

6:20PM—Closed Session: Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of an Employee(s)

COMMUNITY UNIT SCHOOL DISTRICT NO. 205

Board of Education

7:00 PM – Monday, November 12, 2012

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.)

A. Galesburg Noontime Rotary—Reading Is Fundamental (RIF)—Lance Aten

V. Approval of Minutes

Approve Minutes of Regular Meeting of October 22, 2012

VI. Approval of Payrolls and Claims

Reported by Member Panther

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).

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. Galesburg High School North—Jason Spring

 - XI. Old Business

 - XII. New Business

(Formal action will be required on all Action Items. These items, unless of an emergency nature or routine nature, should have been previously submitted to the Board as a Discussion Item.)

 - A. Approve Personnel Agenda
 - B. Approval of Revisions to Secretarial Handbook
 - C. Acceptance of Audit:
 - District #205
 - GAVC
 - KWSED
 - D. Adopt Resolution Setting the 2012 Tentative Tax Levy
 - E. (1)/(2). Adopt Resolution Abating a Portion of the Taxes Heretofore Levied for the Year 2012 to Pay Debt Service on the General Obligation School Bonds, Series 2011A, of Community Unit School District No. 205, Knox and Warren Counties, Illinois
 - F. Engage Architect to Perform Health and Life Safety 10 Year Re-Survey
 - G. Authorize Phase II Operation Rebuild-Achievement Architect Contract Discussions with Cordogan, Clark & Associates and DKA-Dewberry Architects for Work Through Schematic Design on Silas Willard Elementary School
 - H. (1). Approve Amendment #1 to Unite Private Network Contract for Dark Fiber
(2). Approve Amendment #2 to Unite Private Network Contract for Lit Fiber
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- 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—December 10, 2012

Community Unit School District No. 205
November 12, 2012

Instructional Presentation X. A:

Galesburg High School North—Jason Spring

Background:

Mr. Jason Spring, principal at GHS North, will make a presentation about the alternative school and data from the tracking of students who attended North.

Recommended Action:

None—Informational Item

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

Approval of Revisions to Secretarial Handbook

Background:

Due to changes in Illinois Municipal Retirement Fund (IMRF) it makes it necessary to modify provisions in the Secretarial Handbook.

Recommended Action:

Approve as Presented

Community Unit School District No. 205
November 12, 2012

New Business XII. C:

Acceptance of Audit:

- District #205
- GAVC
- KWSED

Background:

State Statute provides that school board have an independent audit of their financial condition performed each year. In May the Board engaged the firm John E. Meister, CPA to conduct the district's audit. Principal auditor Ron Hilton has performed the audit of the district's financial accounts including Knox-Warren Special Education Association, Area Vocational Center and District 205. There were "no findings" to report nor adverse conditions which might give rise to concern—i.e., a "clean" audit.

Under separate cover will be found a copy of the respective audits and accompanying schedules and opinions or the ISBE required "Annual Financial Report."

Recommended Action:

Approve as Presented

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

Adopt Resolution Setting the 2012 Tentative Tax Levy

Background:

The district requires \$ 56,431,511 to meet its ordinary and necessary expenses for the last half of Fiscal 2012 and first half of Fiscal 2013.

The 2012 tax levy payable in calendar year 2013 for use in both fiscal years 2012-13 and 2013-14 has tentatively been set at \$19,025,875 *before* a planned debt service levy abatement of \$2,300,000 bringing to \$16,725,875 the *net* levy for comparison to the prior year's extension. (See separate "abatement" resolution.) This represents a \$390,450 change over the prior year's extension of \$16,335,426. It is made up of \$14,678,656, in "corporate" and "special purposes" property taxes representing a minus -4.0% change over the prior year's extension of \$15,290,374. (This calculation determines whether or not a "truth-in-taxation" hearing must be held; it does not.) Also included is \$4,347,219 *before* abatement or \$2,047,219 *after* abatement in debt service property taxes representing a 16.3% or 95.9% change, respectively, over the prior year's extension of \$1,045,050.

The District's levy was based upon an equalized assessed valuation ("EAV") expected to increase 2.36% to \$397,645,869, including nearly \$1,470,415 in new property. The EAV base does not include \$7,445,570 in tax increment financing ("TIF") or enterprise zone ("EZ") incentives. A homeowner whose home is valued at \$100,000 fair market will see the District 205 portion of his/her tax bill *increase* by roughly 49¢ annually *after abatement* (and assuming no year-over-year change in the value of his/her property).¹ It should be noted that while the total tax rate will not change—*after* abatement, the items and amounts levied have as more fully shown in Exhibit 1. The "lease" levy is not made in 2012 and the "fire prevention & safety" and working cash levies remain zeroed out—due exclusively to the Operation Rebuild-Achievement bond sales.

Recommended Action:

Adopt Resolution Setting the 2012 Tentative Tax Levy as Presented *Before* Abatement

¹ The TIF and EZ incentives, if accounted for, would have generated \$313,177 in additional income or decreased the tax levy by an equal amount and the corresponding tax rate by 7¢ (further lowering the \$100,000 homeowner tax bill by \$26).

Community Unit School District No. 205
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New Business XII. E. (1)/(2):

Adopt Resolution Abating a Portion of the Taxes Heretofore Levied for the Year 2012 to Pay Debt Service on the General Obligation School Bonds, Series 2011A, of Community Unit School District No. 205, Knox and Warren Counties, Illinois

Background:

The District is to levy \$1,862,681.26 in ad valorem taxes to pay the first installment on the Series 2011 A bonds (Health-Life-Safety Source). The master facility plan provided for the abatement of a portion of said levy utilizing the proceeds from the County School Facility tax. This resolution perfects the district's intent to reduce its levy. This action along with a companion abatement of the Series 2011 B bonds will allow the district to maintain its overall property tax rate at the prior year's level of \$4.20 per \$100.00 EAV, all as called for in the original 20-year master facility plan—Operation Rebuild-Achievement.

Recommended Action:

Adopt Resolution Abating a Portion of the Taxes Heretofore Levied for the Year 2012 to Pay Debt Service on the General Obligation School Bonds, Series 2011A, of Community Unit School District No. 205, Knox and Warren Counties, Illinois

Community Unit School District No. 205
November 12, 2012

New Business XII. F:

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

Background:

Phase II of Operation Rebuild-Achievement is fast approaching. In anticipation of the same, certain work must be completed to obtain the necessary funding and/or utilize existing funding.

The Master Facility Plan calls for the use, in part, of fire prevention & safety bonds. (This was done in Phase I for Lombard, Steele and GHS.) It also calls for the partial abatement of said same funds from the County School Facility Sales (CTSF) tax proceeds. In order to issue such bonds and/or utilize CTSF taxes, the Board must have a finding of a licensed architect that deficiencies in building codes exist that must be remedied. These findings, in the form of Fire Prevention & Safety Decennial Resurveys and/or 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 the required surveys and amendments.

The next buildings “up” under the Plan will be Churchill, Silas Willard and portions of GHS.

It is proposed that the District’s architect, Metzger-Johnson be engaged to complete the decennial resurvey for Churchill, update the previously completed resurvey for Silas Willard and prepare amendments for portions of GHS. 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

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

Authorize Phase II Operation Rebuild-Achievement Architect Contract Discussions with Cordogan, Clark & Associates and DKA-Dewberry Architects for Work through Schematic Design on Silas Willard Elementary School

Background:

At its December 2010 regular meeting the Board of Education authorized the solicitation of architectural services for Phase I of the District's 20 Year Master Facility Plan "Operation Rebuild-Achievement." Subsequently, in March 2011 the Board awarded a contract to Dewberry Architects for Phase I work *only*. At that time, three other firms (of the some sixteen total considered) were ranked second through fourth by the Implementation Committee including Cordogan Clark (Aurora), Wold Architects (Palatine) and Wm Ittner Architects (Fairview Heights, IL). Subsequent Phase work for the architects would be dependent upon performance during Phase I and the direction taken on Silas Willard during Phase II.

At the time of the approval of the original Master Facility Plan (August 2010), the Board expressed interest in replacing Silas Willard School versus the planned repair/renovation. Because a replacement building would require a referendum under statute (unless done as a Health-Life-Safety Replacement or an addition followed by a tear-down with only a "party-wall" being retained), Administration long expressed interest in having two designs and a competition to come up with the same. One design would be for the repair/renovation of the existing building as called for in the Plan and a second design would be for a new building subject to the approval of the voters at referendum. Based upon estimates from the District's owner's representative Metzger Johnson, the roughly \$650,000 total budgeted architect work for Silas would increase \$50,000 to \$100,000 for a second design. The Implementation Committee endorses this approach. The Board's Building Committee will meet in advance of the November regular meeting to take up the question. Separately, the Implementation Committee, at Administration's request, has worked to evaluate the performance of the architects through Phase I. The Implementation Committee reached consensus that the work of DKA was superior to that of Dewberry (remember DKA is a break off of several former Dewberry principals) but that the former was not strong enough to go it alone. After consideration to pair DKA with another firm from the original competition, the

Committee concluded that it would be preferable to retain them as a team. The Implementation Committee felt DKA-Dewerry should design the replacement schematic. Left for the Implementation Committee to consider was the addition of a second firm to develop the repair/renovation schematic. Cordogan, Clark & Associates stood out in the minds of the committee for two reasons: they were second in the overall Phase I competition (ahead of Wold and Ittner) and their particular experience with renovations of, especially, older buildings was seen as a strength. The Implementation Committee also felt that the a decision on which firm should ultimately be awarded all or each a part of the Phase II work be decided following the referendum and then based less on the results but more on the working relationships developed through schematic design (and, in the case of DKA-Dewberry, results at Lombard, Steele and GHS).

Administration concurs with the assessment of the Implementation Committee on all items and adopts the same as its recommendation: competition to choose a Phase II architect (from among the original competition finalist), conduct referendum on the repair/replacement question for Silas, use of Silas for helping select an architect, final architect selection(s) based upon Silas schematic experience and lesser so on other factors (election results, Phase I experiences), and that Cordogan, Clark & Associates should be invited to compete with current architects DKA-Dewberry for the Phase II work.

The Board's Building Committee (concur with / rejects) the process for selecting a Phase II architect, the assessment of the current architects, the proposed addition of a second architect, a design competition and proposed referendum all as recommended by Administration with support of the District's Implementation Committee. Accordingly, Administration seeks authorization to engage in contract negotiations with Cordogan, Clark & Associates and DKA-Dewberry Architects for the purposes of (i) having a competition assigning the former to the repair/renovation of Silas Willard and the latter to the replacement of Silas Willard the schematic designs from which in the aggregate would not exceed a budget of \$150,000 with (ii) the final selection of a Phase II architect(s) to be had by separate vote of the Board of Education following a March 2014 referendum on the replacement question, the same outcome being but one factor in the final selection criteria with greater weight given the district's experiences with each firm through schematic design.

Recommended Action:
Approve as Presented

Community Unit School District No. 205
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New Business XII. H. (1):

Approve Amendment #1 to Unite Private Network Contract for Dark Fiber

Background:

This amendment to the Dark Fiber contract with Unite Private Networks (UPN) clarifies the number of dark fiber strands available and payment terms plus provides for a change required to secure city right-of-way. There were no additional costs associated with these changes.

The original Dark Agreement Schedule C. provides for 2 pair or 4 strands of fiber, as was the intent. The body of the Agreement at Section 15(a)(i) originally stated, incorrectly, 4 pair or 8 strands. The confusion came about when we failed to correct Section 15(a)(i) at the time we added Section 15(a) (ii) which spoke to the balance of the fibers. Schedule C was correct, Section 15(a)(i) was incorrect. This amendment brings the Schedule and Section into congruity.

The original Dark Agreement at Section 15(a)(iii) places limitations on UPN as to the assignment of service. In securing right-of-way from the city, UPN required an exclusion be added specific to the City of Galesburg. This amendment allows UPN to provide the City with Fiber in exchange for right-of-way access without having to charge a premium (which would have been passed along to the district under the provisions of Section 5(c) Taxes and Additional Charges).

The payment schedule clarification is self explanatory.

Recommended Action:

Approve as Presented

Community Unit School District No. 205
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New Business XII. H. (2):

Approve Amendment #2 to Unite Private Network Contract for Lit Fiber

Background:

This amendment to the Lit Fiber contract with Unite Private Networks (UPN) provides for the addition of the Old Giant Food Store/Silas Willard Annex as a site to be included along the Wide Area Network or fiber ring. (A portion of the Silas Willard “Annex” is being used to house the district’s Network Operations Center.) The Monthly Recurring charge (MRC) before FCC E-rate subsidy rises \$748 to \$4919; after discount (78%), the total MRC to the district would be \$1082 and covers, among other items, all maintenance costs. There was no change to the one-time or NRC for the fiber installation.

Recommended Action:

Approve as Presented