

MINUTES OF BOARD OF EDUCATION MEETING
Homewood-Flossmoor High School, 999 Kedzie Avenue, Flossmoor, Illinois
August 16, 2011

Mr. Lites called the meeting to order at 7:30 p.m. The following Board members were present for all or part of the meeting:

Dr. Farrell	Mrs. Scariano
Mr. Lindstrom	Mrs. Sutton
Dr. Mayer	Mr. Lites

Mrs. McInerney-Lubeck and Superintendent Mansfield were absent.

The presence of a quorum was noted and the meeting declared duly convened. Principal Pitcock, Director of Curriculum & Instruction Spaniak, Human Resources Director Bryant, and Business Manager Parchem, were also present.

Representatives of the HFEO, The H-F Foundation, HFPA and The League of Women Voters were present.

Approval of Minutes. Mrs. Scariano moved, seconded by Dr. Farrell that the Board of Education approve the regular minutes of June 21, 2011. Roll Call: Ayes – Dr. Farrell, Mr. Lindstrom, Dr. Mayer, Mrs. Scariano, Mrs. Sutton, Mr. Lites. Nays – None. Motion carried.

Comments. Mary Lou Coleman, President of the H-F Foundation stated tomorrow is the final planning meeting for the Foundation's golf outing that will take place on October 14th. The day will wind up with an after the game party at Coyote Run from 9:30 p.m. – 11:30 p.m. Pizza, soft drinks and a cash bar will be available during that time. Mrs. Coleman added Mrs. Cherry, Director of Development and Alumni Relations was a great help. Dr. Mayer asked if there was a flyer with information available about the outing. Mrs. Coleman responded flyers will be available very soon after all plans have been completed. She added Mrs. Cherry will also send an email blast to former alumni.

Dr. Pitcock thanked Mr. McAlister for a great job during student registration. He stated tomorrow is the first day of school and ready to go. He added he is looking for a tremendous start of the year. Mrs. Sutton asked for attendance numbers. Dr. Pitcock stated that final enrollment counts will be determined over the next two weeks but enrollment will probably be somewhere around 2900 students.

Mrs. Bryant stated summer school as well as Summer Academy successfully finished at the end of July. She extended her thanks to Lawrence Cook and Barbara Martin for organizing and managing both programs.

Mr. Parchem stated the tentative budget is on display as required by Illinois school code and the board will act on it at the September board meeting. The budget is a culmination that started back in February. This is the ninth year in a row we are budgeted to take in more than spent. Mr. Parchem also noted this is the seventh year in a row the district has been awarded Financial Recognition by the state of Illinois based on the 2010 school year financial data. This is the highest category obtainable for the School District Financial Profile. He added there are still financial challenges as we move forward due to the slow economy and condition of state of Illinois, but we are managing better than most districts. Regarding the various construction projects around the campus; the pathway will open tomorrow and the boilers are set to be turned on October 1st. An upgrade to the stadium sound system is currently underway and a sound check will take place tomorrow at 1:00 p.m.

Mrs. Spaniak stated the curriculum office has been extremely busy this summer. HFU provided a great offering of courses, 29 total, with an enrollment of 383 participants, so many faculty members took more than one course. She added her office processes the projects and the work that has been submitted so far is tremendous. There are 34 curriculum projects with 72 different teachers involved. The projects are all geared toward teaching and learning. H-F staff keeps very busy with enrichment opportunities over the summer months. New Teacher Induction took place in August and we are fortunate to have a great new staff. All new teachers have been paired with model teachers and they will continue to collaborate with them throughout the school year. She extended her thanks to the board for their support and also to those members who were able to attend and who made the new teachers feel so welcome. She also thanked the administrative team for being with the teachers and helping them become part of H-F. Mrs. Spaniak extended a special thanks to Dave Kush and Carl Coates who did an outstanding job as coordinators of the week. She also extended her thanks to her assistant, Karen Lockwood for working tirelessly this summer in coordinating and managing the many projects. She added yesterday was Institute Day and

Comments (con't) she has received very positive comments for the Institute as well as Teacher Work Day. The teachers are ready and excited to welcome students back tomorrow.

Mr. Lindstrom stated it is very hard to give everyone the credit they deserve for all of the wonderful things that went on over the summer. Everything just went wonderfully yesterday during the Institute. He also noted that the early registration opportunity was great this year along with the ability for parents to pay fees online. He said the early opportunity really helped to streamline the process for many parents and both worked very well. Mr. Lindstrom added he is happy to report his last child is here and she's a freshman. Again he stated kudos to everyone and added he felt the process was flawless. Seeing the new teachers' enthusiasm the first day of school tomorrow is overwhelming. Mr. Lindstrom is looking forward to opening day and is looking forward to welcoming students back. The new pathway looks terrific and he is looking forward to attending the stadium sound check tomorrow.

Dr. Farrell commented it is great to be back. He thinks there is a great energy this year and is looking forward to the new school year.

Mr. Lites remarked it was a terrific Institute Day and he enjoyed the day along with the enthusiasm he witnessed first-hand. During New Teacher Induction week he liked the introduction of the new staff and how they were asked to say something meaningful about their counterpart – model teacher –new teacher. It showed how successful people are at gathering important information. He noted it is wonderful to see Mrs. Spaniak, Dr. Pitcock and Dr. Mansfield participating in the various activities with the new staff. He added Dr. Pitcock's presentation with Dr. Mansfield was terrific and the overall warmth that it provided and the comfort level it put in the room for all the new teachers was terrific. Institute Day is not usually something teachers generally jump up and down about attending, but again a real terrific day. He feels teachers were very excited and pumped-up ready to go. A special thanks to Tom Wagner with 4.5 million in projects going on simultaneously, none of our summer programs were interrupted. He extended his appreciation to Tom Wagner and added a terrific job for not only managing his staff but managing all the outside vendors as well. He deserves a huge pat on the back and it was a masterful job. Mr. Lites extended his compliments to the Finance Committee. It took a lot of work on how to support the many construction projects on campus and turn around at the end of the year with a 56 million surplus. It is why teachers are able to teach and why out of 37,000 private and public high schools in the nation we are ranked at 336.

Mr. Lindstrom stated the Finance Committee met on August 9th in the College Room. He stated it was a very interesting room to meet. As Mr. Parchem mentioned, the budget was presented and is on display now, and will be voted on in September. It is well budgeted and is in much better shape than most schools. Other items on tonight's agenda were also discussed at the meeting including website development, purchase of Workman Comp insurance, and working cash abatement.

Open Meetings Act Training/Appointment of Freedom of Information Officer(s). Dr. Mayer moved, seconded by Mrs. Scariano, that the Board of Education adopt the Resolution regarding the designation of those to receive training on compliance with the Open Meetings Act and the designation of the Freedom of Information officers effective immediately upon its adoption as recommended by the School Attorney and the Superintendent. Dr. Pitcock explained, Mrs. Bryant has been designated as the Freedom of Information Officer in compliance with the Open Meetings Act. In addition, Dr. Mansfield, Pat Gnaster, Ruth Strugala and Nicole Castagna are also designated as Freedom of Information Officers to serve as backup to Mrs. Bryant in the event she is not available. All designated Freedom of Information Officers are required to participate in online training annually. Roll Call: Ayes – Mr. Lindstrom, Dr. Mayer, Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lites. Nays – None. Motion carried.

2011-2012 Parent-Student Handbook. Dr. Mayer moved, seconded by Mrs. Scariano, that the Board of Education approve the revisions to the 2011-12 Parent-Student Handbook as detailed on the 2011-2012 Parent-Student Handbook Changes to Date memorandum, as recommended by the Principal and the Superintendent. Dr. Pitcock explained this spring recommendations were received from the Parent/Teacher Discipline Committee regarding revisions to the handbook. Minor language changes were made with the major revision being the addition of a section on bullying that appears on page 15 of the handbook. He remarked very positive trend lines can be seen regarding discipline. Mr. Lindstrom commented on the amount of work it takes to produce the handbook and added it looks better each year it comes out. He expressed his thanks for the committee's time and work and stated the book is presented very well during Institute Day to staff. Roll Call: Ayes – Dr. Mayer, Mrs. Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Mr. Lites. Motion carried.

Website Design, Development & Consultation. Dr. Mayer moved, seconded by Mr. Lindstrom, that the Board of Education authorize the purchase of website design, development and consultation from Americaneagle.com in the amount of \$67,000 as recommended by the Finance Committee, the Director of Human Resources & Public Relations, and the Superintendent. Mr. Lindstrom stated the Finance Committee is very pleased to bring this before

Website Design, Development & Consultation (con't) the board for approval. He added it is time our website be updated and will bring us into a new age. Mrs. Bryant added our current website is outdated and the code is no longer functional. In the spring we interviewed seven companies along with their proposals for website development. In June three companies gave presentations on their ideas and the designing of the new website. Additional research on the three companies continued and based on information provided, Americaneagle.com is the company that can best meet our needs. Roll Call: Ayes – Dr. Mayer, Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Mr. Lites. Nays – None. Motion carried.

Purchase of Worker Compensation Insurance. Dr. Mayer moved, seconded by Mrs. Scariano, that the Board of Education enter into agreement with the School Employees Loss Fund (SELF) for the following insurance in the total amount of \$128,266 as recommended by the Finance Committee, the Business Manager and the Superintendent as follows:

Excess Workers' Compensation Premium	\$ 4,743
Loss Fund	112,652
Risk Control Services	2,116
Claim Service	7,703
Pool Management/Brokerage Services	6,558
Pool Administrative Costs	2,400
Return of Contribution	(7,906)
	\$128,266

Mr. Parchem stated this is renewed on annual basis. Percentage increases or decreases will vary based on the last three years of claim experience. Roll Call: Ayes – Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Dr. Mayer, Mr. Lites. Nays – None. Motion carried.

Working Cash Abatement. Mr. Lindstrom moved, seconded by Mrs. Scariano, that the Board of Education adopt a resolution abating the Working Cash Fund in the amount of \$2,830,482 to the Operations and Maintenance Fund, in the manner required by the Illinois School Code, as recommended by the Finance Committee, the Business Manager and the Superintendent. Roll Call: Ayes – Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Dr. Mayer, Mr. Lites. Nays – None. Motion carried.

Teacher Resignation. Dr. Farrell moved, seconded by Mrs. Scariano, that the Board of Education accepts the resignation of Angela McCormick effective at the end of the 2010-2011 school year, as requested in her letter dated July 15, 2011, as recommended by the Superintendent. Roll Call: Ayes – Dr. Farrell, Mr. Lindstrom, Dr. Mayer, Mrs. Scariano, Mrs. Sutton, Mr. Lites. Nays – None. Motion carried

Teacher Resignation. Dr. Farrell moved, seconded by Mr. Lindstrom, that the Board of Education accepts the resignation of Pamela Gleason effective August 13, 2011, as requested in her letter dated July 14, 2011, as recommended by the Superintendent. Roll Call: Ayes – Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Dr. Mayer, Mrs. Scariano, Mr. Lites. Nays – None. Motion carried.

Teacher Contract. Dr. Farrell moved, seconded by Mrs. Scariano, that the Board of Education authorizes the President and Secretary to sign a contract with Jonathan Miller, World Language teacher, at Lane MA, Step 11 of the District 233/HFEO Negotiated Agreement for the 2011-12 school year, as recommended by the Director of Human Resources and the Superintendent. Mrs. Spaniak stated Mr. Miller comes to H-F with over 10 years experience and most recently taught at the Math and Science Academy and we are delighted to have him join our staff. Roll Call: Ayes – Mr. Lindstrom, Dr. Mayer, Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lites. Nays – None. Motion carried.

Teacher Contract. Dr. Farrell moved, seconded by Mrs. Scariano, that the Board of Education authorizes the President and Secretary to sign a contract with Christina Murawski, English teacher, at Lane BA, Step 2 of the District 233/HFEO Negotiated Agreement for the 2011-12 school year, as recommended by the Director of Human Resources and the Superintendent. Mrs. Spaniak stated Miss Murawski is a graduate of Illinois State University and taught last year at Lincoln-way West. She is currently working on a special Ed endorsement. Roll Call: Ayes – Dr. Mayer, Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Mr. Lites. Nays – None. Motion carried.

Teacher Contract. Dr. Farrell moved, seconded by Mrs. Scariano, that the Board of Education authorizes the President and Secretary to sign a contract with Terri Davis, Social Science teacher, at Lane BA, Step 1 of the District 233/HFEO Negotiated Agreement for the 2011-12 school year, as recommended by the Director of Human Resources and the Superintendent. Mrs. Spaniak said Ms. Davis is a social science teacher just starting her teaching career. She graduated from University of Illinois – Chicago (UIC) and earned 40 hours of work in sociology from the University of Illinois (U of I). Roll Call: Ayes – Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Dr. Mayer, Mr. Lites. Nays – None. Motion carried.

Teacher Contract. Dr. Farrell moved, seconded by Mrs. Scariano, that the Board of Education authorizes the President and Secretary to sign a contract with Andrea Ball-Ryan, Social Worker, at Lane MA, Step 1 of the District 233/HFEO Negotiated Agreement for the 2011-12 school year, as recommended by the Director of Human Resources and the Superintendent. Mrs. Spaniak said Ms. Ball-Ryan is very excited to be back at H-F after doing her internship under Tammy Green. Ms. Ball-Ryan graduated from Illinois State University and holds a Masters from University of Illinois – Chicago. Roll Call: Ayes – Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Dr. Mayer, Mr. Lites. Nays – None. Motion carried.

Teacher Contract. Dr. Farrell moved, seconded by Mrs. Scariano, that the Board of Education authorizes the President and Secretary to sign a contract with Matthew Gibson, Science Department Chairperson, at Lane MA-45, Step 11 of the District 233/HFEO Negotiated Agreement for the 2011-12 school year, as recommended by the Director of Human Resources and the Superintendent. Mrs. Spaniak stated Mr. Gibson is from Joliet West and taught there for the past 12 years. He also served as Science Content Specialist there during the past 3 years. Roll Call: Ayes – Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Dr. Mayer, Mrs. Scariano, Mr. Lites. Nays – None. Motion carried.

Approval of Expenditures. Dr. Mayer moved, seconded by Mrs. Scariano, that the Board of Education approve the proposed expenditures in the amount of \$4,822,036.61. Roll Call: Ayes – Mr. Lindstrom, Dr. Mayer, Mrs. Sutton, Dr. Farrell, Mr. Lites. Nays – None. Motion carried.

Reimbursement to the Imprest Fund. Dr. Mayer moved, seconded by Mrs. Scariano, that the Board of Education authorize the reimbursement to the Imprest Fund in the amount of \$48,235.86. Roll Call: Ayes – Mr. Lindstrom, Dr. Mayer, Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Mr. Lites. Nays – None. Motion carried.

Ratification of Payroll. Dr. Mayer moved, seconded by Mrs. Scariano, that the Board of Education ratify the July, 2011 payroll in the amount of \$628,520.71. Roll Call: Ayes – Mrs. Scariano, Mrs. Sutton, Dr. Farrell, Mr. Lindstrom, Dr. Mayer, Mr. Lites. Nays – None. Motion carried.

Adjournment. Dr. Farrell moved, seconded by Mrs. Scariano, that the Board of Education be adjourned at 8:06 p.m. Motion carried.

President

Vice-President/Secretary