

COMMUNITY UNIT SCHOOL DISTRICT NO. 205
Board of Education
7:00 PM – Monday, June 29, 2009
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.)
- V. Approval of Minutes
Approve minutes of special meeting of May 5, 2009, special meeting of May 6, 2009, regular meeting of May 11, 2009, organizational meeting of May 11, 2009, special meeting of May 14, 2009 and special meeting of June 3, 2009.
- VI. Approval of Payrolls and Claims
Reported by Member Harrison
- 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. Educational Interpreter Job Description
 - B. Food Service Job Descriptions
 - Cashier/Bookkeeper
 - Noontime Helper
 - Elementary Cook
 - Head Cook
 - Production Cook
 - Cook's Helper

C. RtI Coordinator Job Description

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. Approve Board Policy 715.02—Random Drug Testing
- C. Review Elementary and Secondary Codes of Conduct
- D. Approve Hazardous Transportation Areas for 2009-2010
- E. Adopt Resolution on Prevailing Wages
- F. Re-Adopt Policy 430.05—Investment Policy
- G. Approve Budget Adjustments
- H. Approve Membership in Iowa/Illinois School Food Cooperative
- I. Adopt Resolution to Permanently Transfer Working Cash Fund Interest
- J. Adopt Resolution to Loan Working Cash Funds
- K. Accept Bids:
 - a. Milk
 - b. Bread
 - c. Trash

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. Negotiations

XV. Adjournment

Next Meeting will be July13, 2009

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Consent Agenda VII. A:

Approval of Educational Interpreter Job Description

Background:

KWSED is required to hire an Educational Interpreter to support two students with Hearing Impairments in the school setting.

Recommended Action:

Approve as Presented

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Consent Agenda VII. B:

Approval of Food Service Job Descriptions:

- -Cashier/Bookkeeper
- -Noontime Helper
- -Elementary Cook
- -Head Cook
- -Production Cook
- -Cook's Helper

Background:

The Food Service Union leadership, Pam Webber, and Diane VanHootegem have been working together to revise and/or develop job descriptions for the Districts food service positions. Several job descriptions had been written over the years, but had never been approved by the Board of Education.

Recommended Action:

Approve as Presented

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Consent Agenda VII. C:

Approval of RtI Coordinator Job Description

Background:

The District #205 Response to Intervention (RtI) Leadership Team determined that the District should pursue the possibility of hiring an RtI Coordinator for the next two years. This person's responsibility would be to implement the District RtI Plan and establish protocol throughout the District for this initiative. Among other duties, the coordinator would establish and work with building teams, oversee the universal screener assessment, coordinate staff professional development, and interpret requirements from the ISBE. This position will be paid out of ARRA – IDEA Stimulus funds. Since those funds are only available for two years and we feel that the RtI program will be established in that amount of time, we are only recommending a two year position.

Recommended Action:

Approve as Presented

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New Business XI. B:

Approve Board Policy 715.02—Random Drug Testing

Background:

In response to a Board of Education Members request, the Codes of Conduct Committee has investigated the implementation of a random drug testing program at Galesburg High School starting the 2009-2010 school year. The program would include all athletics, as well as extra-curricular and co-curricular activities. The committee has surveyed the GHS staff, seniors, eighth graders and community members and has found support for its implementation. The approval of this policy would be a major step in executing a random drug testing program.

Recommended Action:

Approve as Presented

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New Business XI. C:

Review Elementary and Secondary Codes of Conduct

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, and an administrator from each level. 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.

Recommended Action:

Approve as Presented

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New Business XI. D:

Approve Hazardous Transportation Areas for 2009-2010

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

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New Business XI. E:

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:

Approve as Presented

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New Business XI. F:

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 XI. G:

Approve Budget Adjustments

Background:

Buildings and departments may submit requests for budget transfers among line items at the January and June Board meetings, and are doing so now. There is no change to their total expenditures budgets as a result of these transfers.

The District's practice is to also submit grant-related budget adjustment requests at the June Board meeting, to better reflect actual grant funding for the year. These adjustments affect revenue and expenditures equally, such that there is no change to the net budgeted revenue minus expenditures for the year.

Recommended Action:

Approve as Presented

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New Business XI. H:

Approve 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.

Two such purchasing cooperatives were considered. Prices and services were compared between them, and the preferred choice is recommended for membership approval.

Recommended Action:

Approve as Presented

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New Business XI. I:

Adopt Resolution to Permanently Transfer Working Cash Fund Interest

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 2008-2009, the only related expenditure has been for windows replacement at Rose Hoben Welch. The Board is asked to approve the transfer of \$71,862 from the Working Cash Fund to the Operations & Maintenance Fund to cover that cost.

Recommended Action:

Adopt Resolution as Presented

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New Business XI. J:

Adopt Resolution to Loan Working Cash Funds

Background:

When the Board approved the GHS Learning Center Wing asbestos abatement and renovation project, it was informed that the Fire Prevention & Safety Fund had insufficient balance to cover the abatement cost, and that money would have to be loaned from the Working Cash Fund until it could be repaid via Life Safety tax collections over the next few years. The total abatement project cost of \$448,447 is recommended to be loaned from Working Cash to Life Safety.

Recommended Action:

Adopt Resolution as Presented

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New Business XI. K:

Accept Bids:

- a. Milk
- b. Bread
- c. Trash

Background:

Annual food commodity bids for milk and bread were solicited, as were bids for a three-year trash removal contract.

For milk, six vendors were contacted, five of whom bid. From the two lowest bidders, nutritional content information was gathered for each major product item. Based on the best combination of price and nutritional quality, a bid is being recommended for acceptance.

For bread, four vendors were contacted, two of whom bid. One of the two bids was incomplete and therefore rejected, so the other bid is recommended for acceptance.

For trash removal, six vendors were contacted, two of whom bid. The lowest overall bid is recommended for acceptance.

Recommended Action:

Accept Bids as Presented