

Itasca School District #10
Itasca, IL 60143

BOARD OF EDUCATION REGULAR MEETING MINUTES

May 14, 2008

- I. Call to order and roll call – The meeting was called to order at 6:30 p.m. by President DiCiolla with the following ROLL CALL:

PRESENT

Mrs. Hogan
Mr. Maier
Mrs. Dyra
Ms. Pawinski
Mrs. Miller
Mr. Sprandel
Mrs. DiCiolla

ABSENT

Also in Attendance:

Dr. Kenneth Cull, Superintendent of Schools
Dr. Marcia Tornatore, Assistant Superintendent for Curriculum & Instruction

- II. Closed Session – A motion was made by Board President DiCiolla and seconded by Board Member Miller that the Board of Education enter into a closed session for the purpose of discussing negotiations and personnel. The motion carried on the following ROLL CALL VOTE:

AYES

Mrs. Hogan
Mr. Maier
Mrs. Dyra
Ms. Pawinski
Mrs. Miller
Mr. Sprandel
Mrs. DiCiolla

NAYS

The Board entered a closed session at 6:32 P.M.

A motion was made by Board President DiCiolla and seconded by Board Member Miller that the Board of Education return to open session. The motion carried on the following VOICE VOTE: All AYES: NAYS none.

The Board returned to open session at 7:44 P.M.

President DiCiolla stated that while in closed session, the Board had discussed personnel and negotiations and that no action was taken.

Also in Attendance:

Dr. Dawn Turner, Principal, Raymond Benson Primary School

Dr. Joanna Medwick, Principal, Elmer H. Franzen Intermediate School

Dr. Reinhard Nickisch, Principal, F.E. Peacock Middle School

Mr. Charles Kapachinski, Director of Technology

Ms. Deb Mitsui, Recording Secretary

- III. Pledge of Allegiance – President DiCiolla led all present in the Pledge of Allegiance.
- IV. Welcome to Visitors – President DiCiolla welcomed everyone present.
- V. Communications – Secretary Maier read communications received during the past month.
- VI. Additional Agenda Items – There were none.

Superintendent's Report – Dr. Cull reviewed the Superintendent's report, a copy of which is attached to these official minutes.

Dr. Cull asked the Policy Committee to review the policy packet and contact him with their availability for a group meeting date.

Board President DiCiolla commented that from mid 2003 to date, \$526,000 in permanent transfer funds had been moved from Working Cash 1 and \$500,000 in permanent transfer of funds to the Educational Fund. President DiCiolla welcomed the audience's ideas on ways to save funds.

Board President DiCiolla also commented that the Policy Committee might want to review policy pertaining to the Board's request for a Quarterly Investment Report.

Board Secretary Maier reported that he had attended the Peacock's production of "High School Musical". He said it was an amazing experience offered extended thanks to everyone involved in the production.

VII. Board Requested Reports

- A. NDSEC – Ms. Pawinski, District #10 representative to N.D.S.E.C. reviewed the Operational Board Briefs.

Board Member Pawinski was unable to attend the April 14th meeting and asked Dr. Cull update the Board on the meeting. The highlight of the meeting was NDSEC administrations moved into their new offices on Lake Street. The transition program will be moved into the vacated administrative facility at the end of May.

- B. Middle School Report – Dr. Nickisch, principal of F.E. Peacock Middle School, reviewed his report. A copy of his report is attached to these official minutes.

Dr. Nickisch gave a brief synopsis of Itasca's Discipline & Medication/Wellness Committee meeting held on April 29, 2008.

Board Member Miller inquired if Lake Park's testing placement of Peacock graduates included those students who are at academic risk. Dr. Nickisch responded that the numbers may or may not reflect all of the students at Peacock.

- C. Curriculum – Dr. Tornatore, Assistant Superintendent for Curriculum & Instruction, reviewed her report. A copy of her report is attached to these official minutes.

Dr. Tornatore's report included a recommendation from Peacock classroom teacher, Lea Smith, and Dr. Nickisch for revision of the Industrial Arts Curriculum. The change eliminates the Aeronautical Unit of study and replaces it with an entire quarter focusing on a Forensics unit of study.

Ms. Smith was present to answer Board members questions.

Dr. Tornatore's report also included that the Village of Itasca has shared a grant opportunity with the public and private schools. The program that is acquired through the approval of a grant is entitled, "Safe Routes to School Program". Mr. Grant Davis, Itasca Village Planner, gave a brief overview of the program that provides a grant opportunity offered by the state. One component of the competitive federal grant requires distribution and completion of parent and student surveys. The Village is seeking the school district's cooperation in distributing the survey. Another component is the

development of a plan that will enable and encourage children to safely walk and bicycle to school. Itasca Police Chief Heher, and Nicole Aranas, Community Development Director were also available to answer questions from the Board. The amount of class time needed for data collection for the student surveys was discussed. Board President DiCiolla asked if the Village has safe route plans, the response was "not at this time". The question was asked if the grant applied for would be used for infrastructure or for programs. Mr. Davis replied, it could be either, it depends on input. The Board sought clarification that the Village will be in control of the funds. It was the Board's consensus to cooperate with the distribution of the surveys but did not make any further commitment at this time. Board President DiCiolla thanked Mr. Davis, Ms. Aranas and Police Chief Herer for attending and answering questions.

- D. Technology Update – Mr. Kapachinski, Director of Technology, reviewed his report, a copy of which is attached to these minutes.

Vice President Hogan inquired if wiring issues related to the AT&T problems had been resolved. Mr. Kapachinski responded that the wiring issues at Peacock are issues at all three schools. The immediate problem with 3 phone lines has been resolved. That has been the only change to the wiring.

Vice President Hogan also asked for an update for the network security assessment. There have been follow-ups to recommendations. One item still being addressed is the disposal of removable data. Mr. Kapachinski said he and Dr. Cull have been working on a data destruction policy. He plans to present the policy to the Board within the next couple of months.

Board Member Sprandel inquired about band with capacity. Mr. Kapachinski responded that our band may or may not be working properly and that the issue might be related to some of the services and software associated with the new textbook adoptions. We may be outgrowing the band with that we have. He hopes to have more information available for the Board by the June meeting.

- E. Budget Information – Dr. Cull provided a copy of the Draft 2 FY09 Budget to each Board member. Draft 2 (with any updated information added) will be presented as the FY09 Tentative Budget and will be an action item at the June 11, 2008 Board of Education Meeting. The Tentative Budget must be on display for at least 30 days. There is no

meeting scheduled in July so the Board will not act on the Final Budget until the Board of Education Meeting on August 13, 2008.

- F. Finance Committee Report – Board Member Miller reported that the Finance Committee had met for the second time on April 21, 2008. The meeting focused on the first draft of the FY09 budget, and Franzen School space lack of space concerns. Draft 2 will be forwarded to the committee members. The next Finance Committee meeting will be held toward the end of August.

- G. Franzen Enrollment Discussion – Dr. Cull reviewed the concerns regarding space and enrollment issues that were previously discussed at the budget workshop in April. At that meeting, discussion included increasing Franzen’s teaching staff by one teacher to accommodate a 5th section for the incoming 3rd grade class. As an outcome of that discussion, Franzen staff prepared a document with suggestions and alternatives for accommodating an additional classroom. Discussions have continued with Dr. Tornatore, Dr. Cull and Franzen staff; there are not any really good solutions. There are also concerns that the incoming 4th grade enrollment might increase as well. One scenario might be to move the computer lab into the media center using a temporary low wall to separate the two areas. Dr. Tornatore shared an idea for replacing 10 media center computers with 10 wireless laptops thus creating a bit more room for the media center. Another option discussed was the use of modular classroom buildings. The timeframe for ordering a modular building was May 12, 2008. Orders placed after that date will impact the fall school schedule. Board members asked for a cost breakdown for computer cabling, electricity, possible wireless laptops, etc., and floor plan for combining the media center and the computer lab. They also asked that Dr. Cull forward them the information on costs related to a modular classroom building. Franzen Media Center Director, Linda Wit and Rose Zambetti, Technology Lab Aide, offered their views on the impact of both their programs if the media center and computer lab are combined. Patricia Nardi, Benson/Franzen Social Worker, also shared concerns related for ESL and social work that will be indirectly impacted by combining classrooms. Dr. Medwick added that the Benson/Franzen traveling staff’s schedules would need to be adjusted. However, there was a consensus of the Board to move the computer lab into the media center. Board members stated that they would like to work on a permanent solution and directed administration to begin to pursue that goal.

- H. Freedom of Information – Dr. Cull – There were none received.

- I. Opportunity for Community Input Regarding Board Requested Reports

IX. Action Items -

A. Consent Agenda - A motion was made by Board Member Dyra and seconded by Board Member Board President DiCiolla that the Board of Education approve Action Memorandum FY08-#54; The Consent Agenda.

- Approval of Minutes:
 - April 9, 2008 Special Meeting (Authorization to Hire)
 - April 9, 2008 Closed Session Minutes (Specific Personnel)
 - April 9, 2008 Regular Meeting Minutes
 - April 9, 2008 Closed Session Minutes (Negotiations)
 - April 14, 2008 Special Meeting (Budget Workshop)
 - April 29, 2008 Closed Session Minutes (Personnel – Salary Committee)
 - May 5, 2008 Closed Session Minutes (Negotiations & Specific Personnel)
- Approval of Expenditure Reports, April 2008
- Approval of hiring of:
 - Kate Duncan, Teacher Aide at Benson
 - Melinda Holysz Teacher Aide at Franzen
- Approval of the Leave of Absence for:
 - Charissa Stodola, Reading Specialist – Benson
- Approval of the Leave of Absence for:
 - Carrie Burk, Grade 4 Teacher – Franzen
- Approval of the Resignation for:
 - Sini Thomas, Guidance Counselor – Peacock

Following a further opportunity for questions, discussion, and community input, corrections and/or deletions/additions were made on the original minutes and the motion carried on the following ROLL CALL VOTE:

AYES

Ms. Pawinski
Mr. Sprandel
Mrs. Dyra
Mrs. Miller
Mr. Maier
Mrs. Hogan
Mrs. DiCiolla

NAYS

ABSTAIN

B. A motion was made by Board Member Dyra and seconded by Board President DiCiolla that the Board of Education approve Action Memorandum FY08-#55; Appointment of Arnold Uhlig, Treasurer.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>
Mrs. Miller		
Mrs. DiCiolla		
Mrs. Dyra		
Ms. Pawinski		
Mrs. Hogan		
Mr. Sprandel		
Mr. Maier		

- C. A motion was made by Board Member Dyra and seconded by Board Secretary Maier that the Board of Education approve Action Memorandum FY08-#56; Approval of \$80,000 Inter-fund loan.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>
Mrs. Hogan		
Mrs. DiCiolla		
Mr. Sprandel		
Mrs. Dyra		
Ms. Pawinski		
Mr. Maier		
Mrs. Miller		

- D. A motion was made by Board Member Dyra and seconded by Board President DiCiolla that the Board of Education approve Action Memorandum FY08-#57; Placement of Student Teachers.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following VOICE VOTE: All AYES: NAYS none.

- E. A motion was made by Board Member Dyra and seconded by Board President DiCiolla that the Board of Education approve Action Memorandum FY08-#58; Permanent Transfer of \$540,000 from Working Cash II to O&M Fund.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mr. Sprandel
Mr. Maier
Ms. Pawinski
Mrs. Hogan
Mrs. Dyra
Mrs. DiCiolla
Mrs. Miller

- F. A motion was made by Board Secretary Maier and seconded by Board President DiCiolla that the Board of Education approve Action Memorandum FY08-#59; Board of Education Policy Second Reading.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following VOICE VOTE: All AYES: NAYS none.

- G. A motion was made by Board Member Dyra and seconded by Board Member Pawinski that the Board of Education approve Action Memorandum FY08-#60; The Adoption of Zaner-Bloser as District 10's Handwriting Program at a cost not to exceed \$7,200.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Dyra
Mr. Maier
Mr. Sprandel
Mrs. DiCiolla
Mrs. Miller
Ms. Pawinski
Mrs. Hogan

- H. A motion was made by Board Secretary Maier and seconded by Board Vice President Hogan that the Board of Education approve Action Memorandum FY08-#61; Authorization for district administration to hire a business manager in lieu of an assistant superintendent for the 2008-2009 school year at a base salary not to exceed \$85,000.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. DiCiolla
Mrs. Hogan
Mr. Sprandel
Mr. Maier
Mrs. Dyra
Ms. Pawinski
Mrs. Miller

- I. A motion was made by Board Secretary Maier and seconded by Board President DiCiolla that the Board of Education approve Action Memorandum FY08-#62; Restructuring of 8th Grade Industrial Technology Curriculum to Expand to Forensics Unit.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mrs. Miller
Mrs. DiCiolla
Mr. Sprandel
Mrs. Dyra
Mrs. Hogan
Mr. Maier
Ms. Pawinski

- J. A motion was made by Board Secretary Maier and seconded by Board Member Dyra that the Board of Education approve Action Memorandum FY08-#63; 2008-2009 Paid Holidays for 12 Month Staff.

Following a further opportunity for questions, discussion, and community input, the motion carried on the following ROLL CALL VOTE:

AYES

NAYS

ABSTAIN

Mr. Sprandel
Mrs. DiCiolla
Mr. Maier
Mrs. Hogan
Mrs. Dyra
Mrs. Miller
Ms. Pawinski

X. Board Requested Reports – Board Vice President Hogan asked for consideration of a discussion regarding the piloted assessment software in lieu of the Stanford Achievement Test. Dr. Tornatore responded that the DAC committee has convened for the 2007-08 school year. The assessment topic will be revisited next fall.

XI. Closed Session – A motion was made by Board Secretary Maier and seconded by Board President DiCiolla that the Board of Education enter into a closed session at 10:45 p.m. for the purpose of discussion negotiations and personnel with no action to be taken. VOICE VOTE: All AYES: NAYS none.

The Board returned to regular session at 11:46 p.m.

XI. Adjournment – There being no further business, President DiCiolla adjourned the meeting at 11:47 p.m.

Fred Maier, Secretary
Board of Education

Nancy DiCiolla, President
Board of Education

BOE Action Memorandum FY08 - #54

**Consent Agenda
May 14, 2008**

Included in the consent agenda:

- Approval of Minutes:
 - April 9, 2008 Special Meeting (Authorization to Hire)
 - April 9, 2008 Closed Session Minutes (Specific Personnel)
 - April 9, 2008 Regular Meeting Minutes
 - April 9, 2008 Closed Session Minutes (Negotiations)
 - April 14, 2008 Special Meeting (Budget Workshop)
 - April 29, 2008 Closed Session Minutes (Personnel-Salary Committee)
 - May 5, 2008 Closed Session Minutes (Negotiations and Specific Personnel)

- Approval of Expenditure Reports, April 2008.

- Approval of the hiring of:
 - Kate Duncan, TA at Benson
 - Melinda Holysz TA at Franzen

- Approval of the Leave of Absence for:
 - Charissa Stodola , Reading Specialist –Benson
 - Carrie Burk, Teacher - Franzen

- Approval of the Resignation of:
 - Sini Thomas, Guidance Counselor, Peacock
 - Michele Bonham, Inclusion Facilitator, Benson

The Superintendent recommends that the Board approve all items on the consent agenda.

BOE Action Memorandum FY08 - #55

**Appointment of Treasurer
May 14, 2008**

Itasca School District 10 employs an independent treasurer to review financial records and reconcile accounts. Arnold Uhlig has served us well for the past two years. He came to us with several years of expertise in school district finance.

The Superintendent recommends that the Board of Education of Itasca School District #10, DuPage County, in compliance with the provisions of Article 8-1 of the Illinois School Code, appoint Mr. Arnold Uhlig as Treasurer effective July 1, 2008. Mr. Uhlig's mailing address is 10114 Gladstone, Westchester, IL, 60154. His remuneration shall be \$1,800 annually paid in quarterly installments. Complying with the provisions of Article 2 of the Illinois School Code, the bond for the treasurer has been fixed at \$3,900,000.

BOE Action Memorandum FY08 - #56

**Approval of a \$80,000 Loan from Working Cash I to IMRF
May 14, 2008**

Each year, in the spring, DuPage county school districts struggle to make their final property tax revenue payments from September last until June when the first payments for the subsequent year are made. Fortunately, District 10 has a Working Cash I fund that we can borrow money from to meet this short-term cash flow need without incurring interest expenses. Although our operating funds look solid with no need for a transfer of funds, the IMRF/SS fund needs a bit to cover the cash flow shortage for May.

The Superintendent recommends that the Board of Education approve an inter-fund loan of \$80,000 from the Working Cash Fund to the IFMR/SS Fund to be repaid by April, 2009.

BOE Action Memorandum FY08 - #57

**Placement of Student Teachers
May 14, 2008**

We have received the following requests to place a student teacher in Itasca District 10:

The following student teaching assignment is being requested for the 2008-2009 school year.

Benson Primary School

Winter 2009

Student Name: Maria Eppes
Dates: February 2 – March 27, 2009
Grade Level: Special Education Pre-School
Cooperating Teacher: Annette LaVia
Subjects: All
College: Elmhurst College

Spring 2009

Student Name: Maria Eppes
Dates: March 30 – May 22, 2009
Grade Level: 1st Grade
Cooperating Teacher: Nancy Gallagher
Subjects: All
College: Elmhurst College

The Superintendent recommends that the Board of Education approve the student teaching placements listed above.

BOE Action Memorandum FY08 - #58

**Approval of the Permanent Transfer of \$540,000 in Principal from
Working Cash II Fund to the Operations and Maintenance Fund**

May 14, 2008

Work Cash II is the fund that was established by the sale of bonds last year. Both the intent and the requirement of this fund are to spend it down to zero in order to finance projects to improve the learning environment in our schools. An accounting of the current status of the Work Cash II Fund appears earlier in this packet following the Superintendent's Report. We know that the total cost of this summer's projects will be greater than this transfer amount. This amount is necessary to transfer now in order to make payments to vendors in June and July. These payments may be towards our contract with Wight such as architect fees, dumpsters and demolition. Or, there may be expenses related other services such as moving or wiring that are not part of the contract.

\$40,000 was transferred in March when a to cover architect fees due. \$500,000 will be transferred in the near future.

The Superintendent recommends that Board of Education approve the permanent transfer of \$540,000 of principal from the Working Cash II Fund to the Operations and Maintenance Fund to partially fund bond-related projects.

BOE Action Memorandum FY08 - #59

Second Reading of Policy 4:150, Facility Management and Expansion Programs

April 9, 2008

The Board President has requested expedited action on this policy. No changes were made from the first reading.

The President of the Board recommends that policy 4:150, Facility Management and Expansion Programs, be approved for second reading.

BOE Action Memorandum FY08 - #60

Approval of Zaner-Bloser as District 10's Handwriting Program

May 14, 2008

Dr. Tornatore has presented background information on this action item during her report.

The Superintendent recommends that Board of Education approve Zaner-Bloser as District 10's handwriting program at a cost not to exceed \$7,200.

BOE Action Memorandum FY08 - #61

Authorization to Hire a Business Manager for 2008-2009

May 14, 2008

With the naming of Dr. Tornatore as the Superintendent effective July 1, 2008, there have been discussions regarding the reorganization of the district office personnel to allow Dr. Tornatore to use her skills in curriculum and to compliment those skills with a person with knowledge of the business/operations side of the district. To that end, Dr. Tornantore is requesting the Board to authorize her to hire a business manager. This person would be hired in lieu of refilling the position of Assistant Superintendent for Curriculum. It is Dr. Tornantore's hope to have this person hired by July 1, 2008.

Dr. Tornatore recommends that the Board of Education authorize her to hire a business manager for the 2008-2009 school year at a salary not to exceed \$85,000.

BOE Action Memorandum FY08 - #62

Restructuring the 8th Grade Industrial Technology Curriculum

May 14, 2008

The curriculum of each of our core and encore classes is reviewed on both formal and informal schedules. A few years ago, our IT teacher, Lea Smith, developed a short Forensics/CSI unit that has proven to be very popular. The unit allows the integration of several academic skills and captures a high level of student interest. The teacher is recommending the expansion of that unit. In order to make time for the expansion, the aeronautics unit will be eliminated.

The Superintendent recommends the curriculum changes proposed by the Industrial Technology Teacher become a permanent part of the course.

BOE Action Memorandum FY08 - #63

**Paid Holidays for 12-month Staff
May 14, 2008**

The Board of Education policy authorizes the Superintendent to name holidays for 12-month employees by the June meeting of the prior year. In order to comply with the revised policy, I am recommending the following days as paid holidays for 12-month staff.

July 3	Thursday	Independence Day Related Holiday
September 1	Monday	Labor Day
October 13	Monday	Columbus Day
November 26	Wednesday	Thanksgiving Related Holiday
November 27	Thursday	Thanksgiving
November 28	Friday	Thanksgiving Related Holiday
December 24	Wednesday	Winter Holiday
December 25	Thursday	Winter Holiday
December 26	Friday	Winter Holiday
January 1	Thursday	New Years Day
January 2	Friday	New Years Related Holiday
January 19	Monday	Martin Luther King Day
February 16	Monday	Presidents' Day
April 10	Friday	Spring Holiday
May 25	Monday	Memorial Day

Although some days off are different because of where they fall on the calendar, the total number of days is the same as last year and consistent with Board Policy.

The Superintendent recommends the approval of these paid holidays for 12-month staff for the 2008-2009 year.

CURRICULUM REPORT

I. Handwriting Curriculum

Zaner-Bloser Handwriting program is being recommended for adoption. Currently, an older copyright edition of this same handwriting program is being implemented at grade levels 2 and 3.

In updating our handwriting materials, we are proposing that the handwriting program be extended to include preschool through 5th grade. For the preschool through 3rd grade levels, workbooks are being purchased for use with students as well as kits for teachers, which include a variety of instructional materials. Teachers at grade levels 4 and 5 will receive alphabet charts for display within their classrooms and teacher manuals for a reference in further reinforcing correct formation of letter.

Additionally, teachers at grades 6-8 will have access to components of the Zaner-Bloser handwriting manual. In meeting with the teachers at the middle school level, they will focus on legibility and neatness in applying effective handwriting skills.

Implementation of the materials from this updated copyright, as well as including handwriting materials at the lower grade levels will begin implementation in the fall of 2008. The district will not have to budget additional funds for the purchase of the new materials. Funds are available within the existing budget to pay for the \$7,200 expenditure. In addition, the publisher has provided numerous materials free of charge.

II. Itasca's Safe Routes to School Program

The Village of Itasca has shared a grant opportunity with the public and private schools in Itasca. The program that is acquired through the approval of a grant is entitled, "Safe Routes to School Program". Grant Davis and Nicole Aranas (Village of Itasca employees) and Itasca Chief of Police Scott Heher are here to further explain the program.

The National Center for Safe Routes to School has developed a set of data collection forms and tools intended to help local and state Safe Routes to School programs measure and understand results. There are two tally forms that assist in gathering data. One form is a "Student Tally Form". This Student Tally form helps measure how students currently get to school. This form is to be completed by classroom teachers, as they gather data from students over a two-day period of time. The second form is entitled, "Parent Survey Form". This survey form gathers information about factors that affect whether parents allow their children to walk or bike to school, the presence of safety-related conditions also on routes to school, and other background information. Both survey forms are enclosed.

It is the request of the Village of Itasca that the schools in Itasca distribute the Parent Survey Forms to our families, as well as to have our teachers complete the Student Survey Form.

In summary, the Village of Itasca is seeking our District's commitment to join in a coordinated effort with parents, schools, the Itasca Police Department and the Village of Itasca to engage in supporting the Safe Routes to School Program.

III. Pilot of Electronic Assessment Programs

At the DAC meeting held on April 22, 2008, the staff members decided to pilot the following two electronic assessments during the 2008-2009 school year.

- A. MAP (Measures of Academic Progress) by NWEA (Northwest Evaluation Center)
- B. Learnia by Pearson

The assessments will take place during the fall of 2008 and winter of 2009. Only a small group of students will be included within the pilots. Mathematics and reading are the two areas assessed within the electronic tests. Shown below in the table are the teachers, grade levels, number of students and subject areas for the pilot. Assessments are only provided from the two companies at the grade levels indicated below. Participating teachers will be trained in the use of the assessments during the Teacher Institute that is scheduled for October 24th, 2008.

Grade Level	Teacher	Map	Learnia	Reading	Math
2	Mitchell	25 students		X	X
3	Lindsay	13 students	13 students	X	X
4	Hanczar	13 students	13 students	X	X
5	Rosales	13 students	13 students	X	X
6	Behrendt	5 students	5 students		X
6	Henneberry	5 students	5 students	X	
7	Kaye	5 students	5 students		X
7	Poremba	5 students	5 students	X	
8	Scaletta	5 students	5 students		X
8	Leikin	5 students	5 students	X	

Cost of piloting the two electronic assessment programs is listed below.

Program	Training	Setup cost	Cost for student use	Total Cost	Grant Total Cost of Pilots
Learnia	\$3,051.25	\$45.00	\$2,200.00 (\$10.75 per student)	\$3,051.25	
MAP	\$2,700		\$1,500.00	\$4,200.00	
					\$7,251.25

In addition, the primary grade levels (preschool through 2nd grade) are going to be requesting pilots of additional electronic systems. At this time, we have only previewed the primary assessment program that accompanies Learnia. The primary level program is entitled, "Children's Progress. At the School Board meeting to be held in June, a proposal will be presented to the Board members that will include the additional pilots of Children's Progress and the accompanying primary level electronic program for MAP.

IV. Revision of the Industrial Arts Curriculum

For the Industrial Technology course at Peacock Middle School, a revision of the 1st quarter curriculum for 8th grade students is being requested by the classroom teacher (Lea Smith) and Dr. Nickisch. Currently, the 8th grade students are taught one week of Forensics and the remaining quarter entails an Aeronautical Systems unit of study. The change being requested eliminates the Aeronautical Unit of study. Replacing this unit of study will be an entire quarter focusing on a Forensics unit of study. A copy of the requested unit of study is enclosed. The reason for the change is due to the popularity for the Forensics unit. In addition, the newly designed unit will include many of the same types of skills as previously taught to students within the Aeronautical Unit.

SUPERINTENDENT'S REPORT
May 14, 2008

Spring Events

Many school events have occurred this spring. Fine arts are alive and well in Itasca! Consult you district calendar for future upcoming events.

Graduation

Graduation will be held on Tuesday, June 3, 2008, at Lake Park East at 7:00 PM. We hope all Board of Education members can attend. We will have some reserved seats down front for Board of Education members.

Budget Planning

Draft 2 of the FY09 budget was provided to you under separate cover. I intend to have Draft 2 (with any updated information added) presented as the Tentative Budget for FY08 on the agenda for Board action at the meeting of June 11, 2008. That tentative budget must be on display for at least 30 days prior to approval of the final budget. Since we do not have a meeting scheduled in July, we will not act on the Final Budget until the meeting of August 13, 2008.

Investment Report

Following this report, you will find monthly investment reports dating back to July 1, 2007 from our financial advisors, PMA. Investments are laddered to provide a consistent source of revenue for as far as possible into the school year. Our investments are meeting district investment goal and, because of good planning with the duration of investments, minimize disruption to the district's required cash flow.

Goal Report

One of my goals for this year had to do with the monitoring and assessment of 6+1 Traits of Writing and the new middle school science program. A brief report on the findings of that goal follows this report.

**MONTHLY ENROLLMENT REPORT AS OF:
May 1, 2008**

	Cls	Full Assign	*Part Assign		*Average	History
KINDERGARTEN 4						
Schaschwary A.M.		19	1			02/03
Schaschwary P.M.		19				Sept 795
Suptela A.M.		18	1			June 813
Suptela P.M.		19		Total	77 19.25	
FIRST GRADE 5						
Schultz		20				03/04
Kurth		19				Sept 791
Gallagher		19				June 790
Celenza		20				04/05
Blew	2	19		Total	97 19.4	Sept 801
						June 798
SECOND GRADE 5						
McCarthy		21				05/06
Schingoethe		20				Sept 794
Stines		21				June 817
Mitchell		21				
Prince		20		Total	103 20.60	06/07
THIRD GRADE 4						
Asimor		26				Sept. 825
Lindsay		25				June. 830
Shick		25				
Sitkiewitz		25		Total	101 25.25	07/08
FOURTH GRADE 4						
Burk		22				Sept 838
Flanigan		22				Oct. 838
Hanczar		22				Nov. 835
Rieger		22		Total	88 22.00	Dec. 836
FIFTH GRADE 4						
Agnello		22				Jan. 839
Bergmann		22				Feb. 845
Cuzzone		22				Mar. 843
Rosales		23		Total	89 22.25	Apr. 848
						May 847
SIXTH GRADE 4 101 2 25.75						
SEVENTH GRADE 5 96 2 19.60						
EIGHTH GRADE 5 85 6 18.20						
Total Primary 275						
Total Intermediate 278						
Total Middle 282						
District 10 Students in Middle School Special Ed 3						
District 10 Students Placed out of District 7						
District 10 Students in NDSEC MN Class 2						
Total District 10 Enrollment 847						
Early Childhood	2			20	10.00	
Kindergarten Prep	2			36	18.00	

Working Cash II Tracking

April 30, 2008

Funds at Itasca Bank and Trust

	Cash Account	CD'S
3/7/2007	2,639,806.16 Opening Balance	
3/7/2007	-500,000.00 Purchase CD's	500,000.00 (mature on 8/5/07)
3/7/2007	-1,839,806.16 Purchase CD's	1,839,806.16 (mature on 9/5/07)
	<u>300,000.00</u> Liquid Cash left in Working Cash #2	<u>2,339,806.16</u>
3/31/2007	369.86 Interest Earned	
	<u>300,369.86</u>	
4/30/2007	478.60 Interest Earned	9,638.91 Interest Earned
	<u>300,848.46</u>	
5/31/2007	479.72 Interest Earned	9,366.53 Interest Earned
	<u>301,328.18</u>	
6/30/2007	444.80 Interest Earned	9,658.15 Interest Earned
	<u>301,772.98</u>	
7/2/2007	-33,345.00 (per auditor move for bond payment)	
	<u>268,427.98</u>	
7/31/2007	416.87 Interest Earned	9,401.14 Interest Earned
	<u>268,844.85</u>	
8/1/2007	-52,650.00 (per auditor move for bond payment)	
	<u>216,194.85</u>	<u>2,377,870.89</u>
8/5/2007	508,874.68 CD Matures	508,874.68 CD Matures
	<u>725,069.53</u>	<u>1,868,996.21</u>
8/9/2007	586,000.00 Transfer to ISDLAF	
	<u>139,069.53</u>	
8/31/2007	1,227.49 Interest Earned	9,694.89 Interest Earned
	<u>140,297.02</u>	<u>1,878,691.10</u>
9/30/2007	105.76 Interest Earned	7,463.29 Interest Earned
	<u>140,402.78</u>	<u>1,886,154.39</u>
10/31/2007	124.77 Interest Earned	8,350.75 Interest Earned
	<u>140,527.55</u>	<u>1,894,505.14</u>
11/30/2007	104.25 Interest Earned	7,601.38 Interest Earned
	<u>140,631.80</u>	<u>1,902,106.52</u>
12/31/2007	98.95 Interest Earned	7,895.04 Interest Earned
	<u>140,730.75</u>	<u>1,910,001.56</u>
1/31/2008	97.68 Interest Earned	8,192.08 Interest Earned
	<u>140,828.43</u>	<u>1,918,193.64</u>
2/29/2008	86.07 Interest Earned	8,227.21 Interest Earned
	<u>140,914.50</u>	<u>1,926,420.85</u>
3/17/2008	-40,000.00 Transfer to ISDLAF	
	<u>100,914.50</u>	
3/31/2008	70.76 Interest Earned	7,729.43 Interest Earned
	<u>100,985.26</u>	<u>1,934,150.28</u>
4/30/2008	45.81	8,295.65
	<u>101,031.07</u>	<u>1,942,445.93</u>
Balance at Itasca Bank	2,043,477.00	

Working Cash II

Tracking

April 30, 2008

Payments for Bond Projects Through ISDLAF

8/9/2007	586,000.00	Tranfered in to Pay for Bond Projects	
7/11/2007	-5,612.00	American Comfort	Server Closet A/C 5 Years
	-24,364.80	Coleman Roofing	Roof Work 3 Years
	-47,488.50	Expedia	Cabinets 15-20 Years
	-11,960.00	Wight	Architect Fees
	496,574.70		
8/9/2007	-2,286.00	Acitelli	Air Handler 15-20 Years
	-2,707.20	Coleman Roofing	Roof Work 3 Years
	-94,334.35	Expedia	Cabinets and Doors 15-20 Years
	-9,770.00	Newport Distribution	Bathroom Stalls 15 Years
	387,477.15		
8/31/2007	-2,500.00	Wight	Services
	-3,665.00	Bella	Cabinets 15-20 Years
	381,312.15		
9/13/2007	-186.61	CDW	Phone System 15 Years
	-24,374.24	Expedia	Cabinets and Doors 15-20 Years
	-100,000.00	Itasca Park District	Franzen Park 10-15 Years
	-65,637.11	Technology Solutions	Phone System 15 Years
	191,114.19		
10/31/2007	-1,141.00	M&M Lock	Locks and Hardware 15-20 Years
	-160.00	M&M Lock	Locks and Hardware 15-20 Years
	-3,050.00	M&M Lock	Locks and Hardware 15-20 Years
	186,763.19		
11/14/2007	-11,404.56	Expedia	Cabinets and Doors 15-20 Years
	-1,298.97	Wight	Services
	174,059.66	Balance at ISDLAF	
12/12/2007	-134,714.00	Acetelli	Rooftop Unit 15-20 Years
	39,345.66		
1/9/2008	-1,240.00	Wight	Services
	38,105.66		
2/13/2008	-9,770.00	Newport Distribution	Stalls 15 Years
	28,335.66		
17-Mar	40,000.00	Tranfered in to Pay for Bond Projects	
	68,335.66		
28-Mar	42,922.70	Wight for Summer 08	
	25,412.96		
10-Apr	-7,545.00	Bella	Cabinets 15-20 Years
	17,867.96		

Balance at Itasca Bank + Balance at ISDLaf = 2,061,344.96

Sources and Uses

Working Cash II Bonds Issued 2007

	FY07	FY08
Fund Balance		2,670,242
Sources of Funds		
Net Bond Proceeds	March	2,553,811
Capitalized Interest	March	85,995
Interest Earned	To Date	30,436 85,229
Total Sources		2,670,242 2,755,471
Uses of Funds		
Interest Due	July	(85,995)
Server Closet A/C	July	(5,612)
Roof Work	July	(24,365)
Cabinets	July	(47,489)
Architect Fees for specs	July	(11,960)
Air Handler	August	(2,286)
Roof Work	August	(2,707)
Cabinets and Doors	August	(94,334)
Bathroom Stalls	August	(9,770)
Architect Fees for specs	August	(2,500)
Cabinets	August	(3,665)
Phone System	September	(187)
Cabinets and Doors	September	(24,374)
Franzen Park	September	(100,000)
Phone System	September	(65,637)
Locks and Hardware	October	(4,351)
Cabinets and Doors	November	(11,405)
Architect Fees for specs	November	(1,299)
Air Handler	December	(134,714)
Architect Fees for specs	January	(1,240)
Bathroom Stalls	February	(9,770)
Architect Fees for specs	March	(42,923)
Cabinets	April	(7,545)
Total Uses		(694,127)
Fund Balance (Funds at Itasca Bank + Funds in ISDLAF)		2,670,242 2,061,344

Sources and Uses

Working Cash II Bonds Issued 2007

FY08 Cap Expenditures Budget	Fund		
Phone System	Ed	Franzen and Benson	50,000
Routers	Ed	Franzen and Benson	25,000
Roof	O & M	District Office	25,000
Server Room A/C	O & M	District Office	6,000
Rooftop Unit	O & M	Peacock	160,000
Cabinet Replacement	O & M	Peacock	40,000
Bathroom Partitions	O & M	Peacock	36,000
Door Replacement	O & M	Benson	90,000
Park Renovation	O & M	Franzen	100,000
Roof	O & M	Franzen	30,000
Sinks	O & M	Franzen	12,000
Security Gate	O & M	Franzen	10,000
Capitalized Interest	Bond	District	85,995
Total Budget			<u>669,995</u>
Budget Balance Remaining			18,790
FY09 Projects			(42,923)

Interfund Loan History - Due To and From

Loans						Permanent Transfers	Ed Fund Balance	Total Expenditures	Fund Balance as a % of Expenditures
Date	SY	From	To	Amount	Repaid				
Mar-99	98-99	Education	IMRF	51,000.00	YES		\$2,903,174	\$6,069,000	47.836%
April-99		Education	IMRF	11,000.00	YES				
May-99		Education	IMRF	15,000.00	YES				
Apr-00	99-00	Education	IMRF	13,000.00	YES		\$2,558,780	\$6,551,000	39.059%
May-00		Education	IMRF	15,000.00	YES				
May-01	00-01	Education	O & M	55,000.00	YES		\$2,522,221	\$7,027,000	35.893%
March-02	01-02	Education	O & M	300,000.00	YES		\$2,416,716	\$7,154,000	33.781%
March-02		Education	IMRF	35,000.00	YES				
December-02	02-03	Working Cash	IMRF	100,000.00	YES		\$2,281,620	\$7,671,000	29.743%
March-03		Education	Transportation	75,000.00	YES				
April-03		Working Cash	Education	200,000.00	YES				
Apr-03		Working Cash	Education		PERM	300,000.00			
June-03		B & I	Education		PERM	68,602.00			
Nov-03	03-04	Working Cash	IMRF	125,000.00	Oct-04		\$2,293,517	\$7,627,000	30.071%
Feb-04		Education	Transportation	150,000.00	Jan-05				
Apr-04		Working Cash	Education	800,000.00	Jun-04				
Nov-04	04-05	Working Cash	IMRF	150,000.00	Oct-05		\$2,546,976	\$7,546,845	33.749%
Dec-04		Working Cash	B & I		PERM	20,000.00			
Jan-05		Working Cash	Transportation		PERM	100,000.00			
Jan-05		Education	Transportation	150,000.00	Dec-05				
Apr-05		Working Cash	Education	500,000.00	Jun-05				
Dec-06	05-06	Working Cash	IMRF	150,000.00	Oct-06		\$2,638,443	\$7,710,914	34.217%
May-06		Working Cash	Education	300,000.00	Jun-06				
Feb-07	06-07	Working Cash 1	IMRF	100,000.00	Jan-08		\$3,340,963	\$8,130,620	41.091%
May-07		Working Cash 1	Education	300,000.00		Loan Authorized but not needed			
Mar-08	07-08	Working Cash 1	Education		PERM	106,000.00	Retirement Incentives		
May-08		Working Cash 1	IMRF	80,000.00	Apr-09				

Shaded Loan(s): yet to be paid back.

Attachment C: Expanded Criminal Forensics unit

Grade	8
Length	8 weeks
Unit	Q1 Elective: Introduction to Criminal Forensics

Unit Objectives		
<ul style="list-style-type: none"> • Developing awareness of the purpose of criminal forensics and the technology used to discover and verify information • Promoting positive relationship with law enforcement officials • Studying the methods and tools used to process materials and information. • Working cooperatively in functional teams 		
Learning Concepts	Activities/Products	Lesson Objectives
Defining Forensics 1. Defining Forensics 2. Criminalistics: Then and Now 3. Evidence Collection and Preservation	1. Tools, Techniques, Careers (websearch) 2. Itasca Police Department (presentation) 3. Holmes: Logic in Literature (reading, essay)	<ul style="list-style-type: none"> • Define and identify evidence characteristics, forensic techniques, and specialized tools • Support language arts initiatives with reading and essay activity
Tools and Techniques 1. The Crime Scene and Collection of Evidence 2. Chemistry (Fabrics, Substances, Chromatography) 3. Analysis Techniques (Ballistics, Entomology) 4. Identification Techniques a. Fingerprints and handwriting b. DNA and blood type c. Fabric analysis d. Computer-based suspect sketches 5. Psychology and Behavior Analysis	1. The Crime Scene (camera techniques, police activity) 2. Evidence: Types and Collection (lecture) 3. Analysis of Evidence (ballistics, tool marks, entomology, simulated poisons) 4. Chromatography, Substances, and Fabrics (lecture, activities) 5. Identification Techniques (fingerprints, "Faces" software, simulated blood typing, police activity)	<ul style="list-style-type: none"> • Apply scientific methods to practical activities • Develop observational skills • Associate chemistry, biology, and computer science to real-world activities

Single-Analysis Scenarios 1. Collection of Evidence a. Trace evidence, fingerprints b. Tool mark molding 2. Testing Procedures a. Fibers, powders b. Ink chromatography 3. Analysis and Conclusions	Mini Mysteries 1. Trace Evidence (activities) 2. Fingerprints (activities) 3. Logic Problems (puzzles)	<ul style="list-style-type: none"> • Practical application of investigative techniques • Develop technical abilities and understandings necessary for scientific inquiry • Develop logic and analytical skills in formal research • Use of practical concept mapping
Solving “Crimes” 1. Complex Scenarios 2. Final Analysis/Conclusions	1. “Mystery of the Moon Rock” (activity) 2. “Body in the Baking Aisle” (activity) 3. “Fashion & Flowers” (activity)	<ul style="list-style-type: none"> • Combine skills and techniques • Develop logical thinking
Unit Assessment <ul style="list-style-type: none"> • Essay and oral presentations on tools & techniques • Analysis Sheets on techniques • Unit Test on terminology and logic • Conclusion Sheet on scenarios 		<ul style="list-style-type: none"> • Provide several methods of evaluation to assess multiple intelligences
Differentiation Technique investigation and scenario assignments offer success-driven challenges to all skill levels		

Course Sections	Activities	Duration (Days)
1. Introduction: Defining Criminal Forensics	Tools, Techniques, Careers	2
	Itasca Police Department	1
	Holmes: Logic in Literature	3
2. Tools & Techniques	The Crime Scene	2
	Evidence: Types and Collection	1
	Analysis of Evidence	2
	Fabrics, Substances, and Chromatography	5
	Identification Techniques	4
3. Application of Techniques	Trace Evidence	2
	Fingerprints	3
	Logic Problems	3
4. Crime Scenarios	“Mystery of the Moon Rock”	3
	“Body in the Baking Aisle”	4
	“Fashion & Flowers”	5
Total		40

TECHNOLOGY PLAN UPDATE

The following outlines activities and expenses related to the technology plan for the month of April.

There have been reports by various users of network sluggishness. After completing some very basic and preliminary testing these reports have been found to be valid. There appears to be an issue on the network originating from the Internet. In light of numerous new software deployments, services (Accelerated Reader, Holt, United Streaming, Second Life, Spelling Connections) and expanded use of the Internet there may be a need for additional Internet capacity. Additionally, the communication lines between each of the buildings and district office may require upgrades as well. A network assessment is being scheduled that will properly identify any potential problems along with recommendations on how to best move forward.

Three additional telephone lines were found to be inoperable at Peacock but have now been restored by AT&T and the telephone system has been fully functional for several weeks now.

Planning is taking place on how to best move forward with breaking down the wiring closets at Benson and Franzen prior to the start of summer. Due to summer construction a compressive plan needs to be developed for moving, storing and ensuring servers will not be damaged or affected by movement to a different subnet. Additionally, a plan is being worked on to move the principals and their respective secretaries to Peacock with the most optimal access to their servers and services.

Due to a number of large-scaled network upgrades planned for summer the technology team has been developing an action plan to ensure these projects are effectively and efficiently completed during the summer along with the additional demands that will be part of the construction projects at Benson and Franzen. Since there will be a greater than usual demand at the start of the school year the staff wants to ensure projects are completed well in advance of the buildings reopening.

The district's computer technician completed an extensive class on Microsoft Vista as an introduction to the new operating system. Vista is planned to be rolled out on all new computers beginning with the 2009-2010 school year and this is the start of the technology departments move for testing and providing a rollout plan for the new OS.

The expenditures for the month of April are as follows:

Consultant Fees	\$260.00
Reoccurring Charges	\$3,790.60
Repair/Replacement	\$3,060.83
Training	\$2,395.00
Telecommunications Charges	
-WAN	\$590.18
-Internet (ISBE)	\$229.09
TOTAL EXPENDITURES	\$10,325.70

Report on Superintendent Goal #1, 2007-2008

Assess and report the teachers' level of acceptance and teachers' judgment of student success with 6+1 Writing Traits and the middle school science adoption.

This goal involved observation and assessment of two relatively new programs in District 10. With the assistance of Dr. Tornatore and the principals along with the cooperation of staff, I was able to complete this goal successfully. Principals monitored the implementation of these programs on a routine basis throughout the year. Dr. Tornatore met with groups of teachers to support their efforts. Brief teacher surveys were developed to provide quantitative assessment of the programs.

6+1 Writing Traits

Teachers at all three schools were asked, "How well do you like the "6+1 Traits of Writing" program. All teachers responding at both Benson and Franzen liked the program "extremely well" or "moderate like(d) the program." Thirteen teachers at Peacock felt the same way. However, one teacher did not like the program.

All teachers were asked if they felt students were more successful with 6+1 Traits than with prior programs. 15 of 16 teachers at Benson responded "yes". All teachers at Franzen responded "yes". Nine of 14 teachers at Peacock responded "yes". When asked how teachers measured student performance to support their opinion in the prior question, most teachers felt their observation and overall writing performance pointed to the preference.

Middle School Science

The three science teachers at Peacock were asked how well they liked the new middle school science program. All three responded "extremely well." They were also asked components of the program they found most beneficial for students and teachers. The textbook was unanimously named, with two teachers mentioning supplemental worksheets and software. One teacher mentioned the assessments and the website. When asked if this new program allowed students to be more successful than the old program, all three teachers responded "yes". All teachers used data from their observation and student performance on assignments as a basis for their response to the prior question.

Implications

The teachers universally accept the middle school science program. They have observed improved student performance. The program has been implemented well and should be monitored through typical teacher observations.

The 6+1 Traits of Writing is not seen as an improvement consistently among all teachers. That feeling is most strong at the middle school level. It is recommended that principals and Dr. Tornatore follow up with middle school staff to determine a course of action to address staff concerns.

OPERATIONAL BOARD BRIEFS

April 14, 2008

NDSEC BOARD MEMBERS

Dr. Kim Perkins
Chairperson
District #13 Superintendent

Mr. John Corbett
Vice Chairperson
District #7 Superintendent

Ms. Patricia Reyes
District #2 Board Member
Ms. Kathy Lane
District #2 Alternate Member
Dr. William Jordan
District #2 Superintendent

Ms. Marilyn Daniels
District #7 Board Member
To be named
District #7 Alternate Member
Mr. John Corbett
District #7 Superintendent

Ms. Debbi Pawinski
District #10 Board Member
To be named
District #10 Alternate Member
Dr. Kenneth Cull
District #10 Superintendent

Ms. Melissa Riley
District #11 Board Member
To be named
District #11 Alternate Member
Dr. Joseph Bailey
District #11 Superintendent

Ms. Robin Taucher
District #12 Board Member
To be named
District #12 Alternate Member
Dr. Lori Bein
District #12 Superintendent

Dr. Donald Litchfield
District #13 Board Member
To be named
District #13 Alternate Member
Dr. Kim Perkins
District #13 Superintendent

Ms. Dorothy Lange
District #100 Board Member
To be named
District #100 Alternate
Member
Ms. Kathie Pierce
District #100 Superintendent

Ms. Patricia Szerloeg
District #108 Board Member
Ms. Barb Leyer
District #108 Alternate
Member
Dr. John K. Butts
District #108 Superintendent

EXECUTIVE DIRECTOR
Dr. Rita A. Stevenson

BOARD SECRETARY
Ms. Susan Steele

The regular meeting of the Operational Board was called to order by Dr. Perkins at 3:04 p.m. at the NDSEC Administrative Office. All eight districts were represented at roll call. Fifteen board members attended.

Additional Agenda Items – Dr. Cull introduced Dr. Marcia Tornatore as the new District 10 Superintendent as of July 1.

Public Comments – none

Consent Agenda – approved: March meeting minutes and bill list, personnel issues (1 appointment-contractual employee, 1 recommendation to the Governing Board for dismissal-educational support personnel).

Action Items

A. **Resolution for Appointment of School Treasurer** – Ms. Jenny Kilkenny was appointed NDSEC Treasurer.

B. **Moving Bid** – The lowest bidder meeting specifications, J and P Moving Service, Inc., was approved to move the administrative staff and Transition Program.

Discussion/Reports

A. **NDSEC Staff/Enrollment Profile with 2008-09 Projections** – The profile as of 4/4/08 was provided.

B. **Monthly Financial Summary (March 2008)** – As of 3/31/08 (75% of fiscal year completed), NDSEC has expended 64.4% of budgeted expenditures.

C. **Finance Committee Report** – Dr. Cull summarized the Finance Committee meeting that immediately preceded the board meeting. The committee reviewed moving costs, cash flow and how it relates to the fund balance and reimbursement, and extraordinary pupil reimbursement. The appropriate fund balance for FY09 will be determined after the budget is completed and will be in the area of 22% of the total budget.

D. **Board Committee Size** – Dr. Stevenson noted the size of some board committees qualifies their meetings as official board meetings. Upon the recommendation of Dr. Jordan, board members agreed the size of the committees should remain the same but notice of their meetings should be posted and official minutes taken.

E. **2008-09 NDSEC Budget** – The tentative budget will be presented in June; the final budget in August.

F. **2008-09 NDSEC Calendar** – Dr. Stevenson said there will not be a 2008-09 NDSEC program calendar. All NDSEC classrooms will follow the calendar of the district in which they are situated. Lincoln Academy will follow the District 108 calendar.

G. **RtI District Self-Assessment Template** – Board members were given a copy of the template. NDSEC staff will be attending the May 21-22 ASPIRE Conference at NIU. The focus of the conference is to help districts complete the RtI template. The deadline for submitting the template is extended for districts attending the conference from May 23 to June 8. NDSEC will register member district staff for the conference and stands ready to help districts with the process.

- H. **User Fee Agreements** – District coordinators have been asked to determine NDSEC personnel needs for next year and to update their district's User Fee Agreement for 2008-09 accordingly for superintendent signature.
- I. **IAA Update** – Dr. Stevenson reported the LEND IAA subcommittee is planning to aggressively move forward publicly with concerns about IAA as well as assessment of ELL students.

Informational Items

- A. **DuPage/West Cook Governing Board Briefs (March 13 Meeting)** – provided to board members.
- B. **Finance Committee 4/14/08 meeting documents** – provided to board members.

Meeting adjourned at 3:15 p.m.

The next Operational Board meeting will be **May 12, 2008, at 3:00 p.m.** at 255 E. Lake, Suite 301, Bloomingdale, IL.

If you have any questions regarding any of the above, please contact Dr. Rita Stevenson at 630-894-0490.

MIDDLE SCHOOL REPORT

I. Student issues

2007-08 Discipline

Month	30-minute detentions	One-hour detentions	Two-hour detentions	Bus suspensions	In-school suspensions	Suspensions	Expulsions
Aug./Sep.	0	0	0	0	0	0	0
September 5-28	16	5	1	0	0	0	0
Oct.	30	3	0	0	1	2	0
November	44	10	1	0	0	0	0
December	31	14	2	0	0	0	0
January	21	14	8	0	0	0	0
February	13	5	4	0	1	0	0
March	22	7	8	0	0	1	0
April	21	11	7	0	1	1	0

2007-08 Counselor Student Contacts

Month	Academic	Attendance	Discipl.	Peer issues	Emotional concerns	Family issues	Health issues	Sexual harass.	Teasing
Aug./Sep.	1	0	0	9	3	3	5	0	5
Sept. 5-28	43	7	10	31	7	5	4	0	10
October	73	7	5	28	9	8	2	0	42
November	51	3	11	31	22	11	3	0	0
December	45	3	8	23	20	13	3	0	3
January	46	0	9	24	5	26	3	0	1
February	58	3	5	30	4	5	2	0	1
March	60	0	12	10	6	6	3	0	1
April	84	2	26	48	6	9	19	0	5

2007-08 Counselor Parent Contacts

Month	Academic	Attendance	Discipl.	Peer issues	Emotional concerns	Family issues	Health issues	Sexual harass.	Teasing
Aug./Sep.	7	0	0	1	0	1	0	0	0
September 5-28	24	2	1	7	6	4	1	0	3
Oct.	38	2	4	7	0	3	5	0	13
November	27	0	7	2	3	2	7	0	0
December	25	5	2	2	14	6	3	0	0
January	32	0	3	3	6	7	5	0	2
February	33	6	2	0	3	2	10	0	0
March	19	2	7	6	7	1	6	0	0
April	26	1	14	5	4	3	5	0	0

II. Graduation update

The number of 8 th grade students:	February	March	April	May
With a GPA of less than 1.70	4	4	4	4
Missing one or more Community Service hours	N/A	72	53	25

N/A – Not available

The deadline for completing all community service hours and a final grade check to determine graduation participation eligibility is Friday, May 30, 2008.

III. Parent and student surveys for 2008

Peacock's annual parent survey of opinion was mailed to all parents/guardians of current students in late April while our students will complete the student opinion survey during their May 13th advisor period. The results of both surveys will be available in June and subsequently reported within the August Middle School Report.

IV. Student high school placement data

Each year Lake Park presents us with data on 9th grade student placement as a result of the EXPLORE battery of tests taken by our 8th graders in December. The results appear to be very consistent with prior years' data although Science reflected a comparatively higher number of students entering both the advanced and the honors levels of Biology.

Please find the complete listing of results on the following page.

IV. Discipline/Medication and Wellness Committee report

Each year a state mandated committee that consists of District 10 staff, a School Board member, a member of the community, and administration meets to review current District 10 policies and procedures regarding student discipline, medication, and wellness. On April 28th the committee met at Peacock with the meeting's minutes presented in this packet.

LAKE PARK PLACEMENT OF PEACOCK GRADUATES

PEACOCK CLASS OF:	1996	1997	1998	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
PLACEMENT																	
ENGLISH																	
Honors	10	15	9	10	9	15	11	16	13	17	17	15	15				
Advanced	48	39	39	40	51	42	48	65	48	56	54	48	51				
Regular	36	29	21	20	30	17	25	22	18	24	32	24	22				
Basic	5	3	8	7	N/A	11											
Reading (Remedial)							N/A	4	11	N/A							
***SOCIAL STUDIES																	
Honors World History	11	15	11	14	7	7	8	13	9	14	17	15	16				
Advanced World History	54	41	40	50	48	48	46	65	40	64	52	50	54				
Regular World History	34	30	27	13	35	30	30	13	13	19	34	22	18				
SCIENCE																	
Honors Biology	11	12	8	15	6	9	9	14	10	14	7	19	19				
****Biology											61	50	60				
Advanced Biology -Laboratory class	54	44	45	49	61	45	49	79	60	64							
Biology G	34	30	25	13	23	31	26	14	20	19	35	18	9				
MATH																	
Honors Geometry or Geometry	6	N/A	12	15	17	17	*27	22	32	34	37	25	30				
**Honors Algebra	4	13															
Algebra	41	32	41	40	42	43	*36	67	32	43	35	37	28				
*****Double Algebra											27	14	25				
Pre -Algebra											4	11	5				
Algebra Part I	32	27	16	15	17	15	11	18	20	16							
Applied Math	16	14	9	7	14	10	14	1	6	4							

*Figures reflect a change in Lake Park's placement policies

**Honors Algebra was no longer offered after the 1996-97 school year.

***Numbers in World History may not match other subjects due to summer school option

****Advanced Biology is no longer offered. Students previously placed into Advanced Biology are now placed into Biology, which is a lab. course.

*****Double Algebra is a new math offering implemented for the 2006-07 school year.

N/A - figures not available

Itasca School District #10
Discipline & Medication/Wellness Committee

April 29, 2008

To: Fred Maier
Dee Dee Castello
Ruth Barchfeld
Linda Kaye

Sini Thomas
Dawn Turner

From: Reinhard Nickisch
Re: District 10 Discipline & Medication/Wellness Committee

The annual meeting of this committee took place on Monday, April 28, 2008 at 4 pm and was held in the office of the principal of Peacock Middle School.

- I. Review of committee's purpose – A brief review of the committee's purpose and goals took place.
- II. Review district's discipline procedures – Following a review of the discipline policies and procedures covering the three buildings in District 10 one minor addition to Peacock's cell phone policy was recommended by Reinhard Nickisch, Peacock's principal. Students will not be allowed to bring cameras to school unless the camera serves a purpose to fulfill a curriculum or extra curriculum requirement. In that event, a written notice from a Peacock staff must be secured before the camera is brought to school. Failure for a student to abide by this policy will follow the same outline of consequences currently covering cell phone violations.
- III. Wellness Policy – Ruth Barchfeld provided an update on the status of a number of wellness related legislation and issues.
 - A. MRSA infections – The Illinois Department of Public Health has established a set of guidelines for schools regarding the care of infections. These guidelines include having the school health service "take an active role in evaluating student skin lesions including those that resemble a 'bug bite' or other pustule skin lesions that appear to be infected". The agency also recommends proper procedures for infection control involving wounds, hygienic practices that include proper hand hygiene, sharing personal items, cleaning environmental surfaces including mats and toys, and educational awareness of the transmission of MRSA skin and soft tissue infections among students who participate in competitive sports.
 - B. Students with diabetes – If a new law entitled Care of Students with Diabetes Act passes in Illinois (its final action has been delayed until at least May 9), schools will be required to create a diabetes medical management plan for any student with diabetes who seeks assistance with diabetes care in the school setting by the student's parent or guardian. The law would among other things, prevent the school from restricting the assignment of a student with diabetes to a particular school on the basis that the school does not have a full-time school nurse or the required

Itasca School District #10
Discipline & Medication/Wellness Committee

designated diabetes care aides, nor may a school deny access to a student on the basis that a student has been diagnosed with diabetes. The law would also provide for civil immunity, a prohibition on disciplinary proceedings, and rights under federal law.

- C. Student eye exams – This new law in Illinois requires eye examinations of children enrolling in kindergarten after January 1, 2008, and any children enrolling for the first time in a public, private, or parochial school after January 1, 2008, must have an eye examination and present proof of the eye examination to the school before October 15th of the school year. If not, the school may hold the child's report card, but may not deny school attendance to the child. Additional requirements, waivers, exemptions and restrictions apply to this law. Schools are required to report to ISBE by June 30 of each year the numbers of children receiving eye examinations, those with religious exemptions, those with waivers, and those in noncompliance.
- IV. Review the district's medication policies and procedures – Ruth Barchfeld indicated that current policies and practices would remain in effect for the upcoming school year.

CC. Dr. Cull, Superintendent of Schools
Dr. Joanna Medwick, Principal Franzen Intermediate School