

**MINUTES OF THE REGULAR MEETING  
OF  
FOX RIVER GROVE SCHOOL DISTRICT 3  
BOARD OF EDUCATION  
MONDAY, OCTOBER 27, 2008 – 7:00 P.M.  
FOX RIVER GROVE MIDDLE SCHOOL LIBRARY**

**PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was recited.

**CALL TO ORDER AND ROLL CALL**

Board President Pat Hughes called the meeting to order at 7:00 p.m. Members present were Lisa Anderson, Steve Knar, Pat Hughes, Gerry Blohm, Susan McGarrigle and Kris Germain. Also present were Superintendent Tim Mahaffy and Principals Karen Machroli and Eric Runck. Absent was board member Tom Mollet.

**WELCOME GUESTS/PUBLIC COMMENT**

Ms. Machroli introduced District Librarian, Laura Richards, and ARS School Psychologist and Special Needs Coordinator, Jaime White. Elisa Buss, parent and substitute teacher at ARS was also introduced.

Mr. Runck introduced parent and play director, Steve Pickering.

Dr. Mahaffy introduced Shelly Casella, auditor for Eder, Casella & Co., Board Treasurer, Bob Blumberg, former Superintendent Dr. Krause and her husband, Harry, Sarah Ireland, District Bookkeeper and parent, Diana Brady.

Board member Tom Mollet entered the meeting at 7:03 p.m.

No one signed in to address the Board.

**CONSENT AGENDA**

A motion was made by Gerry Blohm to approve the consent agenda, approve and open to the public the regular minutes of the regular Board meeting of September 22, 2008, approve the September 2008 Treasurer's Report, approve the October 2008 Bills and Payroll and approve the September Activity Accounts Report. Lisa Anderson seconded the motion. A roll call vote was taken. Voting aye – Steve Knar, Pat Hughes, Gerry Blohm, Susan McGarrigle, Kris Germain, Tom Mollet and Lisa Anderson. Voting nay – none. Motion approved.

## **OLD BUSINESS**

None.

## **NEW BUSINESS**

Dr. Mahaffy reminded the Board that earlier in the year, in honor of Dr. Krause, a citizenship award was created and will be given to a 4<sup>th</sup> grade boy and girl who exhibits outstanding character, motivation to learn and friend to all. This plaque will hang at Algonquin Road School.

Dr. Krause stated that she was astonished and totally grateful to the Board of Education for this recognition. With the permission of the Board, Dr. Krause would like to donate \$1,000 to an Endowment Fund to be held in the Activity Account. The district auditors (Eder Casella) approved the acceptance of this endowment fund as an activity fund line item. Dr. Krause stated that she has been an educator for 34 years with the last 17 as an Administrator in Fox River Grove. The first 17 years were spent either as an elementary school teacher where there is a strong focal point on language arts and teaching language arts in the middle school. Dr. Krause stated that this is where her heart lies and the reason why she would be appreciative of giving a child a book or some form of reading experience. The students who receive the award each year, would also receive either a \$25.00 gift card to a book store or gift voucher to be spent at the annual book fair at the school or, over time, some other form of learning material. The Superintendent and the Board thanked Dr. Krause for this endowment fund.

District librarian, Laura Richards, discussed the annual Secretary of State Library Grant. The grant is based on the number of students in the district and the district will receive about \$.75 per student – around \$400.00. Things in the library are running very well. The dinosaur book collection is beginning to show some wear.

A motion to approve the 2008-2009 Secretary of State Library Grant was made by Steve Knar and seconded by Lisa Anderson (08-10-01). A roll call vote was taken. Voting aye – Pat Hughes, Gerry Blohm, Susan McGarrigle, Kris Germain, Tom Mollet, Lisa Anderson and Steve Knar. Voting nay – None. Motion approved.

Mrs. Shelly Casella, managing partner of Eder, Casella & Co., reviewed the FY08 Audit Report and Management Letter (08-10-02). The district has not received a Management Letter for several years. Mrs. Casella complimented our District Bookkeeper, Sarah Ireland, on the excellent job she is doing with the accounting system. This year, however, there was a change in the standards resulting in the Management Letter. Anytime during the course of an audit if an auditor has to make an adjustment that is considered to be material (a dollar amount based on assets and revenues) requires a Management Letter stating that there is a weakness in the district's internal control system. The District receives "on behalf of payments" from the State of Illinois that do not directly come to the District but go to TRS (Teacher Retirement System) on our behalf. The District, however, must list these revenues and expenses (approximately \$360,000) in the Education Fund. Since the money does not come in to the District and the District does not physically write the check to TRS, is why the entry was not made. This adjustment will be made prior to next year's audit. The District should not be alarmed by the

letter. This adjustment was due to a new State standard. Mrs. Casella stated that there was nothing really significant in the audit report from prior years. Mrs. Casella reviewed the quantity of reserves that are available in each fund if something were to happen to our revenues. Most government entities would like to have between 3 months and 24 months in reserve. Mrs. Casella indicated that the District currently has a 6 month reserve in the Education Fund, a 13 month reserve in the Operations & Maintenance Fund, a 7 month reserve in Bond and Interest and a 12 month reserve in the IMRF Fund. It was recommended that the District look at the Transportation Fund since it currently has 31 months in reserve. You can have a larger reserve in a particular fund as long as you have designated those monies for a particular item (i.e., new building, new bus, etc.).

Dr. Mahaffy stated that the budget will no longer be zeroed out at the end of the year. For future budgeting purposes, the actual expenses will be listed whether over or under. Mrs. Casella warned the Board and Administration that if any one Fund in total goes over expenditures by even just \$1.00, the auditors will need to report this in the audit report. It is illegal to go over the Fund amount in total. Most clients look at each Fund before the end of the year to make sure they are at least covered in each Fund in total. The budget should be amended if the District has overspent in a Fund and amend only those line items which caused the District to go over budget.

A motion to approve the FY08 Audit Report was made by Susan McGarrigle and seconded by Tom Mollet. A roll call vote was taken. Voting aye – Gerry Blohm, Susan McGarrigle, Kris Germain, Tom Mollet, Lisa Anderson, Steve Knar and Pat Hughes. Voting nay – none. Motion approved.

Mrs. Jaime White, the District's Special Needs and RTI Coordinator, delivered a power point presentation using AimsWeb data collected from a screening done on K-2 students at Algonquin Road School. An RTI (Response to Intervention) plan must be in place by January 1, 2009. AimsWeb is a web based data collection system that provides student charts and can also show comparative data (i.e., students versus their class, across the grade level, different schools if there were more than one school in the district). AimsWeb covers a wide variety of curricular areas including reading, early literacy, mathematics, writing and a reading comprehension component and benchmark monitoring, strategic monitoring and progress monitoring. Standardized data collected from AimsWeb is very user friendly for both the teacher and parents. Assessments can be administered as often as once a week and data can be grouped into many different ways. Student data is kept by school year in the data base.

Dr. Mahaffy stated that most of this work is already being done. This is just the creation of a formal process to make sure the District is trying every intervention possible to see if a child can make gains before we say they need special services. This will take a total team effort. This will be a reallocation of resources. Response to Intervention is not a special education initiative. It is a regular education initiative. Schools across the county are working together to do what is good for the students.

A motion to approve the following volunteer coaches and assistant coaches – assistant coaches, Melly Wirth and Melissa Bo-Hansen (6<sup>th</sup>-7<sup>th</sup> cheerleading) and Steve Ostergaard, head coach (6<sup>th</sup>/7<sup>th</sup> boys basketball), was made by Lisa Anderson and seconded by Kris Germain (08-10-03).

A roll call vote was taken. Voting aye – Susan McGarrigle, Kris Germain, Tom Mollet, Lisa Anderson, Steve Knar, Pat Hughes and Gerry Blohm. Voting nay – None. Motion approved.

Dr. Mahaffy informed the Board that at this time the District does not have a teacher for the Academically Talented after school class. If no teacher can be located, the class will be cancelled.

A motion to approve the Special Needs and RTI Coordinator Job Description was made by Steve Knar and seconded by Gerry Blohm. A roll call vote was taken. Voting aye – Kris Germain, Tom Mollet, Lisa Anderson, Steve Knar, Pat Hughes, Gerry Blohm and Susan McGarrigle. Voting nay – None. Motion approved.

A motion to approve the authorization for prepayment of the Home Depot Credit Card and HD Supply was made by Kris Germain and seconded by Susan McGarrigle. A roll call vote was taken. Voting aye – Tom Mollet, Lisa Anderson, Steve Knar, Pat Hughes, Gerry Blohm, Susan McGarrigle and Kris Germain. Voting nay – none. Motion approved.

## **POLICY**

None.

## **SCHOOL REPORTS**

***Algonquin Road School – Ms. Machroli*** – Red Ribbon week began this week. Kim Neilson, School Social Worker, did a great job with all the special activities scheduled for the week. Open House at Algonquin Road School for American Education Week will be Wednesday, November 19<sup>th</sup>. Voting will be held in Mrs. Bebber’s art room and the Board advised Ms. Machroli to hold indoor recess on this day. The 4<sup>th</sup> grade teachers and class will be holding a mock election. Ballots have been made and after voting each student will receive a sticker.

***Fox River Grove Middle School – Mr. Runck*** – Students at the Middle School signed pledges to remain drug free. After signing, students received wrist bands donated by the PTO. The theme for the week is “sock it to drugs”. The class that collects the most socks will receive a pizza party from Domino’s pizza. A Pride Club has been organized. With this in mind, posters have been hung, the band played at the first Pep Assembly and the chorus sang the National Anthem at the game. All audience members stopped when the singing began. College shirt Fridays has been initiated to promote attending college and selecting careers. Norene Carr created a flyer on the Scholastic Bowl explaining that it is an academic competition similar to Jeopardy. The 5<sup>th</sup> through 8<sup>th</sup> grades developed pride papers. The academic component of the pride papers will be discussed at the next early release. A program called “bugs” – bringing up your grade – so that the students are rewarded for academic progress is also being looked into.

## **SUPERINTENDENT’S REPORT**

Mr. Richard Dose from CLIC (the District’s liability insurance) will be speaking to the staff on November 7<sup>th</sup>.

Dr. Mahaffy discussed the possibility of bringing in Chevron Energy Solutions to do a feasibility study on our buildings and energy. Chevron looks at the entire educational environment and suggests improvements. The Board instructed Dr. Mahaffy to invite Sharon Uslin of Chevron as well as members of the Green Team to come to the November board meeting.

### **COMMITTEE REPORTS**

None.

### **ANNOUNCEMENTS, NOTICES AND COMMUNICATIONS**

A thank you card was passed around to the Board.

### **EXECUTIVE SESSION**

A motion to adjourn to executive session at 8:32 p.m. to consider information regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district was made by Steve Knar and seconded by Susan McGarrigle. A roll call vote was taken. Voting aye – Lisa Anderson, Steve Knar, Pat Hughes, Gerry Blohm, Susan McGarrigle, Kris German and Tom Mollet. Voting nay – none. Motion approved.

There will be action.

### **ACTION FOLLOWING EXECUTIVE SESSION**

A motion to return from executive session at 9:05 p.m. was made by Kris Germain and seconded by Steve Knar. A roll call vote was taken. Voting aye – Gerry Blohm, Susan McGarrigle, Kris Germain, Tom Mollet, Lisa Anderson, Steve Knar, Pat Hughes and Gerry Blohm. Voting nay – none. Motion approved.

A motion to employ Laura Chamerlik as a non-certified health aide for the remainder of the 2008-2009 school year was made by Tom Mollet and seconded by Lisa Anderson. A roll call vote was taken. Voting aye – Susan McGarrigle, Kris Germain, Tom Mollet, Lisa Anderson, Steve Knar, Pat Hughes and Gerry Blohm. Voting nay – none. Motion approved.

### **ADJOURNMENT**

A motion to adjourn the meeting at 9:06 p.m. was made by Steve Knar and seconded by Kris Germain. A voice vote was taken. Voting aye – All ayes. Voting nay – None. Motion approved.

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Patrick B. Hughes  
President  
BOARD OF EDUCATION

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Lois M. Bowman  
Secretary  
BOARD OF EDUCATION