

BOARD OF EDUCATION

Avoca Schools

July 22, 2010

The Board of Education met in regular session on July 22, 2010, at 5:30 p.m. in the Marie Murphy School ITC, 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:

William Bazianos
Jeffrey Greengoss, President
Henry Kingwill
Rosanne Ullman, Vice President
Sherry Wallingford
Rick Zelinsky

Absent: Michael Knippen (Joined closed session via teleconference)

Also Present: Kat Cetrone, Video Recorder
Beth Dever, Business Manager
Cindy Devin, Director, Pupil Services
Madeleine McCloskey, Board Recorder
Dr. Joseph Porto, Superintendent/Board Secretary
Dr. Deanna Reed, Asst. Supt./Principal, Marie Murphy School

Visitors: Dr. Bruce Brown, B.W.P. and Associates
Dr. Mark Friedman, B.W.P. and Associates
Kevin Harris, Arbor Management

APPROVAL OF CONSENT AGENDA ITEMS

Mr. Bazianos moved that

THE BOARD APPROVE THE FOLLOWING CONSENT AGENDA ITEMS:

- OPEN AND CLOSED SESSION MINUTES OF JUNE 17, 2010
- JUNE FINANCIAL STATEMENT WITH A TOTAL FUND BALANCE OF \$10,210,311.26, EXPENDITURES INCLUDING JUNE PAYROLL IN THE AMOUNT OF \$718,663.48, JUNE FIXED CHARGES IN THE AMOUNT OF \$104,416.02, JULY EDUCATION FUND EXPENDITURES IN THE AMOUNT OF \$195,892.83, JULY OPERATION AND MAINTENANCE FUND EXPENDITURES IN THE AMOUNT OF \$222,340.22, JULY DEBT SERVICE FUND EXPENDITURES IN THE AMOUNT OF \$400.00, JULY TRANSPORTATION FUND EXPENDITURES IN THE AMOUNT OF \$21,630.73, AND JULY TORT FUND EXPENDITURES IN THE AMOUNT OF 97,987.00
- JULY 22, 2010, PERSONNEL REPORT

Mr. Kingwill seconded the motion. Upon roll call, members voted as follows: Ms. Ullman, aye; Mr. Bazianos aye; Mr. Zelinsky, aye; Ms. Wallingford, aye; Mr. Kingwill, aye; and Mr. Greengoss, aye. The motion was carried. Mr. Greengoss will audit the books for the month of August.

DISCUSSION ITEMS

New Superintendent Candidate Profile

Before proceeding with the presentation, Dr. Friedman, of B.W.P. and Associates, reported that interest in the superintendent position was early and quick, with several candidates already having completed the

nine-page online application. Based upon this initial response, he predicted there would be a large number of highly-qualified applicants from which to choose. Doctors Friedman and Brown then presented the Board with a needs profile report pertaining to the superintendent search process. The report included a compilation of in-depth information gathered through interviews and surveys conducted among Board members, administrators, teachers/staff and parents from the school district. The data gathering specifically focused on the strengths of the school district, issues facing the school district and characteristics sought in a new superintendent. In summary, Dr. Friedman indicated that the collected data revealed substantial agreement across the groups with respect to the District's strengths, areas of need and desired characteristics for the new superintendent. It was pointed out that this information was meant to assist the search firm in crafting advertisements and recruiting candidates whose skills best meet the District's needs. The information in the report will also assist the School Board in making judgments and decisions throughout the search process. Board members were asked for additional input on the list of qualities they desire in the new superintendent and on a draft of the advertisement that will be placed in *Education Week*. The original superintendent search process deadlines were still on schedule.

2009-2010 Avoca Food Services Report

Business Manager Beth Dever and Kevin Harris from Arbor Management presented a summary of last year's school lunch program. The Board was provided with the following documents prior to the presentation: Kitchen facilities plan; kitchen small equipment inventory; operating statement analysis for April-June 2010; comparison of Arbor budget to actual for FY 06-10; student plate lunch prices for various years since FY 88; comparison of other districts' student plate lunch prices; and Avoca's proposed 2010-2011 school year price list. A \$.05 increase in the cost of the student plate lunch to \$3.20 was being recommended for a vote later in the meeting. Overall, it was reported that the 2009-2010 school year lunch program was generally positive.

A short break was called at this point in the meeting.

Greatness Indicators Report

Superintendent Dr. Porto gave a detailed presentation on the 2009-2010 Greatness Indicators Report that included seven characteristics by which to measure the District: Student academic achievement; recognition of students, staff, school and District; high levels of satisfaction; leadership in innovation; student connectedness; success in high school and beyond; and fiscal responsibility. These indicators were initially outlined in the Avoca strategic plan. Nine documents related to the greatness indicators were provided to the Board, including: MAP and ISAT results; District recognition portfolio; superintendent search survey of District perceptions; distinctive impact inventory; student connectedness database; discipline and attendance analysis; freshmen survey and first quarter grades report; and tentative five-year teachers' contract. Following his presentation, Dr. Porto answered questions from the Board.

Preschool Budget Summary

Business Manager Beth Dever and Superintendent Dr. Porto presented a follow-up report from last April on the current and future financial status of the Avoca Community Preschool program. Specific budgets from 2009-2010 and 2010-2011 were provided along with current enrollment numbers for 2010-2011. Dr. Porto reported that the 2009-2010 budget (actuals) resulted in a budget surplus of \$26,151. Dr. Porto stressed that the revenue enhancement/expenditure reduction plan that was implemented in August 2009 was very successful in eliminating and reversing the small budget deficit reported in the preschool budget the previous year. Regarding the projected 2010-2011 budget, it was reported that the news was even more positive. The aforementioned revenue enhancement/expenditure reduction plan enacted in 2009, along with a sharp increase in preschool student enrollment (especially students with IEPs), are projected to result in a budget surplus of \$84,010 in 2010-2011. Dr. Porto noted that the vast majority of

surplus funds generated by the preschool budget are targeted toward reimbursement of the initial start-up costs for room renovations that occurred in 2008. However, since the 2010-2011 projected surplus is significant, it was decided that some additional funds will be used to expand the existing preschool playground.

Review of Tentative 2010-2011 Budget

Business Manager Beth Dever provided the Board with a tentative budget of \$14,261,181 for 2010-2011 and a projected deficit of \$546,212, due mainly to the roof work being done at both schools. The tentative budget was based on an 8.74% decrease in revenues from fiscal year 2010 and a 7.19% increase in expenditures over fiscal year 2010. The projected reserve level at the end of fiscal year 2011 would be approximately 68%. Ms. Dever reported she was still waiting for guidance on the District's state and local funding and would continue updating the budget as confirmations of funding allocations were received. Dr. Porto expressed concern that District reserves were being used for large building maintenance and repair projects. He recommended that the Board explore other funding options in the near future. The Board will vote on the final 2010-2011 budget following the public hearing to be held immediately prior to the September 23 Board meeting.

ACTION ITEMS

Establishment of Public Hearing Date for the Budget for FY Beginning July 1, 2010

Business Manager Beth Dever indicated that, according to District policy and State statute, the District was required to hold a public hearing regarding the adoption of the budget and provide at least 30 days notice of same.

Mr. Zelinsky moved that

THE BOARD ESTABLISH A PUBLIC HEARING ON THE BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2010, TO TAKE PLACE AT 6:15 P.M. ON SEPTEMBER 23, 2010, IN THE MARIE MURPHY SCHOOL COMMUNITY ROOM.

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

Establishment of Avoca Center Rent for Arlyn School for 2010-2011

Business Manager Beth Dever indicated that the Avoca Center lease agreement with Arlyn School calls for an annual rental adjustment based upon the past year's CPI, which was a 2.7% increase. The administration recommended approval by the Board of the rental increase.

Mr. Bazianos moved that

THE BOARD APPROVE THE ESTABLISHMENT OF A NEW ANNUAL RENTAL RATE OF \$185,983.00 FOR ARLYN SCHOOL, EFFECTIVE SEPTEMBER 1, 2010, AS SPECIFIED IN THE ATTACHED DOCUMENT.

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

Approval of Revised Title 1 E-Plan

The District's Title 1 E-Plan had been recently updated to ensure alignment with the fiscal year 2010 and fiscal year 2011 Title 1 grants. Principal Dr. Reed reported that the only substantive change was to add 2nd grade into the paperwork trail. All other changes were to more accurately report our procedures and to clean up previous language. The administration recommended that the Board formally approve the revised Title 1 E-Plan.

Mr. Kingwill moved that

THE BOARD APPROVE THE REVISED TITLE 1 E-PLAN, AS PRESENTED.

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

Adoption of 2010-2011 Arbor Financial Forecast and Price List

Business Manager Beth Dever gave a food service report and recommendations for the next school year earlier in the meeting. The administration recommended approval by the Board of the renewal agreement with Arbor Management and corresponding price list for the 2010-2011 school year.

Ms. Ullman moved that

THE BOARD APPROVE ARBOR MANAGEMENT'S ATTACHED 2010-2011 RENEWAL AGREEMENT AND PRICE LIST FOR ONE YEAR, COMMENCING AUGUST 1, 2010.

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

Establishment of New Substitute Teacher Pay Schedule

Business Manager Beth Dever provided the Board with a substitute pay rate survey taken from surrounding New Trier sender districts. The administration recommended the Board approve a \$5 increase in the full-day pay rate category.

Ms. Wallingford moved that

THE BOARD APPROVE A RECOMMENDED \$5 INCREASE IN THE FULL-DAY SUBSTITUTE PAY RATES, ACCORDING TO THE ATTACHED DOCUMENT.

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

Transfer of Interest Income

Business Manager Beth Dever indicated that the auditor has recommended authorizing the transfer of interest monies to reflect the past budget allocation of interest earnings. Pursuant to our budget, the administration recommended the Board approve the transfer of interest from the Working Cash Fund to the Education Fund and from the Bond and Interest Fund to the Operations and Maintenance Fund.

Mr. Zelinsky moved that

THE BOARD APPROVE THE TRANSFER OF INTEREST FROM THE WORKING CASH FUND TO THE EDUCATION FUND IN THE AMOUNT OF \$5,710.39, AND FROM THE BOND AND INTEREST FUND TO THE OPERATIONS AND MAINTENANCE FUND IN THE AMOUNT OF \$6,380.41.

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

Approval of Techcare Contract

Business Manager Beth Dever indicated that Techcare, LLC (formerly Graphtech) requested an extension of their existing managed tech support services agreement with the District. The administration recommended Board approval of this three-year agreement.

Mr. Bazianos moved that

THE BOARD APPROVE THE ATTACHED THREE-YEAR AGREEMENT BETWEEN TECHCARE, LLC AND AVOCA SCHOOL DISTRICT 37 FOR TECH MANAGEMENT SERVICES FOR THE DISTRICT.

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

CLOSED SESSION

Ms. Ullman moved that

THE BOARD MOVE INTO CLOSED SESSION FOR THE PURPOSE OF DISCUSSING COLLECTIVE BARGAINING MATTERS.

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

Following a short break, the Board moved into closed session at 8:17 p.m. and reconvened in open session at 9:14 p.m. Ms. Wallingford 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 Board adjourned the meeting at 9:15 p.m.

President

Secretary