

MINUTES

Community Unit School District #205
Board of Education
December 13, 2010

Call To Order/Roll Call

The Community Unit School District #205 Board of Education met in a regular meeting on Monday, December 13, 2010 at 7:00 PM at 932 Harrison St., Galesburg, IL. The meeting was called to order by President Harrison. The roll was read and the following Members responded: Harrison, Lindstrom, Welty, Panther, Strauch, Swanson, Osborn (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

Mike Kroll—1180 N. Prairie—Spoke to the Board regarding the facilities plan.

Richard Klossing, Sr.—235 Columbus Avenue—Spoke to the Board regarding his issues with the funds that are being spent transporting children to activities rather than using those dollars to educate children.

Approval of Minutes

It was moved by Member Welty and seconded by Member Strauch that the Minutes of the regular meeting of November 8, 2010, special meeting of December 2, 2010, and Committee of the Whole meeting of December 2, 2010 be approved without further reading and without correction or addition. On roll call the following Members voted AYE: Lindstrom, Welty, Panther, Strauch, Swanson, Harrison, Osborn (7) Motion carried. Roll Call #2

Approval of Payrolls and Claims

Upon presentation by Member Panther of payrolls and claims filed in the Ledger Book as Exhibit #551 as of December 13, 2010, which exhibit is incorporated herein and by reference made a part hereof, it was moved by Member Panther 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, Panther, Strauch, Swanson, Harrison, Lindstrom, Osborn (7) Motion carried. Roll Call #3

Approval of Consent Agenda

Member Osborn stated that she would like to request Item D be removed from the Consent Agenda for discussion. President Harrison stated Item D Assistant Superintendent/Director of Human Resources would be voted on separately. It was moved by Member Swanson and seconded by Member Panther to approve the remaining Consent Agenda items as presented.

- 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 (Removed from Consent Agenda)
- E. Hall Monitor/Security at GHS (37.5 Hour Week)
- F. School Safety Officer
- G. Director of Buildings and Grounds

On roll call the following Members voted AYE: Welty, Panther, Strauch, Harrison, Swanson, Lindstrom, Osborn (7) Motion carried. Roll Call #4

Member Osborn stated that she would like to suggest changing the qualifications of the Assistant Superintendent/Director for Human Resources from “holds a teacher’s professional certificate for either elementary or secondary levels” to state that is preferred rather than a requirement. Discussion ensued and Member Osborn then made a motion to amend the job description for Assistant Superintendent/Director for Human Resources changing the qualifications to state that holding a teacher’s professional certificate for either elementary or secondary levels is preferred and not a requirement. Member Panther seconded the motion. On roll call the following Members voted AYE: Strauch, Swanson, Welty, Harrison, Lindstrom, Osborn, Panther (7) Motion carried. Roll Call #5

Correspondence – None

Committee Reports

Committee of the Whole

President Harrison stated that on December 2, 2010 the Board held a special Committee of the Whole meeting in lieu of separate Building and Budget Committee meetings over the implementation plans for Operation Rebuild Achievement, the Board met as a Committee of the Whole. The Board reviewed the proposed Phase 1 Scope of Work, the financing and schedule of activities. Five of the agenda items on the December agenda are either directly or indirectly related to the implementation of Phase 1 including the passage of the tax levy, prevention & safety amendments and giving notice of intent to sell bonds and establishing a hearing on the same.

Budget

Member Osborn reported that the Budget Committee had not met since the last meeting due to the Committee of the Whole meeting.

Building and Grounds

Member Swanson stated that the Committee had not met since the last meeting due to the Committee of the Whole meeting.

Insurance

Member Harrison reported that the Insurance Committee had not met since the last meeting. Review of the District Fund Balance shows the balance to date is reported at \$508,693.57. The next regular Insurance Committee meeting is scheduled for the beginning of the 2011 calendar year.

Recruitment for Educational Diversity

Member Swanson reported that the RED Committee last met on October 12, 2010. The recruitment effort continued with the Mid America Educator Fair in March with visits currently scheduled for ISU on March 1st and Eastern Illinois University on March 2nd. A minority candidate has accepted a visit to District #205 for December 16 and 17, 2010. The next meeting will be scheduled in the beginning of 2011.

Student Council

Student Council Member Lauren Riggs filled in for Sarah Main who was absent. Lauren stated that they are currently working on project holiday which includes caroling on December 19, 2010 at Rosewood and Marigold Nursing Homes.

Instructional PresentationA. Using Data to Inform Instruction—King/Lombard

Mr. Joel Estes, Assistant Superintendent for Curriculum and Instruction, introduced Mr. Wayne Krus, Principal, King Elementary School and Mr. Neal Thompson, Principal, Lombard Middle School and their teams of teachers and administrators. The teams gave an instructional presentation detailing how the two schools have used student data to inform, or direct, instruction for students. Both teams used PowerPoints in their demonstration. Included in the highlighted data was the use of data walls, individual ISAT results, and AIMSWeb progress monitoring. Not coincidentally, ISAT results have been on the rise at both schools. (Insert)

B. Attendance Report

Mr. Joel Estes, Assistant Superintendent for Curriculum and Instruction and Mr. Guy Cahill, Assistant Superintendent for Finance and Operations presented to the Board the current attendance rates and current attendance compared to last year in detailed form by year, month and school showing the improvement this year. (Insert)

Old BusinessA. Reconsider Authorization for Solicitation of Architects: “Request for Qualifications “RFQ”

Mr. Guy Cahill, Assistant Superintendent for Finance and Operations stated that 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. It was moved by Member Swanson and seconded by Member Welty to approve to Reconsider the Authorization for Solicitation of Architects: “Request for Qualifications “RFQ”. On roll call the following Members voted AYE: Welty, Harrison, Lindstrom, Panther, Strauch, Swanson, Osborn (7) Motion carried. Roll Call #6

Following a short discussion it was moved by Member Strauch and seconded by Member Swanson to approve the Authorization for Solicitation of Architects: “Request for Qualifications “RFQ”. On roll call the following Members voted AYE: Strauch, Swanson, Welty, Lindstrom, Osborn, Harrison, Panther (7) Motion carried. Roll Call #7

B. Authorize Creation of Operation Rebuild-Achievement “Implementation Advisory Committee” (Tabled Item)

Mr. Guy Cahill, Assistant Superintendent for Finance and Operations stated that 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. Mr. Cahill as 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 the goals, objectives, activities, timelines, and resources. (Insert) It was moved by Member Welty and seconded by member Swanson to untable Old Business Item B. Authorize Creation of Operation Rebuild-Achievement “Implementation Advisory Committee” that was previously tabled. On roll call the following Members voted AYE: Harrison, Lindstrom, Osborn, Panther, Strauch, Swanson, Welty (7) Motion Carried. Roll Call #8

After discussion it was then moved by Member Swanson and seconded by Member Panther to Authorize the Creation of Operation Rebuild-Achievement “Implementation Advisory Committee”. On roll call the following Members voted AYE: Osborn, Panther, Strauch, Swanson, Welty, Harrison (6) NAY: Lindstrom (1) Motion carried. Roll Call #9

New BusinessA. Approve Personnel Agenda

Diane VanHootehem, Director for Human Resources, stated that the Personnel Agenda stands as presented and recommended its approval. It was moved by Member Welty and seconded by Member Swanson to approve the Personnel Agenda as presented and recommended by the administration. (Insert Personnel Agenda) On roll call the following Members voted AYE: Panther, Strauch, Swanson, Harrison, Lindstrom, Welty (6) NAY: Osborn (1) Motion carried. Roll Call #10

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

Mr. Guy Cahill, Assistant Superintendent for Finance and Operations, stated that 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. It was moved by Member Swanson and seconded by Member Welty to approve the Resolution to Adopt December 2010 Certificate of Tax Levy, as Amended from Tentative. On roll call the following Members voted AYE: Panther, Strauch, Swanson, Harrison, Osborn, Welty (6) NAY: Lindstrom (1) Motion carried. Roll Call #11

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

Assistant Superintendent for Finance and Operations, Cuy Cahill, stated that 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. Discussion Ensued. It was moved by Member Osborn and seconded by Member Panther to Table the item. (Insert) On roll call the following Members voted AYE: Lindstrom, Harrison, Welty, Strauch, Swanson, Osborn, Panther (7) Motion carried. Roll Call #12

D. Authorize Administration Submission to ISBE \$16,500,00 Phase 1 Ten Year Safety Survey Report and Periodic Amendments for Lombard and Steele Schools and GHS and Lincoln Schools Respectively

Assistant Superintendent for Finance and Operations, Mr. Guy Cahill, stated that 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. It was moved by Member Strauch and seconded by Member Swanson to Authorize Administration Submission to ISBE \$16,500,000 Phase 1 Ten Year Safety Survey Report and Periodic Amendments for Lombard and Steele Schools and GHS and Lincoln Schools Respectively. On roll call the following Members voted AYE: Swanson, Welty, Harrison, Strauch (4) NAY: Lindstrom, Osborn, Panther (3) Motion carried. Roll Call #13

E. Authorize Establishment of a Hearing to sell \$16,500,000 in Fire Prevention & Life Safety Bonds and the Publications 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

Assistant Superintendent for Finance and Operations, Mr. Guy Cahill, stated that 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. It was moved by Member Swanson and seconded by member Welty to Authorize Establishment of a Hearing to sell \$16,500,000 in Fire Prevention & Life Safety Bonds and the Publications 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 (Insert). On roll call the following Members voted AYE: Welty, Harrison, Osborn, Strauch, Swanson (5) NAY: Lindstrom, Panther (2) Motion carried. Roll Call #14

Administrative Reports

None

Comments by Board of Education

Comments were made by Members Swanson, Panther, Strauch and Harrison

Adjournment

It was moved by Member Swanson and seconded by Member Panther that the meeting be adjourned – 8:57 PM. On roll call the following Members voted AYE: Panther, Strauch, Swanson, Harrison, Lindstrom, Welty, Osborn (7) Motion carried. Roll Call #15

Deborah Harrison, President

ATTEST:

Michael Panther, Secretary