement in the school. There is a component (five step process) of the Rising Star School Improvement Initiative that the Teams will be working on to get families involved.

15. Superintendent, Dr. Frankie Sutherland, reported on the following items:

- Dr. Sutherland stated that they met the deadline for the Joint RIF Committee Meeting; which took place to discuss the new laws pertaining to teacher evaluation procedures and teacher seniority. The first meeting had to take place before December 1, 2011; the Joint Committee met on November 28, 2011. Dr. Sutherland stated that the Joint Committee is comprised of administrators, teachers and a teacher assistant.
Dr. Sutherland said that the committee went over some of the guidelines that relate to the new evaluation and RIF procedures that will be soon be implemented.
Dr. Sutherland stated that if the Committee needs to have more in-service, she will contact our Attorneys to come in and work with the Committee.
- Dr. Sutherland and other Superintendents in the South Suburban area will be meeting with State Representative Thaddeus Jones on Friday, December 16, 2011. They've met with him several times regarding the issue of school consolidation, which has been brought before the legislature for consideration in school consolidation.
Dr. Sutherland stated that Representative Linda Chapa LaVia from the Aurora area is the person who is expected to give a report on school consolidation to the legislature. She's not making a decision, but she'll be able to give them information. Ms. Chapa Lavia is attending the meetings with the Superintendents, to get input in terms of the effects the Superintendents feel consolidation might have on their districts; what might be some of the pros and cons.
- The district received an ISC4 grant of \$20,000. Our district applies for this grant every year and it is used for professional development for the staff and workshops. The district is always seeking the best practices in teaching so the staff can get the training.
- Dr. Sutherland distributed a letter from Pastor Williams requesting an extension on the payment of the security deposit. Dr. Sutherland asked the Board how they would like her to proceed.
After discussion, it was the consensus of the Board to extend the due date of the security deposit.
Dr. Sutherland will work with Ms. Dortch to come up with a new date.

Dr. Sutherland asked the School Attorney, Mr. Brian Crowley, to discuss the process the Board must take given that Mr. Nolan submitted his letter of resignation at the December 12, 2011, effective immediately.

Mr. Crowley informed the Board that the process from here is that the Board has 5 days to contact the Intermediate Service Center to let them know that School District 133 has a board vacancy. The Board then has 45 days from December 12, 2011, to appoint a new board member. If the Board does not appoint someone within 45 days, the Board loses that ability and the Regional Superintendent then has 30 days to appoint someone. Mr. Crowley said the Board has until January 26, 2012, to appoint someone.

Mr. Crowley stated that the interviewing part of the appointment process can be done in closed session. Mr. Crowley stated that once someone is chosen to fill the vacancy, the actual appointment has to happen in open session.

Mr. Crowley said that Mr. Nolan was recently elected in 2011, so he would have had a term until 2015, however, because he's resigning early in his term, the individual that replaces him will only serve until the April 2013 election. According to Mr. Crowley's memo, a successor will be elected at the April 2013 election and will serve the remaining two years of the term, until April 2015. At the April 2015 election, the seat is again available for a four year term.

16. Mr. Robinson moved, Mr. Nolan seconded, to approve tuition reimbursement of \$1,150 to Ms. Gretchen Carthans.

Personnel –
Tuition Reimbursement

On roll call, Members Butler, Herron, Nolan, Peyton, Robinson, and Watts

Attorney Crowley made the Board aware that Mr. Nolan should no longer vote on items, because he's resigned from his position as a Board Member.

17. Mr. Robinson moved, Ms. Herron seconded, to adopt the Resolution Providing for Tax Levy for the Tax Year 2011.

Resolution

On roll call, Members Butler, Herron, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

18. Mr. Robinson moved, Ms. Watts seconded, to approve the Resolution Authorizing the Reduction of Certain Fund Levies for the 2011 Levy Year. Resolution

On roll call, Members Butler, Herron, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

19. Mr. Robinson moved, Ms. Butler seconded, to adopt the Resolution Authorizing Intervention in Proceedings before the State of Illinois Property Tax Appeal Board. Resolution

Mr. Crowley stated that this resolution allows their law firm to represent the district before the Property Tax Appeal Board (PTAB) should an organization file to have their assessments lowered. Mr. Crowley stated that the first step in fighting an organization's claim to have their assessments lowered is by the Board adopting this resolution.

On roll call, Members Butler, Herron, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

20. Dr. Sutherland stated that she asked Ms. Dortch to discuss with the Board, thoughts and concerns regarding the district's finances. District's Finances

Ms. Dortch wanted to make the Board aware that she is exploring borrowing options. Ms. Dortch said that as the Treasurer's Report reflects, the fund balances are slowly decreasing. Ms. Dortch stated that the district is experiencing delayed revenue this year. Ms. Dortch said that she included in the packets, a report of the grants that the district receives. The report also shows how much the district was owed as of December 6, 2011. Ms. Dortch stated that the delayed receipt of revenue is having an impact on spending. Ms. Dortch stated that the district has recurring expenses that we pay every month, so when the district doesn't receive enough revenue to cover those expenses; we have to pull from our fund balances.

Ms. Dortch stated that another issue this year is that there is a new way of disbursing the federal grant money. Ms. Dortch said that in the past, funds were sent on a

scheduled payment system, now the district must submit a claims for reimbursement.

In addition, the district can only request one month's reimbursement in advance. Ms. Dortch gave the example that she submitted the claim to be reimbursed for November and she had to calculate how much she anticipated spending in December so the district could receive that money in advance.

Ms. Dortch said that since some financing options may be needed in the near future, she wants to find out what the process is and what the district's options are, so when/if the district needs to move forward, we'll know exactly what to do.

Dr. Sutherland stated that she'd like to know how the Board feels about this and should they move forward with researching this financing option?

It was the consensus of the board that Ms. Dortch and Dr. Sutherland move forward with the financing research.

Dr. Sutherland stated in the past, she's been able to write for some federal grant money and we were awarded \$150,000 two years in a row. Dr. Sutherland said that she's doing research to find out if there is federal grant money for which she can apply.

21. Mr. Robinson moved, Ms. Butler seconded, to go into executive session at 6:50 p.m. for the discussion of the appointment, employment, compensation, discipline, performance, discussion or dismissal of specific employees of the public body, discussion of probable or imminent litigation, and discussion of minutes of meetings lawfully closed under the Act.

Executive Session

On roll call, Members Butler, Herron, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

22. Mr. Robinson moved, Ms. Herron seconded, to reconvene to open session at 7:07 p.m.

Reconvene

On roll call, Members Butler, Herron, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

23. Ms. Butler moved, Mr. Robinson seconded, to approve the change to Ms. Liddell's title to Pre-K Coordinator.

Personnel

On roll call, Members Butler, Herron, Peyton, Robinson, and Watts voted aye; nays; none; motion carried.

- 24. Mr. Robinson moved, Ms. Herron seconded, to approve the closed session minutes of November 14, 2011 as presented.

Minutes – Closed Session
November 14, 2011

On roll call, Members Butler, Herron, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

- 25. Mr. Robinson moved, Ms. Watts seconded, to adjourn at 7:08 p.m.

Adjournment

On roll call, Members Butler, Herron, Peyton, Robinson, and Watts voted aye; nays, none; motion carried.

President

Secretary

Date

Date