

MINUTES  
Community Unit School District #205  
Board of Education  
June 11, 2007

A Public Hearing on Proposed Life Safety Paving Work was held June 11, 2007, at 932 Harrison Street, Galesburg, IL. A Notice of Public Hearing to consider the Proposed Life Safety Paving Work was published in the Register-Mail on May 26, 2007. (Insert Certificate of Publication)

6:55 PM—President Pro-tem Swanson called the public hearing on the Proposed Life Safety Paving Work to order. The roll was read for the public hearing and the following Members responded: Harrison, Lindstrom, Nelson, Strauch, Swanson (5) Absent: Osborn, Panther (2)

Mr. Paul Woehlke, Director of Finance and Operations stated that the purpose of this Hearing is for the Board of Education to determine the need to undertake repairs to the pavement of playgrounds, school bus turnarounds, student drop-off areas, sidewalks and parking areas at: Nielson Elementary School, 547 N. Farnham Street, Galesburg, Illinois, 61401, and to receive any public comment regarding such repairs. Mr. Woehlke displayed a blueprint to those in attendance of where and how the repairs would be made. (Insert)

There were no questions or comments from the public. The public hearing was adjourned at 6:58 PM.

Call To Order/Roll Call

The Community Unit School District #205 Board of Education met in a regular meeting on Monday, June 11, 2007 at 7:00 PM at 932 Harrison St., Galesburg, IL. Vice President Swanson served as President Pro-tem. The roll was read and the following Members responded: Lindstrom, Nelson, Strauch, Swanson, Harrison (5) Absent: Osborn, Panther (2) Roll Call #1

Moment of Silence/Pledge of Allegiance

A moment of silence was observed followed by the Pledge of Allegiance.

Recognition of Visitors

Steve Tolley – 715 Knox Hwy 7 addressed the Board of Education and Administration thanking them for a job well done. He thanked them for their hard work and dedication to the District. Mr. Tolley informed the Board that he was in full support of the graduation contract between the parents and students, as he had been one of those family members who was unable to hear his own child's name called due to the excessive noise. He commended the District on doing or trying to do something about the situation which had been accompanying graduation ceremonies.

Mary Goodman – Galesburg, IL stated to the Board of Education that she was in full support of the Credit Recovery Program proposed for Galesburg High School. She stated she had been employed for over thirty years and it was due to the education she had received within the Galesburg School District. She stated she has a grandson who has been expelled and said it will be very important for him to have other ways of making up credits when he comes back to GHS. If that ability is not there, chances are he will end up on the streets doing things that are no good.

Kelly Mixon – 530 Hillbrook Estates, told the Board of Education she had a couple questions she would like them to answer. The first question was whether or not the Board had approved the GHS graduation policy. Member Swanson stated that the Board had voted on the GHS graduation contract for parents and students. Ms. Mixon then asked if the District was going to review the contract that is currently in place at GHS and Member Swanson stated that the Board would be reviewing the contract. Ms. Mixon's final question to the Board was whether or not they would be getting input from the public and Member Swanson stated that they would be getting public input.

#### Approval of Minutes

It was moved by Member Strauch and seconded by Member Nelson that the Minutes of the regular meeting of May 14, 2007, organizational meeting of May 14, 2007, and special meeting of May 21, 2007 be approved without further reading and without correction or addition. On roll call the following Members voted AYE: Nelson, Strauch, Swanson, Harrison, Lindstrom (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #2

#### Approval of Payrolls and Claims

Upon presentation by Member Strauch of payrolls and claims filed in the Ledger Book as Exhibit #506 as of June 11, 2007, which exhibit is incorporated herein and by reference made a part hereof, it was moved by Member Strauch and seconded by Member Harrison that the same be approved and allowed for payment as presented. On roll call the following Members voted AYE: Strauch, Swanson, Harrison, Lindstrom, Nelson (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #3

#### Approval of Consent Agenda

It was moved by Member Harrison and seconded by Member Lindstrom that the following items be approved on the Consent Agenda as presented:

- A. Adoption of Resolution Establishing Prevailing Wages for 2007-2008 (Insert)
- B. Elementary Library Media Facilitator Job Description (Insert)
- C. Revised Director of Bands – GHS Job Description (Insert)
- D. Revised Associate Director of Bands – GHS Job Description (Insert)
- E. Revised Assistant Director of Bands – GHS Job Description (Insert)
- F. Assistant District Jazz Band Director Job Description (Insert)

On roll call the following Members voted AYE: Strauch, Swanson, Harrison, Lindstrom, Nelson (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #4

Correspondence

Dr. Denisar, Superintendent brought to the Board's attention a thank you note that had been sent to CUSD #205 thanking the District for the retirement gift, the kind words and 34 pleasurable years of teaching for the District. He stated that the current administration is the best he has worked with throughout his career. He requested that the Board keep up the excellent work and keep kids first.

Committee ReportsBudget

Member Strauch stated that the Budget Committee had met on June 7, 2007. Items discussed were: review of quarterly investment portfolio performance vs. benchmark, review of the Board's Investment Policy, review of the results of the banking RFP, discussion of the administration's proposal to purchase new district software. The investment portfolio performance was deemed acceptable. The Investment Policy is on the agenda of this meeting for annual approval with one minor terminology change recommended. The results of the banking RFP will be shared with the Board later in this meeting. Mr. Woehlke will present to the Board the administration's proposal for purchase of new district software.

Buildings & Grounds

Member Lindstrom stated that the Buildings and Grounds Committee met earlier this evening to review bids for the King Elementary parking lot construction and also to review the final design and Life Safety authorization request for construction of a bus lane and redesign of the south parking lot at Nielson Elementary. The lowest bid for the King parking lot is on the agenda this evening for Board approval. Also on the agenda is a resolution authorizing the Nielson project to be submitted to the State for approval as a Life Safety project.

Insurance

Deborah Harrison stated that the Insurance Committee last met on May 31, 2007. The

fund balance as reported at the last committee meeting was \$458,698.70. The committee will be recommending to the Board tonight that the District maintain Symetra as the District's Re-Insurance/Aggregate carrier and SunLife as the Life Insurance with a minimal increase to the re-insurance while the aggregate will remain the same. A small decrease in premium will be realized in continuing our life insurance coverage with SunLife. The committee will also be recommending to the Board this evening the extension of our current Preferred Provider Contract with Galesburg Cottage Hospital for an additional three (3) years which would be set to expire July 31, 2011. With the extension, a deeper discount would be realized for Out-Patient Services while maintaining an In-Patient per diem agreement. The next meeting is scheduled for June 25, 2007 at 7:00 a.m.

#### Recruitment for Educational Diversity

Member Swanson stated that the committee had last met on May 7, 2007. The next meeting will be scheduled at the beginning of the 2007-2008 school year.

#### Old Business

##### A. Galesburg High School Credit Recovery Program

Mr. Tom Chiles, Principal, at Galesburg High School reviewed the presentation he had made at the May Board meeting regarding credit recovery. Mr. Chiles stated that a recommendation will be made later in the agenda for a revision of Board Policy 655.12 – Academic Achievement – Credit From Outside Sources, and the development of a new Board Policy 655.12a – Academic Achievement – Credit For Correspondence/Credit Recovery Courses. A great deal of feedback was given to Mr. Chiles regarding the Credit Recovery Program and how the Members felt there should be some limitations on how many credits could be obtained through this program. Also, Members stated they did not want this program replacing the classrooms.

##### B. Banking RFP Results

Mr. Woehlke, Director for Finance and Operations, stated that the District had solicited Requests for Proposal (RFP's) from local banks for provision of transactional and liquid investment banking services beginning July 1, 2007. Five

banks responded by submitting Proposals, which have been reviewed and analyzed. The results of this process and the winning proposal have been shared with the Budget Committee, and are being shared with the Board for informational purposes. All responding banks are already authorized depositories, so no action by the Board is required on this matter. Mr. Woehlke stated that RFP's were sent to seven banks and returned by five banks. He also described the key analysis criteria he used to evaluate the RFP's. Mr. Woehlke explained that after all of the criteria were measured, F & M Bank was the best proposal and that he would move forward with the switching of banks effective July 1, 2007. This item was informational only – no Board action required.

### New Business

#### A. Personnel Agenda

Diane VanHootegem, Director for Human Resources, stated that the Personnel Agenda stands as presented and recommended its approval. It was moved by Member Lindstrom and seconded by Member Nelson that the Board of Education approve the Personnel Agenda as presented and recommended. (Insert Personnel Agenda) On roll call the following Members voted AYE: Strauch, Swanson, Harrison, Lindstrom, Nelson (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #5

#### B. Community Unit School District No. 205 Strategic Plan

Dr. Denisar, Superintendent, stated that the District Administration would be giving a presentation on the CUSD #205 Strategic Plan. Dr. Denisar stated he would be requesting the Boards approval of the Action Plans in concept, subject to funds becoming available. He reiterated that thirteen (13) Value Statements, nine (9) Strategies, and six (6) Teams were developed. Dr. Denisar stated that the presentation on Action Team 1 would be given at the July meeting due to the fact the District is still waiting to see what will be done with State Funding. Mrs. VanHootegem, Director for Human Resources, discussed Action Team 2 – Develop and implement a public relations plan and expand community involvement in the educational process. Mr. Estes, Assistant Superintendent for Curriculum/Instruction, presented Action Team 3 – Provide a safe, secure, comfortable learning environment. Ms. Susan Crawford, Director for Knox-Warren Special Education Cooperative, discussed Action Team 4 – Expand and improve staff development opportunities. Continue and enhance efforts to attract and retain the highest quality staff that reflects the diversity of our community. Mr. Estes presented Action Team 5 – Develop a plan and provide resources to address the needs of all students and engage and support parents as partners in the education process and Mr. Woehlke, Director of Finance and Operations, presented Action Team 6 – Assess and address technology needs. Dr. Denisar concluded with stating that these action plans were developed to support the value statements and strategies identified in the retreat. He asked that the Board of Education consider and approve the Strategic Plan as presented. It was moved by

Member Harrison and seconded by Member Lindstrom that the Board of Education approve the CUSD #205 Strategic Plan as presented and recommended. (Insert) On roll call the following Members voted AYE: Swanson, Harrison, Lindstrom, Nelson, Strauch (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #6

C. New District Software Purchase

Mr. Woehlke, Director of Finance and Operations, made a presentation to the Board of Education regarding the need for purchase of new software. He explained that the district has used the same software (SDS) for both student and financial data for approximately 20 years. The districts demands on the software have grown with the recent mandate to report extensive student data to the State Board of Education. Mr. Woehlke stated that the district has encountered numerous problems with SDS as it has migrated building-level data into a district-wide database, a necessary step given the new reporting requirements. The strategic vision is to incorporate Human Resources into the system in the near future, and to add the significant feature of "Parent Connect", which will allow parents to track their students' educational progress online. Mr. Woehlke presented to the Board a comparison between SDS (current software) and Skyward (the proposed software). Mr. Woehlke stated that a presentation had been made to Strategic Plan Action Team #6 and a presentation was made available to all Middle School, Jr. High and High School Teachers who wanted to attend. After seeing the presentation, Mr. Woehlke stated that Skyward was supported by the entire Team, by the Administration, and by the Teachers who were remaining at the end of the presentation. The purchase price for the Skyward software which includes: initial price - \$196,940.00, consulting - \$35,187.50, training - \$58,890.00, set-up - \$11,880.00, Conversion - \$30,818.00 and tech support - \$24,000.00, is \$357,715.50. Mr. Woehlke explained that this amount is covered in the 2006-2007 budget if accepted by the Board. Board Members asked questions concerning the yearly cost, life expectancy, hardware costs, compatibility with what we currently have and timetable. Mr. Woehlke responded that the yearly cost would be \$80,000 which is 3.5 times higher than SDS, life expectancy would be longer than the majority of those present, hardware would be one server which is separate and would be around \$5,000.00, all computers in the district should be compatible and if it is approved this evening he would hope to have finance cutover January 1, 2008, scheduling January or February and the rest to come on board at a later date. Mr. Woehlke requested that the Board of Education approve the new district software purchase as presented. It was moved by Member Strauch and seconded by Member Nelson that the Board of Education approve the District Software Purchase from Skyward as presented and recommended. (Insert) On roll call the following Members voted AYE: Harrison, Lindstrom, Nelson, Strauch, Swanson, (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #7

D. Revision of Policy 655.12 – Academic Achievement – Credit from Outside Sources

Mr. Estes, Assistant Superintendent for Curriculum/Instruction, made a recommendation to the Board to approve the revision of Board Policy 655.12 – Academic Achievement – Credit From Outside Sources. The revisions to the policy are related to the implementation of the Credit Recovery Program at GHS. Specifically, limits to correspondence courses are proposed to be removed from the policy so that a new policy: Board Policy 655.12a – Academic Achievement – Credit for Correspondence/Credit Recovery Courses could be developed to address the credit provisions of the program. It was moved by Member Harrison and seconded by Member Nelson that the Board of Education approve Revisions to Board Policy 655.12 – Academic Achievement – Credit From Outside Sources as presented and recommended. (Insert) On roll call the following Members voted AYE: Lindstrom, Nelson, Strauch, Swanson, Harrison (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #8

E. Policy 655.12a – Academic Achievement – Credit For Correspondence/Credit Recovery Courses

Mr. Estes, Assistant Superintendent for Curriculum/Instruction, made a recommendation to the Board to approve the adoption of Board Policy 655.12a. – Academic Achievement – Credit for Correspondence/Credit Recovery Courses. The new policy will allow high school administration to develop the Credit Recovery Program. The new policy removes the two course limit for these correspondence courses and establishes matching, required tutoring for students taking credit recovery courses. In the new policy, limits are placed on students using these courses for early graduation. It was moved by Member Strauch and seconded by Member Nelson that the Board of Education approve adoption of Board Policy 655.12a – Academic Achievement – Credit From Outside Sources as presented and recommended. (Insert) On roll call the following Members voted AYE: Nelson, Strauch, Swanson, Harrison, Lindstrom (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #9

F. Policy 430.05—Investment Policy

Mr. Woehlke, Director of Finance and Operations, stated that last year 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. Mr. Woehlke recommended the adoption of the Investment Policy as presented with the change of Director of Finance and Operations to Assistant Superintendent for Finance and Operations being made. It was moved by Member Nelson and seconded by Member Harrison that the Board of Education approve re-adoption of Policy 430.05—Investment Policy as presented. (Insert) On roll call the following Members voted AYE: Strauch, Swanson, Harrison, Lindstrom, Nelson (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #10

G. 2006-2007 Budget Adjustments

Mr. Woehlke, Director of Finance and Operations, stated that 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. Mr. Woehlke requested that the Board approve the 2006-2007 Budget Adjustments. It was moved by Member Harrison and seconded by Member Lindstrom that the Board of Education approve the 2006-2007 Budget Adjustments as presented. (Insert) On roll call the following Members voted AYE: Strauch, Swanson, Harrison, Lindstrom, Nelson (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #11

H. Worker Compensation and Property/Casualty Insurance Renewals

Mrs. VanHootegem, Director for Human Resources, stated that this is an annual renewal, adding District #205 has participated with the Illinois Association of School Boards (IASB) self insured pool since 1990. The IASB pool most closely reflects our experience along with that of other school districts. With our participation we have been afforded School Board Legal Liability coverage, Treasurers Bond, and Student Accident Insurance. Over the years, we have received minimal increases, even with the additions to our facilities: Wicall Gym, Lombard Wing, GHS Science Wing, GHS Weight Room, etc. (Insert Memorandum) Mrs. VanHootegem stated it was the recommendation of the administration to approve the Worker Compensation and Property/Casualty Insurance Renewals. It was moved by Member Strauch and seconded by Member Nelson that the Board approve the Worker Compensation and Property/Casualty Insurance Renewals as presented. On roll call the following Members voted AYE: Strauch, Swanson, Harrison, Lindstrom, Nelson (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #12

I. Re-Insurance, Aggregate and Life Insurance Carriers

Mrs. VanHootegem, Director for Human Resources, stated that Symetra is being recommended as the District's re-insurance/aggregate insurance carrier for the 2007-2008 insurance fiscal year (August 1, 2007 – July 31, 2008) Increases to the premiums will be: 9% in Re-Insurance Premium and zero in Aggregate Insurance Premium. Four companies chose not to provide proposals, as they did not feel they could be competitive. Of the actual submitted proposals, Symetra was the lowest in cost. Symetra has been our carrier since 2003 and the District has no concerns with their performance. SunLife is recommended (to continue) as the District's life insurance carrier. They are offering a \$.02 per thousand discount or



\$.10 per thousand in Base Life Rate while maintaining \$.02 per thousand for Accidental Death and Dismemberment. They have agreed to a three (3) year contract for this service. (Insert summary) It was moved by Member Harrison and seconded by Member Nelson that the Board approve the Re-Insurance, Aggregate and Life Insurance Carriers as presented. On roll call the following Members voted AYE: Swanson, Harrison, Lindstrom, Nelson, Strauch (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #13

J. Extension of Preferred Provider Contract

Mrs. VanHootegeem, Director for Human Resources, recommended that the Board approve the Extension of our Preferred Provider Contract. Mrs. VanHootegeem stated that with the extension of our current PPO contract, we will maintain the minimal inpatient per diem rate with an annual increase equal to COLA the first year with a 5% increase per year thereafter through July 31, 2011. Inpatient admissions in excess of \$60,000 (also increased by the 5% per year annual adjustment) will be paid at 50% of billed charges. Additionally, the outpatient discount rate will be increased from 45% to 50%, not to exceed a payment of \$3,800 per surgical and scopic procedural cases (also increased by the 5% per year annual adjustment). All other outpatient services will increase from the 45% discount of billed charges to 50% discount of billed charges.

With the preferred provider agreement, should any overall rate for outpatient services increase by more than 6% in a contract year, the plan discount would adjust proportionately. Furthermore, a greater discount was provided for rehab. It increased from a 45% discount to a 50% discount. Knox Care Physicians and Home Health Care discounts are also a part of this extension. (Insert summary) It was moved by Member Lindstrom and seconded by Member Nelson that the Board approve the Extension of Preferred Provider Contract as presented. On roll call the following Members voted AYE: Harrison, Lindstrom, Nelson, Swanson, (4) PASS: Strauch (1) Absent: Osborn, Panther (2) Motion carried. Roll Call #14

K. Secondary and Elementary Codes of Student Conduct

Mrs. VanHootegeem, Director for Human Resources, stated that a District-wide discipline committee was formed to review and consider any needed revisions to our present Codes of Conduct. The committee consisted of a Board member, two parents, two students, the Athletic Director, an ISSP supervisor, a school nurse, and an administrator from each level. Mrs. VanHootegeem went over the preliminary changes to the Secondary and Elementary Codes of Conduct. (Insert Proposed Code Revisions) She stated that no action was to be taken just discussion. There was a lengthy discussion among the administrators and Board members regarding the Year-Round Athletic Code High School Eligibility. It was decided that Mrs. VanHootegeem and Mr. Henning, Athletic Director, would revisit this issue and bring their findings back to the Board at the next meeting.

L. Hazardous Transportation Areas for 2007-2008

Mr. Woehlke, Director of Finance and Operations, stated to the Board that hazardous transportation areas must be approved by the Board and then by the IDOT, for the District to receive state reimbursement for affected bus routes. Last year, the closure of Lincoln Elementary and boundary realignments for other schools led to Board approval of several new hazardous areas. All areas from last year are recommended for re-approval. In addition this year, two new areas are recommended for approval, related to the busing of GHS students from west of Linwood Road, where there is no sidewalk on the west side and no light at which to cross Linwood Road at Fremont Street. By contract with Laidlaw, the next school year's bus routes are to be established by July 15. The IDOT takes up to 30 days to approve a Board submission. Therefore, the Board is asked to approve all hazardous areas at this meeting, so an immediate submission may be made to the IDOT. (Insert) It was moved by Member Lindstrom and seconded by Member Strauch that the Board approve Hazardous Transportation Areas for 2007-2008 as presented. On roll call the following Members voted AYE: Lindstrom, Nelson, Strauch, Swanson, Harrison (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #15

M. Resolution Regarding Paving Work to be Funded by Life Safety Levies

Mr. Woehlke, Director of Finance and Operations, stated that as was presented in the Public Hearing, a new bus lane and redesigned south parking lot are required at Nielson Elementary School to eliminate a threat to the health, safety and/or welfare of students there. To request State Board of Education approval to levy and expend Fire Prevention & Safety funds on this project, the Board must adopt a resolution acknowledging that safety threat. Mr. Woehlke requested that the resolution regarding paving work to be funded by Life Safety Levies be adopted as recommended. It was moved by Member Lindstrom and seconded by Member Harrison that the Board approve the Resolution Regarding Paving work to be funded by Life Safety Levies as presented. (Insert) On roll call the following Members voted AYE: Nelson, Strauch, Swanson, Harrison, Lindstrom (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #16

N. Bids

a. Two (2) ½ - Ton 2007 Cargo Vans

Mr. Woehlke, Director of Finance and Operations, stated that the two cargo vans used by the Maintenance Department have fulfilled their useful lives and need to be replaced. Bids were solicited for both vans together, and the lowest combined bid of \$33,248.32 from Louis Lakis is being recommended. It was moved by Member Strauch and seconded by Member Nelson that the Board approve the Bid for Two (2) ½ - Ton 2008 Cargo Vans as presented. (Insert Bid) On roll call the following Members voted AYE: Strauch, Swanson, Harrison, Lindstrom, Nelson (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #17

b. King Elementary Parking Lot

Mr. Woehlke, Director of Finance and Operations, stated that last month, the Board approved construction of a new parking lot at King Elementary School as a Life Safety project, to eliminate a threat to the health, safety and/or welfare of students there. Bids were solicited for the project, and the lowest bid received, which was for \$109,614.56 from Johnson Blacktopping is recommended for approval. It was moved by Member Nelson and seconded by Member Harrison that the Board approve the King Elementary Parking Lot Bid from Johnson Blacktopping for \$109,614.56 as presented. (Insert Bid) On roll call the following Members voted AYE: Strauch, Swanson, Harrison, Lindstrom, Nelson (5) Absent: Osborn, Panther (2) Motion carried. Roll Call #18

Administrative Reports

Comments were made by Mr. Joel Estes, Mrs. Susan Crawford and Mr. Paul Woehlke in addition to their Board Reports.

Comments By Board of Education

Comments were made by Members Lindstrom, Strauch and Swanson.

Closed Session – None

Adjournment

It was moved by Member Strauch and seconded by Member Harrison that the meeting be adjourned—9:30 PM. On roll call the following Members voted AYE: Strauch, Swanson, Harrison, Lindstrom, Nelson (5) Absent: Osborn, Panther (2) Motion carried Roll Call #19

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Barry L. Swanson, President Pro-tem

ATTEST:

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Mike Nelson, Secretary