

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF EDUCATION FOR  
LINCOLNWOOD SCHOOL DISTRICT 74**

**NOVEMBER 7, 2007**

The Board of Education meeting for November 7, 2007 was held in the Village of Lincolnwood Council Chambers, 6900 N. Lincoln Avenue, Lincolnwood, Illinois.

**Members Present**

Michael G. Davros, President  
David Koder, VP/Secretary  
Paul Langer  
Georjean Hlepas Nickell  
Allen Perl  
Richard Ruderman

**Members Absent**

Darlene Fourkas

Others Present: Mark Klaisner, Superintendent; Susan Brandt, Assistant Superintendent; Scott Jackson, and Pam Dorband Administrative Assistant the Board of Education and 14 visitors in the audience. (Due to it also being parent/teacher conference night the principals were not in attendance).

**Closed Session**

At 6:30 p.m. prior to the start of the Regular Meeting of the Board of Education, moved to go into Closed Session for the purpose of discussing the purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5ILCS 120/2 (c) (5).

At 7:20 p.m. the Board of Education moved to adjourn the Closed Session.

**Regular Meeting**

At 7:30 p.m. President Davros called the Regular Meeting of the Board of Education to order, followed by the pledge.

**Audience to Visitors** – No one came forward to address the Board

**District Recognition**

Business Manager, Scott Jackson, and President Davros, praised Director of Buildings and Grounds, Jim Caldwell and the Building Engineers, Tom Bujnowski, Nick Georgaras, John O'Brien, Henry Sopala, and Jacek Podoluch for their fine work installing the lighting fixtures that were part of the Illinois Clean Energy Grant. District 74 received \$90,782. The installation of these new fixtures will continue to save the District money for many years to come.

Mr. Jackson praised the Buildings and Grounds Team for the many things they do to help provide a safe environment for children and staff and their caring of and for the buildings.

**Consent Agenda**

Member Nickell moved to approve those items on the Consent Agenda as they appear below:

- Minutes:** Regular Meeting – October 2, 2007  
**Closed Session Minutes:** Closed Session Minutes September 24, 2007 and October 2, 2007 (Both sets of Closed Session Minutes are not to be made public permanently.)  
**Finance Meeting Minutes:** September 24, 2007  
**Bills Payable:** \$1,086,912.35  
**Personnel Matters:**

1. Resignations:
  - a. Lincoln Hall nurse, Marjorie Bruns, effective 11/2/1007
  - b. Rutledge Hall Playground Supervisor, Teresa Groat, effective 11/9/2007
2. Employment
  - a. Kristin Hayes, Lincoln Hall Nurse, \$33,000 (benefits included) salary will be prorated. (Start date for Kristen is to be determined).

**Board Policy Matters:**

1. 6:120 E – Exhibit – Notice to Parents/Guardians Regarding Section 504 Rights (this was presented to the Board as a first reading on October 2, 2007).

The motion was seconded by Member Koder.

Upon being put to vote, the motion carried, the vote being:

Ayes: Davros, Koder, Langer, Nickell, Perl, Ruderman  
Nays: None  
Absent: Fourkas

**Communications from the Board of Education**

**NTDSE/District 807**

District 74 is represented by Member Koder on the D807 Board. Member Koder explained that a special meeting of D807 was being held at the same time the D74 meeting was being held. The special meeting was to vote to hire a search firm to locate a Superintendent for District 807. District 74 was a no vote on the hiring of a search firm as Member Koder feels Tarin Kendrick is doing a very nice job and he feels she should remain in the position. In addition, Member Koder does not believe the anticipated \$20,000 search fee is necessary.

**IASB Dinner**

The IASB Dinner was attended by Members Davros, Koder and Nickell

**ED RED** – No Report

**Reminders**

President Davros reminded the Board of the Triple I Conference November 16-18; and the NSBA Board Convention March 29 – April 1.

## **Communication to the Board of Education**

### **PTA**

Julie Turrel explained that the PTA is alternating day and evening meetings in an effort to have more people attend. The book fair is planned for November 14 and 15 and family reading night on November 16. On November 30<sup>th</sup> there will be a Bingo night.

**Lincolnwood School Foundation** – No Report

**Lincolnwood Teachers Association** – No Report

## **COMMITTEE OF THE WHOLE REPORTS**

### **Curriculum and Instruction**

#### **Curriculum/Program Committee Update:**

**The Literacy Committee** met for the first time on October 9<sup>th</sup>. The group discussed where they had been in year one and made plans that include reading alignment across the district; a District wide Vocabulary initiative; and discussion of writing across the district. The group consists of 17 participants with representation from each grade level, special education, ELL, and administration.

**The ELL Committee** met on October 16. The committee reviewed programming for ELL students in the District; reviewed programming requirements for ELL Learners as stated in the Illinois Administrative Code 228; a Self-Monitoring checklist was used to review the legal documentation required for the program. The next several meetings will be used to review and update legal documents. The group consists of the District's 5 ELL Specialists and 2 administrators.

**The Gifted Committee** met on October 23. The group is made up of district staff and accelerated math and reading teachers. Parents and classroom teachers will be invited to join later in the process. The committee reviewed the new "gifted" language that was voted in on January 16, 2007 in the Illinois Administrative Code 227. Although compliance is based on the ability of the state to fund the program the committee agreed that to build the program based on the new guidelines. Committee is made up of 9 teachers currently teaching gifted classes, the accelerated Reading/LA, or accelerated math classes. Two administrators are also on the committee.

The new language includes: the need to submit a written program description to the State Board of Education; the District will be required to identify students in the areas of Reading/LA and Mathematics (serving at least the top 5% of students; the identification instrument will include a minimum of three assessment measures, the District will develop a fair and impartial Appeal Process; Certified staff who are assigned to gifted students will receive training in the needs of gifted students.

**RtI Task Force** met on October 29<sup>th</sup>. Ben Ditkowsky gave an overview of what RtI is and what is the purpose of the RtI District Task Force. The main focus will be to comply with the state mandate to have an RtI plan in place by January 1, 2009. The group is made up of 22 staff members. We have representation from every grade level, special education, ELL, and administration.

### **Technology Program Update**

Mary Jane Warden, Director of Technology Services was present at this meeting to give an update on the services provided to both students and staff. One of the PowerPoint presentations showed the many changes in technology over the last 20 years

## **FINANCE**

### **Freedom of Information Request**

In order to comply with the Board of Education Policy 2:250, Mr. Jackson notified the Board of Education that a Freedom of Information request had been submitted to District 74 from Ms. Elena Duarte and LECET- Chicago Area Laborers – Employers Cooperation and Education Trust.

### **Tentative Levy**

Mr. Jackson explained that this item will be brought back to the Board in December for a hearing and vote.

### **Bus Update**

Mr. Jackson said he has ridden every bus to determine the level a satisfaction by parents, students and drivers. His goal was to determine what areas need to be addressed and how to best serve the students who ride the bus. After riding the bus Mr. Jackson stated he was well pleased with the positive relationships that are occurring between all parties.

## **BUILDINGS AND GROUNDS**

### **MRSA Bacteria Plan**

Mr. Jackson stated that the District is taking action to prevent the occurrence of the bacteria in District 74. The cleaning crew is using new chemicals that are safe for students and the environment.

## **PERSONNEL/POLICY PLANNING**

**Revised Policy** – Policy 3:30 was presented to the Board of Education for a first reading. This policy will be brought back to the Board at the December meeting.

## **SUPERINTENDENT'S REPORT**

### **2007-2008 School Calendar**

Mr. Klaisner explained that this calendar is in direct correlation with the District 219 calendar. This calendar will be brought back to the Board of Education for final approval at the December meeting.

### **Winter Break Recommendation**

Mr. Klaisner explained that closing the district during winter break will provide energy savings because the heating and lighting will be kept a minimum. A notice will be placed on the District website and at the front door. Administrators will call in regularly for messages.

Member Koder moved that Lincolnwood School District 74 close operations for the period of time December 24, 2007 through January 4, 2008.

The motion was seconded by Member Ruderman.

Upon being put to vote, the motion carried.

### **Building Schedules for 2008-2009**

Mr. Klaisner explained that the administration is considering a change in building schedules for 2008-2009 in an effort to better deliver services to students. The final change will be determined in the early spring so that parents can be notified in plenty of time.

### **Parent/Teacher Conference Night**

Mr. Klaisner explained that tonight was also Conference Night for parents at all of the schools and the response for parent participation was very good.

**Audience to Visitors** - No one came forward to address the Board

### **Recess into Closed Session**

At 9:02 p.m., during a Regular Meeting of the Board of Education, Member Koder moved to recess into Closed Session for the purpose of For the purpose of discussing the placement of individual students in special education programs and other matters relating to individual students. 5ILCS 120/2 (c) (10)

The motion was seconded by Member Perl.

Upon being put to vote, the motion carried.

### **Return to Open Session**

At 9:50 p.m. Member Ruderman moved to return to open session.

The motion was seconded by Member Koder.

Upon being put to vote, the motion carried.

**Adjournment**

There being no further business to come before the Board of Education Member Nickell moved to adjourn the meeting at 9:51 p.m.

The motion was seconded by Member Perl.

Upon being put to vote, the motion carried.

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Michael G. Davros, Board of Education President

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David Koder, Board of Education VP/Secretary