

**COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59**  
**Board of Education Meeting Minutes**

The Administration Center  
2123 S. Arlington Heights Road, Arlington Heights, IL 60005  
Friday June 20, 2014

Session began @ 9:00am

Roll Call: Members present – Mr. Kiel, Ms. Krinsky, Mrs. McPherson, Mrs. Osmanski, Mrs. Roberts, Mrs. Schumacher, Mrs. Somogyi,  
Also in attendance: Dr. Fessler, Superintendent Alan Sraga, attorney

- Sharon Roberts, president, reviewed the agenda and explained how we will approach the agenda items during the retreat.
- Board members participated in an ice-breaker activity with the purpose of getting to know each other better.

**Agenda items**

**Communication:**

- Board members shared what worked well and brainstormed ways to make communication better. A discussion took place around how to help Board members prioritize communication – what do we respond to, what is for information only, etc.
- **The Friday Weekly Update is the key communication that the Board needs to focus on.** For other communications, Dr. Fessler sends critical/important pieces separately and may also highlight “action” in the subject line.
- One suggestion for improvement is for communication to come to the Board in a timely manner, prior to the day of the meeting. Sometimes communications are not read by Board members if they come at the last minute.
- Conversation flowed into the role of the Board to help us determine what the Board is required to vote on. In an effort to “all get on the same page”, Alan Sraga shared information regarding what types of things the Board is legally required to vote on: Examples: role call vote, closed meeting, dismissals, sale of bonds, budget, contracts, expenditure of money.
- Other areas...each Board with their Superintendent determines what other issues we want to vote on. Board members and the

Superintendent need to develop a clear and shared understanding of how the Board works together as we move forward. Moving forward: How do we move forward? How do we re-structure Board meetings?

**Recommendations for improvement:**

1. Return to prior Board meeting structure of Discussion and Action items on every Board meeting agenda. Discussion items need to be on the agenda at least one time before Action date.
2. When an item is on the agenda for Approval the protocol should be "Discussion, Motion, Second, Roll call". (per legal advisement. If BOE members need additional time before Action is taken, it is communicated at that time and Action is tabled.)
2. In situations where a formal vote is not required by the Board, but the Superintendent is looking for direction from the Board, it is appropriate to gain consensus from the Board. We should not take a straw poll as that is too much like taking a formal vote.
3. How can we use the committee structure to help determine what content comes back to the Board for approval? To move forward? Discussion to be continued on this subject.

**Open Meetings Act**

- Working within Google Docs has brought up some questions. What do we need to be aware of/concerned with? General principle-serial communication from which a consensus is derived, violates OMA.
- Question to direct ourselves: Are the communications serial in nature?
- Working in GoogleDocs remotely causes the legal problem. This is a case where the law has not caught up with technology. If we are all in the same room working with GoogleDocs this behavior would be in alignment with OMA.
- Need to be aware/careful with sending communication through Art and then Art sends it out to all Board members. The overall system could be seen in violation of OMA.
- Sending out a Doodle calendar by the Board president is legal.

**Recommendation for improvement:**

If even one Board member is on a committee the meeting should be posted within 48 hours of the scheduled meeting. Also need to take roll call at the meeting. (Per legal recommendation)

**Committees:** Make this a BOE meeting agenda item. What do we see as our role on the committee? What does it mean to bring the BOE perspective to the committee?

**Strategic Plan:** Mrs. Roberts will talk with Dr. Fessler about how to proceed with this before Board final approval.

### **Updates**

**Asst. Supt. of Educational Services:** Dr. Fessler shared a document that recommends salary ranges for the two finalists for the position.

**Early Childhood:** Regarding the level of work Legat can do..... Certain items need to be approved. Tony Rossi will provide the Board with several options required for Legat to proceed at the next Board meeting.

A question was asked regarding Board protocol in using a new architect. Does the Board need to discuss, approve the use of a different firm?

Agenda Item for the July 23<sup>rd</sup> BOE Retreat: Board Governance; Superintendent Goals; Superintendent Evaluation Process; Strategic Plan

Motion to end meeting @ 12:16pm

Moved by Mardell Schumacher

Seconded by Seana McPherson

Motion carried