

COMMUNITY UNIT SCHOOL DISTRICT NO. 205

Board of Education

7:00 PM – Monday, April 23, 2012

932 Harrison Street—Galesburg, Illinois

Regular Meeting

Agenda

I. Call to Order

II. Roll Call

III. Moment of Silence/Pledge of Allegiance

IV. Recognition of Visitors

(This is the time when visitors may request to address the Board of Education on any item germane to the role and function of the Board of Education. When the Board President so directs, persons should stand, give their name and address and begin their statements. Persons are asked to refrain from making any personal comments regarding any individual. The Board President reserves the right to limit presentations to five minutes.)

-Board Member Recognition

V. Approval of Minutes

Approve Minutes of Regular Meeting of March 12, 2012, Special Meeting of March 12, 2012 and Special Meeting of March 29, 2012

VI. Approval of Payrolls and Claims

Reported by Member Lindstrom

VII. Approval of Consent Agenda

(All items listed under the consent agenda are considered to be routine by the Board of Education and will be enacted by one motion.)

A. Lombard Middle School Membership and Churchill Jr. High School

Membership in the Illinois Elementary School Association for 2012-2013

B. Membership for Galesburg High School in the Illinois High School Association for 2012-2013

VIII. Correspondence

IX. Committee Reports

A. Budget

B. Buildings and Grounds

C. Insurance

D. Recruitment for Educational Diversity

- E. Student Council

- X. Old Business

- XI. New Business
 - A. Personnel Agenda
 - B. Acceptance of Copy Paper Bid
 - C. Approval of Donation of Historic Grade Books to Galesburg Public Library
 - D. Approval of Mail Machine Lease
 - E. Approval of CUSD #205 Board Policy Manual
 - F. Approval of Lombard Middle School Bid Package No. 2
 - G. Award Lombard Projects—Asbestos
 - H. Direct District Joint Review Board Representative to Vote in Opposition to the Proposed TIF III Redevelopment Plan and Project Amendment
 - I. Approval of Resolution to Allow Service Credit for Military Service
 - J. Adopt Amended FY12 KWSED Budget and Approve Publication and Setting of a Hearing on the Same for June 2012
 - K. Authorize Submission of an ISBE Maintenance Grant
 - L. Approval of Closed Meeting Minutes

- XII. Administrative Reports
 - A. Director for Human Resources
 - B. Assistant Superintendent for Curriculum and Instruction
 - C. Knox-Warren Special Education Director
 - D. Assistant Superintendent for Finance and Operations
 - E. Superintendent

- XIII. Comments By Board of Education

- XIV. Closed Session
 - A. Review Closed Meeting Minutes
 - B. Negotiations
 - C. Litigation

- XV. Adjournment

Next Meeting May 14, 2012

Community Unit School District No. 205
April 23, 2012

Approval of Consent Agenda VII. A:

Approval of Lombard Middle School Membership and Churchill Jr. High School Membership in the Illinois Elementary School Association for 2012-2013

Background:

The IESA Memberships are routine, annual matters.

Recommended Action:

Approval of Consent Agenda as Presented

Community Unit School District No. 205
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Approval of Consent Agenda VII. B:

Approval of Membership for Galesburg High School in the Illinois High School Association for 2012-2013

Background:

Galesburg High School Membership in IHSA is an annual request.

Recommended Action:

Approval of Consent Agenda as Presented

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New Business XI. B:

Acceptance of Copy Paper Bid

Background:

The bid opening for our 2012–2013 copy paper was held on March 28, 2012. The notice to bidders was posted in the Galesburg Register Mail on March 12, 2012. Bids were sent to 6 vendors and we received bids from 5 of them. Midland Paper had the low bid in the total amount of \$58,992. Their paper meets our specifications.

We are purchasing 24,000 reams. The price per ream is \$2.458. Last year's price per ream was \$2.519. Last year we purchased 24,000 reams for a total of \$60,456. This price is \$1,464 under what we paid last year. The bids we received are:

<u>Vendor</u>	<u>City/State</u>	<u>Ream Price</u>	<u>Total</u>
Midland Paper (1)	Wheeling, IL	\$2.458	\$58,992
Midland Paper (2)	Wheeling, IL	\$2.474	\$59,376
Contract Paper	Uniontown, OH	\$2.463	\$59,112
Paper 101	Ankeny, IA	\$2.463	\$59,112
Unisource	Addison, IL	\$2.485	\$59,640
Xerox	Lewisville, TX	\$2.770	\$66,480

I am recommending that Midland Paper be awarded the bid for our 2012-2013 copy paper supply.

Recommended Action:

Approve as Presented

Community Unit School District No. 205
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New Business XI. C:

Approval of Donation of Historic Grade Books to Galesburg Public Library

Background:

The Administration is requesting authorization from the Board to donate two record books to the Galesburg Public Library Archive. The records are:

- An original 1913 – 1920 teachers' grade book from Silas Willard School (Room D). Included in the book are the grades for students in the classes of Ms. Ethel M. Southworth and Mrs. Alice Colville. Mrs. Colville's class rosters include one from March of 1918 that includes President Ronald Reagan as a first grade student. Included in the book is another page that details his home address. The book is in stunning condition, with meticulous records.
- An original 1879 – 1903 teachers' grade book from Douglas School. Included in the book are the grades for numerous students in grades 1 through 7. Class rosters include ones from 1885 - 1889 that include yearly grades for Carl "Charlie" Sandburg as a second - sixth grade student. The book is in less than flawless condition and is in need of some gentle care. Still the records are remarkable and paint an amazing picture of our schools at the end of the 19th century.

The Administration is requesting the donation of the books for two reasons:

- The Galesburg Public Library has the capability of storing these valuable documents in a controlled environment and can preserve the records contained in them indefinitely, and
- Through the use of digital technology, the library can make the records available to students and researchers on a much broader plain than the District is able. While we have made contact with the relatives of both families, receiving a response from Mrs. Reagan's representatives, the Galesburg Public Library has much more experience dealing with copyright and other records issues.

Joel Estes is working with the Galesburg Public Library Archivist, Patty Mosier in this process. She is anxiously anticipating the receipt of the books upon the approval of the Board.

Recommended Action:

Approve as Presented

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New Business XI. D:
Approval of Mail Machine Lease

Background:

We have received quotes for the replacement of our mailing machine the lease of which will expire at the end of May. Quotes were sent to three vendors and we received quotes from each of them. All three sent alternate quotes. Below is a summary of the quotes and our analysis of the respective “costs of ownership.” Bi-State’s D80 quote is low but not responsive as this entry does not meet our specifications. (Our specifications indicated that we required the machine to have the ability to connect to the internet and this machine does not.) The low, responsive submission was that of Pitney Bowes and their DMS75 entry. It meets all specifications. The monthly lease amount is \$18 less than what we are currently paying. Overall we expect that we will be a savings of around \$3,300, depending on our usage of cartridges, etc.

The Pitney Bowes DMS75 is recommended for lease over a period of five years.

Mailing System Quotes March 2012							
	<u>Current Machine</u>	<u>Pitney Bowes</u>	<u>Pitney Bowes</u>	<u>Bi-State</u>	<u>Bi-State</u>	<u>Walz</u>	<u>Walz</u>
	(Pitney Bowes)						
Machine	DM800	Connect 2000 NEW	DM575 - Refurbished	IS490 - NEW	IJ80 - Refurbished	IM-480	IM-490
Scale	15 lb	15 lb	15 lb	30 lb	30 lb	30 Lb	30 Lb
Maintenance	Included	Included	Included	Included	Included	Included	Included
Response Time	3-4 hours	2-4 hours	2-4 hours	4 hours	4 hours		
Monthly Lease	279.00	\$353.00	\$261.00	\$275.03	\$217.74	315.19	334.60
Cartridge Cost	135.98	84.00	89.00	193.00	231.00	138.00	138.00
		18,000 imprints)	18,000 imprints)	28,000 imprints)	31,500 imprints)	17,500 imprints)	17,500 imprints)
Tape -300 strips	35.69	49.24	35.69	18.00	18.00	35.00	35.00
Liquid Sealer	46.74	48.00	48.00	45.90	45.90	59.80	59.80
		Estimated Annual Cost					
100,000 Imprints	951.86	466.20	493.95	689.01	732.27	787.98	787.98
300 strips	35.69	49.24	35.69	18.00	18.00	35.00	35.00
1 Liq Sealer 4 - 1/2 gal	46.74	48.00	48.00	45.90	45.90	59.80	59.80
Annual Lease	<u>3348.00</u>	<u>4236.00</u>	<u>3132.00</u>	<u>3300.36</u>	<u>2612.88</u>	<u>3782.28</u>	<u>4015.20</u>
Annual Est. Cost	<u>4382.29</u>	<u>\$4,799.44</u>	<u>\$3,709.64</u>	<u>\$4,053.27</u>	<u>\$3,409.05</u>	<u>\$4,665.06</u>	<u>\$4,897.98</u>
5 Year Est. Cost	<u>\$21,911.45</u>	<u>\$23,997.20</u>	<u>\$18,548.20</u>	<u>\$20,266.35</u>	<u>\$17,045.25</u>	<u>\$23,325.30</u>	<u>\$24,489.90</u>
	Difference between current costs	\$2,085.75	\$1,363.25	-\$1,645.10	-\$4,866.20	\$1,413.85	\$2,578.45

Recommended Action:
Approve as Presented

Community Unit School District No. 205
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New Business XI. E:

Approval of CUSD #205 Board Policy Manual

Background:

The Illinois Association of School Boards (IASB) was engaged on October 3, 2011 to review the Board Policy Manual for CUSD No. 205. During the past six months the administration conducted meetings with Ms. Nancy Bohl, Chief Policy Consultant to review current policies and update the policy manual in accordance with Illinois Statutes and regulations.

Recommended Action:

Approve as Presented

Community Unit School District No. 205
April 23, 2012

New Business XI, F:

Approval of Lombard Middle School Bid Package No. 2

Background:

Bids were received on April 12 and 19, 2012 for Lombard Bid Package No. 1. Eighteen project categories were covered by this bid with an estimated value of \$7,177,000 in the aggregate. As more fully described in the attached (2), the following bids and alternates are recommended for award by the District's construction manager Russell Construction.

- Final Cleaning: Royal Cleaning, \$37,347 base plus \$-0- alternate, total \$37,347.(*)
- Demolition: Hein construction, \$178,429 base plus \$-0- alternate, total \$178,429.
- Building Concrete: Hein Construction, \$36,631 base plus \$-0- alternate, total \$36,631. (*)
- Masonry: Otto Baum, \$668,260 base plus \$-0- alternate, total \$668,260.
- Steel Fabrication & Erection: Cedar Valley, \$357,000 base bid plus \$-0- alternate, total \$357,000.
- Casework Supply: Geo. Rothan, \$195,930 base plus \$-0- alternate, total \$195,930. (*)
- Carpentry: Cad Construction, \$274,900 base plus \$49,000 alternate, total \$323,900.
- Roofing: Dowers, \$597,740 base plus \$-0- alternate, total \$597,740.
- Door Supply: S&S Builders, \$264,545 base plus \$-0- alternate, total \$264,545.
- Framing & Drywall: River Valley Construction, \$733,800 base plus \$-0- alternate, total \$733,800.
- Painting: Builders Sale & Service, \$165,685 base minus (\$23,185) alternate, total \$142,500.
- Flooring: Moore's Floors, \$162,397 base plus \$-0- alternate, total \$162,397.
- Stage Rigging: We recommend not awarding this bid category at this time
- Roller Shades: Mr. K's, \$49,320 base plus \$-0- alternate, total \$49,320.
- Elevator: Thyssen Krupp, \$75,700 base minus (\$29,800) voluntary alternate, total \$45,900.
- Mechanical: Ryan, \$2,389,000 base minus (\$19,600) alternate, total \$2,369,400
- Electrical & Data: Mechanical Service Inc., \$1,354,033 base plus \$50,000 cost to include Bid Package #1 Equipment, total \$1,404,033.
- Sitework: Hein, \$123,415 base plus \$-0- alternate, total \$123,415.

Two alternates were recommended affecting three contracts above and a fourth contracted from Bid Package No. 1: Alternate Bid No. 9 100% Geothermal Well Capacity and No. 5 Locker Replacement. The total for all eighteen categories including proposed alternates was: \$7,690,547 or \$374,047 more than budgeted. Combined with savings from Lombard Bid Package No. 1 and the Asbestos bid package plus select value engineering (e.g. roof copping cap detail) and adjustments to certain allowances, the net of all bid packages including select alternates is \$11,325,831 which is \$28,953 UNDER budget. There remains a 3% contingency which if left remaining at the end of the projects will be applied toward in priority order to Alternate Bid No. 10 100% Auditorium Plaster Patching and Bid No. 1 Boiler Room to Classroom Conversion, Bid No. 6 Terrazzo Restoration and Bid No. 2 Asphalt Removal and Reseeding.

Recommended Action:

Approve as Presented

(*) Bids awarded to the next low-responsive bid as the apparent low was not responsive

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New Business XI. G:

Award Lombard Projects—Asbestos

Background:

Bids were received on April 3 for Lombard Bid Package - Asbestos. This bid had an estimated value of \$537,000. Three bidders responded to the district's solicitation.

<u>CONTRACTOR</u>	<u>BID PRICE</u>
M&O Environmental	\$238,000
Active Thermal concepts	\$264,853
Schemel-Parrillion	\$256,950

M&O Environmental was the low responsive bidder of three submissions at \$238,000. M&O Environmental is currently completing a small asbestos project in the Lombard Boiler Room in anticipation of this summer's renovation work.

M&O Environmental is recommended by administration for award.

Recommended Action:

Approve as Presented

Community Unit School District No. 205

April 23, 2012

New Business XI. H:

Direct District Joint Review Board Representative to Vote in Opposition to the Proposed TIF III Redevelopment Plan and Project Amendment

Background:

The City of Galesburg has proposed an amendment to the TIF III redevelopment plan and project, changing the same from the original focus of a hotel and convention center to, essentially, college dormitories to provide housing to Carl Sandburg College students/families though the same is not exclusively for their use and is otherwise open to any and all. There are 144 units planned. The Residential TIF includes a budget line item of approximately \$50,000 over the remaining life of the TIF (~10 years) to offset the costs incurred by the school district for any students coming out of the same, a consideration provided for in state statute based upon a complex and outdated formula. The developers do not believe that there will be any students housed within the residential TIF, based upon their experience. Our legal counsel believes otherwise given his experience with Illinois Central College, their student housing and the City of East Peoria. The rule of thumb in calculating new housing units and children is: one school-aged child per family. One hundred forty-four units would suggest a maximum of 144 school-aged children. The Cities calculation suggests more on the order of two total children. Whatever the number, the students are most likely to be primary school age. Separately, it is unknown as to what additional needs such students might present from free-reduced priced meal subsidies to special education services to bilingual services. What is clear is that the students are in the Gale school attendance area. In 2011-2012 Gale school class sizes were highest at the kindergarten, first and fourth grade levels with an average of 22 and lower at the second, third and fifth grade levels with an average of 17. There was only one section of special education.

Generally, school districts abhor TIFs and fight Residential as they lose a net 1/3 of property tax/general state aid dollars from the same in the former instance and receive less than adequate offsetting compensation for an influx of new, potentially educationally “involved” students. The planned development is valued at \$7.1M with a market value of \$5.0M and a resulting EAV of \$1.67M. Based upon our tax rate (\$4.20), the development would produce roughly \$70,000 in annual tax revenues for the benefit of the TIF. With a General State Aid offset, the net loss to the district is roughly \$23,000.

The City has already begun work on the project and plan in anticipation of a favorable, albeit advisory only vote of the Joint Review Board which has no practical authority.

Recommended Action:

Approve as Presented

Community Unit School District No. 205
April 23, 2012

New Business XI. I:

Approval of Resolution to Allow Service Credit for Military Service

Background:

Article 7 of the Illinois Pension Code (40 ILCS 5/7-139) provides that a school district may elect to allow service credit in the Illinois Municipal Retirement Fund (IMRF) to members who served in the armed forces either prior to participation in IMRF or whose participation in IMRF was interrupted by military service. Currently the District has a resolution on file allowing for two years of service credit. The pension code now allows for four years. IMRF has informed the district that costs will be minimal for allowing the additional two years.

Recommended Action:

Approve as Presented

Community Unit School District No. 205
April 23, 2012

New Business XI. J:

Adopt Amended FY12 Budget for KWSED and Approve Publication and Setting of a Hearing on the Same for June 2012

Background:

The budget increased \$357,532 due to the contract settlement with the GEA, increased student enrollment and the need for five aide positions and the addition of one part-time teacher. Like District 205, KWSED budgeted only the “step” increase in the preparation of their budget. It is not unusual for increases in enrollment to occur during the year; for this year, the five slots set aside for enrollment increases were not sufficient resulting in the need for the additional four slots noted above.

The KWSED Superintendents have reviewed the proposed changes and recommend approval.

Recommended Action:

Approve as Presented

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April 23, 2012

New Business XI. K:

Authorize Submission of an ISBE Maintenance Grant

Background:

The Illinois State Board of Education will again be awarding “maintenance grants” for use by districts on select projects. Historically grants have been awarded for roof replacement, asbestos work and the like. The grants require a match. Awards are up to \$50,000 with a local match of \$50,000 or more. Board approval is required for a submission because of the obligation of future funds. Awards must be spent within five years of the date of receipt.

The district proposes to submit an application for the replacement of the Steele School roof, scheduled as part of the Phase I projects including that for Steele School. The roof replacement at Steele School was estimated in the original master facility plan at \$361,000. The district’s match will come from the proceeds derived from the 2011 Series of bonds sold for Phase I projects.

Recommended Action:

Approve as Presented

Community Unit School District No. 205
April 23, 2012

New Business XI. L:

Approval of Closed Meeting Minutes

Background:

We are required by Statute to review closed meeting minutes every six months. Appropriate information will be made available during closed session, with action taken during open session.

Recommended Action:

Approve Closed Meeting Minutes as Recommended

Community Unit School District No. 205
April 23, 2012

Closed Session XV. A:

Review Closed Meeting Minutes

Background:

The current recommendation is that the closed meeting minutes for the period of July 1, 2001 to October 11, 2011 remain closed, released, or partially released as previously approved.

I have reviewed the closed meeting minutes for the period of October 11, 2011 to April 23, 2012 and it is my recommendation at this time that those referenced minutes remain closed or released as indicated. (Attachment 1)

Recommended Action:

Approve as Presented