

6:30 P.M. Reception for District Retirees

COMMUNITY UNIT SCHOOL DISTRICT NO. 205

Board of Education

7:00 PM – Monday, May 11, 2009

932 Harrison Street—Galesburg, Illinois

**Regular Meeting**

Agenda

- I. Call to Order  
Recognition of District Retirees  
– Introduction and Presentation of Gift to Retirees
- 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.)*
- V. Approval of Minutes  
Approve minutes of regular meeting of April 14, 2009, special meeting of April 15, 2009 and special meeting of April 22, 2009.
- VI. Approval of Payrolls and Claims  
Reported by Member Swanson
- 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. School Bus Safety Officer Job Description
  - B. Literacy Coach Job Description
- VIII. Old Business
  - A. Health Insurance—Third Party Administrator, Re-Insurance/Aggregate Provider, Prescription Benefit Manager, Life Insurance Provider

IX. New Business

A. Presentation and Approval of the Results of the April 7, 2009  
Board of Education Election

X. Adjourn – Sine Die

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Recognition of District Retirees:

Background:

Introduction and Presentation of Gift to Retirees by Central Office Administration.

Recommended Action:

None—Information Only

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Consent Agenda VII. A:

Approve School Bus Safety Officer Job Description

Background:

KWSED has contracted individually with Off Duty City of Galesburg Police Officers since March, 2008. After extensive exploration it has become apparent that it would be more cost efficient for the district to employ a Bus Safety Officer than to continue to contract for Galesburg Police Officers. The Bus Safety Officer would be under the supervision and jurisdiction of the Galesburg CUSD#205 Police Department for the 2009-2010 school year. The Bus Safety Officer must be certified by the Illinois Law Enforcement Training. The job description for this officer is attached to the board agenda for your review.

Recommended Action:

Approve School Bus Safety Office Job Description as Recommended

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Consent Agenda VII. B:  
Literacy Coach Job Description

Background:

The Title I Literacy Coach position will address the need for coordination of our elementary literacy program. The position will be funded entirely by the District #205 Title 1 professional development budget. In the past several years, it has been challenging to use these required Title 1 funds and this will allow us to not only use the funds but effectively coordinate our literacy efforts at the same time. The position will require a Reading Specialist degree and will require the successful applicant to participate in significant professional development themselves. We will be partnering with Pekin District #108 in this venture.

Recommended Action:

Approve Literacy Coach Job Description as Recommended

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Old Business VIII. A:

Health Insurance – Third Party Administrator, Re-Insurance/Aggregate Provider, Prescription Benefit Manager, Life Insurance Provider

Background:

As the result of a full Request for Proposal (RFP) it is the recommendation of the Insurance Committee and Consultant that the District Renew with Mutual Medical Plans, Inc. for a three (3) year contract beginning August 1, 2009 through July 31, 2012; also included for renewal: Symetra as our Re-Insurance/Aggregate provider; MEDCO as our Prescription Benefit Manager, and; SunLife and our Life Insurance Provider. The District has worked with each of the four (4) entities for multiple years.

Recommended Action:

Approval of Mutual Medical Plans Inc. as our Third Party Administrator (3 year contract), Symetra as Re-Insurance/Aggregate Provider, MEDCO as Prescription Benefit Manager, and SunLife Insurance Provider.

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New Business IX. A:

Presentation and Approval of the Results of the April 7, 2009 Board of Education Election

Background:

Scott Erikson, County Clerk, has certified the election results of the April 7, 2009 Board Election and issued Certificates of Election to Robert Lindstrom, Barry Swanson, and Rick Welty.

Recommended Action:

Accept Results of the April 7, 2009 Board of Education Election as Presented

COMMUNITY UNIT SCHOOL DISTRICT NO. 205

Board of Education

Monday, May 11, 2009

932 Harrison Street—Galesburg, Illinois

Commence Immediately Following Regular Meeting

**Organizational Meeting**

Agenda

- I. Call to Order (New Board)/Dr. S. Gene Denisar Presiding as President  
Pro-tem  
Recognize members elected in the April 7, 2009 Consolidated Election:

Barry L. Swanson	(April 2009 – April 2013)
Rick L. Welty	(April 2009 – April 2013)
Robert Lindstrom	(April 2009 – April 2013)
  
- II. Official Oath of Office for Newly Elected Board of Education Members
  
- III. Roll Call
  
- 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 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. Approve Updated Indemnification Agreement for Board of Education
  - B. Approve Resolution Appointing Recording Secretary, Treasurer, and Deputy Treasurer for the Board of Education
  - C. Galesburg High School Textbook Adoption
  
- VII. Correspondence
  
- VIII. Committee Reports
  - A. Budget
  - B. Building and Grounds



- C. Student Code of Conduct—(Random Drug Testing)
- D. Insurance
- E. Recruitment for Educational Diversity
- F. Student Council
  
- IX. Instructional Presentation
  - A. GHS Lincoln Seminar Year-end Wrap Up
  
- X. New Business
  - A. Appoint Board Committees
  - B. Schedule of Board of Education Meetings
  - C. Adopt Existing Board of Education Policies and Codes of Student Conduct
  - D. Authorized Depositories
  - E. Renewal of Bridgeway Contract for Insight Program
  - F. Personnel Agenda
  - G. Accept Bid for Restroom Renovations at GHS and Churchill
  - H. Acceptance of School Bus Purchase Bid
  - I. Approval of Galesburg High School FFA Washington, D.C. Trip
  
- XI. 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
  
- XII. Comments by Board of Education
  
- XIII. Closed Session
  - A. Negotiations
  
- XIV. Adjournment

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Official Oath for Newly Elected Board of Education Members:

Background:

Effective June 20, 2006 State law requires that school board members take an oath of office before taking their seats on the board. Mr. Thomas West, Attorney for District #205, will administer the formal "Oath of Office for School Board Member" to those members elected in the April 7, 2009 Consolidated Election. (105 ILCS 5/10-16.5)

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Election of Board of Education Officers:

Background:

According to District Policy 245.00; “Starting with the April 2003 organizational meeting, the office of President shall be filled with the most senior member of the Board of Education” who has not been President within the last 7 years. Thus, by Policy Member Lindstrom is the Presidential Slate. Once elected, President Lindstrom will preside over the election of Vice president and Secretary—both of whom shall be elected from among the remaining members.

## 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.

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Cross Reference: 270.01

Adopted as Revised: October 30, 2002

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Consent Agenda VI. A:

Approve Updated Indemnification Agreement for Board of Education

Background:

The approval of an updated Indemnification Agreement for Board of Education Members is part of the procedure at the Organizational meeting.

Recommended Action:

Approve Consent Agenda as Presented

Community Unit School District No. 205  
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Consent Agenda VI. B:

Approve Resolution Appointing Recording Secretary, Treasurer, and Deputy Treasurer for the Board of Education

Background:

The approval of a Resolution appointing the Recording Secretary, Treasurer and Deputy Treasurer for the Board of Education is part of the procedure required at the Organizational meeting.

Recommended Action:

Approve Consent Agenda as Presented

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Consent Agenda VI. C:

Galesburg High School Textbook Adoption

Background:

Galesburg High School is updating some textbooks for next school year (chart attached). Copies will be available for review at the Board Meeting. This is an annual endeavor at GHS. Recommendations are made by departments for those courses most in need of updating.

Recommended Action:

Approve Consent Agenda as Presented

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Instructional Presentation IX. A:

GHS Lincoln Seminar Year-end Wrap Up

Background:

Teachers and students from the GHS Lincoln Seminar class will make a short presentation to the Board to summarize the accomplishments of the class. The Board will recall that this has been a year-long learning adventure that has involved sixteen high school students in a mission to rediscover our 16<sup>th</sup> President, Abraham Lincoln.

Recommended Action:

None—Information Only



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New Business X. A:

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 X. B:

Schedule of Board of Education Meetings

Background:

In past years the Board of Education meetings have been scheduled at 7:00 p.m. on the second Monday of each month except those months in which Monday falls on a holiday. This year Columbus Day is on Monday, October 12, 2009, making it necessary to schedule the Board meeting on Tuesday, October 13, 2009 for the month of October. The other exception this year is the June meeting which is scheduled for June 29, 2009 in order to close out bills for the fiscal year.

Also included is a listing of Board Members scheduled to read Payroll and Claims information as each meeting.

Recommended Action:

Approve Schedule of Board Meetings as Presented

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New Business X. C:

Adopt Existing Board of Education Policies and Codes of Student Conduct

Background:

Adoption of the Board's policies and the Codes of Student Conduct is an annual requirement for Boards. Faculty handbooks, administrative rules and regulations, emergency rules, and other such day-to-day rules of engagement are included within the authority of the Board's policies. The Board's approval of the Student Codes of Conduct is for the balance of the current year under the authority of the new Board. Prior to the start of the 2009-2010 school year, the Board will adopt the Student Codes of Conduct again reflecting and changes prompted by the work of the District-Wide Committee.

Recommended Action:

Adopt Existing Board of Education Policies and Codes of Student Conduct

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New Business X. D:

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 X. E:

Renewal of Bridgeway Contract for Insight Program

Background:

The District proposes to renew its contract with Bridgeway Inc. to provide Insight Program services during School Year 2009 – 2010 to students with a first-time zero tolerance offense. The Insight Program includes a substance abuse evaluation/screening (\$100 per student) and an early intervention seminar for the student and parents (\$25 per hour per student). This fee structure is the same as for the current school year.

The agreement is based on a presumed 40 students being referred to the Program each year but in 2008 – 2009 there were only three evaluations and two intervention seminars conducted.

Recommended Action:

Approve Renewal of Bridgeway Contract for Insight Program as Presented

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New Business X. G:

Accept Bid for Restroom Renovations at GHS and Churchill

Background:

Bids were solicited for renovation of the two restrooms nearest the cafeteria at Galesburg High School and construction of two new handicapped-accessible restrooms at Churchill Junior High School, near the gym. The lowest bid is recommended for acceptance.

Recommended Action:

Accept Bid for Restroom Renovations at GHS and Churchill as Presented

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New Business X. H:

Acceptance of School Bus Purchase Bid

Background:

Bids were solicited for a 53 or 59 passenger diesel school bus to replace a 1999 35 passenger bus that is being traded in. Having a larger bus in the District fleet will give us greater flexibility in covering extracurricular trips. Tests have been conducted to confirm that the larger bus will fit indoors at the Hawthorne Center bus garage.

Bid requests were sent to four bus dealers, and bids meeting specifications were received from two of them. A third dealer submitted an alternate bid for either a 34 or a 35 passenger bus.

The lowest bid for a 53 passenger bus is recommended for acceptance. This is the lowest bid that met our specifications.

Recommended Action:

Accept School Bus Purchase Bid as Presented

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New Business X. I:

Approval of Galesburg High School FFA Washington, D.C. Trip

Background:

The Future Farmers of America (FFA) of Galesburg High School is planning a trip for several students to the National FFA Leadership Conference in Washington D.C. during the week of July 7 – 12, 2009. Three female FFA students will be accompanied on the trip by GHS agriculture teacher Corrine Smith. The group will leave on Sunday, July 5<sup>th</sup> and stay in Columbus, OH that night. They will arrive in Washington, D.C. on Monday evening. Transportation and lodging will be paid for by the FFA Booster Club, GHS FFA, Perkins Grant funds, and the FFA students themselves.

The GHS FFA Requests Board Approval for this Overnight Trip

Recommended Action:

Approve Galesburg High School FFA Washington, D.C. Trip as Presented



