

6:30 P.M. Reception for District Retirees

COMMUNITY UNIT SCHOOL DISTRICT NO. 205

Board of Education

7:00 PM – Monday, May 10, 2010

932 Harrison Street—Galesburg, Illinois

Regular Meeting

Agenda

- I. Call to Order
- II. Roll Call
Recognition of District Retirees
- Introduction and Presentation of Gift to Retirees
- III. Moment of Silence/Pledge of Allegiance
- IV. Election of Board of Education Officers
President, Vice-President, Secretary
- V. 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.)
- VI. Approval of Minutes
Approve Minutes of Regular Meeting of April 12, 2010.
- VII. Approval of Payrolls and Claims
Reported by Member Panther
- VIII. 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. Galesburg High School Textbook Adoption
- IX. Correspondence
- X. Committee Reports
A. Budget

- B. Buildings and Grounds
- C. Insurance
- D. Recruitment for Educational Diversity
- E. Student Council

XI. Old Business

XII. New Business

- A. Personnel Agenda
- B. Appoint Board Committees
- C. Renewal of Bridgeway Contract for Insight Program
- D. Discussion and Recommendation on Adoption of Resolution of Amended Budgets for 2009-2010:
 - a. District #205
 - b. Knox-Warren Special Education District
- E. Approval of Authorized Depositories
- F. Approval of Bakery Bid
- G. Approval of Milk Bid
- H. Review Findings of Master Facility Plan Committee
- I. Receive and Layover until June 2010 “Operation Re-build – Achievement: 20 Year Master Facility Plan.”
- J. Adopt Resolution to Permanently Transfer Working Cash Fund Interest to the Operations and Maintenance Fund
- K. Adopt Resolution to Permanently Transfer Working Cash Fund Interest to the Education Fund
- L. Approval to Engage Auditor

XIV. 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

XV. Comments By Board of Education

XVI. Adjournment

Next Meeting June 14, 2010

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May 10, 2010

Election of Board of Education Officers IV:

President, Vice-President, Secretary

Background:

According to Board Policy 245.00 (attached), Officers shall be elected annually at the organizational meeting.

BOARD OFFICERS – BOARD ORGANIZATION

The officers of the School Board shall be a President, Vice President, Secretary, Recording Secretary, and Treasurer. Board Officers shall be chosen annually at the organizational meeting (see Policy No. 270.01).

Starting with the April 2003 organizational meeting, the office of President shall be filled with the most senior member of the Board of Education. Future Board Presidents will be based on seniority as established after the April 2003 school board member election. If more than one person has the same seniority, their order as Board President shall be determined by lot.

A Board Member may refuse an office. After a Member has served as Board President, he/she will not be eligible to serve as President for a period of seven years unless a Member refuses the office of Board President. No Member shall be Board President until he/she has served one year on the Board of Education.

After the election of the Board President, the Vice President and Board Secretary shall be elected by the Board of Education from among its members.

The Board of Education shall appoint by resolution the Recording Secretary and the Treasurer with compensation as fixed by the School Board. The Board of Education shall also appoint a Deputy Treasurer.

The Treasurer appointed by the School Board shall be at least 21 years of age, of approved integrity and not a member of the county board of school trustees. Should the office become vacant because of the Treasurer's death, resignation or removal from office, the School Board shall appoint a successor.

Should the Treasurer become temporarily incapacitated by illness, absent from the District or prevented from performance of his/her duties by any other cause, the duties shall be performed by the Deputy Treasurer.

Cross Reference: 270.01

Adopted as Revised: October 30, 2002

Community Unit School District No. 205
May 10, 2010

Approval of Consent Agenda VIII. A:

Galesburg High School Textbook Adoption

Background:

Galesburg High School is updating some textbooks for next school year (below).
Copies are available for review at GHS.

<u>Title</u>	<u>Quantity</u>
McDougal Littell Biology	200
Holt Enviromental Science	30
Law for Business & Personal Use	30
AP Biology	20
Foundations of Restaurant Management & Culinary Arts	25
Essentials of Economics	70
Managing Life Skills	35
Developing Child	40

Recommended Action:

Approve Consent Agenda as Presented

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New Business XII. B:

Appoint Board Committees

Background:

It will be necessary for the newly elected President to appoint members of the various committees. Those committees are:

- Buildings and Grounds 3 members
- Budget 3 members
- Insurance 1 member
- Recruitment for Educational Diversity 1 member

Recommended Action:

Appoint Members

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New Business XII. C:

Renewal of Bridgeway Contract for Insight Program

Background:

Bridgeway provides services to the District's Insight Program: substance abuse evaluations/screenings and intervention seminars. The number of children served and the price per child remain unchanged from last year based upon 40 students at \$100 per evaluation plus \$25/hour per student for early intervention sessions. This program is funded by the Federal Title IV Drug Free Grant program which funding is expected to continue into Fiscal 2010-11.

Recommended Action:

Approve Renewal of Bridgeway Contract for Insight Program as Presented

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New Business XII. D:

Discussion and Recommendation on Adoption of Resolution of Amended Budgets for 2009-2010:

- District #205
- Knox-Warren Special Education District

Background:

Several factors have combined to necessitate the amendment of the District 205 Fiscal 2009-10 Budget. Among those factors were additional, regular Title I and Title II dollars (\$496,862, \$35,201 respectively), Homeless Grant dollars (\$2020), the purchase of and the payment of taxes on the 427 Fremont St. property (\$48,648) and the pay off of the IMRF ERO obligation (\$755,325). Like items—salary related security and supervision dollars—previously charged to the Tort fund in prior fiscal years were returned to the Tort fund from the Education fund, consistent with the action proposed in “Operation Program/Job Save” (\$100,885). A new expenditure has been proposed as a result of tuition payment dollars being freed up by an anticipated one-time reduction in Knox-Warren billings resulting from a draw-down of reserves inflated this year, in part, by the one-time settlement of a Medicaid reimbursement dispute. The re-allocated general state aid dollars would be used to acquire an Indefeasible Right of Use to a “dark” optical fiber network provisioned by CenturyLINK, the local phone company, and connecting the nine campuses of the district to one another, CSC and Knox Colleges. Several loans and transfers previously contemplated have also been shown. In addition, ARRA stimulus dollars set aside in contingency have now been targeted for specific purposes and several other net-zero “clean-up” transfers have been identified and proposed as part of the amended budget.

Changes to the Knox-Warren budget reflect expenditure of 94-142 IDEA grant resulting from additional monies received plus the allocation of the ARRA monies previously held in contingency.

The Budget committee has reviewed the proposed changes.

Recommended Action:

Adoption of Resolutions of Tentative Budgets for 2009 – 2010 as Presented:

- Knox-Warren Special Education District
- District #205

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New Business XII. E:

Approval of Authorized Depositories

Background:

This is one of the items required to be approved annually. Donna Palmer, our Treasurer, has prepared the list of “Authorized Depositories.”

Recommended Action:

Approve Authorized Depositories as Presented

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New Business XII. F.:

Acceptance of Bakery Bid

Background:

Annual food commodity bid for bread was solicited.

Two vendors were contacted, both of whom bid. (The District sought names of other potential bidders from the Co-op participants and none were to be had.) IBC Sales Corporation was the overall low bid on all items. Therefore, we are recommending IBC Sales Corporation as our bread supplier for the 2010-2011 school year.

Recommended Action:

Accept Bid as Presented

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New Business XII. G.:

Acceptance of Milk Bid

Background:

Annual food commodity bid for milk was solicited.

Six vendors were contacted, five of whom bid. We are recommending Swiss Valley as the dairy supplier for the 2010-2011 school year. They are low bid and their product meets our specifications.

Recommended Action:

Accept Bid as Presented

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New Business XII. H:

Review Findings of Master Facility Planning Committee.

Background:

In September 2009, the Board of Education established a Master Facility Plan having as its goal: “By July 1, 2011, have developed and begun implementation, subject to Board approval, a 20-Year Master Facility Plan scheduling the repair, replacement, retrofit, remodeling and/or new construction of district fields and facilities designed to improve student achievement and increase property values.”

Over the course of seven months ending in April 2010, the Committee and its architectural/engineering consultants met in open session evaluating current district facilities utilizing both “school construction grant” and “useful life” protocols to ascertain the expected life, current age, maintained state, and the costs to replace, repair, retrofit and/or remodel some 72 major infrastructure systems and associated subsystems. The Committee also set about to ascertain which systems would most greatly impact “student achievement” and “home values.” Finally, utilizing the same prisms aforementioned plus those of “operational savings” and “green technologies” the Committee set about identifying what systems, structures or the like that the district lacked which should be considered for incorporation into any future work plan. The Committee’s work is detailed in a 56 page report (excluding attachments) entitled “Findings of the Master Facility Planning Committee” and is accompanied by a WEB site containing the “proceedings” of the Committee: <http://mfc.205wikis.wikispaces.net/> .

Recommended Action:

Accept Findings as Presented

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New Business XII. I:

Receive and Layover until June 2010 “Operation Re-build – Achievement: 20 Year Master Facility Plan.”

Background:

Under separate cover the Board of Education formally received today the “findings” of the Master Facility Planning committee. Under this cover the Board of Education now receives the “plan” document or “implementing recommendations” of the Committee to address the infrastructure requirements of the District for the coming twenty years.

Recommended Action:

Receive and layover “Operation Re-build – Achievement: 20 Year Master Facility Plan” for action as early as the Board of Education’s June 2010 regular meeting date.

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New Business XII. J:

Adopt Resolution to Permanently Transfer Working Cash Fund Interest to the Operations and Maintenance Fund

Background:

When the Board approved the Alternative School for FY 2009-2010, the decision foreshadowed a transfer of accumulated Working Cash interest income to reimburse the Education and Operations & Maintenance Funds for Alternative School expenditures. For FY 2009-2010, the expenditures to be covered were those associated with the renovation of Rose Hoben that were not Health-Life-Safety related. The Board is asked to approve the transfer of \$93,000.00 from the Working Cash Fund to the Operation & Maintenance Fund to cover that cost.

Recommended Action:

Adopt Resolution as Presented

Community Unit School District No. 205
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New Business XII. K:

Adopt Resolution to Permanently Transfer Working Cash Fund Interest to the Education Fund

Background:

When the Board approved the Alternative School for FY 2009-2010, the decision foreshadowed a transfer of accumulated Working Cash interest income to reimburse the Education and Operations & Maintenance Funds for Alternative School expenditures. For FY 2009-2010, the expenditures to be covered were operational including salaries and benefits. The Board is asked to approve the transfer of \$449,150.00 from the Working Cash Fund to the Education Fund to cover that cost.

Recommended Action:

Adopt Resolution as Presented

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New Business XII. L.:

Approval to Engage Auditor

Background:

The District's auditor for the Fiscal 2009-10 year has resigned based upon concerns over their being able to provide the necessary "quality of service" we have come to expect. The Budget Committee was apprised of the same and agreed to a stop-gap measure at this eleventh hour to engage an auditing firm, generally, with the following characteristics: familiarity with governmental accounting and auditing standards, experience with schools and special education cooperatives, "books" maintained on a accrual basis of accounting, A-133 compliance audit requirements, current GASB pronouncements, and, preferably, the Skyward accounting system.

Two firms were known to administration within a sixty mile radius of Galesburg to have such familiarity: Clifton-Gunderson and John E. Meister, CPA. Quotes were sought from both. The District spent approximately \$41,000 on auditing services last year for the district proper, KWSEA, AVC, and the district's medical trust.

A one year contract was requested with the knowledge that the district would be soliciting formal proposals for subsequent year audits beginning with the Fiscal 2010-11 audit period.

The low, responsible quote was received from John E. Meister, CPA at \$45,000. The quote from Clifton-Gunderson was for \$53,500 to \$55,000 and a requirement that it be a two year engagement.

Administration recommends the engagement of John E. Meister, CPA, as the District's auditor for the Fiscal 2009-10 year.

Recommended Action:

Approve as Presented