

BOARD OF EDUCATION

Avoca Schools

December 18, 2008

The Board of Education met in regular session on December 18, 2008, at 6:30 p.m. in the Marie Murphy School Community Room, 2921 Illinois Road, Wilmette, Illinois. The President called the meeting to order and asked the Board Recorder to call the roll. The following members were present:

Lance Feis  
Jeffrey Greengoss, Vice President  
Henry Kingwill  
Michael Knippen  
Karen Roth  
Rosanne Ullman  
Sherry Wallingford, President

Absent:

None

Also Present:

Kat Cetrone, Video Recorder  
Beth Dever, Business Manager  
Cindy Devin, Pupil Services Director  
Kevin Jauch, Principal, Avoca West Elementary School  
Madeleine McCloskey, Board Recorder  
Robert Orsi, Dir., Transp./Buildings and Grounds  
Dr. Joseph Porto, Superintendent/Secretary  
Dr. Deanna Reed, Asst. Supt./Principal, Marie Murphy School

Visitors:

None

APPROVAL OF CONSENT AGENDA ITEMS

Ms. Ullman moved that

THE BOARD APPROVE THE FOLLOWING CONSENT AGENDA ITEMS:

- REGULAR BOARD MEETING MINUTES OF NOVEMBER 20, 2008
- CLOSED SESSION MINUTES OF NOVEMBER 20, 2008
- NOVEMBER 30, 2008, FINANCIAL STATEMENT WITH A TOTAL FUND BALANCE OF \$9,796,093.07, AND EXPENDITURES INCLUDING NOVEMBER PAYROLL IN THE AMOUNT OF \$710,147.86, NOVEMBER FIXED CHARGES IN THE AMOUNT OF \$96,221.15, DECEMBER EDUCATION FUND EXPENDITURES IN THE AMOUNT OF \$164,858.28, DECEMBER OPERATION AND MAINTENANCE FUND EXPENDITURES IN THE AMOUNT OF \$127,784.23, AND DECEMBER TRANSPORTATION FUND EXPENDITURES IN THE AMOUNT OF \$22,946.29
- DECEMBER PERSONNEL REPORT
- NOVEMBER ENROLLMENT REPORT

Mr. Greengoss seconded the motion. Upon roll call, members voted as follows: Ms. Ullman, aye; Ms. Roth, aye, except abstaining from the open and closed session minutes of November 20, 2008; Mr. Feis, aye; Mr. Greengoss, aye; Mr. Kingwill aye; Mr. Knippen, aye; and Ms. Wallingford, aye. The motion was carried. Mr. Knippen will audit the books for the month of January.

## DISCUSSION ITEMS

### Review of Progress to Date of 2008-2009 District Goals

Superintendent Dr. Joseph Porto provided a brief update on progress toward the successful completion of five official District Goals for 2008-2009, including: Goal 1) Pass a referendum to balance the budget; Goal 2) Review, refine and improve surveys and other measurement tools that assess Avoca's progress toward greatness; Goal 3) Create a specific curriculum review process corresponding to Avoca's instructional needs; Goal 4) Establish a Community Outreach Committee that will research and implement activities that enhance the partnership between the School District and the Avoca community; and Goal 5) Establish a District Diversity Committee that will research and initiate activities that celebrate, enhance and expand the benefits of diversity at Avoca, and promote an understanding and appreciation of a world community. Dr. Porto reported the action plans for all five goals were currently on schedule.

### Creation of Ad Hoc Policy Committee

Superintendent Porto indicated that Board policies are updated once or twice a year, and he asked two Board members to serve on an Ad Hoc Policy Committee to review some proposed changes. He said the task is normally accomplished in one afternoon. The committee usually consists of Dr. Porto and two Board members. Mr. Knippen and Ms. Roth volunteered to serve on the committee and will arrange a convenient time to meet with Dr. Porto. Once the ad hoc committee concludes the review process, the whole Board is provided with the new/revised Board policies for a first reading.

### Presentation Opportunity at 2009 NSBA Conference

Superintendent Dr. Porto reported that John Cassel from the Illinois Association of School Boards will be conducting a workshop at the National School Boards Association (NSBA) annual conference in April. Mr. Cassel would like to spend a significant component of the time sharing Avoca's "Good to Great" strategic planning model and accountability measurements. Consequently, he would like permission to use Avoca's strategic planning model in this workshop and asked Dr. Porto to take part in the presentation. As there are currently funds available for only one person to attend the NSBA conference this year, it was the consensus of the Board that Dr. Porto attend the conference in San Diego and participate in the workshop with Mr. Cassel.

### Time Change for January 22, 2009, Board Meeting

Since Dr. Porto will be required to attend another meeting at 7:00 p.m. the same night as the January 22 Board meeting, the Board and Administrative Team agreed to begin the Board meeting at 5:30 p.m. rather than 6:30 p.m.

## ACTION ITEMS

### Approval of 2008 Tax Levy

A public hearing on the 2008 tax levy was held immediately prior to the meeting. The Board was now asked to formally approve an operating tax levy of \$9,952,501 for the 2008 levy year, which represents a 7.9% increase over the previous year's levy.

Mr. Knippen moved that

THE BOARD APPROVE THE 2008 TAX LEVY, AS PRESENTED.

Mr. Feis seconded the motion. Upon roll call, the members voted as follows: Ms. Roth, aye; Mr. Feis, aye; Mr. Greengoss, aye; Mr. Kingwill, aye; Mr. Knippen, aye; Ms. Wallingford, aye; and Ms. Ullman, aye. The motion was carried.

Adoption of 2009-2010 District Calendar

The Board reviewed the proposed District calendar at the November meeting and now voted on the matter. Highlights of the calendar include: First day of student attendance (a half day) is Monday, August 24; the Wednesday before Thanksgiving is a holiday; winter break is December 21, 2009, through January 3, 2010; no student attendance on General Primary Election Day on February 2, 2010; spring break is March 29 through April 4, 2010; no student and staff attendance on Labor Day (September 7), Yom Kippur (September 28), Columbus Day (October 12), Martin Luther King Day (January 18), Presidents' Day (February 15), and Memorial Day (May 31); and, barring any emergency closings, the last day of student attendance is Friday, June 4, 2010. The District obtained a waiver/modification of the Veterans' Day holiday on Wednesday, November 11, making it a student attendance day for the second year in a row.

Ms. Roth moved that

THE BOARD ADOPT THE ATTACHED 2009-2010 DISTRICT CALENDAR, AS PRESENTED.

Mr. Knippen seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried.

Adoption of PTAB Resolution

The District's legal counsel once again offered to intervene on the District's behalf on a pending 2007 property tax assessment appeal (PTAB) by the owner of a residence located in Winnetka. The Board was asked to approve a resolution and appoint the law firm of Robbins, Schwartz, Nicholas, Lifton & Taylor Ltd. to intervene on the District's behalf.

Mr. Knippen moved that

THE BOARD ADOPT THE ATTACHED RESOLUTION AND APPOINT THE LAW FIRM OF ROBBINS, SCHWARTZ, NICHOLAS, LIFTON & TAYLOR, LTD. TO INTERVENE ON THE DISTRICT'S BEHALF ON A PENDING 2007 PROPERTY TAX ASSESSMENT APPEAL BY SEYMOUR TAXMAN FOR HIS PROPERTY LOCATED AT 5 COLTON LANE, WINNETKA, ILLINOIS.

Ms. Roth seconded the motion. Upon roll call, members voted as follows: Mr. Feis, aye; Mr. Greengoss, aye; Mr. Kingwill, aye; Mr. Knippen, aye; Ms. Wallingford, aye; Ms. Ullman, aye; and Ms. Roth, aye. The motion was carried.

Adoption of 403(b) Retirement Plan Resolution

As per the new 403(b) IRS regulations, Business Manager Beth Dever advised the Board that the District is required to have a written 403(b) retirement plan document approved by the Board no later than December 31, 2008. The Board was asked to adopt the corresponding resolution.

Ms. Ullman moved that

THE BOARD ADOPT THE ATTACHED 403(B) RETIREMENT PLAN RESOLUTION,  
EFFECTIVE JANUARY 1, 2009.

Mr. Greengoss seconded the motion. Upon roll call, members voted as follows: Mr. Greengoss, aye; Mr. Kingwill, aye; Mr. Knippen, aye; Ms. Wallingford, aye; Ms. Ullman, aye; Ms. Roth, aye; and Mr. Feis, aye. The motion was carried.

Approval of December Personnel Report

Since the Board had already been apprised well enough in advance about a certain personnel issue and did not feel it was necessary to move into closed session to discuss the matter further, it was the consensus of the Board to dispense with closed session and proceed with a vote on the proposed December Personnel Report.

Ms. Roth moved that

THE BOARD APPROVE THE ATTACHED DECEMBER PERSONNEL REPORT, AS  
PRESENTED.

Mr. Knippen seconded the motion. Upon roll call, members voted as follows: Mr. Kingwill, aye; Mr. Knippen, aye; Ms. Wallingford, aye; Ms. Ullman, aye; Ms. Roth, aye; Mr. Feis, aye; and Mr. Greengoss, aye. The motion was carried.

Mr. Feis moved that the meeting adjourn, and Ms. Ullman seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried. The meeting adjourned at 6:50 p.m.

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President

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Secretary