

MINUTES
Community Unit School District #205
Board of Education
July 15, 2013

Call To Order/Roll Call

The Community Unit School District #205 Board of Education met in a regular meeting on Monday, July 15, 2013 at 5:30 PM at 932 Harrison St., Galesburg, IL. The meeting was called to order by President Colclasure. The roll was read and the following Members responded: Lindstrom, Welty, Panther, Kessler, Palmer, Gibb, Colclasure (7) Roll Call #1

Moment of Silence/Pledge of Allegiance

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

Recognition of Visitors

Mr. Russ Ullrich spoke to the board regarding the teacher evaluation plan and teacher retention within that plan.

Approval of Minutes

It was moved by Member Kessler and seconded by Member Welty that the minutes of the regular meeting of June 17, 2013 be approved without further reading and without correction or addition. On roll call the following Members voted AYE: Lindstrom, Welty, Palmer, Panther, Gibb, Kessler, Colclasure (7) Motion carried. Roll Call #2

Approval of Payrolls and Claims

Upon presentation of payrolls and claims by Member Kessler filed in the Ledger Book as Exhibit #582 as of July 15, 2013, which exhibit is incorporated herein and by reference made a part hereof, it was moved by Member Kessler and seconded by Member Lindstrom that the same be approved and allowed for payment as presented. On roll call the following Members voted AYE: Welty, Lindstrom, Panther, Gibb, Kessler, Palmer, Colclasure (7) Motion carried. Roll Call #3

Approval of Consent Agenda

A. Approval of Revised Job Descriptions:

- Certified Occupational Therapist Assistant Registered/Licensed (COTA/L)
- Physical Therapist
- Occupational Therapist Registered/Licensed (OTR/L)
- Physical Therapist Assistant

B. Approval of KWSED Employee Evaluation Plans:

- Occupational Therapist/Physical Therapist
- Occupational Therapist Assistant/Physical Therapist Assistant

C. Approval of Construction Change Order

It was moved by Member Lindstrom and seconded by Member Kessler to approve the Consent Agenda as presented. On roll call the following Members voted AYE: Lindstrom, Palmer, Panther, Welty, Colclasure, Gibb, Kessler (7) Motion carried. Roll Call #4

Correspondence

Mr. Bart Arthur, Superintendent, stated that there were two pieces of correspondence from Mrs. Pat Gohring thanking the District for the retirement reception and a letter from the City of Galesburg congratulating the District on the cooperation with several departments within the city including the police and fire departments on working together to resolve safety issues within the schools and have more open conversation.

Committee Reports

Budget

Member Panther reported that the Budget Committee has not met since the last meeting. It is expected to meet the early part of August to review the budget analysis work prepared by administration.

Building & Grounds

Member Welty reported that the committee met Monday in advance of the regular Board meeting. The Committee reviewed the design development work of the architects and construction manager for Steele School. Included in their review was the value engineering items taken to maintain the overall project budget. At the request of the Committee, the signage item taken was restored. Several other items will be bid as alternates. The Committee endorses administrations recommendation to approve the design development work and authorize the architect to move to construction drawings.

Insurance

Member Lindstrom reported that the Committee last met on July 15, 2013, reporting the fund balance at \$2,469,121.66. Review of the District's Medical Plan was conducted and with a few plan revisions, the committee recommends an overall 2% increase to the base medical premium for the 2013-2014 school year and retaining Symetra as the re-insurance carrier. The next committee meeting will be scheduled after the beginning of the 2013-2014 school year.

R.E.D.

Member Colclasure reported that the Committee and subcommittee last met July 15, 2013. The RED subcommittee will be moving forward with the development of a recruitment DVD. Mr. Russ Ullrich offered the use of his video/media class in assisting with this project. Ideas and footage will be shared with the class for their development. The next RED committee and subcommittee

meeting will schedule a joint meeting at the beginning of the 2013-2014 school year.

Old Business—None

New Business

A. Personnel Agenda

Mrs. Diane VanHootegem, Director for Human Resources, stated that the personnel agenda is recommended for approval. It was moved by Member Kessler and seconded by Member Gibb to approve the Personnel Agenda as presented. (Insert Personnel Agenda) On roll call the following Members voted AYE: Palmer, Panther, Gibb, Welty, Colclasure, Kessler, Lindstrom (7) Motion carried. Roll Call #5

B. Appoint Delegate and Alternate to the Illinois Association of School Boards Joint Annual Conference

The Board yearly selects a delegate and alternate for the Joint Annual Conference in November. Last year, Member Colclasure was appointed as the delegate and Member Kessler was the alternate. President Colclasure stated that Member Kessler will be the delegate and Member Gibb the alternate for the 2013 conference.

C. Trash Removal Bid

Mr. David Black, Assistant Superintendent for Finance and Operations, stated that the trash bid opening was held on June 25, 2013. Bids were sent to five different companies: Millennium Waste, Jackson Disposal (formerly Abingdon Salvage), Jerry's Disposal, Peoria Disposal, and Waste Management. The notice was placed in the Galesburg Register Mail on June 7, 2013. Waste Management was the low bidder for the three-year contract. The first year shows no increase in price with the following two years increasing 3% and 3.2% respectively. Mr. Black recommends that we continue with Waste Management for the full three-year contract. It was moved by Member Welty and seconded by Member Kessler to Approve the Trash Removal Bid. On roll call the following Members voted AYE: Gibb, Welty, Colclasure, Kessler, Lindstrom, Palmer, Panther (7) Motion carried. Roll Call #6

D. Approval of Dairy Bid

Mr. David Black, Assistant Superintendent for Finance and Operations, stated the bid opening for the dairy products was held on June 25, 2013. It was published in the Galesburg Register Mail on June 7 2013. Bids were sent to four vendors and we received bids from two of them. We are recommending Prairie Farms as the dairy supplier for the 2013-2014 school year. They are low bid, their products meet our specifications and our past experience working with this vendor has been positive. The pricing is 15.6% higher than last year's bid. The increase in price is attributed to several factors including increases in dairy costs overall, a change in policy that now forces the district to purchase straws (these were previously provided at no cost), and a dwindling number of dairy suppliers in the area. It was moved by Member Welty and seconded by Member Kessler to approve the Dairy Bid as presented. On roll call the following Members

voted AYE: Welty, Colclasure, Kessler, Lindstrom, Palmer, Panther, Gibb (7) Motion carried. Roll Call #7

E. Approval of Bread Bid

Mr. David Black, Assistant Superintendent for Finance and Operations, stated that the bid opening for bread products was held on June 25, 2013. It was published in the Galesburg Register Mail on June 7, 2013. Bids were sent to two bakeries and food service provider. Bimbo Bakery was the only responding Bakery. Therefore, we are recommending them as our bread supplier for the 2013-2014 school year. Bimbo purchased our current supplier, Sara Lee Bakery, and we have received good service from this company. Therefore, we would expect the same level of service with the new Bimbo-owned company. The other supplier listed below is a food service vendor that only sells frozen bread. Not only would this be amazingly inconvenient, the cost is al significantly higher. The spreadsheet below illustrates an overall cost increase of 28%. The cost increase is due in large part to the increase of wheat as well as there are fewer bakeries servicing our area. Additionally, the bakery informs us that the new federal school menu guidelines have caused the volume of sales to decrease “tremendously.” It was moved by Member Welty and seconded by Member Kessler to Approve the Bread Bid. On roll call the following Members voted AYE: Lindstrom, Panther, Gibb, Welty, Palmer, Kessler, Colclasure (7) Motion carried. Roll Call #8

F. Approval of Increase to the Base in the Group Medical Insurance Premium

Ms. Diane VanHootegem, Director of Human Resources, stated that the cost of medical insurance continues to increase every year. Along with the continued unknown effect of the Health Care Reform on our Plan, the Insurance Committee has reviewed the possible maximum claim exposure for the 2013-14 school year and is recommending a 2.0% increase from the current single base rate of \$484.06 to \$493.74 for the 2013-14 school year. This will place our funding at 93% of our Maximum Plan Exposure. The Board currently provides for participating full-time employees at 90.5 % of the single base rate. It was moved by Member Kessler and seconded by Member Lindstrom. On roll call the following Members voted AYE: Panther, Lindstrom, Gibb, Palmer, Kessler, Welty, Colclasure (7) Motion carried. Roll Call #9

G. Approval of Self-Insured Medical Plan Re-Insurance and Specific and Aggregate Coverage

Mrs. Diane VanHootegem, Director for Human Resources, stated that at this time the Insurance Committee along with of Mutual Medical, our Third Party Administrator (TPA), recommend renewal of our re-insurance and aggregate coverage with Symetra. Specific rate (\$80,000/covered participant): The current rates paid during 2012-13 are Single @ \$37.82; Family @ \$96.60; which will increase to Single @ \$43.49; Family @ \$111.09. These rate include a \$71,000 Individual Advantage Deductible (IAD). With the IAD, we will be taking on the risk for the first \$71,000 after meeting our Specific rate; should we NOT exceed our Specific, The Plan will retain those IAD dollars within our Medical Fund Balance. Our aggregate rate remains the same as our previous year, \$2.50/covered employee. MEDCO/Express Scripts continues to provide excellent service as our Prescription Benefit Manager (PBM).

Symetra will continue to provide our term life coverage at .125 cents per thousand in coverage for the 2013-14 school year. It was moved by Member Kessler and seconded by Member Welty to Approve the Self-Insured Medical Plan Re-Insurance and Specific and Aggregate Coverage as presented. On roll call the following Members voted AYE: Palmer, Welty, Gibb, Lindstrom, Panther, Kessler, Colclasure (7) Motion carried. Roll Call #10

H. Approval of Resolution Terminating Post Employment Benefit Trust

Mr. Arthur, Superintendent, stated that The Post-Employment Benefits Trust was a fund established on July 17, 2006. The fund was never utilized as it addresses something that is not an issue for employees of a public school district. Therefore, it is recommended that this resolution be passed to abolish this Trust. It was moved by Member Welty and seconded by Member Panther to Approve the Resolution Terminating the Post Employment Benefit Trust. On roll call the following Members voted AYE: Welty, Kessler, Palmer, Gibb, Colclasure, Panther, Lindstrom (7) Motion carried. Roll Call #11

I. Adopt Tentative Budgets for FY2013-2014

Mr. David Black, Assistant Superintendent for Finance and Operations stated that the proposed tentative budgets for District 205, GAVC and KWSED will be found under separate cover. Accompanying those budgets will be found the respective resolutions for the filing of the same for public inspection. Due to the start date of July 1, 2013 for David Black, the budget was developed and initially presented to the Budget Committee by Jim Rich. A detailed analysis of the District 205 budget will be forthcoming. All three budgets have/will have been reviewed by the Board's Budget Committee prior to final adoption and public hearing to be held with the Board's regularly scheduled meeting on September 9, 2013. As is typically the case, KWSED and GAVC budgets are balanced. As you will see if you look at line 22 of the budget summary, very little of the proposed budget for CUSD 205 is balanced. Again, this is Mr. Rich's budget and he developed this in June. Because of posting requirements for public school districts, this budget has to be developed well before we have any real idea of what our revenues are going to be. Additionally, because we operate on an accrual basis, we will not have any definite figures for starting fund balances until probably the end of November. This is typical of accrual budget with school districts. We are sure that there will be a deficit in the 2013-2014 budget. The question remains how large the deficit will be. It was moved by Member Welty and seconded by Member Kessler to approve the District 205 budget as presented. Upon discussion, Member Palmer made a motion to amend the budget to include a deficit in the education fund for the 2013-2014 school year of approximately \$275,000.00 allowing District 205 to call back paraprofessionals at the same level as last year. It was moved by Member Palmer and seconded by Member Panther to approve the District 205 budget as amended. On roll call the following Members voted AYE: Panther, Welty, Colclasure, Gibb, Palmer (5) NAY: Kessler, Lindstrom (2) Motion carried. Roll Call #12

b. Knox-Warren Special Education Budget

It was moved by Member Welty and seconded by Member Kessler to approve the Knox-Warren Special Education Budget as presented. On roll call the following Members voted AYE: Welty, Colclasure, Gibb, Kessler, Lindstrom, Palmer, Panther (7) Motion carried. Roll Call #13

c. Galesburg Area Vocational Center

It was moved by Member Lindstrom and seconded by Member Kessler to approve the GAVC FY 2013-2014 budget as presented. On roll call the following Members voted AYE: Colclasure, Gibb, Kessler, Lindstrom, Palmer, Panther, Welty (7) Motion carried. Roll Call #14

Closed Session—It was moved by Member Palmer and seconded by Member Gibb that the meeting move to a closed session for the purpose of Board Self Evaluation with Representative from IASA—Laurel DiPrima. No action will be taken—6:24 p.m. On roll call the following Members voted AYE: Lindstrom, Panther, Gibb, Welty, Palmer, Kessler, Colclasure (7) Motion carried. Roll Call #15

Following the closed session it was moved by Member Kessler and seconded by Member Panther to return to open session. On roll call the following Members voted AYE: Lindstrom, Welty, Panther, Palmer, Kessler, Colclasure, Gibb (7) Motion carried. Roll Call #16

Adjournment

It was moved by Member Kessler and seconded by Member Palmer that the meeting be adjourned—8:43 PM. On roll call the following members voted AYE: Lindstrom, Welty, Panther, Kessler, Palmer, Colclasure, Gibb (7) Motion carried. Roll Call #17

Thomas Colclasure, President

ATTEST:

Michael Panther, Secretary