

MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF SCHOOL DISTRICT 133, COOK COUNTY, ILLINOIS, HELD ON MONDAY, SEPTEMBER 12, 2011, IN THE GYMNASIUM AT PATTON SCHOOL, 13700 S. STEWART AVENUE, RIVERDALE, ILLINOIS AT 6:00 P.M.

1. Board President, Mr. Louis Peyton, called the meeting to order at 6:00 p.m. On roll call, Members Butler, Peyton, Robinson and Watts answered. Members Davis, Herron and Nolan did not answer. Superintendent, Dr. Frankie Sutherland and Business Manager, Ms. Nicole Dortch were also present. Roll Call

Member Davis arrived at 6:10 p.m.  
Member Nolan arrived at 6:15 p.m.  
Member Herron arrived at 6:30 p.m.

2. President Peyton asked for a motion to amend the agenda to include "Public Hearing for the Adoption of 2011/2012 Budget. Amend Agenda

3. Mr. Robinson moved, Ms. Butler seconded, to amend the agenda to include "Public Hearing for the Adoption of the 2011/2012 Budget. Amend Agenda

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

4. President Peyton opened the Public Hearing for the 2011/2012 Budget. Mr. Peyton asked twice if there were any questions or comments regarding the 2011/2012 budget. Public Hearing

Being that there were no questions or comments.  
President Peyton asked for a motion to close the Public Hearing for the 2011/2012 Budget.

5. Mr. Robinson moved, Ms. Watts seconded, to close the Public Hearing at 6:03 p.m. Public Hearing

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

6. Interim Fire Chief, Chris Van Dyke, from the Riverdale Fire Department made a presentation to introduce the Explorer Program, which is a program that the Riverdale Fire Department would like to make available to Patton School students. The Explorer Program is available to boys and girls between the ages of 13 thru 18 that are interested in the fire service field. Other aspects of the program are that they expect to help the youth develop a positive self-image and teach them to work in a group setting. The youths will learn through classroom activities, field trips, and other hands-on activities.

Interim Fire Chief Van Dyke is asking that the Board distribute brochures and applications to Patton School students who are interested in the program.

The Board had a chance to ask questions and/or make comments regarding the Explorer Program.

Interim Fire Chief Van Dyke will leave the applications with Principal Brown.

Also, Interim Fire Chief Van Dyke informed the Board that the he was contacted by the Red Cross and signed an agreement with the Red Cross that addresses the issue of shelter in a crisis situation that displaces residents from their homes. A point of discussion was identifying an area(s) of shelter should there be a crisis that forces residents to leave their homes. Interim Fire Chief Van Dyke said that he contacted Dr. Sutherland, the Riverdale Library, and other schools to see if they'd consider being a place of refuge should residents become displaced from their homes.

Interim Fire Chief Van Dyke informed the Board that if this is something they want to move forward with, the Board would need to contact the Red Cross and School District 133 would be entering into an agreement directly with the Red Cross. The Fire Department would not be involved.

The Board had a chance to ask questions and/or make comments.

Dr. Sutherland said that she would request to have a representative from the Red Cross come and speak to the Board, so they could get all their questions answered.

It was the consensus of the Board to move forward with obtaining additional information from the Red Cross.

7. Mr. Darryl English from We Dream Studios Sports, made a presentation to inform the Board of a program being offered by We Dream Studios Sports. The program is designed to help all student athletes, no matter what level, gain exposure to market themselves to colleges. We Dream Studio Sports creates internet profile pages at various price points that includes the players profile, game stats, team stats, season stats, schedule and video. In regards to pricing, schools are able to buy slots in which they can give away to the student athletes or the cost can be solely up to the family of the athlete. Mr. English pointed out that 25% of each sale will go to that student's school athletic program.
- Presentation

The Board had a chance to ask question and/or make comments regarding the student athlete program.

8. Committee Reports: School Board Business

Buildings & Grounds Committee – No report.

Ethics Committee – No report.

Finance Committee – No report.

Policy Committee – Member Robinson reported that the Policy Committee met and addressed recommended changes to the policies which will be discussed as they come up on the agenda.

9. The August 22, 2011 special meeting minutes of the policy committee was included in the board packets for informational purpose only. Minutes  
August 22, 2011

10. Mr. Robinson moved, Ms. Butler seconded, to approve the regular meeting minutes of August 8, 2011 with the following corrections noted by Member Davis: Minutes  
August 8, 2011

Page 6 – The word “taken” should be changed to “taking”.  
Page 14, item #25 – After further discussion, the Board tabled Policy 2:125 until the Policy Committee was able to meet to discuss the proposed revisions.

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

- 11. There were no correspondences and no one in the audience to address the board. Communications
- 12. There were no imprest fund transactions for the month of August. Imprest Fund
- 13. Ms. Butler moved, Mr. Nolan seconded, to approve the accounts payable scheduled dated thru September 12, 2011: Accounts Payable

Education Fund	\$255,187.33
O&M Fund	50,400.31
Transportation Fund	5,257.87
IMRF Fund	2, 534.43
Soc. Sec./Med. Fund	4,034.73
Tort Immunity Fund	<u>36,800.00</u>
Total Expenditures	\$354,214.67

Member Davis asked questions regarding items listed on the payables pre-list, which were answered by Ms. Dortch.

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

- 14. The payroll register included in the board packets is used as a reference for the approval of the payroll. Payroll Register
- 15. Ms. Butler moved, Mr. Robinson seconded, to approve the payrolls dated August 8, 2011 and August 26, 2011: Payrolls

<u>08/11/11</u>	<u>08/26/11</u>	<u>Total</u>
\$26,442.13	\$125,677.89	\$152,120.02

Member Davis asked why the payroll on August 26<sup>th</sup> was so much more than the payroll on August 11<sup>th</sup>.

Ms. Dortch said that for the August 11<sup>th</sup> payroll the teachers were still receiving money from the June 30<sup>th</sup> voucher checks.

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

- 16. The student activity fund for August, 2011 was received and filed subject to audit. Student Activity Fund

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|--|-----------------------------|
| 17. The Township Treasurer’s Financial Statement and Cumulative Expenditures Scheduled for July was received and filed subject to audit.   | Township Treasurer’s Report |
| 18. There were no Board reports.   | Board Reports               |
| 19. There was no Principal’s report.   | Principal’s Report          |
| <p>20. Superintendent, Dr. Frankie Sutherland, reported on the following items:</p> <ul style="list-style-type: none"> <li>• Dr. Sutherland attended a breakfast hosted by Comcast at Idlewild in Country Club Hills. Items discussed at the breakfast were related to the discounted internet service and computers that Comcast is offering to students in low income areas. The representative from Comcast wanted to make sure that the information was getting out to families.</li> <li>• Dr. Sutherland was informed by the Riverdale Park District that Mr. Greg Bates is no longer with the Park District. Dr. Sutherland reminded the Board that Mr. Bates had requested that a link be placed on the district’s website that would direct individuals to the park district’s website, but since he is no longer with the park district, we will not proceed with placing the link on District 133’s website.</li> <li>• Dr. Sutherland updated the Board on how things are going with Pastor Williams renting the gymnasium. Dr. Sutherland said that everything is working out with him regarding his use of Patton School gymnasium on Wednesday’s and Sunday’s.</li> </ul> | Superintendent’s Report     |
| 21. Mr. Robinson moved, Ms. Butler seconded, to approve the Application for Recognition of Schools for the Annex.  | Application for Recognition |
| <p>Dr. Sutherland said that in the board packets there was the Annual Recognition of Schools Application. Dr. Sutherland said that each year the Board has to approve it and she submits it to the Illinois State Board of Education. Dr. Sutherland said that this Board establishes this school district as a school district; sort of like a resolution that has to go to the State.</p>  |                             |

Dr. Sutherland said that there's one for the Annex and one for Patton.

Member Davis asked if this application only deals with paraprofessionals, because only paraprofessionals are listed on the applications.

Dr. Sutherland said yes. Dr. Sutherland said that she listed the paraprofessionals for Patton School as well as for the Annex.

Member Davis asked what does that have to do with establishing us as a school. Member Davis asked if there was other information included in the application such as teacher information.

Dr. Sutherland said that teachers have the Teachers Service Record and that's the document the district submits for teachers. Dr. Sutherland said that this document is for the paraprofessionals.

Member Davis asked why some say Title I Funded School Wide and others are blank.

Dr. Sutherland said that the ones that are marked "yes" under *Title I Funded* have salaries that are funded through the grant and the others' salaries are funded through the pre-k grant.

After further discussion, the Board voted on this item.

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

22. Mr. Robinson moved, Ms. Butler seconded, to approve the Application for Recognition of Schools for Patton.

Application for Recognition

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

23. Dr. Sutherland informed the Board that the Illinois Association of School Boards will have their Fall Dinner Meeting on Wednesday, October 5, 2011 at the Double Tree in Alsip, IL and if they want to attend they should contact Jennifer so that she can register them.

IASB Fall Dinner Meeting

24. Mr. Robinson moved, Ms. Butler seconded, to approve the 2011/2012 budget.

2011/2012 Budget

Ms. Dortch said that she received notification from the Illinois State Board about the district's General State Aid Entitlement. Ms. Dortch said that this fiscal year the amount allocated to the district was \$2,175,261.94, however, the entitlement was prorated to \$2,068,150.53, which is a difference of \$107,111.41 which means the district will fall short.

Member Davis asked why the amount was prorated.

Ms. Dortch said that the State decided to prorate the amount. Ms. Dortch reminded the Board that the district uses a service (Tames) that recalculates the General State Aid and will go back as far as 2001. Ms. Dortch said that Tames will be able to recalculate and capture some of those funds so that at some point, the district should receive all of the money that it's entitled to.

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

25. Ms. Dortch updated the Board on the boring project. Ms. Dortch said that this project was approved in June. Ms. Dortch said that shortly after that, she submitted the application to the Village to begin the project. Ms. Dortch said that a few weeks later, she found out that because of the cost of the project, the district would need to seek approval from the Regional Office and apply for a building permit. Ms. Dortch said that in order to get a building permit, the district would need to submit architectural drawings of this project, which means that the district would need to hire an architect to prepare the drawings. Ms. Dortch said that she received a quote to prepare the drawings in the amount of \$6,160.

Boring & Trenching Project

Ms. Dortch explained that before the district can move forward with contacting the Regional Office, the district must pay Com Ed \$1,500 for them to start their review of granting access to their easement. Ms. Dortch said that after their review, Com Ed will let the district know if we can use easement.

Member Davis asked if the district can use TIF money.

Ms. Dortch said yes, all these expenses are TIF eligible.

26. Dr. Sutherland mentioned that the Joint Annual Conference is coming up. Dr. Sutherland stated that they go out to dinner every year on that Friday evening and that everyone usually meets at 6:15 p.m. in order to make the reservation set for 7:00 p.m. Dr. Sutherland asked the Board if that's a good time or would they like to set a different time to meet.

Joint Annual Conference

It was the consensus of the Board that meeting at 6:15 p.m. in order to make the 7:00 p.m. reservation is fine.

27. Mr. Robinson moved, Ms. Herron seconded, to approve the lane changes for:

Personnel – Lane Changes

- \* Stenise Alexander – 2/BA+16
- \* Gretchen Carthans – 9/MA+8
- \* Dominick Mele – 18/BA+8
- \* JaRita Steward – 5/MA+8

Member Davis asked why Mr. Mele's coursework dates are from such a long time ago.

Dr. Sutherland said that Mr. Mele never handed in his paperwork and contractually he is due his lane change and reimbursement.

Member Davis said that even though it was his responsibility to turn in his paperwork, the district has to go back four years to pay him.

Dr. Sutherland said that there's nothing in the contract that addresses this issue.

President Peyton said this may be something the district needs to address.

Dr. Sutherland said that maybe the district should look into putting something in the contract, should this issue ever arise again.

Member Davis asked about the protocol if a person is going to school and they receive a grant or get aid from someplace else. Member Davis asked if the district is still obligated to give them the \$1,150.

Dr. Sutherland said that according to the contract, teachers are only obligated to bring a receipt that shows the course(s) was paid.

Member Davis said that if a teacher is receiving funds from the State to go to school or receiving grants to go to school and the district reimburses them \$1,150 isn't that double dipping.

Dr. Sutherland said that as it stands right now, teachers are only required to bring in their receipt to show that the fee of the course(s) was paid. Dr. Sutherland said that this is something that will need to be addressed in the upcoming negotiations.

After further discussion, the Board voted on this item.

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

28. Mr. Robinson moved, Mr. Nolan seconded, to approve the tuition reimbursement for Latasha Holmes in the amount of \$1,150 and JaRita Steward in the amount of \$1,150.

Personnel –  
Tuition Reimbursement

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

29. Mr. Robinson moved, Mr. Nolan seconded, to approve the policies in the February, 2011 PRESS Document.

February, 2011 PRESS

Dr. Sutherland informed the Board that there were certain policies included in the packets that would not be acted upon because some of them required legal advice. Dr. Sutherland said that those policies would be brought back to the Board once they're completed.

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

30. Mr. Robinson moved, Ms. Butler seconded, to approve the policies in the June, 2011 PRESS Document excluding Policy 6:120.

June, 2011 PRESS

Dr. Sutherland informed the Board that in the June, 2011 PRESS Document, Policy 6:120 is being held, because a diabetes care plan has to be developed. Dr. Sutherland noted that this policy would be brought back to the Board for approval once it's completed.

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

31. Mr. Robinson moved, Ms. Butler seconded, to approve Policy 2:125.

Policy 2:125

Member Davis discussed some of the language of the policy.

Dr. Sutherland informed the Board that the school district attorney put this together based on the Board's previous reading and the Board's need for clarification.

Member Davis said that with regards to Board Members attending conferences, it is her understanding and should be the Board's practice to inform the rest of the Board when they plan to attend a conference, state the location and conference dates and that's it.

Member Davis also had a question about the wording on page 2, paragraph 2 – *anyone's personal expenses*. Member Davis wanted to know who is "anyone" and what does the Board consider a personal expense.

Dr. Sutherland said that section is not new to the policy. Dr. Sutherland stated that it was part of the original policy.

Member Davis asked what is considered a personal expense.

President Peyton said that the "per diem" section of the policy explains what expenses are allowed and anything beyond that should be considered a personal expense.

Member Davis said that under "hotel accommodations" it states that "Board members attending the same conference should stay in the same hotel." Member Davis said that she doesn't think that's right, because someone

may have had a problem at a particular hotel and therefore, may not want to stay at that same hotel, which may be the hotel the Board is staying.

Member Davis asked why Board Members all need to stay in the same hotel.

President Peyton said that it was the consensus of the Board, but that he doesn't think that it's written in stone.

Member Robinson pointed out that the policy also states "If a Board member requests to stay in a different hotel and the rate is more, the Board member shall pay the difference." Member Robinson said that if Board Members choose to stay in a different hotel, it should be ok as long as the rate is comparable.

Dr. Sutherland said that this is a good example of looking at the policy as a guideline, because if a Board Member chooses to stay in a different hotel and the cost is the same, then there shouldn't be a problem. However, if a Board Member chooses to stay in a different hotel that cost \$200 more, then that may pose a problem.

Member Davis informed the Board that one year during the Joint Annual Conference, the Board stayed at the Sheraton and she stayed at the Embassy Suites and the Embassy Suites was actually cheaper than the hotel that the rest of the Board stayed.

Member Davis also pointed out the sentence that states "Board members must check out the day the conference ends." Member Davis said that she's attending a conference that ends at 5:00 p.m. and she's not checking out at 5:00 p.m. to try to get to the airport to catch a flight. Member Davis said that she feels that that statement shouldn't be etched in stone either. Member Davis said that she could see if the conference ends at noon.

After further discussion, President Peyton asked for roll call.

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

32. Mr. Nolan moved, Mr. Robinson seconded, to go into executive session at 8:15 p.m. for 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, Davis, Herron, Nolan, Peyton, Robinson and Watts voted aye; nays, none; motion carried.

33. Mr. Robinson moved, Mr. Nolan seconded, to reconvene to open session at 8:42 p.m.

Reconvene

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

34. Mr. Nolan moved, Mr. Robinson seconded, to accept the resignation of Ms. Debra Flippen.

Personnel – Resignation

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

35. Mr. Robinson moved, Mr. Nolan seconded, to approve salary increases for administrators and other support staff not in the Bargaining Unit as discussed in executive session.

Personnel – Salary Increases

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

36. Mr. Robinson moved, Mr. Nolan seconded, to approve the closed session minutes of August 8, 2011 with the correction noted by Member Davis in executive session.

Minutes – Closed Session  
August 8, 2011

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

37. Mr. Nolan moved, Mr. Robinson seconded, to adjourn at 8:45 p.m.

Adjournment

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

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President

\_\_\_\_\_  
Secretary

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Date

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Date