

I wish to speak at this Board meeting:

Citizens' participation shall be limited to three (3) minutes for each individual

Name _____
Address _____
City _____
Phone (for follow-up purposes) _____ E-Mail _____
I wish to speak about _____ agenda item _____ non-agenda item _____
Description _____
I represent _____ myself _____ (organization name) _____

When and where does the Board of Education meet?

SCHEDULED BOARD OF EDUCATION MEETINGS

2015

May 19
June 23
July 21
August 18
September 22
October 20
November 17
December 15

2016

January 19
February 16
March 16
April 19
May 17
June 21
July 19
August 16
September 27
October 28
November 15
December 20

2017

January 17
February 21
March 21
April 18

All meetings are held at the Dr. Ken Geraghty Administration Center . Closed session will be held from 6:30—7:00 PM with the regular (open) meeting following.

When special meetings are necessary, local newspapers are notified of the times, dates and locations. To verify a meeting date, please telephone the District Office at 598-5500. Or visit our website at www.npd117.net

SCHOOL BOARD

Tom Kostas, President
Ian Chafee, Vice President
Ron Moran, Secretary
Deborah Groark
Candy Kramer
Tracy Sukalo
Chris Slowik

SUPERINTENDENT

Dr. Jeannie Stachowiak
BUSINESS MANAGER
Mr. James Bunn
ASST. SUPT. OF TEACHING & LEARNING
Ms. Melissa Murphy
ASST. SUPT. OF SPECIAL EDUCATION
Dr. Paula Coughlin
ASST. SUPT. OF ENGLISH LANG. LEARNING
Ms. Andrea Derdenger

Is the Superintendent a Board member?

No. The superintendent is a professional educator hired by the Board to carry out its goals and oversee the day-to-day operation of the district.

The Board's job is to:

- adopt goals and policies that meet state requirements and reflect community needs;
- provide the resources necessary to pursue its goals according to its policies; and
- monitor district performance to see that results are consistent with goals and policies.

Among the Board's legal duties are:

- directing what shall be taught and what textbooks are used;
- hiring necessary personnel and setting their salaries;
- providing and maintaining buildings;
- letting all contracts and paying all bills;
- arranging for the revenue necessary to operate the district.

WELCOME TO A MEETING OF THE NORTH PALOS

SCHOOL DISTRICT 117

BOARD OF EDUCATION



HOW ARE BOARD MEETINGS CONDUCTED?

Meetings follow an agenda which establishes the sequence of events. The meeting is conducted by the Board President based on a combination of Robert's Rules of Order, common sense and common courtesy. Meetings can last up to several hours, depending on the contents of the agenda.

ARE BOARD MEETINGS PUBLIC?

Board meetings are not public meetings - rather, they are meetings held in public. By law, all Board discussion and deliberation must be conducted in public, except for certain specific matters, such as personnel and student disciplinary cases, which may be discussed in closed session. However, all official Board action must be taken in public.

MAY I SPEAK AT THE BOARD MEETING?

The tradition has been to allow any visitor the opportunity to comment or ask questions of the Board. Visitors may speak at a time specifically set aside during the meeting when visitors are recognized.

Groups attending board meetings are requested to appoint a spokesperson, and all visitors are requested to limit their remarks to three minutes. The Board President has the responsibility to recognize visitors for comments, to maintain calm and order during the meeting, and to call an end to comments when this seems appropriate.

WILL THE BOARD RESOLVE MY CONCERN AT THIS MEETING?

The Board legally cannot act immediately on an issue brought before it for the first time. The Board will refer the matter to the Superintendent to investigate the issue and follow up with a recommendation to the Board. After the Superintendent has an opportunity to thoroughly examine all aspects of the issue he will make a recommendation to the Board.

DOES THE BOARD USE ANY STANDING RULES TO OPERATE THEIR MEETINGS?

Yes. Following is a list of Standing Rules used by the Board of Education.

1. The meetings of the Board of Education shall be conducted according to a prepared agenda. The President of the Board shall consult with members of the Board and the Superintendent to prepare an agenda to include:
 - A. timely topics which ordinarily should be taken up at certain times of the year
 - B. current business to come under consideration at the next meeting.
2. Board of Education members and the Superintendent can make additions to the agenda with Board approval as long as these items do not require any action. If there is any opposition to a particular item being added to the agenda, a vote must be taken to place that item on the agenda. Majority rules.
3. Citizens' participation #1 & #2 shall be limited to three (3) minutes for each individual unless it is extended by common consent or majority vote of the Board. Citizens wishing to speak should complete the "Citizens' Participation" form available in this pamphlet, or at the entrance of the Board Room. After recognition by the President, the citizen will give name, address and organization, if any, for the record. Citizens' participation #1 & #2 will be limited to 15 minutes unless voted by the Board.

4. Audience participation and input in Board of Education meetings is limited to Citizens' participation #1 and #2 unless the full Board agrees to allow audience participation and input on a particular agenda item. It is not the practice of the Board to allow audience members to enter into discussion on board meeting agenda matters during the regular Board of Education meeting. The Board of Education encourages citizens' interest and participation at Board of Education meetings. Citizens are encouraged to voice their opinions and raise questions during Citizens' participation # 1 & #2. However, the Board suggests that if a citizen would like board action on a request, they suggest the citizen request a place on the agenda in the following manner:

- A. written notice of intent to address the Board must be received by the Superintendent or President of the Board no later than Tuesday of the week preceding the regularly scheduled meeting
- B. notice must include, but is not limited to:
 - 1) topic for discussion
 - 2) citizen's name and address
 - 3) organization affiliation, if any

5. The Board of Education President, prior to new business, will review possible consent agenda items for Board of Education approval. The purpose is to streamline Board of Education action whereby routine business or questions of little importance can be handled by a single motion.

6. No new agenda item will be discussed after 12AM, unless the Board votes to extend the meeting. Meeting will continue until agenda item on the floor is acted upon or tabled.

MISSION STATEMENT

Through a dedicated commitment from students, parents, staff and the entire community, the mission of North Palos School District 117 is to create a positive, caring, learning environment, which fosters excellence and active student participation and to ensure that every student will realize his/her full potential as a socially responsible lifelong learner.



INVESTING IN OUR FUTURE -
ONE CHILD AT A TIME