

**BOARD OF EDUCATION  
SCHOOL DISTRICT 162  
COOK COUNTY  
RICHTON PARK, IL 60471  
January 17, 2017**

*"We take the hopes and dreams of the community and turn them into reality!"*

**REGULAR SESSION**

**Convened: 6:31 p.m.**

**Adjourned: 7:37 p.m.**

**BOARD MEMBERS PRESENT:** Alicia Rodman McCray, President; Ron Bean, Vice President; Kevin Murphy, Secretary; Evelyn Green; Sandi Gordon; Felix Simpkins; Karen McCray

**BOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Dr. Blondean Y. Davis, Doug Hamilton, Earnestine Foster, Mark Walczak, Yvonne Williams, Deborah Duskey, Linda Disney, Michael E. Gettings, David Rupert, Latunja O. Williams, Sheloanda Porche-Box, Pat Ransford, Jo Ross, Carl Cogar, Narishea Parham, Lara Reznick, Amanda Godin, Bill Howard, Gail Hartsough, Stephanie Healy, Camilla Covington, Cory Gold, Brenda Calvin, Robert Tomic, Greg Huelsman, Kim McGuire, Sandra Banger, John George, Caitlin Kosteck, Debbie Szczecina, Lorrie Clayton, Jessica Washington

**MINUTES OF THE MEETING**

Mrs. Rodman McCray called the regular session to order at 6:31 p.m. and noted that there was a quorum. Mrs. Rodman McCray directed the Board secretary to make a roll call notation.

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**DATES TO REMEMBER**

Dr. Davis reviewed the “Dates to Remember.” She complimented the Huth Middle School staff and students for the “magnificent” science projects that were on display at the Huth Middle School Science Fair. Dr. Davis noted that there was a large turnout for the fair.

Dr. Davis invited the Board members and audience to attend the District’s spelling bee. She mentioned that some of the District’s spelling bee alumni will attend the bee. Dr. Davis also stated that Miss Indya Gettings, former District 162 spelling bee champion and current Southland College Prep sophomore, has been named student coordinator and will assist the competitors in preparing for the District bee.

Mr. Howard, assistant principal of Matteson School and Richton Square School, announced that Matteson School’s Moms’ Day speaker will be Mrs. Monica Fountain, director of communications for District 162 and Southland College Prep.

Dr. Davis stated that the Illinois School Sweetheart Dance has been rescheduled for February 24, 2017.

Dr. Davis asked Ms. Earnestine Foster, assistant superintendent, to ensure that there is no conflict between the dates of the Illinois School and Indiana School Black History programs.

**AUDIENCE TO VISITORS PERTAINING TO AGENDA ITEMS ONLY**

Nothing at this time.

**CONSENT AGENDA**

Dr. Doug Hamilton introduced Caitlin Kostek, a new special education teacher at Illinois School.

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**Minutes**

Regular Session, December 20, 2016

Executive Session, December 20, 2016

**Personnel**

*Employment*

Approve the employment of Caitlin Kosteck, teacher at Illinois School, effective January 9, 2017.

*Retirements/Resignations*

Approve the intent to retire for Sharon Cruikshank, media specialist at Arcadia School, effective at the end of the 2016–2017 school year.

Approve the resignation of Melanie Helfrich, teacher at Sauk School, effective January 6, 2017.

Approve the resignation of Dennis Pieper, teacher at Illinois School, effective at the end of the 2016–2017 school year.

**Policy Matters**

Nothing at this time.

**Annual Business**

Nothing at this time.

**Bill Listing** – Authorization of the administration to pay the schedule of bills payable and authorize the District Treasurer to sign the checks dated January 17, 2017, in the amount of \$997,792.75.

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**Imprest Fund Reimbursement** – Authorization to reimburse the District Imprest Fund in the amount of \$42,464.13

**Financial Statement** – The December 2016 Financial Statement is presented for review.

**Payroll Vouchers** – Authorization for the District Treasurer to sign the payrolls dated February 15, 2017, and February 28, 2017, including all bills for payroll deductions and contributions by the school district.

**Gifts and Donations**

Nothing at this time.

The motion carried by a unanimous roll call vote:

**YES**

**NO**

Bean

Green

Murphy

Gordon

McCray

Simpkins

Rodman McCray

**SUPERINTENDENT'S REPORT**

*Enrollment*

Dr. Davis presented a report comparing District membership by school for December 16, 2016, and January 13, 2017.

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**Membership: December 16, 2016**

School	Total
Arcadia	439
Huth	567
Illinois	370
Indiana	374
Matteson	347
Richton Square	270
Sauk	362
Out-of-District	47
<b>Total</b>	<b>2,776</b>

\*Data from PowerSchool

**Membership: January 13, 2017**

School	Total
Arcadia	443
Huth	566
Illinois	370
Indiana	379
Matteson	476*
Richton Square	166*
Sauk	362*
Out-of-District	47
<b>Total</b>	<b>2,809</b>

\*Data from PowerSchool

**Changes in Membership from December 16, 2016 to January 13, 2017**

Schools	12/16/16	1/13/17	+/-	Explanation
Arcadia	439	443	+4	Gained one student in kindergarten and three students in 2nd grade
Huth	567	566	-1	Lost two students in 8th grade; gained one student in 7th grade
Illinois	370	370	0	No change
Indiana	374	379	+5	Gained one student in 5th grade and four students in 6th grade
Matteson	347	476*	+129	Gained 126 kindergarten students from Richton Square School and one student each in 1st grade and 3rd grade
Richton Square	270	166*	-104	Lost 126 kindergarten students to Matteson School; gained 22 prekindergarten students
Sauk	362	362*	0	Lost one student in 5th grade; gained one student in 4th grade
Out-of-District	47	47	0	Lost one student in 1st grade; gained one student in kindergarten
<b>SD 162 Total</b>	<b>2,776</b>	<b>2,809</b>	<b>+33</b>	

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Dr. Davis stated that Richton Square School gained 22 new students as a result of the opening of the new full-day preschool program. She said that she anticipates that enrollment will increase by 50 students by the February Board meeting.

*Grants*

Dr. Davis presented a summary of the grants that Huth Middle School teachers have received from the Meemic Foundation:

Meemic Foundation	Purpose	Recipient	Award
	Library Books	Linda Keel	\$500
	Classroom Dictionaries	Amie Leib	\$100
	Listening Station	Ronisha Dubose	\$100
	<b>Total Awards</b>		<b>\$700</b>

*Outstanding State Categorical Payments*

Mr. Craig Englert, assistant superintendent of business services, addressed the Board regarding categorical payments owed to the District by the state. He noted that the following payments are still due to the District:

Month	Outstanding Payment
June 2016	\$242,043
September 2016	\$722,474
December 2016	\$780,524
<b>Total owed by State of Illinois</b>	<b>\$1,745,041</b>

Mr. Englert reported that the state remitted \$700,000 to the District in December but still owes the District \$242,043 from what was due in June 2016. Mr. Englert said that the state owes the District a total of \$1.7 million.

Additionally, Mr. Englert announced that the District will go out to bid in the next few months for certain services, including the following:

- Garbage Collection
- Printers
- Landscaping
- Financial Audit Services

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He noted that the District will not go out to bid for water/lead testing.

Dr. Davis commented that there is a new law that requires districts to test for lead in all areas where children could be exposed to water. She said that the District will begin testing kitchen and bathroom water and water in other areas where children could be exposed to contamination. Dr. Davis reported that an environmental firm will conduct the lead testing. She noted that, historically, the District has only tested for lead in water fountains. Dr. Davis noted that the lead testing that the District conducted last year found that all District buildings were lead-free.

*Preschool for All*

Mrs. Yvonne Williams, chief special education officer for the District, presented an overview of the District's newly revamped Preschool for All program. She noted the following program statistics:

- The full day program began on January 9, 2017.
- Open House for preschool parents took place on January 12, 2017.
- The half-day program capacity is 80 students—its current enrollment is 41 with 39 open slots.
- The full-day program capacity is 100 students—its current enrollment is 98 with two open slots.

Mrs. Williams announced that the preschool conducted a screening on January 20, 2017, in order to identify students to fill the remaining seats and to establish a new waiting list. Mrs. Williams reported that the grand re-opening of the preschool program went smoothly and problem-free. She noted that having only three- and four-year olds at Richton Square School has created a new dynamic in the building. Mrs. Williams complimented the Matteson School and Richton Square School staff members for the seamless transition. She stated that the preschool program has developed videotaped promos to publicize the program. The promos are running on the cable access channels and websites of the villages that feed into the District.



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Mrs. Williams said, to date, there are 55 applicants for the program. She stated that the program will likely add 50–70 more students by the February Board meeting.

*State & District Assessments*

Dr. Davis stated that the District has not yet received the results of the assessments that students took last March. She announced that the District has purchased new books and upgraded technology resources in order to better prepare for the assessments this year. She noted that students will have access to Study Island and other test prep programs. Dr. Davis said that she expects District students to exceed standards on their assessments. She noted that the District's area of deficiency is math, but that she is seeing some improvement. Dr. Davis said that the District appears to have a good grasp on the Common Core. Dr. Davis complimented Dr. Latunja Williams, director of mathematics for the District, for her work helping District students make progress in math. Dr. Davis presented the schedule for State and District assessments, as follows:

Grade Level	Type	Assessment	Testing Window
5 & 8 only	State	Illinois Science Assessment—online only	March 13–17, 2017
3–8	State	PARCC Assessment— English Language Arts & Mathematics	March 27–April 13, 2017
K–2	District	Terra Nova—Complete Battery Reading & Mathematics	May 1–12, 2017
3–8	District	Terra Nova—Common Core English Language Arts & Mathematics	May 1–12, 2017

*2015–2016 Financial Results*

Craig Englert addressed the Board regarding the District's annual audit. He noted that during the audit, Mr. Mike Zagar, the District's assistant business manager, discovered an error on the part of TRS with regard to disclosures related to the District's pension obligations. Mr. Englert praised Mr. Zagar for his outstanding work with the District's financial statements. Mr. Englert introduced Mr. John George, from the auditing firm of RSM US LLP, who presented the results of the District's 2015–2016 financial audit. He stated that the audit was conducted in accordance with the requirements of the Governmental Accounting Standards



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Board. Mr. George reported the following:

*Revenue*

- Total Revenue Budget = \$42,308,948
- Actual Total Revenue = \$42,122,772
- Difference = \$186,176

Mr. George commented that there is less revenue in the budget primarily due to late state categorical payments.

*Expenditures*

- Total Expenditure Budget = \$42,161,869
- Actual Total Expenditures = \$42,157,297
- Difference = \$4,572

*Overall Results*

- Operating Funds = Surplus of \$458,317
- All Funds = Loss of \$34,525 (Due to one-time charges for refinancing of debt)
- Increased Total Cash: \$477,332
- Decreased Outstanding Debt: \$1,994,965
- Financial Profile rating: "Recognition" status (which is the highest rating level)

Mr. George stated that the audit firm began preparing the District's financial statements in summer 2016 and that the auditors performed their fieldwork in fall 2016. He noted that the District's financial statements are filed with the Illinois State Board of Education, Cook County, and bond disclosures. He also noted that the financial statements are posted on the District's website for public viewing. Mr. George stated that the issue that Mr. Zagar discovered with regard to the TRS pension is reflected in the audit as a journal entry. Mr. George remarked that with the exception of the TRS issue (which was not the fault of the District), the audit found no irregularities with the District's finances. He noted that the audit was "clean." He stated that the District can rely on the information that its financial team

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provides. He further stated that the District's audit indicates that it has strong internal controls in place, and he noted the increases in the District's fund balances.

Mr. Bean commended the financial team for the increase in the District's fund balances. He also stated that the Board should note the decrease in the assessed valuation over the past ten years. He noted that this will affect taxpayer's rates. Mr. Bean suggested that, if possible, the District should be more vigilant in reviewing TRS' numbers.

Dr. Davis stated that the District should not be liable for TRS' mistake, particularly when it was the District that brought the mistake to light. She questioned why the TRS error was included as part of the audit. Dr. Davis said that the District should not be held accountable for TRS' mistake and that their error should not be a part of the District's audit. She stated that the District had no control over the situation. She also said that the District would submit a letter outlining its concerns regarding the matter.

Mr. Bean asked Mr. George whether TRS made this mistake with other school districts. Mr. George responded that two districts had this problem. He stated that TRS is making changes in its process in order to prevent this problem from happening again.

Dr. Davis said that she disagrees with the auditors' findings as it relates to the TRS issue. She stated that she wants the District's response included in the final audit report. Dr. Davis further stated that she wants to meet with Mr. George, Mr. Zagar, and Mr. Englert in order to get a better understanding of the issue.

Mr. Bean commented that there is a policy in place that addresses the issue of custodial risk.

Mr. George said that, in this instance, the audit disclosure could be expanded to ensure that it reflects that the District does not have a custodial credit risk.

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Mr. Bean commented that it is important that the Board have a conference with the auditor outside of the presence of District administrators.

Mrs. Gordon asked Mr. Tomic, principal of Huth Middle School, how many science projects were selected to go to the regional science fair. Mr. Tomic responded that 10 projects were selected.

### **LEGISLATION**

Dr. Davis reported that the legislature is in session and that there is legislation moving in the Senate. She said that nothing is moving in the House. Dr. Davis noted that both bodies will adjourn for the inauguration and reconvene the following Monday.

### **NEW BUSINESS**

The Board will consider approval of the 2015–2016 audited financial statements.

Mrs. McCray moved, seconded by Mrs. Green, to approve the 2015–2016 audited financial statements.

The motion carried by a unanimous roll call vote:

**YES**

**NO**

Bean

Green

Murphy

Gordon

McCray

Simpkins

Rodman McCray

### **OLD BUSINESS**

Nothing at this time.

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**BOARD MEMBER ISSUES/REPORTS**

Nothing at this time.

**AUDIENCE TO VISITORS**

Nothing at this time.

**ADJOURNMENT**

Mr. Bean moved, seconded by Mr. Murphy, to adjourn the meeting.

The motion carried by a unanimous roll call vote:

**YES**

**NO**

Bean

Green

Murphy

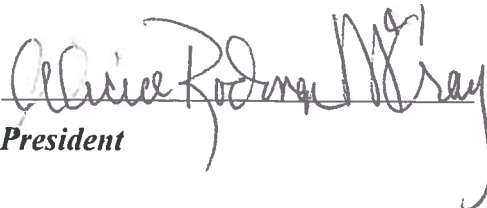
Gordon

McCray

Simpkins

Rodman McCray

Mrs. Rodman McCray adjourned the meeting at 7:37 p.m.

  
*Alice Rodman McCray*  
**President**

  
*Tim Murphy*  
**Secretary**