

6:45 p.m.—Budget Hearing—Knox Warren Special Education Cooperative

6:50 p.m.—Budget Hearing—C.U.S.D. #205

COMMUNITY UNIT SCHOOL DISTRICT NO. 205

Board of Education

7:00 PM – Monday, June 14, 2010

932 Harrison Street—Galesburg, Illinois

Regular Meeting

Agenda

- I. Call to Order
- II. Roll Call
-Recognition of District Retiree
- 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 May 10, 2010 and special meeting of May 12, 2010 and special meeting of May 19, 2010.
- VI. Approval of Payrolls and Claims
Reported by Member Strauch
- 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. There will be no separate discussion of these unless a Board member or citizen so requests in which event the item will be removed from the Consent Agenda and considered individually.)
 - A. GHSN Outreach Worker Job Description
 - B. APEX Program Supervisor Job Description
 - C. Approve Hazardous Transportation Areas for 2010-2011
 - D. Adopt Resolution on Prevailing Wages
- VIII. Correspondence

- IX. Committee Reports
 - A. Budget
 - B. Buildings and Grounds
 - C. Insurance
 - D. Recruitment for Educational Diversity
 - E. Student Council

- X. Instructional Presentation
Professional Development for Teachers and Staff—The Initiative

- XI. Old Business
 - A. Appoint Board Committees
 - B. Approve “Operation Re-Build—Achievement: 20 Year Master Facility Plan”

- XII. New Business
 - A. Personnel Agenda
 - B. Approve Naming Churchill Gym—“Morgan Gym”
 - C. Approval of Galesburg High School FFA Washington, D.C. Trip Request
 - D. Re-Adopt Policy 430.05—Investment Policy
 - E. Approve Revisions to Board Policy 715.02—Random Drug Testing
 - F. Approve Elementary and Secondary Codes of Conduct for 2010-2011
 - G. Approve Middle School Yearbook Fee Increase
 - H. Adopt Amended Budgets for 2009-2010:
 - a. KWSED Amended Budget
 - b. C.U.S.D. #205 Amended Budget
 - I. Approve Continued Membership in Iowa/Illinois School Food Cooperative
 - J. Adopt RESOLUTION requesting the County Board of The County of Knox, Illinois, to certify to the County Clerk of said County the question of imposing a retailers’ occupation tax and a service occupation tax to be used exclusively for school facility purposes for submission to the electors of said County at the general election to be held on the 2nd day of November, 2010
 - K. Engage Architect to Perform Health and Life Safety 10 Year Re-Survey
 - L. Approve Partial Repayment of Working Cash Fund Loan from Fire Prevention and Life Safety
 - M. Approve Working Cash Fund Loan to Tort Fund

N. Adopt Resolution Approving Risk Management Plan

XIII. 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

XIV. Comments By Board of Education

XV. Adjournment

Next Meeting will be July12, 2010

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Consent Agenda VII. A.:

GHSN Outreach Worker Job Description

Background:

The District has had in place job description for elementary and middle school Outreach Workers, but not the GHSN position. The proposed description reflects the job duties/responsibilities of the alternative high school Outreach Worker.

Recommended Action:

Approve as Presented

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Consent Agenda VII. B.:

APEX Program Supervisor Job Description

Background:

The APEX Supervisor position at GHSN was modeled last year after the ISSP Supervisor positions in the District, but modifications for the job description are needed in order to reflect the job responsibilities of that position.

Recommended Action:

Approve as Presented

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Consent Agenda VII. C.:

Approve Hazardous Transportation Areas for 2010-2011

Background:

Hazardous transportation areas must be approved by the Board for the District to receive state reimbursement for affected bus routes. All such areas from last year are recommended for re-approval.

Recommended Action:

Approve as Presented

Community Unit School District No. 205
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Consent Agenda VII. D.:

Adopt Resolution on Prevailing Wages

Background:

State law (820 ILCS 130/9) requires the Board to, during June of each year:

1. Adopt a resolution establishing prevailing rates of wage in the area.
2. Publicly post or keep available for inspection said rates of wage.
3. File a certified copy of the resolution with the Secretary of State and the Department of Labor in Springfield no later than July 15
4. Publish a legal notice of its wage rate determination within 30 days of the filing.

Recommended Action:

Adopt as Presented

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Instructional Presentation X.:

Professional Development for Teachers and Staff—The Initiative

Background:

This summer the teaching staff of District 205 is in the midst of massive professional development training for all teachers. Commonly referred to as “The Galesburg Initiative”, this training is constructed around the concepts of differentiated instruction, use of data to determine student needs, and comprehensive assessment procedures at all levels. We have over 330 teachers (District #205 and KWSED) registered for the week long training that will be scheduled throughout the summer at a variety of locations. Teachers will receive a set of support resources and interventions aligned to the training and classroom practice (applicable to specific grade levels). Trainers from Two Rivers Professional Development will be conducting the sessions, and teachers will have time each day to work on aligning training to classroom practice and interventions.

Matt Jacobson and Kim Lakis, who have been instrumental in putting the training together will give an instructional presentation that provides the details of the training. After hearing the presentation, I’m sure that the Board will agree that District #205 is on the cutting edge of professional development with “The Galesburg Initiative”.

Recommended Action:

Approve as Presented

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Old Business XI. 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

Community Unit School District No. 205
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Old Business XI. B:

Approve “Operation Re-Build—Achievement: 20 Year Master Facility Plan”

Background:

In May at its regular meeting, the Board of Education received and laid over for consideration and adoption as early as their meeting of June 14 “Operation Re-build – Achievement: 20 Year Master Facility Plan” or the “Plan.” The Plan is the culmination of some eight months of work on the part of a seventeen member stakeholder group of district employees and community experts with support from administration and area architects.

The Plan represents a comprehensive, long-term and bold initiative of the district to repair, replace, retrofit, remodel and where appropriate build new its fields and facilities for the next generation. The \$110,000,000, twenty year plan is designed to improve student achievement (and as a positive consequence graduation), increase home values (and as a positive consequence strengthen the tax base), create jobs (and as a positive consequence help to put people back to work in this recession), take advantage of state and federal grant programs (and as a positive consequence return tax dollars sent to Springfield and Washington to the local community), and complete without necessarily having to increase property taxes (and as a positive consequence shift a portion of the tax burden to others not living in Knox County).

With the adoption of this action, administration will begin to bring forward various and numerous implementing recommendations for the Board’s separate consideration including those pertaining to financing, contracts, design work, and the like.

Recommended Action:

Approve as Presented

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New Business XII. B:

Approve Naming Churchill Gym—"Morgan Gym"

Background:

At the May 10, 2010 Board meeting Jeff Holt presented a request to name the Churchill Junior High School Gymnasium the Morgan Gym in honor of Bob and Bill Morgan. Attached for your review is that request with supporting documentation and letters of recommendation. This request is governed by Board Policy No. 407.00 which is also attached. A committee of Jeff Holt, Barry Swanson, Pete Thierry, Bart Arthur, and Gene Denisar reviewed the request and recommend that the Board of Education name the Churchill Gymnasium the Morgan Gym.

Recommended Action:

Approve the Recommendation of the Committee as Presented.

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New Business XII. C:

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

Background:

The Future Farmers of America (FFA) of Galesburg High School is planning a trip for two students to the National FFA Leadership Conference in Washington, D.C. during the week of July 13-18, 2010. Corrine Smith and Travis Davis will be the Chaperone's for the students. Transportation and lodging will be paid for by the FFA Booster.

The GHS FFA requests Board approval for this overnight trip.

Recommended Action:

Approve as Presented

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New Business XII. D:

Re-Adopt Policy 430.05—Investment Policy

Background:

In 2006, the Board revised its Investment Policy based on recommendations from the Budget Committee. One requirement of the new policy was that the Board review and re-adopt it annually at its June meeting. The policy is recommended for re-adoption at this time, with no change.

Recommended Action:

Re-Adopt the Investment Policy as Presented

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New Business XII. E:

Approve Revisions to Board Policy 715.02—Random Drug Testing

Background:

In response to a Board of Education Members request, random drug testing will be implemented at the middle schools for the 2010-2011 school year. A few minor modifications to the policy were needed to include the middle schools.

Recommended Action:

Approve Revisions to Board Policy 715.02 as Presented

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New Business XII. F:

Approve Elementary and Secondary Codes of Conduct for 2010-2011

Background:

A District-wide discipline committee was formed to review and consider needed revisions to our present Codes of Conduct. The committee consisted of a Board member, parents, the Athletic Director, a school nurse, administrator from each level and a teacher. Mrs. VanHootegem, Director for Human Resources, has provided members of the Board with a draft of recommended revisions to the Elementary and Secondary Codes of Conduct. Due to registration being held on August 4, 5, 6, 2010, it will be important to approve the codes as soon as possible in order to have the document printed and available at registration.

Recommended Action:

Approve as Presented

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New Business XII. G:

Approve Middle School Yearbook Fee Increase

Background:

Bart Arthur, Churchill Junior High Principal and Neal Thompson, Lombard Middle School Principal; would like to propose an increase to yearbook costs from \$18 to \$20 for the 2010-2011 school year. The fees have not been raised in 7 years, but costs continue to rise. There will not be enough revenue to cover the costs of the books for next year without the increase.

Recommended Action:

Approve as Presented

Community Unit School District No. 205

June 14, 2010

New Business XII. H:

Adopt Amended Budgets for 2009-2010:

- District #205
- Knox-Warren Special Education District

Background:

As reviewed by the Budget committee and discussed at the May regular meeting of the Board of Education, 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.

Recommended Action:

Adopt Amended Budgets for 2009 – 2010 as Presented:

- Knox-Warren Special Education District
- District #205

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New Business XII. I:

Approve Continued Membership in Iowa/Illinois School Food Cooperative

Background:

When the decision was made to bring food service in-house, the Board was informed that food would be sourced primarily through a purchasing cooperative. This method relieves the District of the obligation to conduct bids on a host of food items individually. The cooperative handles the bidding process and manages the ongoing relationship with the vendor.

The Iowa-Illinois Food Cooperative was selected by the Board last year. A new cooperative agreement has been drafted by the member districts. Such agreements are subject to the Board's review and approval. Attached is a copy of the agreement. The agreement is for three years.

Recommended Action:

Approve as Presented

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New Business XII. J:

Adopt RESOLUTION requesting the County Board of The County of Knox, Illinois, to certify to the County Clerk of said County the question of imposing a retailers' occupation tax and a service occupation tax to be used exclusively for school facility purposes for submission to the electors of said County at the general election to be held on the 2nd day of November, 2010.

Background:

Subject to the Board of Education's adoption of the plan "Operation Re-build – Achievement" (the "Plan"), scheduled for its June 14, 2010 regular meeting, the Board is asked to begin the implementation of the same. One of the first implementing actions necessary is that pertaining to the financing of the Plan. The Master Facility Planning Committee recommends the adoption by the county of a penny sales tax for the exclusive purpose of constructing and/or renovating school facilities. The action was recommended by the Committee in order to shift the burden of the facility improvement cost to as great and less regressive tax base as possible using an instrument permitted by law—i.e., the county-wide sales tax for school purposes.

School district representing at least 51% of the total enrollment of the county must agree by resolution to petition the county to place such a sales tax question upon the ballot. CUSD#205 represents 61% of the Knox county enrollment necessitating its Board's approval of the proposition in order that it might move forward.

Recommended Action:

Adopt as Presented

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

Engage Architect to Perform Health and Life Safety 10 Year Re-Survey

Background:

Subject to the Board of Education's adoption of the plan "Operation Re-build – Achievement" (the "Plan"), scheduled for its June 14, 2010 regular meeting, the Board is asked to begin the implementation of the same. One of the first implementing actions necessary is that pertaining to the financing of the Plan. The Master Facility Planning Committee recommends the use, in part, of fire prevention & safety bonds. In order to issue such bonds, the Board must have a finding of a licensed architect that deficiencies in building codes exist that must be remedied. These finding, in the form of Fire Prevention & Safety Amendments, must be approved by the State Board of Education. Such approval would be sought from the Board of Education at a subsequent meeting upon the completion by the architect of a Decennial Health-Life-Safety Re-survey of the school buildings of the district.

It is proposed that the District's architect, Metzger-Johnson be engaged to complete the decennial resurvey. Attached for your review is a copy of the proposed scope of work and costs as prepared by Metzger-Johnson following discussions with district administration.

Recommended Action:

Approve as Presented

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New Business XII. L:

Approve Partial Repayment of Working Cash Fund Loan from Fire Prevention and Life Safety

Background:

In June 2009 the Board of Education approved a \$488,447 loan of Working Cash fund moneys to the Fire Prevention & Safety fund to be repaid from taxes levied in 2009, 2010, and 2011. This action is designed to draw down the loan by repaying half or \$224,224 of that loan. The amount is comprised of the receipt of 2009 levy dollars plus excess dollars beyond those needed at the time of the original loan to pay off projects associated with the remodeling of Rose Hoben School into GHS North.

A like amount is expected to be repaid this time next year to close out the loan.

Recommended Action:

Approve as Presented

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New Business XII. M:

Approve Working Cash Fund Loan to Tort Fund

Background:

With the Fiscal 2010 amended budget before the Board at the regular meeting of June 14, certain salary and benefit expenses were re-allocated from the Education and Operations and Maintenance funds to the Tort fund consistent with the “Operation Program/Job Save” plan adopted by the Board of Education at its April 2010 regular meeting. These expenses are for tort purposes and comport to those identified in the Risk Management Plan, also before the Board this evening for adoption. Moreover, these expenses had been previously charged to Tort when the same was recorded in the Education fund.

Since these expenses were not levied for originally with the adoption of the 2009 levy, a loan is proposed to cover the same with the repayment to come from the levy of taxes in 2010.

Recommended Action:

Approve as Presented

Community Unit School District No. 205
June 14, 2010

New Business XII. N:

Adopt Resolution Approving Risk Management Plan

Background:

The Board of Education adopted “Operation Program / Job Save” in April 2010. A component of the Operation was to correctly charge tort purpose expenses to the Tort Fund. To do so, the District must have adopted, among other items, a risk Management Plan which is periodically reviewed and updated. Tonight’s action will be to adopt the Plan or a broad framework under which we will access, monitor, and remediate our risks. Subsequently, we will bring before the Board action items modifying job descriptions (for certain staff having risk management responsibilities) and setting levies to fully fund our risk management and other tort related expenditures. A copy of the Risk Management Plan is attached for your review. A Resolution setting forth the risk management plan is also attached.

Recommended Action:

Adopt Resolution as Presented