

*Public Hearings on Tentative Budget and Appropriation Ordinances  
(July 1, 2011 – June 30, 2012) Begin at 6:45 P.M.*

Public Hearings on Tentative Budget and Appropriation Ordinances  
For  
July 1, 2011 – June 30, 2012

- 6:45 P.M. Knox-Warren Special Education District Hearing  
Roll Call  
Presentation of Certificates of Publication of Notice of Public Hearing  
Knox Warren Special Education Tentative Budget & Appropriation  
Ordinance July 1, 2011 – June 30, 2012  
Public Input  
Close Hearing
- 6:50 P.M. Galesburg Area Vocational Center Hearing  
Roll Call  
Presentation of Certificates of Publication of Notice of Public Hearing  
Galesburg Area Vocational Center Tentative Budget & Appropriation  
Ordinance July 1, 2011– June 30, 2012  
Public Input  
Close Hearing
- 6:55 P.M. Community Unit School District #205 Hearing  
Roll Call  
Presentation of Certificates of Publication of Notice of Public Hearing  
District #205 Tentative Budget & Appropriation Ordinance July 1,  
2011 – June 30, 2012  
Public Input  
Close Hearing

*Regular Meeting of the Board of Education of September 12, 2011 will begin  
following the Public Hearings on the Tentative Budgets.*

COMMUNITY UNIT SCHOOL DISTRICT NO. 205  
Board of Education  
7:00 PM - Monday, September 12, 2011  
932 Harrison—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.)*
  - A. Galesburg Public Schools Foundation
- V. Approval of Minutes  
Approve Minutes of Regular Meeting of August 8, 2011
- 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. 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. Approval of Application for Recognition of Schools
- VIII. Correspondence
- IX. Committee Reports
  - A. Budget
  - B. Buildings and Grounds
  - C. Insurance
  - D. Recruitment for Educational Diversity
  - E. Student Council
- X. Instructional Presentation
  - A. Enrollment Report 2011-2012
  - B. Opening Day Video
- XI. Old Business
  - A. Operation Program Job Save—Report

- XII. New Business
  - A. Personnel Agenda
  - B. Approval of Request for Out of State Band Trip
  - C. Concussion and Head Injury Board Policy—First Reading
  - D. Recommendation on Approval/Adoption of the Tentative Budgets for FY 2011-2012 and Adjusted Budget of District 205 for FY 2011-2012:
    - a. Knox Warren Special Education District
    - b. Galesburg Area Vocational Center
    - c. District #205
  - E. Approval of Amendment to First Student Transportation Contract
  - F. Approval of Bifurcation and Extension of Contracts with First Student
    - a. Regular Transportation
    - b. Special Education Transportation
    - c. Other Transportation
  - G. Approval of Amendment to PSA Dewberry Architect Contract
  - H. Approval to Engage Auditor
  - I. Approval of Schematic Design for Lombard
  
- 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. Closed Session
  - A. Negotiations
  - B. Personnel
  
- XVI. Adjournment

*Next Meeting—October 10, 2011*

Community Unit School District No. 205  
September 12, 2011

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Recognition of Visitors.:

Galesburg Public Schools Foundation

Background:

The Galesburg Public Schools Foundation will be recognized at the September Board Meeting. Established in 1987, the GPSF has been a vital supporter of educational programs and efforts in our school district for the past 24 years. Through multiple efforts, the Foundation has provided enormous support for the District. These efforts have ranged from raising \$1.8 million to build Wycall Gymnasium and Mustain Pool to establishing the Richardson's Readers 1<sup>st</sup> Grade Reading Program to providing substantial funding for the Reading @ the Crossroads Middle School Literacy Program. In all, the GPSF has distributed more than \$2.1 million to Galesburg CUSD #205. Certainly, they deserve recognition and honor for everything that they have done for the boys and girls of Galesburg.

Recommended Action:

None—Informational Only

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Consent Agenda VII. A.:

Approval of Application for Recognition of Schools

Background:

The Application for Recognition of Schools is a routine, annual report for the Illinois State Board of Education (ISBE). The application, requiring approval by the Board of Education, needs to be electronically submitted to the Regional Office of Education by September 30, 2011. The Regional Superintendent will then forward the application to the ISBE by October 15, 2011.

Recommended Action:

Approval of Application for Recognition of Schools as Presented

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Instructional Presentation X. A.:

Enrollment Report 2011-2012

Background:

Mr. Estes will make a brief presentation to the Board regarding enrollment information for the 2011-2012 school year. Included in the presentation will be comparisons to previous years and trend data.

Recommended Action:

None—Informational Only

Community Unit School District No. 205  
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Instructional Presentation X. B.:

Opening Day Video

Background:

As has been noted previously, this school year we have welcomed 39 outstanding new teachers to District #205. For our Opening Day Institute, some of the new teachers volunteered to be part of a video presentation. The video contains readings from the poetry of Shel Silverstein, the truly unique and multi-faceted artist, poet, playwright, illustrator, screenwriter, and songwriter. He's best known for writing immensely popular children's books including *The Giving Tree*, *Falling Up*, and *A Light in the Attic* as well as the Johnny Cash ballad "A Boy Named Sue". Silverstein has delighted tens of millions of readers around the world, becoming one of the most popular and best-loved children's authors of all time.

Not only are our new teachers inspirational young educators, they also have a flair for the dramatic. So, we are presenting to the Board the Welcome Back Video featuring the poetry of Shel Silverstein performed by the brave new teachers of District #205.

Recommended Action:

None—Informational Only

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Old Business XI. A:

Operation Program Job Save—Report

Background:

In June we noticed the Board that we expected to have sufficient information to report out on the implementation of Operation Program-Job Save. Thursday preceding the regular meeting we met/will have met with the Board's Budget Committee. At this time we will share the raw data used to arrive at the actual dollar amounts contained in the report. We also expect to review certain of the actual (vs. projected) "impacts."

Monday's presentation is designed to put the dollars into perspective: from original goals and objectives to actual results and the 'who,' 'what,' 'when,' 'where,' 'why,' and 'how' of getting there.

Most importantly, it's is to celebrate the work of countless many in coming up with the various ideas and those who worked hard to help implement the same toward saving program and jobs.

Recommended Action:

None—Informational Only

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New Business XII. B:

Approval of Request for Out of State Band Trip

Background:

Justin Haynes, GHS Band Director, and Dean Petrie, CUSD No. 205 Director of Fine Arts, will make a presentation to the Board about plans that are beginning to be made for the GHS band trip to Florida next school year (this is a recurring field trip that is on a four year cycle.) Board Policy 645.09 recommends a series of considerations when planning and extended overnight field trip of this sort. Additionally, the policy states that, "Guidelines and regulations implementing this policy shall be determined by the Superintendent and/or designees and shall be approved by the School Board." GHS staff is seeking board approval so they may proceed with plans which will take the better part of a year to implement.

Recommended Action:

Approval of Request for Out of State Band Trip

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

Concussion and Head Injury Board Policy—First Reading

Background:

Effective August 1, 2011, Governor Quinn signed House Bill 200, which protects student athletes from concussions and other brain injuries. The law requires every Illinois school board to adopt a concussion policy that complies with the Illinois High School Association (IHSA) guidelines. The new guidelines prevent students who are removed from a game or practice due to a possible head injury from returning without being evaluated and cleared by a medical professional. In addition, school boards must partner with the IHSA to develop materials to educate coaches, student athletes, and their parents about concussions. Board Policy 730.2a is being presented for first review by the Board. The draft has been compiled from limited information available from the IHSA, the IASB, and Springfield Public Schools.

Recommended Action:

Concussion and Head Injury Board Policy—First Reading

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

Recommendation on Approval/Adoption of the Tentative Budgets for FY 2011-2012 and Adjusted Budget of District 205 for FY 2011-2012:

- a. Knox Warren Special Education District
- b. Galesburg Area Vocational Center
- c. District #205

Background:

The Board is required by law to adopt resolutions adopting Annual Budgets and Appropriation Ordinances by September 30 for the current fiscal year for all entities over which it has authority. The Tentative Budgets of these entities have been on public display since they were adopted by the Board at its July meeting, in fulfillment of the 30-day display requirement. Subsequently, the Board's Budget Committee took up a review of the proposed budgets, including especially the underlying assumptions, at its meeting in July. Public hearings were held on these budgets before this meeting, as required by law. Certain adjustments are recommended to these Tentative Budgets to arrive at entities' Final Budgets. Those adjustments will be presented to the Board for approval prior to adoption of the budget resolutions and appropriations ordinances.

A copy of the District 205 "cell" changes has been along with a notation. The individual budget surpluses save that for the Education and Operations & Maintenance funds remained unchanged; education surplus increased \$42,917 and O&M decreased by \$148,511.

Recommended Action:

Approve as Presented

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

Approval of Amendment to First Student Transportation Contract

Background:

Operation Program Job-Save calls upon administration to look at the district's contracts and attempt to lower the cost of the same. Our contract with First Student in the third year was set at \$1,388,788 for the combine regular, vocational and special education transportation services. This amount, per agreement, is an average five percent increase over the prior year. There remains an optional extension of up to two additional years.

Recognizing the same, we engaged First Student in a conversation to lower the current year's contracted 5% increase while giving consideration to extend the contract for the two option years. The result of our conversation was to reduce from 5% to 3 ½% the current years contract, saving roughly \$21,000. (See First Student letter dated August 18, 2011.) In addition, the extension period—see BOE New Business XII.F., would be based upon this lower amount and increase annually hereafter at a rate of 2 ½%.

Additionally, First Student is working with the District to assume a portion of the routes run with district mini buses; reducing the number of monitors required on certain routes and restructuring the contract extension to potentially optimize State reimbursements (also see BOE New Business XII.F). Potential savings/cost avoidance/increased revenues are \$6,000, \$15,000 and \$112,000 respectively.

The overall Operation Program-Job Save target saving ("opportunity strip" #23) for all contracts—not just transportation—was set at \$101,842. With this action, the district will save \$21,000 initially (and \$126,000 compounded over three years) *exclusive* of the additional, potential savings noted above.

Recommended Action:

Subject to Approval of New Business XII.F., Accept as Presented

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New Business XII. F:

Approval of Bifurcation and Extension of Contracts with First Student

- a. Regular Transportation
- b. Special Education Transportation
- c. Other Transportation

Background:

Under separate action (New Business XII.E.) will be found a proposal to amend the current contract with First Student reducing the renewal rate from 5% to 3 ½%. In addition, the proposal calls for the extension and bifurcation of the current contract with First Student—this New Business XII.F. item. The extension would be for two additional, option years (as provided for in the original contract award). The bifurcation would separate the contract into three separate service contracts covering regular/vocational, special education and other or pre-school/field trip transportation

The extension would begin with the 2012-13 fiscal year and continue through 2013-14 fiscal year. The extension would be based upon the amended 2011-12 contract. The contract—currently a single contract covering three services, would be divided into three separate contracts as noted above. The individual contracts would increase 2 ½% in each of the two extension years. The proposal is made in conjunction with New Business XII.E noted above.

It is estimated that the contract extension will save the district \$13,000 in the initial year and \$39,000, compounded, over the two year period. In addition, it is estimated the bifurcation of the contract has the potential to net the district an additional \$112,000 in state transportation reimbursements.<sup>1</sup> The alternative would be to re-bid the contract and forego the current year proposed decrease. A re-bid would be required after the extension period by operation of law.

Recommended Action:

Accept as Presented

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<sup>1</sup> The State transportation rules and regulations reimburse districts based upon a complex formula that includes services provided, miles for each service and total costs; reimbursement when including more than one service in a contract is based upon the proration of miles—irrespective of service provided—to the total cost. Some services are reimbursed at a higher rate; others not at all. Non-reimbursable services—e.g., field trips, athletic trips—tend to inflate the overall mileage, negatively skewing the formula reimbursement. By treating each service and associated mileage as a separate contract, albeit with the same vendor, it's believed—hence the “potential” the district can avoid the “skewing phenomenon” by segregating the non-reimbursable miles into its own contract allowing for full reimbursement of separate contract cost for regular/vocational and special education transportation services on the basis of a 1:1 correlation between service costs and service miles.

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New Business XII. G:

Approval of Amendment to PSA Dewberry Architect Contract

Background

PSA Dewberry has asked the district to consider a modification to their contract. The request does NOT increase the total cost of the basic services. Instead, the request modifies the percentages to be applied to the various services. The change is being made to the Schematic Design percentage, increasing from 20% to 25% (with a corresponding decrease in the Construction Document percentage of 35% to 30%). The request is in response to the District's desire to have more modeling done "up-front" utilizing the architect's BIM software rather than in later phases so as to help the members of the various committees visualize concepts and changes thereto.

Listed below are the services or phases and the originally bid percentage and the proposed amendment. Owners' Representative, Bob Johnson has reviewed the request and believes it to be reasonable.

PHASE	ORIGINAL	PROPOSED AMENDMENT
Schematic Design	15%	20%
Design Development	25%	25%
Construction Document	35%	30%
Bidding	05%	05%
Construction	20%	20%

Recommended Action:

Approve as Presented

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

Approval to Engage Auditor

Background:

Following a bid last year for services, John Meister & Associates, CPA were engaged by the District to perform the audit. Despite an increase in requirements and time due to the ARRA program, the firm completed its work on-time and within budget. Staff here and at KWSEA worked well with the auditor and they with us. It is proposed that we continue with the Meister firm for a second year, in part, to maintain some sense of continuity following the abrupt resignation of the District's previous auditor (due to the burden's of ARRA and their lack of familiarity with the same).

Below are the expiring and proposed fees by entity being audited.

<u>Entity</u>	<u>Expiring</u>	<u>Proposed</u>
District 205	\$31,500	Not to exceed \$31,500
KWSEA	\$10,000	Not to exceed \$10,000
AVC	<u>\$ 3,500</u>	<u>Not to exceed \$ 3,500</u>
TOTAL	\$45,000	Not to exceed \$45,000

By way of context, the other bidder at the time proposed \$53,000.

Recommended Action:

Approve as Presented

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New Business XII. I:  
Approval of Schematic Design for Lombard

Background:

The Building Committee met last week to review the Schematic Design work on the Lombard school site. Review of the proposed treatment of the various spaces, coupled with the construction standards settled upon and the calculated costs for all the same, the Committee met to approve the work of the architects and support the recommendation of administration forwarding the same to the full Board of Education for review and action. Attached is a copy of the final work product of the architect and construction manager through Schematic Design. Upon Board of Education approval of design (analogous to 2D and a 5000 foot view), schedule (which with one significant exception<sup>2</sup> remains unchanged) and budget, the architects will proceed to the Design Development phase. The total estimated cost at this phase of development is \$10,362,000 (in construction costs *only*) which is \$50,000 *above* that estimated at Preliminary Design but \$10,000 *below* original budget. The changes can be attributed to the refinement of the design, finalization of construction standards and inclusion of items from the Master Facility Plan otherwise excluded in the original scope of work—e.g., expanded internal technology wiring.

Attached for the Board's review is the cost estimate and other pertinent information prepared by the construction manager, Russell Construction. Under separate cover (see 9-9-11 *Friday Update*) will be found a copy of the architects schematic design work.

With affirmative Board Action accepting the Schematic Design work, administration will direct the architects to proceed to Design Development.

Recommended Action:  
Approve as Presented

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<sup>2</sup> Originally the architects and construction manager thought they could complete the work over the course of two summers; the new schedule has them relocating several classes to the auxiliary gymnasium so that work can proceed throughout the school year 2012-13.