

MAINE TOWNSHIP HIGH SCHOOL DISTRICT 207  
BOARD OF EDUCATION  
REGULAR BOARD MEETING  
July 16, 2007

Minutes of the regular meeting of the Board of Education of Maine Township High School District 207, Cook County, Illinois, held in the Board Room of the Ralph J. Frost Admin. Center, 1131 South Dee Road in Park Ridge, Illinois, on July 16, 2007.

MEMBERS PRESENT

Jeffrey Bergen  
Joann Braam  
Marijo Bustos  
Eric Leys  
Edward Mueller  
Donna B. Pellar  
Sean Sullivan

OTHERS PRESENT

Joel Morris  
Greg Dietz  
Pamela Schau  
Ken Wallace  
Michael Galis  
Don Marzolf  
Steven Isoye  
David Claypool  
Hank Thiele  
Sue Termaat  
Kit Kadlec  
Jose Arguello  
Sheila Wachholder  
Joe Harrington  
Kevin O'Grady  
Pat Ryan  
Chris Addante  
Steve Adams

CALL TO ORDER

President Braam called the meeting to order at 7:03 p.m. She led the Board in the Pledge of Allegiance.

SECRETARY PRO-TEMPORE

It was moved by Member Sullivan and was seconded by Member Pellar to name Dr. Joel Morris as the secretary pro-tempore. President Braam submitted the motion to a vote and upon roll call the motion passed by unanimous voice vote.

COMMUNICATIONS

None

## MONTHLY STATUS OF FINANCES

Pamela Schau, Assistant Superintendent for Business stated that as of May 31, 2007, the District has received 96% of projected revenues and has spent or encumbered 87% of the budgeted revenues.

## INSTRUCTIONAL SERVICES REPORTS

### MAINE SCHOLARS

Dr. Ken Wallace reported on the number of Maine Scholars for the class of 2007.

### EXECUTIVE ASSESSMENT

Dr. Wallace provided information on the annual review of student performance. He indicated that there were some challenges in preparing this report since the scores from the Prairie State Achievement Exam had been late in arrival. Dr. Wallace reported on the summer program at Maine East, South and West involving the COACH tutors and felt that the feedback for that program was very positive. He said this is especially true for ESL students who were working with elementary ESL students. He further indicated that some teacher partnerships related to cooperative learning involving the elementary districts were also being pursued. Dr. Bergen asked if the class of 2008 was the first class with the new graduations requirements, and Dr. Wallace indicated that was the case.

Ms. Bustos asked about the references to 2007 that existed in the report, but the data in the report reflected results from 2006. Dr. Wallace responded that the reports speak to the value-added analysis and therefore were one year behind. Ms. Bustos asked if seniors were involved in testing, and Dr. Wallace responded that for seniors there were no standardized tests other than classroom testing.

Ms. Bustos indicated that on page 14, there were a number of recommendations. She asked if these were being implemented. Dr. Wallace indicated that all of them are being implemented except for the addition of the MAP testing.

Mr. Mueller asked if the timetable for the 2007 Prairie State Achievement Exam was on target. Dr. Don Marzolf reported that the school district had already received some information, and he felt that the testing results would be received on a more timely basis.

Dr. Bergen asked for an update on the Student Information System. Dr. Wallace indicated that the system was up and running and would be ready to go at the start of the school year. There are plans underway for teacher training on the gradebook portion of the program. Dr. Hank Thiele, Director of Technology, indicated that the school district was waiting for the final features that were included in the program in order to prepare the training information, and to create some videos that teachers could use. Dr. Wallace also reported that work was proceeding on the website.

Ms. Bustos asked about progress on the parent portal. Dr. Thiele indicated that he expected the portal to operate as planned, and that there would need to be some training for parents. He indicated that this would be appropriate to demo for the Board of Education and thought that this might occur in November. Ms. Bustos asked about the parent expectations for the posting of grades on the *Gradebook*. Dr. Wallace indicated that it was important to look at other school districts, and identify a reasonable amount of time for grades to be posted on the system.

Mr. Leys indicated that he wanted a definition of reasonable in terms of posting of grades. Dr. Wallace indicated that it was generally by the end of the week, although there were exceptions based on the type of assignments. Ms. Pellar indicated that grading takes longer sometimes based on the assignment, and that this should be considered in determining what is reasonable. Dr. Thiele indicated that his experience has been that within the first semester, individuals entering grades get into a routine.

Mr. Leys asked about individual complaints to schools and the response to emails. Mr. Claypool felt that it was appropriate for a principal or department chair to respond if there was no response from the teacher.

Mr. Mueller felt that a standard for grade book entries should be adopted. Dr. Wallace indicated that he had not confirmed with the MTA an appropriate standard, but it was important to identify a reasonable time frame with teachers.

Mr. Mueller indicated his concern with teachers responding to parents who have emailed them with questions. Dr. Wallace indicated it is important for staff members to get back to parents. Mr. Mueller indicated that he felt it was appropriate to identify what represented a good response in terms of a time to reply to an email. Mr. Leys stated an expectation that at least an acknowledgement of the email should occur.

Ms. Bustos felt that the issue should not be addressed unless there is a problem. Mr. Leys indicated that the Board of Education should clarify its priorities and that this was a customer service issue. Mr. Mueller felt that it was important that a response occur.

#### OTHER

Ms. Bustos asked for an update on the Youth Campus. Dr. Morris responded that the Youth Campus would become an all-girls' school, and that the school staff was working with residential staff in order to accomplish these objectives and to achieve a smooth transition. Ms. Bustos asked then if the special education expenses could be broken out. Ms. Schau indicated that she would seek to do this for review by the Board of Education in September.

Dr. Bergen asked if the Community Advisory Committee would continue to meet next year. Dr. Morris indicated this was the case. Dr. Bergen asked if the schedule could be placed in the update. Dr. Morris indicated that he would do that. It was further suggested that the minutes be distributed to a wider group of individuals.

Ms. Braam discussed that at the National School Board Conference, she saw an Annual Board Agenda and wondered if it would be possible to create such an agenda. Dr. Morris indicated that he would work on creating such an agenda.

The question was asked if the minutes from ED-RED could be provided. Mr. Leys indicated that the electronic minutes were not being provided, but that the hard copy was included in the Friday packet received by Board members.

#### CONSENT AGENDA

Ms. Bustos asked for an update from the minutes of June 22 for an hourly rate for the board secretary and the compensation for Mr. Todd Faulkner. Dr. Morris indicated that he would secure this information and forward it to them. The question was also asked about the Student Activity Account statement that shows negative balances. Ms. Schau indicated that some of that was related to the timing of the various expenditures.

It was moved by Member Mueller and was seconded by Member Bergen to approve the following:

MINUTES APPROVED

June 11, 2007 - Regular Board Meeting  
June 26, 2007 - Special Board Meeting

BOARD BILLS

Approve Board bills dated June 30, 2007 as follows:

Vouchers # 353535 through # 353664, inclusive  
Vouchers # 462675 through # 462894, inclusive  
Vouchers # 726234 through # 726715, inclusive  
in the amount of ..... \$3,766,790.10

PAYROLLS - JUNE 2007

Approve June 2007 payrolls as presented:

Direct deposit vouchers # 397257 through # 822723,  
and vouchers # 397468 through # 823752, inclusive  
in the amount of ..... \$6,011,033.06  
and, vouchers # 270659 through # 270747, inclusive  
in the amount of ..... \$2,143,196.81  
for a total amount of..... \$8,154,229.87

STUDENT ACTIVITIES EXPENDITURES

Expenditures of the various Student Activities organizations in District 207 for the month of May 2007.

BOARD COMMITTEE MINUTES/REPORTS

A **Committee-of-the-Whole** meeting was held on June 11, 2007, at 6:00 p.m. for the purpose of discussing personnel and collective negotiations.

SCHOOL GIFTS

Accept the recommendation of the Superintendent of Schools and authorize Maine West to accept on behalf of District 207 the donation of an ice machine from the Maine West Athletic Boosters to be used by the Maine West Athletic Department.

ANNUAL DUES - ED-RED

That the Board of Education approve the payment of \$8575. as 2007-2008 ED-RED membership dues for Maine Township High School District 207.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried.

## WELCOME RECEPTION

A reception occurred to welcome Ms. Pam Schau and Mr. Steven Isoye.

## REQUESTS FOR NON-RESIDENT TUITION

It was moved by Member Bergen and was seconded by Member Sullivan to approve the two requests for non-resident tuition. Discussion: Member Pellar asked if it was appropriate to add tuition students at the school since the school was crowded. Mr. Claypool said that these students would be good additions to Maine South, but it was appropriate for the Board of Education to determine if they wanted to pursue this request.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried.

## USE OF FACILITIES

- MAINE EAST
  - AMA Dance Company
  - Chicago Marthoma Church - Christmas Program
  - City of Park Ridge - Community Fireworks
  - Golf-Maine Park District
  - i-9 Sports
  - Susan G. Komen for the Cure (NPT Breast Cancer 3-Day)
  - Leyden Eagles Baseball Club
  - Lutheran General Hospital Fitness Center
  - Maine Raptor Wrestling Club
  - Maine-Niles Association for Special Recreation
  - Morton Grove Park District
  - Niles Park District
  - Park Ridge Park District
  - Sharks Wrestling Club

It was moved by Member Bustos and was seconded by Member Pellar that the Board of Education authorize the Superintendent of Schools to enter into contracts with the above listed organizations as outlined in the July 2, 2007 memo. Discussion: Member Sullivan asked about the standard certificate of insurance and whether that was required. Ms. Schau indicated that it was required. He then asked what level that insurance was, and Ms. Schau indicated she believed it was \$1 million. He suggested that this might be increased to \$2 million and possibly up to \$5 million. Ms. Schau indicated that she would review these suggestions.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried.

INTERGOVERNMENTAL AGREEMENT BETWEEN GOVERNING BOARD OF THE NILES TOWNSHIP DISTRICT FOR SPECIAL EDUCATION NO. 807 AND MAINE TOWNSHIP HIGH SCHOOL DISTRICT 207

It was moved by Member Pellar and seconded by Member Mueller that the Board of Education enter into an Intergovernmental Agreement on behalf of District 207 with the Governing Board of the Niles Township District for Special Education No. 807 for the purpose of providing special education services to non-resident students, on a tuition-paying basis, in accordance with the students' IEP requirements.

Discussion: Ms. Bustos asked about the indemnification portion of the agreement. An amendment was proposed to the motion which authorizes the Superintendent to proceed with the submission of the Intergovernmental Agreement, but to seek to change the wording related to indemnification to protect both Maine Township High School District 207 and the Niles Township District for Special Education.

Some questions were asked regarding the services. Dr. Morris indicated that these services were for special needs students and that those students would be provided with services based on their individual educational plan. Mr. Sullivan asked about the 10% benefit cost and what it involved. Dr. Morris indicated that he would secure this information from Ms. Williams.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried.

PERSONNEL ACTION

The Board of Education agreed to move this agenda item to follow closed session.

CALENDAR ITEMS

Calendar items discussed included the August 2, 2007 Board of Education workshop from 5:00 p.m. to 8:00 p.m. Ms. Braam and Ms. Bustos will work with Dr. Morris on developing the agenda for that meeting.

The next meeting of the Board of Education is August 6, 2007, at 7:00 p.m., and that includes a public hearing.

Ms. Braam reminded Board members of the barbecue on August 9.

It was agreed that the policy committee would meet at 6:00 p.m. on August 6, prior to the regular board meeting.

CLOSED SESSION

It was moved by Member Bustos and was seconded by Member Pellar to adjourn to closed session to discuss student personnel, review of closed session minutes, personnel and collective negotiations.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried at 8:42 p.m.

#### OPEN SESSION

It was moved by Member Bustos and was seconded by Member Pellar to reconvene in open session.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried at 9:32 p.m.

#### OTHER BUSINESS

##### APPROVAL OF CLOSED SESSION MINUTES

It was moved by Member Sullivan and was seconded by Member Bustos to approve the closed session minutes from June 11, 2007 and June 26, 2007, as amended.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried.

##### ACTION ON OTHER CLOSED SESSION ITEMS

#### Student Personnel

A motion was made by Member Bustos and seconded by Member Sullivan that the Board of Education uphold the administrative decision to suspend student 2007a for ten days for theft.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried.

Personnel Action

Professional Staff Appointments

Administrative Personnel

MS. PATRICIA S. WALDO, STAFF DEV. COORD - MTSEP  
SALARY: \$91,063.00 + \$12,300 for 25 add'tl days + TRS  
Appointment for the 2007-2008 school year (replacement)  
Beginning Date: August 16, 2007

Teacher Personnel

*\*Base Salary to be adjusted upon approval of the new Collective Bargaining Agreement*

MS. BETH ANNE BARANOWSKI-LEFF - SCHOOL PSYCHOLOGIST -  
NON-PUBLIC/ MAINE EAST  
PRORATED 74 DAYS or .4  
SALARY: COLUMN III, STEP 6 - M.Ed. DEGREE \*\$24,684.40  
TRS CONTRIBUTION 2,146.48  
(Assignment for the 2007-2008 school year) (Add'tl) \$26,830.88  
Beginning Date: August 16, 2007

MS. TERRI BERKOWITZ - LIBRARIAN - MAINE EAST  
SALARY: COLUMN IV, STEP 12 - M.L.I.S. DEGREE \*\$79,795.00  
TRS CONTRIBUTION 6,938.73  
(Assignment for the 2007-2008 school year) (Replacement) \$86,733.73  
Beginning Date: August 16, 2007

MS. WANYIN CHOU - FOREIGN LANGUAGE/MANDARIN CHINESE  
- MAINE EAST (2/6 TIME)  
SALARY: COLUMN IV, STEP 1 - Ph.D DEGREE \*\$17,303.00  
TRS CONTRIBUTION 1,504.62  
(Assignment for the 2007-2008 school year) (New course) \$18,807.62  
Beginning Date: August 16, 2007

MR. KEITH J. ENGERISER - PHYSICAL EDUCATION/HEALTH  
- MAINE SOUTH (2/6 TIME)  
SALARY: COLUMN I, STEP 1 - B.S. DEGREE \*\$14,008.00  
TRS CONTRIBUTION 1,218.09  
(Assignment for the 2007-2008 school year) (Inc. enrollment) \$15,226.09  
Beginning Date: August 16, 2007

MS. MEGAN M. FRICANO - FOREIGN LANGUAGE/SPANISH -  
MAINE WEST (3)/SOUTH (2)  
SALARY: COLUMN I, STEP 1 - B.A. DEGREE \*\$42,023.00  
TRS CONTRIBUTION 3,654.19  
(Assignment for the 2007-2008 school year) (Replacement) \$45,677.19  
Beginning Date: August 16, 2007

MS. AMY E. LUDOLF - SCIENCE - MAINE WEST	
SALARY: COLUMN II, STEP 1 - MAT DEGREE	*\$45,241.00
TRS CONTRIBUTION	<u>3,934.02</u>
(Assignment for the 2007-2008 school year) (Replacement)	\$49,175.02
Beginning Date: August 16, 2007	
MR. MICHAEL J. MC GREEVY - SOCIAL SCIENCE - MAINE SOUTH	
SALARY: COLUMN II , STEP 1 - M.A. DEGREE	*\$45,241.00
TRS CONTRIBUTION	<u>3,934.02</u>
(Assignment for the 2007-2008 school year) (Inc. enrollment)	\$49,175.02
Beginning Date: August 16, 2007	
MR. MICHAEL R. NEE - MATHEMATICS - MAINE SOUTH	
SALARY: COLUMN I, STEP 1 - B.A. DEGREE	*\$42,023.00
TRS CONTRIBUTION	<u>3,654.19</u>
(Assignment for the 2007-2008 school year) (Replacement)	45,677.19
Beginning Date: August 16, 2007	
MS. DIANA T. RINARD - ART - MAINE SOUTH	
SALARY: COLUMN II, STEP 1 - M.A. DEGREE	*45, 241.00
TRS CONTRIBUTION	<u>3,934.02</u>
(Assignment for the 2007-2008 school year) (Replacement)	49,175.02
Beginning Date: August 16, 2007	
MR. BRYAN J. ROME - PHYSICAL EDUCATION/HEALTH - MAINE SOUTH	
SALARY: COLUMN I, STEP 1 - B.S. DEGREE	*\$42,023.00
TRS CONTRIBUTION	<u>3,654.19</u>
(Assignment for the 2007-2008 school year) (Replacement)	\$45,677.19
Beginning Date: August 16, 2007	
MS. ANNA M. MARCHIONNA - ORAL COMMUNICATIONS - MAINE WEST (2/SEMESTER 1; 1/SEMESTER 2	
SALARY: COLUMN II, STEP 2 - M.A.T. DEGREE	*\$12,069.59
TRS CONTRIBUTION	<u>1,049.54</u>
(Assignment for the 2007-2008 school year) (add'tl sections)	\$13,119.13
Beginning Date: August 16, 2007	

#### Teacher Assistants

MS. KRISTEN HANNIGAN - SPECIAL EDUCATION - MAINE EAST  
 Beginning Date: August 16, 2007  
 Replacement  
 Salary: Step 2 - \$14.43 per hour + \$600. for having a college degree.

MS. JAMIE JENNINGS - SPECIAL EDUCATION - MAINE EAST  
Beginning Date: August 16, 2007  
Replacement  
Salary: Step 2 - \$14.43 per hour + \$600. for having a college degree.

MS. ANNA NEUBAUER - SPECIAL EDUCATION - MAINE EAST  
Beginning Date: August 16, 2007  
Replacement  
Salary: Step 3 - \$15.56 per hour + \$600. for having a college degree + \$2,000  
for personal care stipend.

MR. NICHOLAS GANAS - SPECIAL EDUCATION - MAINE EAST  
Beginning Date: August 16, 2007  
Replacement  
Salary: Step 1 - \$13.78 per hour + \$600. for having a college degree

MS. WHITNEY MC CLENEGHAN - MAINE EAST  
Beginning Date: August 16, 2007  
Replacement  
Salary: Step 1 \$13.78 per hour, plus \$850 for having a current  
Illinois Teacher's Certificate

#### Professional Staff Reinstatement

##### Part-time

CHARLES MARTH - HEALTH - MAINE WEST  
(2/6 Time)

JENNIFER REESE - SCHOOL PSYCHOLOGIST -  
ARC/MAINE SOUTH (1/2 TIME)

#### Professional Staff - Request for Leave of Absence

##### Teacher Personnel

MS. ALISON STAUFFER-ECKART - SPECIAL EDUCATION -  
MAINE EAST (8/23/99)  
Requesting a change in her Leave of Absence - to begin September 1,  
2007 through January 18, 2008.

MS. AMY CLAUS - MATHEMATICS - MAINE WEST (8/20/98)  
Requesting a change in her Leave of Absence - to begin August 16,  
2007 through October 19, 2007.

Professional Staff Retirements

Administrative Personnel

MS. JO ANN JOHNSON - DEAN - MAINE SOUTH (9/78)  
Retirement effective at the end of the 2006-2007 school year.  
(on disability since 2002-2003)

Professional Staff Resignations

Teacher Personnel

MS. LISA GREENWOOD - MATHEMATICS - MAINE WEST  
Scheduled to begin August 16, 2007  
Verbal resignation

Teacher Assistants

MS. LAURIE SMAHA - SPECIAL EDUCATION - MAINE EAST (8/17/06)  
Resignation effective June 15, 2007

Professional Staff Termination

Teacher Assistants

MS. KATHEREEN HENDERSON - SPECIAL ED. - MAINE WEST (8/20/87)  
Employment terminated effective at the end of the 2006-2007 school year.  
Ms. Henderson was unable to secure the approval for paraprofessional  
employment from the Illinois State Board of Education.

Support Staff Resignation

Custodial Personnel

MR. DAVID SOKOLOWSKI - SKILLED - MAINE SOUTH (11/18/04)  
Resignation effective July 12, 2007

Support Staff Termination

Office Personnel

MS. SANDRA PETTY - 10 MONTH SECRETARY - MAINE EAST (10/8/02)  
Termination effective July 16, 2007

A motion was made by Member Bustos and seconded by Member Sullivan to approve the personnel recommendations.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried.

Member Bustos then asked about the proposal to have the City of Park Ridge take a portion of the corner of Dee and Potter Rd to make a right turn lane. Dr. Morris indicated that he would be reviewing this with the City.

A motion was made by Member Sullivan and seconded by Member Mueller that a proclamation should be prepared naming Mr. Paul Carlson as a faculty member emeritus.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members, Leys, Mueller, Pellar and Sullivan.  
Nays: Bergen, Braam, Bustos

Whereupon President Braam declared the motion carried.

#### ADJOURNMENT

A motion was made by Member Bustos and seconded by Member Sullivan to adjourn the meeting.

President Braam submitted the motion to a vote and upon roll call the following vote was recorded:

Ayes: Members Bergen, Braam, Bustos, Leys, Mueller, Pellar and Sullivan.  
Nays: None

Whereupon President Braam declared the motion carried at 10:00 p.m.

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Joel Morris, Secretary pro-tem

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Joann Braam, President