

**COMMUNITY HIGH SCHOOL DISTRICT 117**  
**1625 DEEP LAKE ROAD**  
**COUNTY OF LAKE, LAKE VILLA, ILLINOIS 60046**  
**MINUTES OF REGULAR MONTHLY MEETING OF THE BOARD OF EDUCATION**  
**THURSDAY, DECEMBER 17, 2009 – 7:00 P.M.**

Present

Absent

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**BOARD MEMBERS**

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Mr. Wayne A. Sobczak, President  
Mrs. Joyce Heneberry, Vice President  
Mrs. Tracy McGrath, Secretary  
Mrs. Kathleen Van Dien, Treasurer  
Mrs. Sandy Jacobs  
Mr. Randy Mathias  
Mr. Ronald Vickers

**ADMINISTRATION**

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Dr. Jay Sabatino, Superintendent  
Ms. Jennifer Nolde, Business Manager  
Mr. Michael Nekritz, Principal  
Mr. James McKay, Principal

Dr. David Moyer, Asst. Superintendent

**RECORDING SECRETARY**

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Mrs. Nancy Hendrickson

The regular monthly meeting of the Board of Education of Community High School District 117 was held on Thursday, December 17, 2009 in the Library at Lakes Community High School. Mr. Wayne Sobczak, President, presided over the meeting, calling it to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENTS**

There were no public comments.

**PERSONNEL**

Mr. Mathias moved the Board approve the contract for Eric Ernd as Principal for Antioch Community High School from 2010-2013 as recommended by the Superintendent. Second by Mrs. McGrath.

Roll Call Vote.           Ayes:   Jacobs, Heneberry, Mathias, Van Dien, McGrath, Vickers, Sobczak  
                                  Nays:   None           Absent: None                           Motion carried.

Mrs. Jacobs moved the Board approve the contract for Stephen Plank for Principal for Lakes Community High School from 2010-2013 as recommended by the Superintendent. Second by Mr. Vickers.

Roll Call Vote.           Ayes:   Jacobs, Heneberry, Mathias, Van Dien, McGrath, Vickers, Sobczak  
                                  Nays:   None           Absent: None                           Motion carried.

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On behalf of the Board, Mr. Sobczak welcomed the new principals to District 117. Mr. Ernd and Mr. Plank thanked the Board and all people involved on the committees for the opportunity given to them to serve as the new principals in District 117.

**PRESENTATIONS**

David Cain and Larry Kreuscher from Milburn Cain & Co. presented the Annual Financial Report.

Audit Committee Report – Mr. Sobczak reported that the Audit Committee Meeting was very productive. The next meeting is planned for late June 2010. Mr. Cain commented that District 117 was ahead of the curve by forming an Audit Committee.

PMA – Doreen Linderman from PMA Financial Network made a presentation on the financial planning program for District 117.

Projections were as follows:

*(Includes: Educational, Operations & Maintenance, Transportation, IMRF, Tort and Working Cash Funds)*

	<u>2010</u>	<u>2011</u>	<u>2012</u>	<u>2013</u>
Projected Aggregate Revenues vs. Expenditures ( <i>Deficit</i> )	(\$1,890,789)	(\$1,399,174)	(\$2,033,639)	(\$2,821,110)
Projected Fund Balances	\$5,174,572	\$3,775,398	\$1,741,759	(\$1,079,351)
<i>Suggested Scenarios:</i>		<i>Projected Year-End Fund Balances</i>		
Reduce Ongoing Expenditures by \$500,000	\$5,174,572	\$4,276,836	\$2,764,237	\$481,570
Reduce Ongoing Expenditures by \$1,000,000	\$5,174,572	\$4,778,370	\$3,787,466	\$2,045,702

**CONSENT AGENDA**

The following consent agenda items (indicated by\*) were enacted by one motion.

**PERSONNEL**

\*Employment – Certified Personnel

Lakes Community High School

Mr. Vickers moved Calib Parnin be employed as an English Teacher at a rate of BA, Step 1 (pro-rated) for the second semester of the 2009-10 school year as recommended by the Superintendent. Second by Mr. Mathias.

Voice Vote:                      Ayes: 7                      Nays: None                      Absent: 0                      Motion carried.

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\*Employment – Increment Positions

Antioch Community High School

Mr. Vickers moved Joe Kerns be employed as Assistant Wrestling Coach (.6) at a Level of 2A , for the 2009-10 school year as recommended by the Superintendent. Second by Mr. Mathias.

Voice Vote:           Ayes: 7           Nays: None           Absent: 0           Motion carried.

Lakes Community High School

Mr. Vickers moved Caroline Kochmit be employed as Assistant Girls' Track Coach (.5) at a Level of 3A for the 2009-10 school as recommended by the Superintendent. Second by Mr. Mathias.

Voice Vote:           Ayes: 7           Nays: None           Absent: 0           Motion carried.

Mr. Vickers moved Justin Cooper be employed as Assistant Girls' Track Coach at a Level of 3A for the 2009-10 school as recommended by the Superintendent. Second by Mr. Mathias.

Voice Vote:           Ayes: 7           Nays: None           Absent: 0           Motion carried.

\*Resignation – Increment Positions

Antioch Community High School

Mr. Vickers moved the Board accept the resignation, with regret, of Julie Shepard, Assistant Field Hockey Coach, effective at the end of the 2009-10 school year, as recommended by the Superintendent. Second by Mr. Mathias.

Voice Vote:           Ayes: 7           Nays: None           Absent: 0           Motion carried.

Lakes Community High School

Mr. Vickers moved the Board accept the resignation, with regret, of Emily Sobczak, Assistant Field Hockey Coach, effective at the end of the 2009-10 school year, as recommended by the Superintendent. Second by Mr. Mathias.

Voice Vote:           Ayes: 7           Nays: None           Absent: 0           Motion carried.

\*Requests for Extended Sick Leave

Mr. Vickers moved the Board approve the following requests for Extended Sick Leaves as recommended by the Superintendent. Second by Mr. Mathias.

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Antioch Community High School

- Debra Thompson, Registrar, from November 18, 2009 to December 14, 2009 (upon release from her doctor)
- Cindy Martin, PE Teacher, from December 10, 2009 to January 4, 2010 (upon release from her doctor)
- Kristen Paul, English Teacher, from approximately April 3, 2010 (unless otherwise advised by her doctor) to approximately May 15, 2010 (upon release from her doctor)

Lakes Community High School

- Tamara Ribbens, PE Teacher, from approximately February 21, 2010 (unless otherwise advised by her doctor) to approximately May 3, 2010 (upon release from her doctor)
- Kelli Snyder, English Teacher, from approximately April 15, 2010 (unless otherwise advised by her doctor), and after release by her doctor, an unpaid leave of absence through the end of the 2009-10 school year
- Amber Cornelius, Spanish Teacher, from approximately February 26, 2010 (unless otherwise advised by her doctor) to approximately April 12, 2010
- Karen Schneider, Family and Consumer Science Teacher, from January 11, 2010 to approximately February 8, 2010 (upon release from her doctor)

\*Approval of Freedom of Information Officers

Mr. Vickers moved the Board to approve Dr. Jay Sabatino and Jennifer Nolde to serve as Freedom of Information Officers through June 30, 2010 as recommended. Second by Mr. Mathias.

Voice Vote:                    Ayes: 7                    Nays: None                    Absent: 0                    Motion carried.

**FINANCE/BUSINESS**

\*Approval of Bills and Payroll

Mr. Vickers moved that the following bills be approved for payment, and be so certified to the school treasurer. Second by Mr. Mathias.

Education Fund	\$2,184,005.08
Building Fund	\$ 340,491.15
Bonds & Interest	\$ 24,854.73
Transportation Fund	\$ 468,141.80
I.M.R. Fund	\$ 47,768.50
Rent Fund	\$ 92,605.00

Voice Vote:                    Ayes: 7                    Nays: None                    Absent: 0                    Motion carried.

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Approval of Minutes – Regular Meeting of Wednesday, November 18, 2009

Mrs. Jacobs moved the minutes of the Regular Meeting of November 18, 2009 be approved and placed on file.  
Second by Mrs. McGrath.

On which motion a voice vote was held with the following results:

Ayes: 6          Nays: None          Abstain: 1          Motion carried.

Approval of Minutes – Closed Session of Wednesday, November 18, 2009

Mrs. Jacobs moved the minutes of the Closed Session of November 18, 2009 be approved and placed on file.  
Second by Mrs. McGrath.

Voice Vote:      Ayes: 6          Nays: None          Abstain: 1          Motion carried.

Report from the Business Office

Mrs. Nolde reported that the transportation pre-bid meeting has occurred with the bid opening in February. Roofing bids will go out in January or February for summer 2010 work. Two dead trees at ACHS will be removed next week.

Suburban School Cooperative Insurance Pool (SCCIP)

Mr. Vickers moved the Board approve membership retention and renewal in SCCIP for 2010 at a premium of \$92,605. Second by Mrs. McGrath

Voice Vote:          Ayes: 7          Nays: None          Absent: 0          Motion carried.

Routing Software

Mr. Vickers moved the Board to approve the purchase of Versatrans Software at \$18,000 and a yearly maintenance amount of \$4,000. Second by Mrs. McGrath.

Voice Vote:          Ayes: 7          Nays: None          Absent: 0          Motion carried.

Refuse Hauling

Mr. Mathias moved the Board to renew Groot contract for refuse hauling for 2010-2012 at a 0% rate increase. Second by Mrs. McGrath.

Voice Vote:          Ayes: 7          Nays: None          Absent: 0          Motion carried.

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**GOVERNANCE**

F.O.I.A. Request

Four Freedom of Information Requests was received – two pertaining to the Transportation Bid and two from the Daily Herald. Dr. Sabatino responded to the Daily Herald and Ms. Nolde responded to the Transportation Bid requests.

Tech Campus Update

Dr. Sabatino gave an update from the Tech Campus. Dr. Sabatino reported that if the state does not release funds, the Tech Campus may need to increase tuition rates.

New Course Proposals

Two new course were proposed at the November 18<sup>th</sup> Board Meeting.

Mrs. Jacobs moved the Board to approve the two new course proposals, Algebra II and Fit for Life II for the 2010-2011 school year as recommended by the Superintendent. Second by Mrs. Van Dien.

Voice Vote:                Ayes: 7                Nays: None                Absent: 0                Motion carried.

First Reading – Policy Revisions

Revisions to Policy 542.2 - Sick Leave were presented for first reading, and will be recommended for adoption at the January 21, 2010 Board Meeting.

Second Reading – Policy Revisions

Revisions to the following policies were presented for the second reading:

- 203 - Uniform Grievance Procedure
- 205.01 – Board Member Qualifications
- 205.02 – Board Member Terms of Office
- 315 – General School Administration – Superintendent
- 347 – Freedom of Information Act
- 410.01 – Investments
- 420.041 – Incurring Debt
- 435 - Transportation
- 500.07 – Abused and Neglected Child Reporting
- 500.08 – Ethics
- 520.01 – Hiring Process and Criteria
- 520.05 – Staff Development Program
- 521.01 – Sick Leave
- 620.03 – Curriculum Content
- 705.04 – Waiver of Student Fees

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Discussion was held regarding the language in policy 315. Mr. Sobczak recommended that the policy be tabled and revisited at the January 21, 2010 Board Meeting. All agreed.

Dr. Sabatino reported that changes were received today which affect the FOIA law (Policy 347). The District will follow all the legislative changes to stay compliant with the new law effective January 1, 2010.

Mr. Vickers moved the Board adopt the changes made to the following policies: 203, 205.01, 205.02, 347, 410.01, 420.041, 435, 500.07, 500.08, 520.01, 520.05, 521.01, 620.03, 705.04, as recommended by the Superintendent. Second by Mrs. McGrath.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

**School Calendar – 2010-2011**

The suggested calendar for 2010 – 2011 was presented for review. The Parent/Teacher Conference date and graduation date will be determined at a later date.

Mrs. McGrath moved the Board approve the 2010 - 2011 school calendar as recommended by the Superintendent. Second by Mrs. Jacobs.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

**Proposal for Official Mascot at Gateway**

Mr. Mathias moved the Board adopt the Grizzly Bear as the school mascot at Gateway High School as recommended by the Superintendent. Second by Mrs. McGrath.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

**Field Trip Requests (Overnight)**

**Antioch Community High School**

Mr. Vickers moved the Board approve the following field trip requests as recommended by the Superintendent. Second by Mrs. McGrath.

- Daniel Osage, Head Track Coach, for the Girls Track Team to participate in the Tri-State Large School Invitational at UW Platteville, Platteville, Wisconsin from March 20 – 21, 2010
- Tom Vendafreddo, Director of Chorus, for Chamber Choir students to attend the Spring Performance Tour traveling to Cleveland, OH, Rochester, NY, Niagara Falls, and Toronto, Canada from March 28 – April 2, 2010
- Bill Hamill, Head Softball Coach, for the softball team to attend spring training in Florida at the Walt Disney World Sports Complex from March 27 to April 2, 2010

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

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Mr. Sobczak suggested that in the future that more information be given in print explaining the field trip and costs involved. Mr. Sobczak asked that Principals and sponsors be more resourceful in funding the field trips without tapping into family pocket books. He requested that in hardship cases, the student remains anonymous when applying for financial help through various organizations (Friends of the Arts.)

**Rental of Facilities Requests**

**Lakes Community High School**

Mrs. McGrath moved the Board approve the request of the use of facilities for the following groups as recommended by the Superintendent:

- Lake Villa Basketball on December 13, January 3, January 31, and March 14 from 9:00 am – 11:00 am for practice
- Lake Villa Township Baseball on February 14 and February 21 from 9:00 am – 6:00 pm for baseball camp

Second by Mr. Mathias.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

**ACHS Update**

This past week the school concentrated on academics and finals. The attendance was at 99%. Winter sports are well under way. Check the website for the numerous charity drives. Tim Hildner is a finalist for the Golden Apple award. On March 5<sup>th</sup>, ACHS will be hosting an evening “Mosaic”, which features students who normally don’t get attention drawn to their accomplishments. The evening will cost \$10 per ticket which includes a meal. Half of the proceeds will assist the Open Arms Mission.

**LCHS Update**

Attendance is at 95% average daily attendance. Fifty-five students were named Illinois State Scholars. Last month there was a video conference with the Czech Republic and in the spring another conference is planned with Lithuania.       Approximately nine hundred H1N1 shots were administered at Lakes on December 15<sup>th</sup>. Winter sports started.

**Memo of Understanding – Race to the Top Application**

Mr. Mathias moved the Board approve the Memo of Understanding for the Race to the Top Application, subject to the approval of the Association, and also upon further investigation and approval by the Superintendent. Second by Mrs. Van Dien.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

**QUESTIONS/COMMENTS – BOARD MEMBERS**

Mr. Sobczak said that at the beginning of January, a Board Meeting will be held to allow the Board to speak to Jim McKay and Mike Nekritz in Closed Session. At the January 21<sup>st</sup> meeting, Jennifer Nolde and Dave Moyer will speak to the Board in Closed Session.

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Mr. Mathias brought up the subject of NCAA eligible courses. In January, Athletic Directors will make parents aware that not all courses are NCAA eligible. The Curriculum Book will also indicate which courses are NCAA eligible. Counselors will also be alerted which students are athletes to help guide them in their course choices.

**CLOSED SESSION**

At 8:52 p.m. Mrs. McGrath moved the Board enter into Closed Session for the purpose of discussing the following exceptions to the Open Meetings Act: (a) Employment – Section 2(c)(1): The hiring, firing, compensation, discipline and performance of specific employees; and (b) School Issues – Section 2(c)(10): Other matters relating to individual students. Second by Mr. Mathias.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

**Motion to Come Out of Closed Session**

At 9:15 p.m. Mrs. McGrath moved the Board come out of Closed Session. Second by Mr. Mathias.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

**Personnel**

**Memo of Understanding – Alternative Education Program**

Mr. Mathias moved the Board approve the Memo of Understanding for the Alternative Education Program. Second by Mr. Vickers.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

**Memo of Understanding – Retirement**

Mr. Mathias moved the Board approve the Memo of Understanding for Retirement. Second by Mr. Vickers.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

**ADJOURNMENT**

At 9:18 p.m. Mr. Mathias moved the December 17, 2009 meeting of the Community High School District 117 Board of Education be adjourned. Second by Mr. Vickers.

Voice Vote:                   Ayes: 7                   Nays: None                   Absent: 0                   Motion carried.

The meeting adjourned at 9:18 p.m.

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President

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Secretary