

**BOARD OF EDUCATION MEETING
COMMUNITY HIGH SCHOOL DISTRICT 94
February 5, 2013 – 7:00 P.M.**

**ADMINISTRATION CONFERENCE ROOM – Entrance “H”
326 JOLIET STREET, WEST CHICAGO, IL 60185**

A G E N D A

OPENING ACTIVITIES

1. Call to Order
2. Salute to the Flag
3. Reading of Mission Statement
“Community High School strives to promote and provide growth experiences in Learning, Leadership and Living.”
4. Roll Call
5. Additions to the Agenda – (Voice Vote)

RECOMMENDED MOTION: That the Board of Education approve the addition of the topics shown above to this agenda.

PUBLIC PARTICIPATION (Agenda Items Only)

REPORTS AND INFORMATION

1. Business Manager’s Report Gordon Cole
2. Principal’s Report Moses Cheng
3. Assistant Superintendent’s Report Kim Chambers
4. Future Dates
 - a. Finance Committee Meeting – February 13, 2012 – 7:30 a.m.
 - b. Regularly Scheduled Board of Education Meeting – February 19, 2013 – 7:00 p.m.
 - c. Regularly Scheduled Board of Education Meeting – March 5, 2013 – 7:00 p.m.

Open Comment

Board Members

CONSENT AGENDA (Roll Call)

Action items considered routine and/or which have been previously discussed by the Board will be enacted under one roll call motion unless removed for separate action upon Board request. They are enumerated under the heading “Recommended Action”.

1. Items Removed from Consent Agenda for Separate Action: _____
2. Consent Agenda Action for All Items Except those Listed in 1. Above.
RECOMMENDED MOTION: That the Board approve all items on the Consent Agenda which have not been specifically removed for separate action as shown on line 1. immediately above.

CONSENT AGENDA ITEMS - RECOMMENDED ACTION(S):

1. **Approval of Minutes — (Att. §C – pp. 1 - 6)**

Special Board of Education Meeting	January 14, 2013
Closed Session Special Board of Education Meeting – At Table	January 14, 2013
Board of Education Meeting –	January 22, 2013
Closed Session Board of Education Meeting – At Table	January 22, 2013
Special Board of Education Meeting – At Table	January 23, 2013
Closed Session Special Board of Education Meeting – At Table	January 23, 2013
Special Board of Education Meeting – At Table	January 24, 2013
Closed Session Special Board of Education Meeting – At Table	January 24, 2013

RECOMMENDED MOTION: That the Board of Education approve the minutes of the meetings of January 14, 22, 23, & 24, 2013, as listed above.
2. **Filing of Minutes — (Att. C — pp. 7 - 9)**

Finance Committee Meeting	January 16, 2013
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RECOMMENDED MOTION: That the Board of Education approve for filing of the above minutes.

NEW BUSINESS

1. **Personnel Reports – (Roll Call)**
RECOMMENDED MOTION: That the Board of Education approve the Personnel and Supplemental Contract reports as presented in the packet and at table. (Att. §D – pp. 1 – 1).

RECOMMENDED MOTION: That the Board of Education accept the resignation of Elizabeth Cox, Teacher in the Special Education Division, effective upon the conclusion of the 2012-2013 school year and the resignation of Anne Weber, Program Assistant in the Special Education Division, effective February 4, 2013.
2. **Textbook Display for the 2013-2014 School Year – (Roll Call)**

Each year the Board receives a comprehensive report on textbooks needed for purchase for the coming school year. Attached is that proposal from Principal Cheng. It includes a listing of new textbooks, a spreadsheet on textbooks, and a rationale for new textbooks.

The proposed textbooks will be available at the meeting and must be placed on display for public viewing for 21 days before they can be formally adopted by the Board. This is according to Policy ¶7202.

RECOMMENDED MOTION: That the Board of Education authorize the Administration to advise the public via website that textbooks recommended for adoption will be on display for 21 days as show on (Att. §B - pp. 1 – 7).

3. **Semi-Annual Review of Closed Session Minutes – (Roll Call)**

The School Code requires a review of closed session minutes be conducted twice a year. The motion which follows is based on the review conducted by Mr. Campos, Mr. Nagel and Mr. Ponce on January 22, 2013.

RECOMMENDED MOTION: That the Board of Education approve the report on review of closed session minutes, as presented, by Mr. Campos and Mr. Nagel (Att. §B - pp. 8 – 8).

4. **Destruction of Closed Meeting Audio Recordings – (Roll Call)**

The Legislature requires that closed session meetings of boards of education be audio taped and those tapes retained for a period of 18 months. Beginning in July, 2005, boards can destroy those tapes provided that they are at least 18 months old and that the minutes of the specific closed session meetings have been approved and are retained as part of the official records of the board's business. It is suggested that the Board purge these audio tapes twice a year in conjunction with the semi-annual review of closed session minutes.

RECOMMENDED MOTION: That the Board of Education approve the destruction of audio tapes of closed session Board of Education meetings made prior to June 1, 2011, which meets the state criteria of being at least 18 months old, and for which approved minutes are retained in the official records of the board's business.

OLD BUSINESS - None

PUBLIC PARTICIPATION (Any item)

EXECUTIVE SESSION – Only if needed and with the understanding that possible action could be taken on matters discussed in closed session.

RECOMMENDED MOTION TO

MOVE TO CLOSED SESSION: That the Board of Education hold a Closed Session at [Time] for the purpose(s) of [1-15 below].

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.
2. Collective negotiating matters.
3. The selection of a person to fill a public office.
4. Evidence or testimony presented in open hearing, or in closed hearing, where specifically authorized by law, to a quasi-adjudicative body.
5. The purchase or lease of real property.
6. The setting of a price for sale or lease of property.
7. The sale or purchase of securities, investments, or investment contracts.
8. Emergency security procedures.
9. Student discipline.
10. The placement of individual students in special education programs.
11. Litigation has been filed and is pending before a court or administrative tribunal.
12. Establishment of reserves or settlement of claims as provided by local government and governmental employees Tort Immunity Act.
13. Self-evaluation.
14. Discussion of minutes of meetings lawfully closed under Open Meetings Act (P.A. 88-621, effective 1-1-95).
15. Considering meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America.

BEGIN CLOSED SESSION TAPING

RECOMMENDED MOTION TO

MOVE TO OPEN SESSION: That the Board of Education return to Open Session at [Time] to possibly vote on closed session items.

END CLOSED SESSION TAPING

ADJOURNMENT

RECOMMENDED MOTION: That the Board of Education meeting be adjourned at [Time].


**COMMUNITY HIGH SCHOOL
DISTRICT 94**

**February 5, 2013
7:00 p.m.
Board of Education Meeting**

**SECTION B -
Regular Meeting Attachments**

Community High School District 94
West Chicago, Illinois
Office of the Principal

Memorandum

To: Lalo Ponce
From: Moses Cheng
Date: January 30, 2013 
Re: Textbook and Software adoption for 2013-2014
Cc: Gordon Cole

Please find below a list of new textbooks being requested from Division Heads for the 2013-2014 school year. Copies of the rationales for each proposed textbook adoption have been attached to this memorandum. The textbooks being requested align to our curricular objectives and outcomes. They allow teachers to teach our students content information that is current and rigorous according to content and state standards. I am recommending to the Board of Education the adoption of these textbooks for the 2013-2014 school year. If you have any questions regarding this recommendation or the textbooks requested please do not hesitate to ask.

Division	Publisher	Textbook	Course	Unit price	# of books	Total
Info/Tech	Glencoe McGraw-Hill	Food for Today	Food & Nutrition I	\$53.76	60	\$3,383.10
Info/Tech	Pearson	Get Fit, Stay Well!	Foods 3	\$59.13	30	\$1,773.90
Math/Sci	Pearson	AP Edition Campbell Biology 9 th Edition	AP Biology	\$169.47	30	\$5,084.10
Humanities	Bedford, Freeman, and Worth	Krugman's Economics for AP	AP Macroeconomics	\$144.00	70	\$10,080.00
Humanities	Prentice Hall	United States History, Survey Edition	American History, American Studies	\$93.97	350	\$32,889.50
World Languages	Pearson Prentice Hall	Realidades Level One	Spanish I	\$76.47	135	\$10,323.45
Total						\$63,534.05

RATIONALE FOR NEW TEXTBOOK(S)

If you are proposing a new textbook for Board of Education approval, please answer the questions below as completely as possible.

1. A. Title Food for Today
B. Author Helen Kowtaluk
C. Copyright Date 2010
D. Publisher Glencoe McGraw-Hill
E. ISBN 0078883660
F. Price \$53.76 (student); \$78.75 Teacher
G. On line capability? No
H. Number of books needed 60 Student editions (2 class sets); 2 teacher editions
2. What course(s) will this textbook be used for?
Foods & Nutrition I; Foods & Nutrition II
3. Will this textbook replace an older textbook? X YES NO
(If the answer is 'YES' then answer the following question:)
A. What textbook will this new one replace?
 1. Title Food for Today
 2. Author Helen Kowtaluk
 3. Copyright Date 2000
 4. Publisher McGraw Hill
4. List/explain rationale for new textbook proposal.
The current textbook's copyright is 2000. Many educational facts have changed since then including new government regulations and recommendations on health and nutrition. Also, class popularity has increased and additional text books are needed to meet student demand.
5. List/explain specific characteristics of this book and/or program (i.e., readability level, charts workbook, number of word problems) which led to the selection of this textbook.
The text layout is user friendly with several charts, tables, and cooking images for diverse learners. The units cover our curriculum thoroughly and it can be used over two courses due to the large amount of content included.
6. List the topics covered in this textbook which are integral parts of our current curriculum.
Nutritional guidelines, kitchen principles, recipe skills, cooking methods, all food groups, baking, meal planning, international cuisine, careers in hospitality and tourism.

RATIONALE FOR NEW TEXTBOOK(S)

If you are proposing a new textbook for Board of Education approval, please answer the questions below as completely as possible.

1. A. Title Get Fit, Stay Well!
- B. Author Janet Hopson, Rebecca J. Donatelle, Tanya Littrell
- C. Copyright Date 2013
- D. Publisher Pearson
- E. ISBN ISBN 10: 0321780361, ISBN 13: 9780321780362
- F. Price \$59.13/copy
- G. On line capability? Online resources, but no online text
- H. Number of books needed 30

2. What course(s) will this textbook be used for?

Foods 3; Fulfills the College of Dupage requirement for Dual Credit

3. Will this textbook replace an older textbook? _____ YES X NO
(If the answer is 'YES' then answer the following question:)

A. What textbook will this new one replace?

1. Title_____
2. Author_____
3. Copyright Date_____
4. Publisher_____

4. List/explain rationale for new textbook proposal.

Foods 3 was recently approved for dual credit with the College of Dupage. We have three sections of students enrolled for 2nd semester 2013 that will be eligible to receive 1 hour of dual credit through the COD Physical Education department. Since PE can fulfill a general education requirement, students will be meeting some college requirements by taking this course and receiving dual credit.

5. List/explain specific characteristics of this book and/or program (i.e., readability level, charts workbook, number of word problems) which led to the selection of this textbook.

There are online resources to connect the textbook with fitness and nutrition management. The textbook has been updated with new USDA guidelines and nutrition information. This textbook is used at the College of Dupage and other universities in their Physical Education departments.

6. List the topics covered in this textbook which are integral parts of our current curriculum.

Changing personal behaviors for optimal wellness, understanding fitness principles, understanding body composition, improving nutrition, managing your weight, reducing the risk of cardiovascular disease.

RATIONALE FOR NEW TEXTBOOK(S)

If you are proposing a new textbook for Board of Education approval, please answer the questions below as completely as possible.

1. A. Title Campbell Biology AP* Edition 9th Edition/ AP study guide
- B. Author Reece, Urry, Cain , Wasserman, Minirsky, Jackson
- C. Copyright Date 2911
- D. Publisher Pearson
- E. ISBN 9780131375048
- F. Price \$169.47
- G. On line capability? E text book access to mastering Biology
- H. Number of books needed 30

2. What course(s) will this textbook be used for?

AP Biology

3. Will this textbook replace an older textbook? X_YES _____NO
(If the answer is 'YES' then answer the following question:)

- A. What textbook will this new one replace?

1. Title Campbell Biology AP* Edition 7th Edition
2. Author Campbell and Reece
3. Copyright Date 2005
4. Publisher Pearson

4. List/explain rationale for new textbook proposal.

For the 2012-2013 school year a new AP biology curriculum was published by the college board. The new AP curriculum is a significant change in the AP curriculum with material being added and deleted. In order to provide a book which is aligned to the new AP curriculum a new book needs to be purchased.

5. List/explain specific characteristics of this book and/or program (i.e., readability level, charts workbook, number of word problems) which led to the selection of this textbook.

In conversation with other AP teachers, the Campbell book came highly recommended, community high school has used prior editions and found it to serve the needs of our AP students. The book is fully aligned to the new AP curriculum.

6. List the topics covered in this textbook which are integral parts of our current curriculum.

The book covers all essential understanding outlined by the college board and the AP program.

RATIONALE FOR NEW TEXTBOOK(S)

If you are proposing a new textbook for Board of Education approval, please answer the questions below as completely as possible.

1. A. Title Krugman's Economics for AP
 B. Author Ray and Anderson
 C. Copyright Date 2011
 D. Publisher Bedford, Freeman, and Worth
 E. ISBN 978-1-4292-7303-9
 F. Price \$144.00
 G. On line capability? Free iPad app with resources, readings, and games
 H. Number of books needed 70
2. What course(s) will this textbook be used for? AP Macroeconomics
3. Will this textbook replace an older textbook? YES x NO
4. List/explain rationale for new textbook proposal.
AP Macroeconomics will be a new class next year and therefore will need an accompanying text. This particular book was reviewed based upon reviews from the AP Conference attended by the teacher over the summer. The book provides practice AP tests, material geared to prepare students for the exam, accompanying student resource books, and an iPad app with enrichment material. Because the book includes both macro and micro economic content, the book could also be used by students if an AP Microeconomics course is ever adopted by the district.
5. List/explain specific characteristics of this book and/or program (i.e., readability level, charts workbook, number of word problems) which led to the selection of this textbook.

Please see above.
6. List the topics covered in this textbook which are integral parts of our current curriculum.

Inflation, supply and demand, gross domestic product, banking, Federal Reserve

PLEASE USE ADDITIONAL SHEETS OF PAPER WHERE NECESSARY

RATIONALE FOR NEW TEXTBOOK(S)

If you are proposing a new textbook for Board of Education approval, please answer the questions below as completely as possible.

1. A. Title United States History, survey edition
B. Author Lapansky, Levy, Roberts, and Taylor
C. Copyright Date 2013
D. Publisher Prentice Hall
E. ISBN 978-0-13-318933-9
F. Price \$93.97
G. On line capability? yes
H. Number of books needed 350 (class set for each teacher of the course, plus extras for students without internet access at home, the SRC, study skills, etc)
2. What course(s) will this textbook be used for? American History, American Studies, American History
3. Will this textbook replace an older textbook? x YES NO
 - A. What textbook will this new one replace?
 1. Title The Americans
 2. Author Danzer
 3. Copyright Date 2003
 4. Publisher Holt McDougall
4. List/explain rationale for new textbook proposal.
We have not purchased new textbooks for American History in ten years and can no longer get the version of the book we have through used-book sellers. Many of the books we have are missing pages or have broken bindings and we currently do not have enough books for students to use. There is not any online access for the current book. As a result, maintaining the current edition of the textbook produces a shortage of physical textbooks and no online access for students to use at home to try to ameliorate the situation. The new edition fits the curriculum better, is updated, and would provide online access for 6 years. Due to the cost of the book and the fact that we use the text as a resource rather than the guiding force of the curriculum, we would like to purchase class sets of the hard copy and let students use the eBook version for homework.
5. List/explain specific characteristics of this book and/or program (i.e., readability level, charts workbook, number of word problems) which led to the selection of this textbook.
Online accessibility for all students at home for 6 years, supplementary features, and engaging descriptions of history for students. The overall layout of the book is more engaging for students, with detailed maps, primary source excerpts, and photographs. The publisher of the book, Prentice Hall, has historically been wonderful to work with and provides all the teacher materials we need at no cost to the district.
6. List the topics covered in this textbook which are integral parts of our current curriculum.
American Revolution, Constitution, Westward Expansion, Civil War, Reconstruction, Civil Rights, Industrialization, Progressivism, Great Depression, World War One, World War Two, Cold War

PLEASE USE ADDITIONAL SHEETS OF PAPER WHERE NECESSARY

RATIONALE FOR NEW TEXTBOOK(S)

If you are proposing a new textbook for Board of Education approval, please answer the questions below as completely as possible.

1. A. Title **Realidades Level one seW/realidades.com 6 yr**
 B. Author **Boyles, Met, Sayers and Wargin**
 C. Copyright Date **2014** (Hardcover promotional edition is not yet available)

 D. Publisher **Pearson Prentice Hall**
 E. ISBN **9780133199659**
 F. Price **\$76.47**
 G. On line capability? 6 year - **Digital edition access is included**
 H. Number of books needed **135**

2. What course(s) will this textbook be used for? **Spanish 1**

3. Will this textbook replace an older textbook? **XXX YES** _____NO
 (If the answer is 'YES' then answer the following question:)

A. What textbook will this new one replace?

1. Title _____ **Spanish 1 - Realidades 1**
2. Author _____ **Same**
3. Copyright Date _____ **2006**
4. Publisher _____ **same**

4. List/explain rationale for new textbook proposal.

Updated new edition with increased online capabilities; obsolescence: we can no longer feasible to rebind or charge for poor condition.

5. List/explain specific characteristics of this book and/or program (i.e., readability level, charts workbook,

Realidades is a standards-based Spanish program that seamlessly integrates communication, grammar, and culture. This balanced approach is built upon the principles of backward design with assessment aligned with instruction. The many tools for differentiated instruction support success for all learners. The new Teacher and Student Digital Center, realidades.com, offers the newest and most powerful online learning system available in any middle school and high school Spanish program.

6. List the topics covered in this textbook which are integral parts of our current curriculum.

Foundational Spanish Listening, Speaking, Reading, and Writing and digital connections related to the ACTFL and CC standards encompassing the scope and sequence to adequately prepare students to be successful in the Spanish 2-AP curriculum at CHS.

Community High School
District 94
West Chicago, Illinois

To: Members of the Board of Education

From: Ruben Campos, Tony Molinaro, and Rich Nagel

Subject: Semi-Annual Review of Closed Session Minutes

Date: February 5, 2013

We recommend that the Board of Education retain the confidentiality of the following Closed Session minutes of the Board of Education. Tapes can be destroyed for those meeting minutes prior to June 1, 2011 that have approved written Minutes.

Disposition of Closed Session Minutes by Date(s)/Time(s) of Board Meeting(s) and Selection(s):

Date	Time	Selection	Disposition
July 17, 2012	9:40 p.m.		Hold All
August 1 & 2, 2012	6:30 p.m.		Release All
August 7, 2012	8:14 p.m.		Hold All
August 21, 2012	9:24 p.m.		Hold All
September 4, 2012	9:43 p.m.		Hold All
September 18, 2012	8:10 p.m.		Hold All
October 23, 2012	8:59 p.m.		Hold All
November 13, 2012	8:59 p.m.		Hold All
November 27, 2012	8:16 p.m.		Hold All
December 18, 2012	9:15 p.m.		Hold All

**COMMUNITY HIGH SCHOOL
DISTRICT 94**

**February 5, 2013
7:00 p.m.
Board of Education Meeting**

**SECTION C -
DRAFT MINUTES**

- | | |
|---------------------------------------|------------------|
| 1. Special Board of Education Meeting | January 14, 2013 |
| 2. Regular Board of Education Meeting | January 22, 2013 |
| 3. Finance Committee Minutes | January 16, 2013 |

Special Board of Education Meeting
1/14/2013

Special Meeting of the Board of Education
COMMUNITY HIGH SCHOOL DISTRICT 94
1/14/2013 – 6:00 p.m.
Community High School
326 Joliet Street
West Chicago, Illinois

OPENING ACTIVITIES

1. Call to Order at 6:00 p.m.
2. Kathe Doremus led the Board and meeting attendees in the Pledge of Allegiance.
3. Ruben Campos read the Mission Statement:
“Community High School strives to promote and provide growth experiences in Learning, Leadership and Living.”
4. Roll Call – Present were: Mr. Campos, Ms. Doremus, Mr. Gunderson, Mr. Kotche, Mr. Molinaro, Mr. Nagel and Mr. Saake.

PUBLIC COMMENT - None

RECOMMENDED MOTION TO MOVE TO CLOSED SESSION:

That the Board of Education hold a

Closed Session at 6:01 p.m. for the purpose of interviewing superintendent candidates to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

MOTION: Mr. Saake

SECOND: Mr. Molinaro

VOTE: Unanimous Approval on Roll Call Vote 7 – 0

ADJOURNMENT

RECOMMENDED MOTION:

That the Board of Education meeting

be adjourned at 9:21 p.m.

MOTION: Mr. Molinaro

SECOND: Mr. Saake

VOTE: Unanimous Approval on Voice Vote 7 – 0

Katherine M. Doremus, President

ATTEST:

Ruben Campos, Secretary

Board of Education Meeting
1/22/2013

Board of Education
COMMUNITY HIGH SCHOOL DISTRICT 94
1/22/2013 – 7:00 p.m.

Community High School
326 Joliet Street
West Chicago, Illinois

OPENING ACTIVITIES

1. Call to Order at 7:00 p.m.
2. Dirk Gunderson led the Board and meeting attendees in the Pledge of Allegiance.
3. Ruben Campos read the Mission Statement:
“Community High School strives to promote and provide growth experiences in Learning, Leadership and Living.”
4. Roll Call – Present were: Mr. Campos, Ms. Doremus, Mr. Gunderson, Mr. Kotche, Mr. Molinaro, Mr. Nagel and Mr. Saake.
5. Additions to the Agenda: None

STUDENT RECOGNITION

Gary Saake recognized Andrea Skipor as the December Student of the Month and Tatiana Jackson-Brown as the December PeaceBuilder of the Month.

PUBLIC PARTICIPATION (Agenda Items Only)

None

REPORTS AND INFORMATION

1. Business Manager’s Report
Mr. Cole directed the Board’s attention to the quarterly budget report which was distributed at table. He explained that the first page of the report was a summary by fund, which indicated that most of the funds were in-line with the previous two years. Mr. Cole stated the next two pages of the report showed expenditure object by fund and that most of these funds were also in-line with previous years. Mr. Cole also stated that revenues were coming in as expected.
Mr. Cole then reported that the District is moving forward with the new phone system, and that focus groups met last week to ascertain the needs of the school. He said that appointments had been scheduled with several vendors to view their products.
2. Principal’s Report
Dr. Cheng reported that a joint articulation institute had been held on January 18, 2013 with the West Chicago Middle School, which was very well received. He said that, as a result of the articulation, the Humanities Division had initiated plans for a multi-district art show in conjunction with the high school music concerts this year. Dr. Cheng shared with the Board that Janaki Thakkar, a junior at the high school, had attended the January 20th Presidential Inauguration and had been interviewed by NPR.

He said that Ms. Thakkar had been selected as Community High School's representative through the school's collaboration with The Mikva Challenge.

3. Assistant Superintendent's Report

Dr. Chambers told Board members that the transparency initiative was complete, and that she had contacted the Institute for Policy Innovation on January 18th and asked them to review our website. Dr. Chambers reported that IPI had indicated that they would be willing to work collaboratively with District 94.

Dr. Chambers presented the website to the Board members. She explained that the website already had some of the required information posted, but that additional data had been added. Information for the past five years was now posted, and the format of the website had been reorganized for easier access to information.

Dr. Chambers reported that the representative from IPI said they would review the school's website and respond to the District with the results of their findings within a few days.

Mr. Nagel asked if the school's professional relationships, such as attorneys and banks, were posted on the website. Dr. Chambers responded that they were not, but could be easily added. Mr. Nagel also suggested posting any items which require annual Board approval.

Mr. Molinaro asked how IPI grades websites; Dr. Chambers responded that they use a rubric, and grade by points scored.

Dr. Chambers said that she would recommend publicizing a good rating. She thanked Becky Koltz for her efforts in reorganizing the website.

4. Student Attendance and Discipline Report (Att. §B - pp. 1 – 6)

Mr. Ponce referred the Board's attention to the Student Attendance and Discipline Report which had been included in the packet. He reported that the information had been reformatted into charts per the Board's request. Mr. Ponce stated that the new format was easier to read and that trends could be tracked more easily.

Mr. Gunderson said that he would like to see the data include reported thefts. Mr. Saake said that he would like to have more historical data.

Mr. Gunderson noted that, per discussion at the Discipline Committee meeting, truancies consisted of a small group of students, much less than the numbers implied.

5. Future Dates

- a. Special Board of Education Meeting – January 23, 2013 – 6:00 p.m. – Pal Joey's Restaurant, West Chicago, IL
- b. Special Board of Education Meeting – January 24, 2013 – 6:00 p.m. – Pal Joey's Restaurant, West Chicago, IL
- c. Special Board of Education Meeting – January 25, 2013 – 6:00 p.m. – John's Buffet, Winfield, IL
- d. Annual Joint Boards Meeting – January 28, 2013 – 6:00 p.m. – Hosted by Winfield School District 34 - Winfield Central School Commons
- e. Council of Governments Meeting – January 29, 2013 – 6:30 p.m. – Hosted by West Chicago Elementary District 33 – District 33 Middle School Library and Community Room
- f. Regularly Scheduled Board of Education Meeting – February 5, 2013 - 7:00 p.m.
- g. Finance Committee Meeting – February 13, 2012 – 7:30 a.m.

- h. Regularly Scheduled Board of Education Meeting – February 19, 2013 – 7:00 p.m.

Open Comment - Board Members

Mr. Nagel commented that there had not been many student athlete recognitions by the Board this year. He stated that, in previous years, the Board had recognized Athletes of the Week. Mr. Gunderson said that the Athletics Dept. conducted an Awards night to recognize athletes. Mr. Ponce responded that athletes were brought to the Board when they reached a significant level of success in competition.

CONSENT AGENDA (Roll Call)

Action items considered routine and/or which have been previously discussed by the Board will be enacted under one roll call motion unless removed for separate action upon Board request. They are enumerated under the heading “Recommended Action”.

Items Removed from Consent Agenda for Separate Action: None

Consent Agenda Action for All Items Except those Listed in 1. Above.

RECOMMENDED MOTION: That the Board approve all items on the Consent Agenda which have not been specifically removed for separate action as shown on line 1. immediately above.

CONSENT AGENDA ITEMS - RECOMMENDED ACTION(S):

Approval of Minutes — (Att. §C – pp. 1 - 7)

Board of Education Meeting – January 8, 2013

Closed Session Board of Education Meeting – At Table January 8, 2013

RECOMMENDED MOTION: That the Board of Education approve the minutes of the meetings of January 8, 2013, as listed above.

MOTION: Mr. Campos

SECOND: Mr. Saake

VOTE: Ayes: Campos, Doremus, Kotche, Molinaro, Nagel, Saake

Nays: None

Abstain: Gunderson

Motion carried: 6 – 0, 1 Abstain

Approval of Minutes — (Att. §C – pp. 8 - 9)

Special Board of Education Meeting January 10, 2013

Closed Session Special Board of Education Meeting – At Table January 10, 2013

Special Board of Education Meeting January 12, 2013

Closed Session Special Board of Education Meeting – At Table January 12, 2013
– At Table

RECOMMENDED MOTION: That the Board of Education approve the minutes of the meetings of January 10 & 12, 2013, as listed above.

Approval of Financials — (Att. §A – pp. 1 – 51)

- a. Approve Current Expenditures

RECOMMENDED MOTION: That the Board of Education approve the expenditures from December 13, 2012 to January 16, 2013.

- b. Imprest Fund Statement

- c. Treasurer's Report
- d. Statement of Position
- e. Financial Report
- f. Statement of Revenue/Expenditures YTD Ending December 31, 2012
- g. 3-Year Budget/Actual Report
- h. Grant Reports
- i. Cash Fund
- j. Activity Account Fund Balance
- k. Vendor Activity Report
- l. Outstanding State Revenue Payments
- m. Quarterly Financial Report (Oct, Jan, Apr, July ONLY)
- n. FY13 Budget Report

MOTION: Mr. Molinaro

SECOND: Mr. Kotche

VOTE: Unanimous Approval on Roll Call Vote 7 – 0

NEW BUSINESS

Personnel Reports – (Roll Call)

This was moved to Executive Session.

Revisions to 2013-2014 School Calendar – (Roll Call)

Administration is recommending a correction to the school calendar. The first day of the second set of parent/teacher conferences was marked as March 20, 2014 in error. The date should be March 27, 2014.

RECOMMENDED MOTION: That the Board of Education approve the recommended revisions to the 2013-2014 school calendar as shown on (Att. §B - pp. 7 – 7).

MOTION: Mr. Saake

SECOND: Mr. Molinaro

VOTE: Unanimous Approval on Roll Call Vote 7 – 0

OLD BUSINESS - None

PUBLIC PARTICIPATION - None

EXECUTIVE SESSION

RECOMMENDED MOTION: That the Board of Education hold a Closed Session at 7:44 p.m. for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees and collective negotiating matters.

MOTION: Mr. Saake

SECOND: Mr. Gunderson

VOTE: Unanimous Approval on Roll Call Vote 7 – 0

RECOMMENDED MOTION: That the Board of Education return to Open Session at 8:00 p.m.

MOTION: Mr. Gunderson

SECOND: Mr. Campos

VOTE: Unanimous Approval on Roll Call Vote 7 - 0

ACTION AFTER RETURN TO OPEN SESSION:**Personnel Reports – (Roll Call)**

1. **RECOMMENDED MOTION:** That the Board of Education approve the Personnel and Supplemental Contract reports as presented in the packet and at table. (Att. §D – pp. 1 – 1).
MOTION: Mr. Saake
SECOND: Mr. Gunderson
VOTE: Unanimous Approval on Roll Call Vote 7 – 0

2. **RECOMMENDED MOTION:** That the Board of Education accept the resignation of Renata Marroum, Teacher in the Math & Science Division, effective January 22, 2013.
MOTION: Mr. Molinaro
SECOND: Mr. Gunderson
VOTE: Unanimous Approval on Roll Call Vote 7 – 0

Mr. Ponce, Dr. Chambers, Dr. Cheng and Mr. Cole were dismissed at 8:03 p.m.

EXECUTIVE SESSION

- RECOMMENDED MOTION:** That the Board of Education hold a Closed Session at 8:03 p.m. for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.
- MOTION:** Mr. Saake
SECOND: Mr. Campos
VOTE: Unanimous Approval on Roll Call Vote 7 – 0

ADJOURNMENT

- RECOMMENDED MOTION:** That the Board of Education meeting be adjourned at 8:27 p.m.
- MOTION:** Mr. Saake
SECOND: Mr. Gunderson
VOTE: Unanimous Approval on Voice Vote 7 - 0

COMMUNITY HIGH SCHOOL
DISTRICT 94
West Chicago, Illinois

Minutes of the FINANCE COMMITTEE meeting held on January 16, 2013, at 326 Joliet Street, West Chicago, Illinois, from 7:31 a.m. to 9:34 a.m.

CALL TO ORDER – The meeting was called to order at 7:31 a.m.

ROLL CALL - In attendance at the meeting were: Gary Saake, Ruben Campos
Others Present: Lalo Ponce, Gordon Cole, Moses Cheng, Bill Lech, and Diane Masschelin

New Initiatives:

The meeting started with Bill Lech showing the committee a mock-up of the Physical Education T-shirt that included our logo. The only difference on the sample shirt was the box for the students to write their name on. Instead of having a large solid white box, there would be a blue outlined box under the Wildcat. Students would use a black permanent marker to write their name inside the box. The committee felt that the t-shirt was of good quality. Bill stated that Art Flow is the company that he has been dealing with for many years and that they have agreed that all sizes of the t-shirt would be for the same price of \$4.28 and that they would guarantee the price for 18 months.

FY 13 - 2nd. Quarter Review:

Mr. Cole had several spreadsheets broken down several ways that he passed out to the committee. The spreadsheets contained financials for the fiscal year activity through December 31, 2012. Mr. Cole stated that FY 12 was not in balance by approximately \$3000, but FY 13 was correct. As the committee reviewed the sheets, some points were highlighted. Transportation – a timing issue with the bus company invoices from last year, Tort – looks good, FICA/Medicare – Mr. Cole pointed out that it was more of a budget issue and that he will make the adjustment. Mr. Cole stated that he would address the capital issues in April or May. Impact Fees - Mr. Cole said that he spoke with Curt from the Village of Winfield regarding the Impact Fees. It was stated that the fees from Highlake were just about done. Mr. Cole will check to see exactly what Impact Fees were listed on the financial report. Property Tax is on schedule. Mr. Cole stated that the summer camps are finally getting over the growing pains. The coaches are turning in their paperwork knowing that they will not get paid until all the paperwork is in. Mr. Cole stated that Doug Mullaney is also monitoring the progress. Mr. Cole said that he will be announcing to the Division Heads to start getting all the expenses in before the close of the year. It was also mentioned that the benefit line closely matches the salary lines.

Mr. Campos asked what “Other” consisted of in the Education Fund. Mr. Cole stated that “Other” represented payments to other governments, such as TCD, SASSED, Ombudsman, and outside tutoring due to illness, injury and long term injury. Mr. Cole stated that he would do an overview for the Board.

Mr. Cole mentioned that he received a FOIA request during the holiday break looking for the price that we pay for pool chemicals. A local company came in after the request to give a proposal on the chemicals. Mr. Cole also mentioned that there are still some issues with the sensors regulating the voltage in the pool area. Dan Johnson from the West Chicago Sharks commented on how well the pool area was.

The last page of the spreadsheets that were handed out pertained to the Grants and Mr. Cole mentioned that he was waiting for finalization on the numbers. Mr. Saake asked if we had heard anything on the Energy Grant, and Mr. Cole stated that he had not heard anything and would check into this.

Mr. Cole showed a PDF detail on the departments. He explained that Department 1 has a more realistic view and that various line entries were moved to the department that incurred the expense. Mr. Cole said he is not sure what department the Physical Education T-shirt money/expense will be coded to. He also said that he was not sure on the structure of the registration and lab fees for next year.

As Mr. Cole went thru the various departments he mentioned that the Police and Fire services for football was moved to Athletic Department (100).. Mr. Campos commented that he liked the layout of the financials and how much easier it was to understand.

Transfer Status and Recommendations:

Mr. Cole stated that Capital, O & M and the approving of the \$100,000 are transfers that he is still working on. He also mentioned that the revised Budget will change with the Grants, and the taxes are where they should be.

FY 13/14 Capital:

Mr. Cole mentioned that he met with John Conlon from Facility Tree over the holiday break and talked about assets and capital items. Facility Tree upgraded their program to include long term projections. This will enable us to use Facility Tree to track our long term capital instead of creating another database. We currently have most of our major assets already in the system. We will have the ability to export into excel and bring it into Skyward. This will also track with the work order system and the preventive maintenance module.

Mr. Cole reported that the major projects are the phone and security system. The Telecommunication Committee Meetings with Mr. Glowaty are taking place today (1/16/2013) to gather information from different groups to determine what kind of needs we have across all types of users. Mr. Cole mentioned that meetings were broken down into 5 different groups, each representing a part of the building's operation. After that, vendor demonstrations will take place with the RFP to hit the street in mid-February.

Mr. Cole mentioned that the doors from the Life Safety Study are a part of the FY 13/14 Capital. Many of the doors have already been completed last summer, with more to be addressed. The pool railings do not meet code, and will be addressed when the pool is drained. A "cosmetic" fix can be completed in house.

There was a request from the Board to have the backboards replaced in the field house. Mr. Cole mentioned that straps were installed due to a Life Safety issue and that Kevin Kane is working on obtaining quotes for the backboards.

The weight room floor is also in need of replacement. Mr. Cole mentioned that Bill Lech will be talking to the coaches to find out what they would like to see in the weight room and the exercise room.

New Initiatives:

Dr. Cheng had a handout for COD Dual Credit Introduction to Horticulture. The start-up cost would be approximately \$1,225 to get the greenhouse ready. The dual credit for Special Education students could start as early as 2nd semester this year and the balance of the students starting next year. Dr. Cheng stated that this would be a great opportunity for the students and the community with a shared partnership with the Garden Club and Blooming Fest, with the possibility of generating revenue. Mr. Cole stated that the greenhouse could have Easter Lilies and fall mums. Dr. Cheng mentioned the experience of Jennie Lund, a twenty year veteran that ran the Cantigny Greenhouse, would be beneficial. Mr. Cole stated that he would plug into the science budget for next year. It was also mentioned that, initially, there would not be a lab fee.

Mr. Saake wanted to know where we stood with the Special Education Transportation issue. The committee questioned which was more feasible – going to Septran or having employees obtain certified driving permits. It was mentioned that this was a collective bargaining issue and would look into this further with the job descriptions.

Mr. Cole said that he wanted to have the student fee presentation ready for the 2nd meeting in February. He also mentioned that there is an issue with credit card processing and that he wants to look at different options.

Mr. Cole reported that there is interest in expanding the school store and in having the store located in the Commons area with the possibility of having the Booster Club's assistance.

Mr. Campos wanted to know if anything had been reported on the numbers for waived fees and if we are obtaining any support from the State.

Adjournment:

The meeting adjourned 9:34 a.m.

**COMMUNITY HIGH SCHOOL
DISTRICT 94**

**February 5, 2013
7:00 p.m.
Board of Education Meeting**

**SECTION D -
CONFIDENTIAL MEETING ATTACHMENTS**

1. Personnel Report

Office of Human Resources - Personnel Report

2/5/2013 – Board of Education Meeting

A. Approve the following personnel recommendations:

Transfer

NAME	Jesus Pasillas		
Action	Transfer		
Classification	Non-Certified		
Initially Proposed	2/5/2013		
Role/ Area	Custodian/Buildings and Grounds From 3 rd shift to 2 nd shift		
Education			
Experience			
Certification Type			
Part/Full-Time			
Salary/Schedule			
Replaces	Francisco Espinoza		
Effective	2/4/2013		

Resignation

NAME	Elizabeth Cox		
Action	Resignation		
Classification	Certified		
Initially Proposed	2/5/2013		
Role/ Area	Teacher/Special Education Division		
Education			
Experience			
Certification Type			
Part/Full-Time			
Salary/Schedule			
Replaces			
Effective	End of the 2012/2013 School Year		