

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 46  
BOARD OF EDUCATION MEETING  
SEPTEMBER 5, 2012**

The Regular Board of Education Meeting of the Community Consolidated School District 46, Lake County, Illinois was held at Grayslake Middle School, located 440 Barron Blvd., Grayslake, IL on Wednesday, September 5, 2012.

President Millington called the meeting to order at 6:30 p.m. **Members Present:** Ray Millington, Keith Surroz, Sue Facklam, Michael Carbone, Kip Evans, Shannon Smigielski and Karen Weinert. **Members absent:** None.

**Quorum was established.**

Also present: Superintendent Ellen Correll, Business Manager Anna Kasprzyk and O & M Coordinator Keith Grinnell.

President Millington called a motion for the approval of the September 5, 2012 Board Meeting Agenda as presented. Motioned by Facklam, seconded by Surroz for the approval of the September 5, 2012 agenda. **Ayes:** Millington, Evans, Facklam, Smigielski, Weinert, Surroz and Carbone. **Nays:** None.  
**Motion carried.**

The Pledge of Allegiance took place at this time.

**PRESENTATION OF INSURANCE OPTION – Patrick Mooney & Trey Williams.**

Patrick Mooney from Patrick Mooney Insurance Group and Trey Williams from American Financial Associates, experts in individual and small group market, presented insurance information to Board Members on individual coverage and the options of these types of plans. Patrick Mooney recommended individual policies as an option to lower overall expenses. Trey Williams stated a switch from whole group insurance to individual policies would be an approximate 75% savings. Discussion continued regarding individual policies and uninsurable situations. It was noted that there is no brokerage costs for brokers services. Brokers are paid from the insurance companies.

**PUBLIC COMMENTS**

Paul Springer – Addressed insurance topic. Advised Board to make sure insurance comparisons were apples to apples as there are a lot of variables.

Eric Gallagher, Meadowview Parent – Concerned with the fact that air conditioning was not approved for Meadowview School. Why is one school more important than other schools in the District?

Chad Phipps, Woodview Parent – Children were home due to school being canceled. Concerned that if funds are available, why can't we rectify this situation?

Lenny Jarrett – District FOIA request and why emails were not turned over.

Christine Wilson – Ed Red topic. Asked Board members to seriously consider continuing membership with Ed Red.

Lorraine Daniels – withdrew request for public comment.

William Matthies, Woodview Parent – Addressed the air conditioning situation and would like to find out if it is financially possible to have a cooler environment for students.

Joan Seifert – Addressed the article in the newspaper about District 46 Board member.

Nicole Dusek, Grayslake Middle School & Meadowview Parent – Addressed the air conditioning situation at Meadowview and the decision to only put air conditioning in one building. Cannot pick and choose schools. Should have voted to put air in all schools or not at all.

#### **CONSENT AGENDA**

President Millington requested a motion for the approval of the amended consent agenda as follows:

1. Approval of the following minutes:
  - August 16, 2012 – Special
  - August 1, 2012 – Special
  - July 24, 2012 – Special
  - July 16, 2012 – Special
  - July 6, 2012 – Closed Session
  - June 27, 2012 – Special
  - June 20, 2012 – Closed Session
  - June 20, 2012 – Public Hearing (Budget Amendment)
  - June 20, 2012 – Public Hearing (Fund Transfer)
  - June 18, 2012 – Special Closed Session
  - June 6, 2012 – Closed Session
2. Imprest Check Listing as presented.
3. Approval for the July 2012 Treasurer's Report.
4. Approval for July 2012 Student Activity Fund.
5. Approval of the Accounts Payable as presented.
6. Approval of the Exception Report as presented.
7. Approval of the July 2012 P-card Report as presented.
8. Personnel Report as presented

Member Millington explained the reason for three months of minutes being approved at this meeting was due to the Recording Secretary being out on military duty.

Motion was made by Smigielski, seconded by Facklam for the approval of the consent agenda as presented. **Ayes:** Surroz, Weinert, Smigielski, Carbone, Evans, Facklam and Millington. **Nays:** None. **Motion carried.**

## **BOARD/SUPERINTENDENT REPORTS**

**Member Millington** shared that the teacher kick-off that was held two weeks ago went very well. Karen Weisner and her group did a great job on the Bully Campaign.

**Member Facklam** thanked the D46 staff for helping her children prepare for the next level of their education.

**Member Smigielski** shared that on September 15 the D46 Foundation will host a softball fundraiser. Information is on the D46 website. Thanked all who have stepped up to play.

**Member Evans** shared that he attended the workshop for new staff members. Superintendent Correll did a great job. He also attended a meeting on the Rt. 83 expansion along with **Member Carbone**. Construction is starting next spring and goes through 2015 and will affect Avon School. Also addressed the newspaper article about a School Board Member.

**Superintendent Correll** highlighted the following areas for Board Members.

- Negotiation update – Teachers will be going to mediation next week and PSRP group is on hold pending teachers' mediation.
- New cleaning company started this week. Training was very good and she has seen them in some of the district buildings.
- Pole lights in the Grayslake Middle School parking lot are out. Johnson Controls has been called to service this problem.
- School closing due to heat – Has been monitoring temperatures daily in all the classrooms. Teachers have also been monitoring temperatures. District used a chart that combines temperatures and humidity. First and foremost is the students' safety. Teachers did come in when school was canceled and worked in air-conditioned rooms. Woodview has one portable air-conditioner in a classroom because of a student with special needs. Parents were notified of school being canceled by a phone call, letter sent home, and posted on district website.

**Member Smigielski** shared an explanation for why air was not put in all three schools. There is a deficit and the money used to put air-conditioning in at Grayslake Middle School was bond money. She cannot vote to put air-conditioning in when the money is not there. Bond money needs to be saved for emergency situations (i.e. if a boiler would go out). The district cannot get more bond money.

**Member Surroz** explained that bond money has very specific limitations. He understands the public's concern.

**Keith Grinnell** gave an update on the Rollins & Rt. 83 project. The state wants to lease land at Avon School. The offer is for a 3-year lease for \$58,000. The original offer was for \$63,000 for 5-years. The new offer is based on an appraisal of the land. There is no deadline for this offer. Upon Board member's suggestions, Keith will have the district architect look at the contract and will contact the village also.

**Anna Kasprzyk** gave an update on the budget discussion. There are no major changes and she is still updating the budget as information from the state is available. The final budget will be presented at the next Public Budget Hearing meeting on September 19<sup>th</sup>. Discussion continued with Board members regarding the budget deficit and the transfer of funds from different fund accounts. Board members attended a workshop last month on ways to reduce the current budget and next year's budget.

**Member Carbone** shared that Walgreens will come in to administer flu shots to the staff free of charge.

## **UNFINISHED BUSINESS**

### **Discussion/Review of Rights & Responsibilities Building Handbooks**

All Board members received this handout. There were no questions or comments.

### **Discussion of Administrative Salary Matrix**

Board members shared their opinions of the matrix and the option of lowering the matrix or aligning current Administrator's salaries with the matrix.

### **Discussion of Ed-Red Contract**

Board members shared their opinions as to whether Ed-Red is working in the best interest for Pension Reform. **Member Carbone** requested a review of other organizations the district pays and determine where we can make budget cuts.

### **Discussion of PMA Contract**

Current cost for a one-year contract is \$8,500. Anna Kasprzyk shared that PMA is a great resource for doing five-year projections for the budget. Her projections would not be as detailed. PMA also does all the work in regard to investments and the legal requirements for the bond funds.

### **Discussion of Continuation of Johnson Control Contract - Keith Grinnell**

New contract is for a one-year extension. It was suggested that for the future, we look into a longer contract to see if there is any cost savings.

**Discussion of a three-year AT&T Bandwidth Contract – Joe Nowak**

AT&T does not offer anything less than a three-year contract. The cost is approximately \$2,700 per month.

**NEW BUSINESS**

**Discussion of Formal Complaint Against Board Member Michael Carbone**

**Member Millington** read a statement put together by the Board and the District attorney recommending a uniform grievance procedure for this matter.

**Member Millington** motioned to refer this matter to be handled under the Board's uniform grievance procedure and to appoint Kevin B. Gordon from Scariano, Himes and Petrarca to serve as the complaint manager. A consensus was taken as follows:

Agree with this motion: Millington, Smigielski, Surroz, Weinert and Facklam

Disagree with this motion: Evans and Carbone.

**Member Carbone** read a personal statement regarding this matter.

**Discussion of Resolution Regarding Behavior of Board Member Towards Staff**

**Member Millington** motioned to reaffirm Board Members' commitment to the Board Oath and Code of Conduct as set forth in Board policy 2:80/E including the commitment to treat fellow Board Members, Board Employees, and community members with dignity and respect.

**Discussion of Substitute Emergency Training**

Building principals suggested that they would meet with substitutes to review the process and procedures for emergencies in each of their buildings. **Superintendent Correll** will make sure this is done each year. A suggestion was made to have a training video to use with substitutes who may miss the initial training. **Superintendent Correll** will look into this suggestion.

**Discussion Regarding Appointment of FOIA Officer**

**Superintendent Correll** shared that with Lynn Barkley being gone and Lourie Shipley being deployed for a year; there will be no FOIA officer for District 46. She is suggesting that Anna Kasprzyk become a FOIA officer. Anna would complete online training.

**Update Regarding Reviewing of Closed Session Minutes – Lourie Shipley**

Lourie shared that a list needs to be made of all closed session meetings held by the Board. Minutes go back to 1960. After the list is complete, the Board will need to decide which minutes to release.

**Discussion of Superintendent's Contract Extension for one year**

Board members shared their opinions on the extension of this contract.

### **Discussion of 2012-2013 Adopt-A-School for Board Members**

Board members shared their opinions on continuing this Adopt-A-School program. **Superintendent Correll** stated that she received no negative feedback from building principals regarding this idea. A consensus was taken to determine if this program should continue.

Members in Favor: Evans, Smigielski, Millington, Carbone and Surroz.

Members not in Favor: Weinert and Facklam.

Names will be drawn after meeting to determine which school each Board member will adopt.

### **ACTION ITEMS**

President Millington requested a motion for the approval of Rights & Responsibilities Building Handbooks. Motioned by Facklam, seconded by Surroz for the approval of Rights & Responsibilities Building Handbooks. **Ayes:** Carbone, Weinert, Millington, Smigielski, Surroz, Facklam and Evans. **Nay:** None. **Motion carried.**

President Millington requested a motion for the approval of Administrative Salary Matrix. Motioned by Facklam, seconded by Smigielski for the approval of Administrative Salary Matrix. **Ayes:** Facklam, Weinert, Millington and Surroz. **Nays:** Smigielski, Evans and Carbone. **Motion carried.**

President Millington requested a motion for the approval of Ed-Red contract in the amount of \$1,620.00. Motioned by Facklam, seconded by Smigielski for approval of Ed-Red contract in the amount of \$1,620.00. **Ayes:** Weinert and Facklam. **Nays:** Evans, Surroz, Smigielski, Millington and Carbone. **Motion failed.**

President Millington requested a motion for approval of District FOIA Officer. Motioned by Facklam, seconded by Smigielski for approval of District FOIA Officer. **Ayes:** Evans, Carbone, Surroz, Weinert, Millington, Smigielski and Facklam. **Nay:** None. **Motion carried.**

President Millington requested a motion for the approval of Johnson Control Contract in the amount of \$57,960.00. Motioned by Facklam, seconded by Surroz for approval of Johnson Control Contract in the amount of \$57,960.00. **Ayes:** Carbone, Weinert, Millington, Smigielski, Surroz, Facklam and Evans. **Nay:** None. **Motion carried.**

President Millington requested a motion for the approval for continuation of Finance Committee. Motioned by Smigielski, seconded by Facklam for the approval for continuation of Finance Committee. **Ayes:** Smigielski, Evans and Carbone. **Nays:** Facklam, Weinert, Millington and Surroz. **Motion failed.**

President Millington requested a motion for the approval of AT&T Bandwidth Contract for three years for 100mb bandwidth per month in the amount of \$2,734.72 per month. Motioned by Facklam, seconded by Surroz for

the approval of AT&T Bandwidth Contract for three years for 100mb bandwidth per month in the amount of \$2,734.72 per month. **Ayes:** Weinert, Evans, Facklam and Millington. **Nays:** Surroz, Smigielski and Carbone. **Motion carried.**

President Millington requested a motion for the approval of Resolution regarding Behavior of Board Members towards Staff. Motioned by Facklam, seconded by Smigielski for the approval of Resolution regarding Behavior of Board Members towards Staff. **Ayes:** Surroz, Weinert, Millington, Smigielski and Facklam. **Nays:** Evans and Carbone. **Motion carried.**

President Millington requested a motion for the approval of Chris Bobek as Finance Coordinator at a salary of \$55,000 retroactive to March 1, 2012. Motioned by Facklam, seconded by Surroz for the approval of Chris Bobek as Finance Coordinator at a salary of \$55,000 retroactive to March 1, 2012. **Ayes:** Weinert, Surroz, Facklam and Millington. **Nays:** Evans, Smigielski and Carbone. **Motion carried.**

#### **FUTURE AGENDA ITEMS**

- Substitute Teachers Pay
- Grant Writer
- Updates on curriculum and Curriculum Coordinator Position
- 1999 Bond Balance
- PMA Contract
- List of Membership organizations
- Potential Budget cuts
- Insurance proposal

#### **PUBLIC COMMENTS**

Lisa Jarrett – Addressed the newspaper article regarding Board Member.

Colleen Wade, Grayslake Middle School and Meadowview parent – Shared areas she feels the board is not doing well in.

Chad Phipps, Woodview parent – Would like a copy of the weather chart used to determine the school closing due to heat. Also addressed budget spending.

#### **CLOSED SESSION**

No closed session necessary.

#### **ADJOURNMENT**

There being no further business to come before the Board of Education, it was motioned by Facklam, seconded by Smigielski for the adjournment of the September 5, 2012 board meeting at 8:52 p.m. **Ayes:** Evans, Carbone, Smigielski, Weinert, Millington, Facklam, and Surroz. **Nays:** None. **Motion carried.**

Respectfully submitted,

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**RAY MILLINGTON**, Board President

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**KAREN SENASE**, Recording Secretary