

COMMUNITY UNIT SCHOOL DISTRICT NO. 205

Board of Education

7:00 PM – Monday, December 13, 2010

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 the regular meeting of November 8, 2010, Committee of the Whole meeting on December 2, 2010 and special meeting of December 2, 2010

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.)

A. Hearing Impaired Itinerant Teacher Job Description

B. Part-time Front Door Monitor at GHS (15 Hour Week)

C. Assistant Superintendent /Director of Finance and Operations

D. Assistant Superintendent/Director of Human Resources

E. Hall Monitor/Security at GHS (37.5 Hour Week)

F. School Safety Officer

G. Director of Building and Grounds

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. Using Data to Inform Instruction—King/Lombard
 - B. Attendance Report
- XI. Old Business
- A. Reconsider Authorization for Solicitation of Architects: “Request for Qualifications “RFQ”
 - B. Authorize Creation of Operation Rebuild-Achievement “Implementation Advisory Committee” (Tabled Item)
- XII. New Business
- A. Approve Personnel Agenda
 - B. Approve Resolution to Adopt December 2010 Certificate of Tax Levy, as Amended from Tentative
 - C. Approve 60 Month Lease on Certain Xerox Corporation Replacement Copier-Printer
 - D. Authorize Administration Submission to ISBE \$16,500,000 Phase I Ten Year Safety Survey Report and Periodic Amendments for Lombard and Steele Schools and GHS and Lincoln Schools Respectively
 - E. Authorize Establishment of a Hearing to sell \$16,500,000 in Fire Prevention & Life Safety Bonds and the Publication of a Notice on the same all in Conformance with the Bond Issuance Notification Act (“BINA”). As all more fully Outlined in the Attached Resolution
- 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—Tuesday, January 18, 2011

Community Unit School District No. 205

December 13, 2010

Instructional Presentation X. A:

Using Data to Inform Instruction—King/Lombard

Background:

Teams of teachers and administrators from King Elementary and Lombard Middle Schools will give an instructional presentation detailing how those two schools have used student data to inform, or direct, instruction for students. Both teams will reference PowerPoints in their demonstration. Included in the highlighted data will be the use of data walls, individual ISAT results, and AIMSWeb progress monitoring. Not coincidentally, ISAT results have been on the rise at both schools.

Recommended Action:

Informational Only

Community Unit School District No. 205

December 13, 2010

Instructional Presentation X. B:

Attendance Report

Background:

Mr. Estes and Mr. Cahill will make a presentation to the Board concerning the efforts and successes of the District's attendance initiative. Data will be shared which indicates not only the impact of improved attendance at the buildings but the status of being able to project financial implications of the increase. Time will be allowed for Board questions.

Recommended Action:

Informational Only

Community Unit School District No. 205

December 13, 2010

Old Business XI. A:

Reconsider Authorization for Solicitation of Architects: Requests for Qualifications (“RFQ”).

Background:

At its August 2010 regular Board of Education meeting the District’s 20 year master facility plan “Operation Rebuild – Achievement” (“the Plan”) was adopted. Several and varying “implementation” items necessarily follow including the hiring of an architect(s) to design and bid the work called for in the Plan. The District’s architect has informed administration that the size and scope of the potential projects is beyond their capacity and that they would likely partner with another firm to address the district’s needs. Under the statutes of Illinois, engaging an architect other than the “district architect” requires the solicitation of “requests for qualifications” (“RFQ”). The process of selection typically entails a paper screening, winnowing of the field, an interview, short-listing finalist, a site visit and, as called for in the solicitation, a design competition, followed by a rank ordering of the firm, contract negotiation and subsequent Board approval. The RFQ proposed has a “subject to” clause referring to the passage of the “penny sales tax referendum” on the November ballot. The time line is such that the firm(s) selected would be able to “hit the ground running” when the penny tax is approved by the voters; absent the approval, the Board of Education would have no further obligation though they may choose to engage one or more of the firms for the “fire prevention and safety” work proposed under separate cover for the consideration of the Board. A budget of \$20,000 has been set aside for the RFQ process with the bulk of the funds to be used for the design competition. These moneys would be paid from the Site & Construction, Fire Prevention & Safety and/or the Operations & Maintenance Fund depending upon the available funding source.

Attached for your review is the proposed RFQ. We would also use the same to obtain information on potential construction management firms, should the Board subsequently choose a delivery methodology that would partner the architect/engineer with a construction manager.

Recommended Action:

Approve the Request to Reconsider Qualifications Solicitation Document and Authorize Administration’s Solicitation of Architects, Engineers and Associated Services.

Community Unit School District No. 205

December 13, 2010

Old Business XI. B:

Authorize Creation of Operation Rebuild – Achievement “Implementation Advisory Committee” (Tabled Item)

Background:

At its August 2010 regular Board of Education meeting the District’s 20 year master facility plan “Operation Rebuild – Achievement” (“the Plan”) was adopted. Several and varying “implementation” items necessarily follow including the creation of an oversight committee to advise the Board’s Building Committee on the implementation of the Plan and to work with the district in identifying an architect/engineer (and construction manager, as appropriate), organize design Charrettes for community input and otherwise act as a conduit for communication of the Plan’s implementation progress to the Building Committee and the public at large.

The Implementation Advisory Committee would be comprised of 12-18 members and include a Board representative, 4-5 community “experts”, 3-4 building principals, 2-3 custodial and/or secretarial staff, and 5-8 teachers. The employee would be drawn from GHS, Steele, Silas Willard and Lombard schools—the first four of eleven to addressed under the Plan. The Superintendent, Assistant Superintendent for Curriculum & Instruction, Directors of Technology and Buildings & Grounds would act as ex-officio members of the Committee. The Assistant Superintendent for Finance & Operations would lead and facilitate the work of the Committee.

Attached can be found the charge of the committee including it’s goals, objectives, activities, timelines, and resources.

Recommended Action:

Approve the Creation of the Implementation Advisory Committee as Presented

Community Unit School District No. 205

December 13, 2010

New Business XII. B:

Approve Resolution to Adopt December 2010 Certificate of Tax Levy, as Amended from Tentative.

Background:

Tax levy resolutions must be adopted by the Board this month, and be delivered to the Knox and Warren County Clerks by the last Tuesday in December. The overall proposed levy remains unchanged from that tentative presented last month. Several changes are recommended within the tentative tax levy as more fully described in the following.

Administration has determined that the municipal retirement and social security levies can be decreased with a review of the recent audit and payrolls and the new IMRF calculation rate for 2011. The difference would be applied to continuing the Fire Prevention & Safety Fund levy and maximizing the Operation & Maintenance Fund levy as we move forward with the master facility plan Operation Rebuild – Achievement.

Recommended Action:

Approve Resolution to Adopt December 2010 Certificate of Tax Levy, as amended from tentative.

Community Unit School District No. 205

December 13, 2010

New Business XII. C:

Approve 60 Month Lease on Certain Xerox Corporation Replacement Copier-Printer.

Background:

The District re-bid its copier-printer contract for its fleet of the same awarding a 60-month lease to Xerox in December 2009. At the time the District's central office copier-printer was not included as it had two years remaining on its lease; the contract awarded was for copier-printers whose five year lease had expired a year earlier.

Last month the district received a proposal from Xerox to replace the central office copier with a newer, like model with an average monthly savings expected to equal \$811.06 or \$9733 annually. The cost savings is derived from a lower cost on the "base" replacement model monthly lease charge, free black & white copies, and a 0.037 decrease in the cost of color copies. The district would enter into a new lease agreement effectively extending the current lease an additional 60 months.

Recommended Action:

Approve as Presented.

Community Unit School District No. 205

December 13, 2010

New Business XII. D:

Authorize Administration Submission to ISBE \$16,500,000 Phase I Ten Year Safety Survey Report and Periodic Amendments for Lombard and Steele schools and GHS and Lincoln school respectively.

Background:

At its June 2010 meeting engaging an architect/engineer to conduct a health-life-safety resurvey and subsequently with the August 2010 regular Board of Education meeting and approval of the District's 20 year master facility plan "Operation Rebuild – Achievement" ("the Plan") several and varying "implementation" items necessarily follow. Included among those is the receipt of findings and submission of the same to the Illinois State Board of Education of a decennial resurvey and periodic amendment of select district facilities for fire prevention, safety and energy conservation needs. The architectural firm Metzger-Johnson has completed their work and the same has been attached for your review.

The resurvey calls for \$16,500,000 million dollars in "general," "electrical," "mechanical" and "plumbing" work and associated fees and contingencies. The resurvey covers Lombard and Steele Schools with separate amendments of a narrower nature for GHS and Lincoln schools. It is the first of four phases of work called for in the Plan.

Upon approval by the Board of Education, the decennial resurvey and periodic amendments will be submitted to ISBE for review and approval. Once submitted and approval obtained, the district will be obligated to complete the called for repairs, replacement, retrofits and/or remodeling within three to five years, depending upon item. With the approval comes authority for the Board of Education to issued general obligation bonds, without referendum to complete the items. Passage of the "school facilities sales tax" referendum will allow the Board of Education to abate the property tax levy that otherwise would be used to repay the issued bonds.

Recommended Action:

Authorize Administration submission to ISBE \$16,500,000 Phase I Ten Year Safety Survey Report and Periodic Amendments for Lombard and Steele schools and GHS and Lincoln school respectively, as presented.

Community Unit School District No. 205

December 13, 2010

New Business XII. E:

Authorize Establishment of a Hearing to sell \$16,500,000 in Fire Prevention & Safety Bonds and the Publication of a Notice on the same all in Conformance with the Bond Issuance Notification Act (“BINA”), all as more fully Outlined in the Attached Resolution.

Background:

To implement Phase I of the master facility plan the district will need to issue Fire Prevention & Safety bonds, regardless of whether or not the bonds are paid from the proceeds derived from the County School Facilities Sales Tax or some other source of funds (as otherwise outlined during the Board of Education’s December 2nd Committee of the Whole meeting). State Statute requires public bodies planning to sell bonds to give notice of the same to the public and provide the public an opportunity to be heard on the matter prior to the sale of such bonds. A notice is to be placed in a paper of general circulation not less than seven nor more than 30 days prior to the date of the hearing establish for such purposes. These requirements are contained in and commonly referred to as the Bond Issuance Notification (or BINA) Act.

Recommended Action:

Accept as Presented.