

**MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF LAKE VILLA COMMUNITY CONSOLIDATED SCHOOL DISTRICT #41, HELD AT THE ADMINISTRATIVE CENTER, IN THE BOARD ROOM, LAKE VILLA, ILLINOIS, COUNTY OF LAKE, ON MONDAY, AUGUST 8, 2011, AT 7:00 P.M.**

The meeting was called to order at 7:00 p.m. by the president. Upon roll call the following members answered "present":

Michael Conway  
Peggy Kuzmanovich  
Joanne Osmond  
Nancy Schell  
Darla Vanderwall

Members Absent: Joe Dunne, Kurt Hansen

Staff Members Present: Dr. John Van Pelt, Dr. A. Barbour, M. Conkling, K. Depperschmidt, Dr. M. Jordan, Dr. S. Keim-Bounds, J. Larson, D. McCuiston, P. Planic, P. Santopadre, Dr. M. VanScoyoc, P. Volling

**COMMUNICATIONS –**

**Good News! –**

Dr. Van Pelt announced that the Freestanding Emergency Center in Lindenhurst officially opened, which the District and Board of Education had supported. This was a great step forward for the community. Mrs. Schell asked about collected taxes from the unit and Mrs. Volling advised that the District would receive taxes, but the amount would be very small.

**Old Business –**

**APPROVE SCHOOL BOARD GOVERNANCE RECOGNITION APPLICATION AND BOARD IMPROVEMENT PLAN**

Mrs. Vanderwall reminded the Board that the application was approved at the last meeting and the Board was to just reaffirm the approval.

Mr. Conway made the motion, seconded by Mrs. Kuzmanovich:

Motion: The Board of Education approve the IASB School Board Governance Recognition Application and Board Improvement Plan, as presented.

Roll Call Vote. Kuzmanovich - yes, Osmond - yes, Schell - yes, Vanderwall - yes, Conway – yes.

Motion passed.

**IASB Joint conference Early Workshop Attendance --** Mrs. Vanderwall reminded everyone to submit their workshop selections to Mrs. Larson as soon as possible. Selection discussion followed.

**PMA Presentation --** Mrs. Vanderwall checked with Dr. Van Pelt about the meeting with the Union president to review the presentation. Dr. Van Pelt had not heard back from Mr. Kapchinski and would make contact again to set up a meeting, and will report back to the Board.

**New Business –**

**2011-12 Opening Day Activities --** Dr. Van Pelt reviewed the activities for the new staff orientation days and the Opening Day activities. The District has hired 10 new staff. He reminded the Board members to attend the opening session with all staff.

Dr. Van Pelt advised that the Tuesday half day inservice for staff will be for an overview of the new Evaluation Plan, which will be implemented for non-tenured staff this school year.

Dr. Van Pelt reported that Curiosity Day will be held on August 22, from 3:00 to 4:00 p.m. and all teachers will be available in the classrooms for parents and students to meet.

### **PUBLIC COMMENTS**

The meeting was opened to Public Comments at 7:12 p.m. No comments were made.

### **APPROVE PERSONNEL REPORT**

Mrs. Osmond made the motion, seconded by Mrs. Kuzmanovich:

Motion: The Board of Education approve the Personnel Report, as presented.

Roll Call Vote. Osmond - yes, Schell - yes, Vanderwall - yes, Conway - yes, Kuzmanovich - yes.

Motion passed.

### **COMMITTEE OF THE WHOLE**

#### **FINANCE --**

### **APPROVE BUS FACILITIES LEASE WITH DURHAM TRANSPORTATION**

Mrs. Osmond made the motion, seconded by Mrs. Kuzmanovich:

Motion: The Board of Education lease to Durham Transportation the Bus Facility located on Park Avenue, in Lake Villa, IL for the fiscal year 2011-2012 at a lease rate of \$1.00.

Roll Call Vote. Schell - yes, Vanderwall - yes, Conway - yes, Kuzmanovich - yes, Osmond - yes.

Motion passed.

Plan date for Budget Working Session – Mrs. Volling will meet with the Board to review the Tentative 2011/2012 Budget. Dates were discussed and the session will be on Monday, August 22, 2011, beginning at 6:00 p.m. and will be held in the Board Room prior to the regular board meeting

Student Accident Insurance Renewal -- Mrs. Volling presented the information to the Board on the renewal of the insurance for the new school year. Discussion followed. She reported that the premium for the coverage will remain basically the same at \$12,312.

Fund Balance Information - Mrs. Volling briefly reviewed the Fund Balance Report requested by the Board. She reviewed what reimbursements were not included in the final figure such as the 108 N. Milwaukee cost reimbursements. She reviewed which were included such as the Technology monies from PTO. The net fund balance is \$13,097,672.

Mrs. Osmond asked if the Board should look at the required balance. She pointed that in good times the 15 to 20% was adequate. She asked if the 20% would be enough to sustain the District if the State did not pay the District. She did not want to get into a situation where the District would have to borrow money.

Mrs. Volling assured that the State will come through with the General State Aid, which would cover payroll and accounts payable. Special Education, Grants and Transportation might not always be paid by the State. Mrs. Kuzmanovich wondered and cautioned that if you have too much money, does that affect what monies the District would get. Discussion followed.

Mrs. Vanderwall directed Mrs. Volling work up a cash flow study over the next 24 months and report back to the Board.

Dr. Van Pelt pointed out that having Mrs. Volling as the in-house District Treasurer also is advantageous in that she can monitor investments with a keener eye knowing the cash flow situation.

Deficit Reductions for 2012/2013 -- Dr. Van Pelt reminded the Board of the recent PMA report which showed that the District has been well managed and prudent with their expenditures. He noted that the District will need to cut back on its spending and he wanted direction from the Board on how that would look. He wanted the Administration to begin looking at reductions in the fall to be sure to have everything in place with the timelines required for the 12/13 school year. Discussion followed.

Mrs. Osmond talked about enrollment guiding reductions and that enrollment has been flat for recent years. Dr. Van Pelt noted for three years enrollment has been declining.

Mrs. Vanderwall thought that with two members absent, she wanted to have the item on the next agenda for further discussion when all members were present.

#### BUILDINGS & GROUNDS –

108 N. Milwaukee Avenue -- Mr. Depperschmidt reported that the expenses through June 30, 2011 for the property cleanup is \$193,689.51 which is all reimbursable. He is still waiting for approval from the State to begin the soil removal

Mr. Depperschmidt updated the Board on the work being done on the Rtes. 83/132 corner and how it may affect Pleviak at the beginning of school. One entrance into/out of Pleviak on Grand Avenue may be out for use, one at a time. Discussion followed

#### POLICY –

Discussion on Policy Review -- Mrs. Vanderwall explained the reason for the discussion item on the agenda. She felt it was a significant change in the agenda/meeting process that perhaps the Board should review and discuss the changes. She noted that Mrs. Schell, Mrs. Osmond and Mrs. Kuzmanovich are serving on the Policy Committee and their recommendations and changes were sent in Mrs. Osmond's email of July 30, 2011 which Mrs. Vanderwall did not decline, but thought the Board should review.

Mrs. Osmond explained the changes proposed in the way changes to the board policies will be brought to the board members and how they will be approved. The changes were introduced as a possible way to streamline the procedures. Some items would be placed for approval on the Consent Agenda, some items will be considered in Policy for first consideration/adoption and still other policies would be discussed and reviewed before the board would consider approving the changes. All the while Mrs. Osmond referred to Board policies which govern these procedures and articulate the Boards role and responsibilities on Policy development and monitoring. Discussion followed on timeline for placing on the Consent Agenda, the review of the revisions by Administration prior to the policy Committee, etc. It was decided that since two members were absent, that the item be reviewed at the next meeting when all members would be present.

Because of the absent board members it was decided to delay the discussion on Policies 2:130 and 3:10 to the next meeting.

Regarding Policy #5:125 Personal Technology and Social Media: Usage and Conduct, Dr. Van Pelt referred to the email he had received from the attorney recommending that the Board not adopt such a policy at this time and develop a list of guidelines for staff on the use of social media and other electronic communications and then train the staff on the guidelines. Dr. Van Pelt will work with the attorneys on developing the guidelines.

#### **APPROVE FOR FIRST CONSIDERATION POLICY #1:30**

Mrs. Osmond made the motion, seconded by Mrs. Kuzmanovich:

Motion: The Board of Education approve for First Consideration Revised Policy #1:30 School District Philosophy, as presented.

