

MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT 133, COOK COUNTY, ILLINOIS, HELD ON MONDAY, MAY 9, 2011, IN THE BOARD ROOM AT THE ANNEX BUILDING, 150 W. 137TH STREET, RIVERDALE, ILLINOIS AT 6:00 P.M.

1. Board President, Mr. Louis Peyton, called the meeting to order at 6:01 p.m. On roll call, Members Butler, Davis, Herron, Nolan, Peyton, Robinson, and Watts answered. Superintendent, Dr. Frankie Sutherland, Business Manager, Ms. Nicole Dortch, and School Attorney, Mr. Brian Crowley were also present.

Roll Call

2. Ms. Herron moved, Ms. Watts seconded, to approve the special meeting minutes of May 2, 2011 with the following corrections:

Minutes
May 2, 2011

- Page 2, paragraph 7 – Delete the word “you”.
- Page 2 – Add that Mr. Hernandez said that all board members should have received a booklet with all the benefits when they became board members.

Ms. Davis said that no board member has ever received that booklet.

***Dr. Sutherland said that as long as she’s been in the district, there’s never been such a booklet handed out. Dr. Sutherland said that there’s a resource packet that staff receive at the beginning of the school year. Dr. Sutherland handed out the resource packet to the board members.*

- Page 4, paragraph 3 – Change the word “there” to “their”.
- Page 5 – Member Davis said that was the concern, that the district would lose the \$40,000 from E-Rate this year and that the district wouldn’t be able to get the trenching done until 2013. Ms. Davis said that rather than lose \$40,000, we can pay the \$20,000, if that’s the case, to get the trenching done along with the wiring.

Ms. Dortch said that the district would not be losing the \$40,000 because we will have the opportunity to go back and apply for the same project.

Member Davis said that she thought Ms. Dortch said in the last meeting, that the district would lose the \$40,000.

Ms. Dortch said that the district wouldn't be able to use it this year, but could apply for it again in 2013.

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

3. Ms. Herron moved, Ms. Watts seconded, to approve the special meeting (organizational meeting) minutes of May 2, 2011 with the following corrections:

Minutes
May 2, 2011
(Organizational Meeting)

- Page 2, item 8 – Change “seconded” to “second” in the second and third sentence.

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

4. Ms. Herron moved, Ms. Watts seconded, to approve the regular meeting minutes of April 18, 2011 with the following correction:

Minutes
April 18, 2011

- Page 11, paragraph 4 – Add that the special board meeting had been scheduled for April 25, 2011.
- Page 13, paragraph 1 – Change “confirmed” to “asked”.

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

5. There were no correspondences and no one in the audience to address the board.

Communications

6. Ms. Herron moved, Ms. Butler seconded, to replenish \$508.26 into the imprest fund for April, 2011.

Imprest Fund

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

7. Mr. Robinson moved, Ms. Herron seconded, to approve the accounts payable schedule dated thru May 9, 2011:

Accounts Payable

Education Fund	\$190,971.15
O&M Fund	14,918.59
Transportation Fund	8,007.45
IMRF Fund	4,312.03
Soc. Sec. Fund/Med. Fund	6,948.29
Tort Immunity Fund	<u>695.00</u>
Total Expenditures	\$225,852.51

Member Davis asked questions regarding items on the accounts payable pre-list and the check listings.

Member Davis said that the board requested the contact information for the Fresh Fruits & Vegetables Program about 2 or 3 months ago and they haven't gotten it yet. Member Davis said that this place has been closed for a long time.

Ms. Dortch said that she thought the board wanted to know whether this company was still in business.

Member Davis said that the board was told that they were still in business even though they were closed down, so the board asked for the contact information. Member Davis said that she was wondering how the district is getting fruits and vegetables for the students, because the facility is closed down.

Ms. Dortch said that he works out of that facility on Indiana. Ms. Dortch said that the facility is closed to the public, but is used as his distribution center. Ms. Dortch will get the contact information to the board.

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

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

Payroll Register

9. Mr. Robinson moved, Ms. Herron seconded, to approve the payrolls dated April 8, 2011 and April 21, 2011:

Payroll

	<u>04/08/11</u>	<u>04/21/11</u>	<u>Total</u>
Ed. Fund	\$126,596.30	\$126,515.93	\$253,112.23

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

10. The student activity fund for April, 2011 was received and filed subject to audit.

Student Activity Fund

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

Township Treasurer's Report

12. There were no board reports.

Board Reports

13. Principal, Ms. Sharon Baskerville gave a report highlighting activities at General George S. Patton School:

Principal's Report

- Ms. Baskerville introduced herself to the new board members.
- May calendar dates.
- May and June breakfast/lunch menu
- Green for Grades – ACME Credit will give any student that receives an A or B in any class during the third or fourth quarter \$10 to be deposited into an account at ACME Credit.
- Illinois Music Educator Spring 2011 Newsletter – this is the 2nd year that General George S. Patton School has been recognized in the World's Largest Music Video. Also, this time, there's an acknowledgement congratulating the school and music director, Ms. Vicki Szillage.
- Riverdale Risk Watch Coalition "A Day for Gun Safety Awareness What Every Parent Needs to Know". It was held at Patton School on April 19, 2011 from 6:00 p.m. to 7:30 p.m.
- Patton School's Annual Spring Musical "Folk Dance Around the World". This took place at Patton School on Thursday, April 21, 2011 at 1:30 p.m. Students performed dances from different countries.
- Pictures were passed around of staff that participated in the 2011 Poetry Slam Flashback to the '70s. It took place at Patton School on Wednesday, May 4, 2011 at 1:00 p.m.
- Book Week – Students engaged in reading to each other across grade levels.

- Teacher Appreciation Week was May 2nd – 6th. There was a Teacher Appreciation Breakfast at Patton School on May 6, 2011.
- Ms. Baskerville thanked everyone who was able to make it to the 2nd Annual V.I.P. (very involved parent) Evening that was held at Patton School on May 6, 2011.
- School ends on June 3, 2011. There are lots of activities going on in preparation for that.

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

Superintendent's Report

- There will be a meeting on Wednesday, May 4th at Patton School with the representatives from ArcelorMittal. Dr. Sutherland previously mentioned that ArcelorMittal was interested in partnering with the district. The team at Patton School and the Annex had the opportunity to share some of the things that they want in terms of supporting the students. The teams suggestions were:
 - Elmo – Technological device – it's a camera that can be used to project images on a wall or screen; for example, if a teacher is looking at something in a book, that image can be instantly projected onto a wall or screen or if it's a science class, the Elmo can be used with a microscope to project images from the microscope so that everyone can see it.
 - Pre-K Play Area (Annex) – Improvements need to be made to the area to make it safer for the children to play; such as adding more chips and lowering the border that's around the play area. Also, right now, the children have no place to work on gross motor skills, in terms of their tricycles and big wheels when the weather is nice. The children have been using a fenced-in asphalt area; however, that area is in need of work. The staff at the Annex suggested repaving and re-fencing the area so that the children would be able to use the area safely.

Dr. Sutherland said that she doesn't know how much money ArcelorMittal will spend in our district. ArcelorMittal wanted the School District 133 to give them ideas about things that we may need in the district to support our children and they will make a determination according to the list of items we gave them. The contact person at ArcelorMittal is Mr. Gary Norgren.

Mr. Norgren has stated that he wants this to be a long term partnership. Dr. Sutherland will keep the board updated as new information comes in.

- Dr. Sutherland spoke with the Superintendent of District #205 and she informed Dr. Sutherland that there would be no Freshman Academy. Dr. Sutherland distributed a flyer that she received today from SD#205 regarding freshman orientation night. Flyers will be sent home with students.
- Dr. Sutherland spoke with Mr. Jerry Doss, the coordinator of the U.N. Academy at SD#205. Mr. Doss informed Dr. Sutherland that the program is still scheduled to run this summer as planned.

Dr. Sutherland said that some of SD#133's 6th & 7th graders were suppose to be involved with the summer school session sponsored by SD# 205, however, Mr. Doss was not able to tell Dr. Sutherland if SD#205 will still have this program. Dr. Sutherland said that there will be summer school at Patton and although she didn't write the grant to include 6th & 7th graders, because they were to attend summer school at SD#205, she has until August 30, 2011, to amend the grant to include 6th & 7th grade students.

- Ms. Jackie Randle El requested the use of Patton School gym for her pre-k graduation. She requested use of the gym on Thursday, June 2, 2011 from 9 a.m. – 12 p.m. to practice and on Saturday, June 4, 2011 from 10 a.m. – 1 p.m. for the graduation ceremony.
- Dr. Sutherland brought pictures of the Elmo for the board to see. Dr. Sutherland said that she doesn't know if this will be one of the items that the teams will request. They also requested digital cameras for each teacher to use in the classrooms.

14. Dr. Sutherland said that it was the consensus of the board to have her sign the contract for wiring with DMEtek with the contract being ratified at another board meeting. However, if a board member had questions after reviewing the agreement, they were asked to contact Dr. Sutherland and she would not move forward with signing the agreement; no board member contacted Dr. Sutherland with questions, so she signed the agreement. The board will need to ratify the agreement.

Member Davis asked if the cost was \$40,000 or \$39,578.

Ms. Dortch said that the information in the packets is for the trenching. Ms. Dortch said that the board received the information about the wiring in their last board packets.

Dr. Sutherland asked Ms. Dortch if she had the figure for the wiring project.

Ms. Dortch said that the figure is roughly \$40,000.

Member Davis asked if the board had a copy of the agreement.

Ms. Dortch said that a copy of the agreement was not placed in this packet, but was included in the last board packet.

Member Davis asked was it the one that was signed.

Ms. Dortch said yes.

Member Davis said that it wasn't signed yet.

Dr. Sutherland said that the board gave her the authority to sign agreement and if there were questions, the board was asked to contact her and then she wouldn't sign it, but no one contacted her, so she signed the agreement and the board should ratify it.

Dr. Sutherland distributed copies of the agreement for the board members.

Member Davis asked if D.V. Technologies was going to charge \$47,049.

Ms. Dortch said yes.

15. Mr. Robinson moved, Ms. Herron seconded, to approve the ratification of the contract with DMETek Revolutionary IT for the E-Rate Wiring Agreement.

E-Rate Wiring Agreement

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

16. President Peyton suggested tabling or not acting on item IX (b) – trenching. President Peyton asked Ms. Dortch what would be the cost of the trenching project.

Trenching

Ms. Dortch said that DMETek proposed \$64,189. The district would need to pay roughly \$24,000 - \$25,000.

Member Davis asked if the district could submit the district's portion to the Village to get reimbursed through TIF.

President Peyton said that there is money in TIF, but the district has to be cautious about the possibility of not being reimbursed by the Village. President Peyton asked Ms. Dortch when this project would need to be completed.

Ms. Dortch said that this project would have to be completed by June 30, 2011.

After further discussion, President Peyton put this item to a vote.

17. Mr. Nolan moved, Ms. Herron seconded, to approve the trenching with the understanding that DMETek will be able to complete the project before June 30, 2011.

Trenching

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

18. Ms. Dortch included in the board packets, a budget summary, which is a breakdown of the revisions that were made to the original budget. The amended tentative budget accounts for the additional revenues received after the original budget was completed. The amended tentative budget also accounts for additional expenses after the original budget was completed.

Tentative Amended Budget

Member Davis asked about the \$227,000 amount in the debt services fund account.

Ms. Dortch said that there's a deficit of \$227,000 in debt service and that is a result of the district not receiving enough tax revenue for the debt service fund. This does not take into consideration the inter-fund loan that was done last year. To get a better picture of how much is in this fund, Ms. Dortch had the board turn to page 4 of the amended budget, the board will see "cash balance on hand", which shows the current balance.

Ms. Dortch asked the board to also look at page 4 where "cash balance on hand as of June 30, 2011", is listed. Ms. Dortch said that she accounted for the money that the district owes to the educational fund. That money was moved there last year.

Member Davis asked if the money had been moved already.

Ms. Dortch said that it hadn't been moved yet, but they anticipate moving it by June 30, 2011.

After further discussion, President Peyton put this item to vote.

19. Ms. Butler moved, Ms. Herron seconded, to adopt the tentative amended budget.

Tentative Amended Budget

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

20. Dr. Sutherland asked Attorney, Crowley to discuss some information regarding the PTA, because there has not been a PTA in the district for some time.

PTA

Attorney Crowley said that it's his understanding that the board approved to provide \$1,000 to the PTA. Attorney Crowley said that it's essential from his firm's prospective, that the PTA and the board be distinct entities by providing the board, their Tax ID number, information on how they've been established, bank account information, etc.

Member Davis asked Attorney Crowley what does that mean.

Attorney Crowley said that it was his understanding that the school board voted to give the PTA \$1,000, which he believes has not been paid yet. His firm suggested that before the \$1,000 is paid to the PTA, that the PTA Organization provide to the school district, evidence that it is an entity of its own.

Attorney Crowley stated that if there are board members that are on the PTA, which is ok, there needs to be very few board members on it.

Dr. Sutherland asked if board members could be officers on the PTA.

Attorney Crowley said that it's very important to make sure that the school district and PTA are distinct entities. If there's one board member on the PTA, then that's not the board and there's no conflict of interest.

President Peyton asked if there's a conflict of interest if the board is voting on something and that board member is also a member of the PTA.

Attorney Crowley said no, but with that said, if there is information that is of interest to both sides of the equation, it might make sense for that board member to stand back. Attorney Crowley said that there would only be conflict of interest in this situation if the board member is voting on something contractual.

Dr. Sutherland asked who the district should make the check out to for the \$1,000 payment to the PTA.

Attorney Crowley said that the PTA should provide the district with articles of incorporation, which will show their corporate name and that's who the check should be made payable to.

21. Ms. Dortch requested and received quotes from ESCAPE, Wilson Ware Group, and Timber Crest Landscaping Companies.

Landscaping Services

Ms. Dortch said that after reviewing each proposal, she is recommending Escape for the district's landscaping services. Member Davis asked Ms. Dortch about additional services and the costs for those services.

Member Davis asked Ms. Dortch how much the district had paid Escape last year.

Ms. Dortch said that Escape was paid close to \$20,000 last year.

Member Davis asked if there's a contract somewhere that specifies everything that Ms. Dortch said that Escape said they would do.

Ms. Dortch said that there will be a contract drawn up for Escape if the board approves her recommendation. Everything will be listed in the contract.

Member Davis said, shouldn't the board see the agreement before they vote to hire this company, because shouldn't the board see what they're really including in the contract.

Ms. Dortch said that the process is usually that the board will vote to approve a vendor, then a contract is drawn up and then the board will review and approve the contract.

Ms. Dortch said that she can provide the board with quotes from each vendor.

Member Davis said that she would like a copy of the quotes.

After further discussion, President Peyton put this item to vote.

22. Ms. Herron moved, Mr. Robinson seconded, to approve Escape for the district's landscaping services based on the recommendation of the business manager.

Landscaping Services

On roll call, members Butler, Herron, Peyton, Robinson, and Watts voted aye; Members Davis and Nolan voted nay; motion carried.

Ms. Dortch supplied the board with copies of the quotes.

23. Ms. Dortch included in the board packets, a 3rd quarter summary, which gives the board an idea of where the district ended in the 3rd quarter. As of March 31, 2011, the district received a little bit over 1million dollars in local revenue, almost 1.9million in state revenue, 809,000 in federal revenue, which roughly comes to 3.7million.

3rd Quarter Summary

As of March 31, 2011, the district expensed roughly 5.3million dollars.

This is based on what's reported in our general ledger.

24. President Peyton appointed board members to the following School Board Committees:

School Board
Committees

Buildings & Grounds:

Mr. Richard Nolan
Ms. Nefertiti Davis

Policy :

Ms. Rosemary Watts
Mr. Latroy Robinson

Ethics:

Ms. Adrienne Herron
Mr. Latroy Robinson

Finance:

Mr. Latroy Robinson
Ms. Gail Butler

Technology:

Ms. Gail Butler
Ms. Rosemary Watts

Member Nolan asked Mr. Peyton how many committees he assigned Member Robinson to.

President Peyton said that Member Robinson was assigned to 3 committees.

Member Nolan asked President Peyton if he thought that was excessive.

President Peyton said no, because committees don't meet that frequently.

Member Davis asked if there's a conflict of interest with the father and son being the people that sign the financial documents.

Attorney Crowley said that it would only be a conflict of interest if one of them had a company that did business with the school and they signed off on the agreement for the board. Also, the actions of the board president and secretary are minuscular in nature; it's just an act. If there was a vote of 5 to 2 and the two people against signing the contract were Mr. Peyton and Mr. Robinson, they would still have to sign the agreement.

25. Mr. Robinson moved, Ms. Herron seconded, to go into executive session at 8:15 p.m. for the discussion of minutes of meetings lawfully closed under the Act.

Executive Session

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

26. Ms. Butler moved, Ms. Watts seconded, to reconvene to open session at 8:28 p.m.

Reconvene

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

27. Ms. Butler moved, Ms. Herron seconded, to approve the closed session minutes of April 18, 2011 as presented.

Minutes – Closed Session
April 18, 2011

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

The board discussed a disciplinary matter pertaining to an employee.

Attorney Crowley will follow-up with School Attorney, Mr. Michael Hernandez regarding this matter.

28. Mr. Robinson moved, Mr. Nolan seconded, to adjourn at 8:43 p.m.

Adjournment

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

President

Secretary

Date

Date