

**Minutes of the Committee of the Whole Meeting  
of the Board of Education  
Flossmoor School District 161  
June 28, 2010**

President, Dr. David Dreyfuss called the meeting to order at 7:00 p.m.

Roll call was taken and the following members were present for the meeting:

**Present**

Mr. Arnold Crater, arrived at 7:05 p.m.  
Mrs. Christine Marks  
Mr. Ronald A. Moore, arrived at 7:45 p.m.  
Mr. Thomas Sifner  
Mr. John Simmons  
Dr. David Dreyfuss

**Absent**

Mrs. Timijanel Odom

**Others Present**

Dr. Donna C. Joy, Superintendent  
Dr. Susan Pingitore, Associate Superintendent of Administrative Services  
Dr. Rebecca Elish, Director of Learning and Instruction  
Mr. Joseph Martin, Director of Operations  
Ms. Deborah Pitts, Director of Instructional Technology  
Ms. Nancy Wilson, Director of Special Education  
Dr. Vanessa Atkins, Principal, Parker Junior High School  
Ms. Cathy Perino, Board Clerk  
Mrs. Maggie Bachus, Western Avenue Parent  
Mrs. Carrie Malfeo, Western Avenue Parent

**Proposed Recycling Initiative**

Mr. Martin reviewed a request received from the District's Green Committee to look into general recycling, which is used by School District 153. General recycling consists of plastic and cans. Mr. Martin shared the District's lunch trays are not recyclable since the District does not have the capacity to clean them.

Mr. Martin discussed this matter with Homewood Disposal, the principal of James Hart, the Director of Buildings and Grounds in Homewood 153, and the total cost per month to the District would be \$250, and the total cost to District per year would be \$3,000.

Mr. Simmons inquired if the District has looked into any advertising or sponsor initiatives to offset this cost.

Mr. Martin shared what the District's "Green Initiatives" have been which were put into place during the past five years. The administration has been very

conscious and supportive of this effort. Some examples of those efforts include all lighting in classrooms and hallways has been converted from T-12/PCB florescent and ballasts to low consumption T-8/florescent lighting and electronic ballasts; motion sensors have been added to all boys and girls toilet rooms. (ECHO); and the District has just added an auto-scrubber system to the cleaning arsenal. This will add to the District's "Green Initiative" because this machine uses only water to strip the floors. Using only water reduces the chance for slip and falls, leaves no fumes, keeps floors dry, safe, and ready for recoating. Less stripper chemicals will need to be purchased.

Mr. Martin noted that these results were shared with Bob Pinciak, chair of the green committee, who in turn presented these results to the committee. The Board is open to other options, but at this time would not be adding additional expenses that would not realize a monetary return for the District. The Board of Education looks forward to hearing from the Green Committee.

- *Recommendation: The Board of Education does not approve moving this item forward at this time due to the fact that it would be an additional expenditure that would not realize a monetary return to the District.*

### **Discussion of Tentative 2010-2011 Budget**

Dr. Susan Pingitore presented the tentative FY2011 Budget for the Board member's consideration. The administration is asking the Board of Education to recommend approval of the FY2011 tentative budget on July 12, direction to place the budget on public display as required by School code, and direction to schedule the public hearing prior to adoption of the budget for the September 13<sup>th</sup> Board of Education meeting.

Dr. Pingitore shared several facts about this budget:

- The budget reflects the educational goals, mission, and philosophy of the District in support of community expectations to provide all children with a quality education.
- Revenue projected from General state aid is conservative and projects a decrease in the foundation level to \$5,669 although at this time, the General Assembly has adopted a budget with a foundation level of \$6,119. This action is being taken because of the uncertainty in the State's ability to make payments in General State Aid as well as the mandated categorical grants.
- Expenditures for all funds in the FY2011 budget decreased by 2.06% from \$30,280,133 to \$29,656,916.
- The budget includes \$437,500 for the Serena Hills School parking lot and pavement improvement project.
- The tentative budget provides fund to replace servers at two schools, purchase computer workstations for teachers, purchase 22 Smartboards,

- and to install fiber to enhance Internet connectivity at the schools.
- Fund balances for the start of the new fiscal year on July 1 will be adjusted in the budget, which will be adopted in September to reflect revenues and expenditures that followed creation of the tentative budget. This will include payroll through the end of June, outstanding bills, and revenues that are anticipated to close out the 2010 fiscal year.
  - Interest projections and tax levy receipts are based on information provided by the Bloom Township Treasurer. This year's budget forecasts \$250,000 in interest payments. This is a conservative projection based on an estimated return between .5 and 1/5 percent.

Mr. Simmons asked for clarified regarding what is meant by community services.

Dr. Pingitore stated adjustments would be made to the tentative budget as more information becomes known to the District. This tentative budget is based upon audited financial data. Dr. Pingitore stated she will continue to work on the budget over the summer and will update the Board of Education members at the September meeting. The District will continue to be fiscally responsible.

The District is being conservative but realistic.

- *Recommendation: The Board members recommend moving forward the FY 2011 tentative budget to the July 12 Board of Education meeting. This agenda item will be to place the budget on public display, and direction to schedule the public hearing prior to the September 13 Board of Education meeting.*

### **Special Education Annual Update**

Nancy Wilson updated the Board on special education services in the District.

The District has identified 315 students as special education students with Individualized Educational Plans (IEPs). The District has 301 total IEPs with 14 service plans, and two declined services. The District has 37 students with outside placements. Twenty-four students attend SPEED, 5 attend ECHO, 2 attend Park Forest Academy, 3 attend AAA Academy, 1 attends Southwest Cooperative, 1 attends Easter Seals, and 1 attends Elim Christian School. The District received 28 students who moved into the District with IEP's. Six students entered the District with outside placements. Twenty-two students receive services in district. Thirty-three eighth graders graduated from special education; five were out of district students.

The District has 55 initial evaluations this year with 51 completed evaluations. Forty-three students of the 51 have qualified for services within the District.

Dr. Dreyfuss congratulated the special education department. The staff has done a great job.

Mr. Simmons inquired about the Board receiving an annual gifted program update.

Ms. Wilson shared with Mr. Crater that SPEED has a PowerPoint presentation that she can share with him that will answer his questions regarding the number of students who graduate and/or move on to secondary education.

- *This was an Information Item. The Board of Education thanked Nancy Wilson for this update.*

### **Review of SET Revisions Data (K-5) & X-Time Report (Gr. 6-8)**

Dr. Elish updated the Board on what impact the revisions had on the Student Enrichment Time (SET) Program. Dr Elish shared the SET revisions were in place during the months of April and May. Elementary teachers met as a faculty and shared their comments on the SET revisions. The overall responses of the revisions were positive. Those responses were shared.

Dr. Elish shared 1) how the change from 3-6 week rotations to 2-week rotations has benefited the SET program; 2) how staff flexibility in SET groups across grade levels has supported the SET program; 3) SET content areas have been expanded to include the areas of language arts, math and writing; 4) instruction of content areas is no longer on a fixed trimester schedule; 5) how the addition of SAIG groups of social workers and language/vocabulary work by speech pathologists has helped; and 6) comments on the SET program revisions.

Dr. Dreyfuss inquired if lesson plans have been reviewed. The Board requested a sample of lesson plans across the District since the April transition.

Next, Dr. Atkins updated the Board on X-time and the fact that it is an essential part of Parker's schedule. Parker Junior High's staff continues to focus, discuss, and revise X-time to ensure it continues to meet the needs of all students.

Dr. Dreyfuss stated X-time should be valuable to students who need it. Some students do not need X-Time, but could benefit from enrichment. After five years of implementing X-Time, the administration should look at ways to be more flexible and creative in the scheduling of X-Time.

- *This was an Information Item. The Board of Education thanked Dr. Rebecca Elish and Dr. Vanessa Atkins for their updates.*

### **Review the Process of the Strategic Plan**

Dr. Joy shared that a timeline for completion of a final Strategic Plan was developed with input from Dr. Dreyfuss. The timeline includes the following: language revisions, action plans, and a communication plan.

July 12, 2010	Letter Acknowledging the Work of the Strategic Planning Committee is Signed by Board members
August 23, 2010	Committee of the Whole Develops Plan to Draft Revisions to Goals and Objectives
September 27, 2010	Committee of the Whole Completes Draft Revisions to Goals and Objectives
October 12, 2010	Board of Education Approves Language Revisions to Goals and Objectives
October to January	Administrators Develop Proposed Action Plans
January 24, 2011	Committee of the Whole Approves Draft Action Plans
February 28, 2011	Committee of the Whole Reviews Draft Document and Tentative Communication Plan
March 14, 2011	Board of Education Approves Communication Plan For Strategic Plan
April 11, 2011	Board of Education Adopts Final Strategic Plan It was noted this timeline could be modified and adjusted as the Board of Education sees fit.

Dr. Dreyfuss would like to narrow the focus of future Committee of the Whole meetings so they can schedule separate meetings to work on the Strategic Plan.

- *Recommendation: The Board members recommend moving forward the Timeline for the Strategic Plan to the July 12 Board of Education meeting.*

**Saturday School Proposal – Draft**

Dr. Elish updated the Board members that a Memorandum of Agreement stemming from the 2009 FEA negotiations called for a joint committee to be established to develop a Saturday School program for grades K-8.

A committee of ten teachers (two from each building) and six administrators met to develop the program.

The committee proposed the following: 1) the purpose of Saturday School was to provide students with the opportunity to have extended learning time for remediation and/or enrichment; 2) focus on remediation and/or enrichment (reteach, pre-teach); 3) transportation will not be provided; 4) will occur 2 times a month; 5) from 9:00 a.m. – 11:00 a.m.; 6) minimum of 3 students must be signed

up with permission slips; 7) flat stipend of \$40 for each hour session; 8) an administrator will be assigned to oversee the program; 9) \$20,000 is budgeted for this program.

The goal is to start the program. The purpose of this program would be to preteach and reteach the material. This would be a voluntary program. The program would have teachers inviting students to receive additional education support.

The Board had lengthy discussions. It was discussed having the Saturday School Program at Parker Junior High, which already houses Saturday Detention. Custodians are already working and utilities already being used for Saturday detention.

The Board would like to revisit the tutoring program and the Saturday detention program. The administration stated that the District's tutoring program is only offered at the elementary schools,

Mrs. Marks clarified that SET and X-Time were the District's solution to the immediate responses for students who are struggling in class and needed additional instructional time. She suggested before or after school assistance could help students more than meeting twice a month on Saturdays. The timeline for this program was discussed. Many students entering the District are behind several grade levels and it was discussed that an academy like setting for those students who need additional instructional time should be considered.

Dr. Atkins indicted students staying after school may be a problem since some parents do not pick their children up on time. Mr. Moore inquired what is the consequence to parents who are chronically late picking up their children from school. Presently, the building administration tries to work with the parents. A parent pick up policy was discussed. The Board agreed to waive a second reading of the policy so this policy could be included in the District's policy handbook, which is distributed annually to parents.

➤ *This was an Information Item. The Board of Education thanked Dr. Rebecca Elish for this update.*

### **Executive Session**

A motion was made by Mr. Simmons seconded by Mr. Crater to go into executive session to discuss matters relating to personnel 5ILCS 120/2 (c)(1). 6 AYES, 1 Absent. Motion Carried.

The Board of Education went into executive session at 8:40 p.m.

**Return to Open Session**

A motion was made by Mr. Simmons seconded by Mr. Crater to return to open session. 6 AYES, 1 Absent. Motion Carried.

The Board returns to open session at 9:00 p.m.

**Adjournment**

A motion was made by Mr. Simmons seconded by Mr. Crater to adjourn the Committee of the Whole meeting. 6 AYES, 1 Absent. Motion Carried.

The Board of Education meeting adjourned at 9:00 p.m.

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Dr. David Dreyfuss, President

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Ronald E. Moore, Secretary