

MINUTES
BOARD OF EDUCATION MEETING
COMMUNITY UNIT SCHOOL DISTRICT 200
July 13, 2016

The first regular meeting of the month of July of the Board of Education of Community Unit School District 200, DuPage County, Illinois, was called to order at the School Service Center, 130 W. Park Avenue, Wheaton, IL, by Board President Jim Vroman, on Wednesday, July 13, 2016, at 7:30 PM.

ROLL CALL

Upon the roll being called, the following were present:

Board Members: Jim Vroman
 Brad Paulsen
 Joann Coghill (arrived at 7:40 p.m.)
 Chris Crabtree
 Jim Gambaiani
 Barbara Intihar
 Jim Mathieson

Also in Attendance: Dr. Jeff Schuler, Superintendent
 Mrs. Faith Dahlquist
 Mr. Bill Farley
 Mr. Rod Mack
 Dr. Joanne Panopoulos

PLEDGE OF ALLEGIANCE

Member Paulsen led the Board and community in the Pledge of Allegiance.

MODIFICATIONS TO THE AGENDA

None

PUBLIC COMMENTS – Agenda Items

The opportunity to speak to the Board is provided for members of the public who have a question or comment on an agenda item. The Board appreciates hearing from stakeholders, and values your thoughts and questions. The Board strives to make the best decisions for the District, and public input in a variety of venues is very helpful.

The Board must protect the civility and decorum of this meeting. Please be respectful for the duties of the Board and the democratic process in your comments tonight:

- ⇒ Please use the microphone, state your name and address, and address your comments to the Board
- ⇒ Please limit your comments to 3 minutes.
- ⇒ Please be factual and courteous, and do not include statements that are personally disrespectful or condescending to members of the Board or staff.

If you feel your matter needs to be discussed in more detail, please attend the Board’s “Chance to Chat” or present your comments to us in writing.

Speaker	Jan Shaw
Topic	Budget and Payables

Speaker	Harold Lonks
Topic	Personnel Report

SUPERINTENDENT REPORT

Dr. Schuler reported the following:

- In the Board member green folders is a summary of the gifts which were donated by external sources and approved by the Board during 2015-16. This total exceeds \$325,000.
- The personnel report which is included in the Consent Agenda includes two new administrators: Lauryn Humphris will be the new Assistant Principal at Edison Middle School and Dan Korntheuer will be the new Director of Instruction for High School. Also, Human Resources has processed 107 new hires for the upcoming school year. There are a few additional certified positions to hire, along with the hiring of the support staff and instructional teaching assistants. The administrators have been very pleased with the hiring pool. It was noted that the salary savings as a result of the large number of retirees in the budget line item would not have been reflected to date.
- An update was given on the universal college assessment from the state. The SAT exam will be funded by the state and that will be administered for the next three years. Dr. Schuler asked Mrs. Dahlquist to update where the District stands on the universal college assessment decision. A meeting would be taking place on July 14 with both high school principals and administrators at the district level to discuss the plan for the upcoming school year. The board will be updated after the meeting takes place.

A question was asked regarding PERA (Performance Evaluation Reform Act) and what is required of the board in terms of training. Dr. Schuler commented that the district does have a plan in place and an update will be shared in an oral report at the August meeting.

CONSENT AGENDA

1. Acceptance of Gifts from Jefferson Early Childhood Center PTA – Recommend acceptance of the gifts from Jefferson Early Childhood Center PTA as presented.
2. Acceptance of Gifts From Lowell PTA – Recommend acceptance of the gifts from Lowell PTA as presented.
3. Acceptance of Gifts from Pleasant Hill PTA – Recommend acceptance of the gifts from Pleasant Hill PTA as presented.
4. Acceptance of Gifts from Wiesbrook PTA – Recommend acceptance of the gifts from Wiesbrook PTA as presented.
5. Approval to Post Policy 4.32 Disclosure for Public Review and Comment – Recommend approval to post the policy as presented.
6. Approval to Post Revised Policy 7.60 Student Residency for Public Review and Comment – Recommend approval to post the revised policy as presented.
7. Approval of Novels for the Elementary PACE Program – Recommend approval of the novels as presented.
8. Approval of Materials for High School English Course – Modern and Contemporary Literature – Recommend approval of the materials as presented.

9. Approval of High School Information Technology I Textbook – Recommend approval of the textbook as presented.
10. Appointment of the Athletic Emergency Action Plans for the Middle and High Schools – Recommend the appointment of the athletic emergency actions plans as presented.
11. Approval to Renew the Agreement with the YMCA Safe & Sound Program – Recommend the approval of the agreement with YMCA Safe & Sound Program as presented.
12. Approval of Cold Beverage Contract Services – Recommend the approval of the cold beverage contract as presented.
13. Approval of Printshop Paper Bid – Recommend the approval of the printshop paper bid as presented.
14. Approval of Xerographic Bond Paper Bid – Recommend the approval of the xerographic bond paper bid as presented.
15. Approval to Open Previously Closed Minutes – Recommend approval of the recommendation to open previously closed minutes in their entirety, open some previously closed minutes with redactions, and keep some minutes closed as listed in the recommendation that was attached to the report.
16. Approval of the Resolution Authorizing Transfer of Monies from Operations and Maintenance Fund to Capital Projects Fund – Recommend approval of the resolution authorizing transfer of monies from operations and maintenance fund to capital projects fund as presented.
17. Approval of the IASB Annual Dues – Recommend the approval of the IASB annual dues as presented.
18. Approval of the 2016-17 LUDA Membership Dues – Recommend approval of the 2016-17 LUDA dues as presented.
19. Approval of NSBA Dues for the 2016-17 School Year – Recommend approval of the NSBA dues for the 2016-17 school year as presented.
20. Approval of Bills Payable and Payroll – Recommend approval of the bills payable and payroll as presented.
21. Approval of Minutes – June 8, 2016 Open and Closed, and Approval to Destroy Recordings of Closed Sessions Prior to February 2015 As Allowable by Law – Recommend approval of the minutes as presented and approval to destroy recordings of closed sessions prior to February 2015 as allowable by law.
22. Approval of Personnel Report to Include Employment, Resignation, Retirement, and Leave of Absence of Administrative, Certified, Classified and Non-Union Staff – Recommend approval of the Personnel Report as presented.

There was discussion regarding the NSBA membership and how active the board has been in this membership. Board members want to be certain that any opportunities which exist in the future with regard to the membership are explored and utilized. This issue will be further discussed at the Board Governance Workshop in August.

MOTION

Member Paulsen moved, Member Mathieson seconded to accept the Consent Agenda as presented. Upon a roll call vote being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

ACTION ITEMS

Approval to Post the 2016-17 Tentative Budget and Set the Public Hearing on the 2016-17 Budget

Section 17-1 of the School Code requires Boards of Education to adopt an annual school district budget before or during the first quarter of each fiscal year (by September 30). Prior to adoption,

the Board must make a tentative budget available for inspection by the public for at least 30 days. Additionally, a public hearing regarding the budget must be conducted.

The tentative budget for posting was attached to the report. The tentative budget will be made available for inspection by the public at the School Service Center and the libraries of Wheaton, Warrenville, Carol Stream and Winfield. The budget will also be posted on the district website.

A public notice regarding the availability to inspect the budget will be published in the Daily Herald newspaper, which has a circulation within the local communities. The public notice will also include the date of the Public Hearing, which will be held on Wednesday, August 17, 2016 at the School Service Center.

It is recommended that the Board of Education post the tentative budget for the 2016-17 fiscal year, and set the Public Hearing on the 2016-17 Budget for Wednesday, August 17, 2016 at 7:30 PM at the School Service Center.

Mr. Bill Farley reported that the district will post the 7th balanced budget in a row with five of six years posting a positive operating balance, and anticipating another positive operating year. It was noted that the district is still owed a quarterly categorical payment from the state of Illinois of approximately \$2.5-2.6 million, and are anticipating that the payment will be received in the next month or two.

Mr. Farley presented the following information regarding the 2016-2017 tentative budget:

- Budget Calendar
- Budget Posting
- 2015-16 Budget Recap
- 2016-17 Budget Highlights
- Fund Highlights
 - Aggregate Revenues
 - Aggregate Expenditures
 - Education Fund Revenues
 - Education Fund Expenditures
 - Operations & Maintenance Revenue
 - Operations & Maintenance Expenditures
 - Bond & Interest
 - Transportation Fund Revenue
 - Transportation Fund Expenditures
 - IMRF/Social Security
 - Capital Projects Fund
 - Working Cash
- Revenue by Source All Funds
- Revenue by Source Operating Funds
- Expenditure Type All Funds
- Expenditure Type Operating Funds
- All Funds Summary
- Operating Fund Summary
- Operating Budget Comparison

There was discussion on the following:

- Revenues will increase (estimated \$600,000) by the amount received from state aid should that occur in the next 30-60 days

- The need for the district to continue to evaluate and review costs associated with outplaced students and opportunities to bring the students back in-house
- The large number of retirees leaving with higher salaries and hiring lower salaried staff to replace them have helped fund the salary and step increases of the current staff
- As a result of the district joining the insurance co-op (NIHIP), we may see reduced premiums and costs lower than the 7% that we had typically seen in the past
- Transportation cost increase of nearly 20% and reasons for it
- CPI increase vs. budget increase; impact of TIFs and new growth factor
- Performance contract grant – will the district receive it and if not, how will that be offset
- Implications of a possible property tax freeze
- Capital projects language clarification

MOTION

Member Mathieson moved, Member Crabtree seconded to approve the posting of the tentative budget for the 2016-17 fiscal year, and set the Public Hearing on the 2016-17 Budget for Wednesday, August 17, 2016 at 7:30 PM at the School Service Center. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

DISCUSSION ITEMS

Facility Master Plan

Nicholas & Associates presented an update on the Master Facility Plan – Project Buckets, as well as supporting documentation showing project estimate recap and breakdown for each location detailing the scope of the work categories. Dr. Schuler commented that this presentation as such is a way to provide one blended number for each location, with individual breakdowns for each project. The capital needs were also provided for each project.

A question was asked about the overlap between the projects and capital needs. This will be identified as part of the next step, with the August board meeting being the goal for identification. The possibility of scheduling an additional meeting was also discussed, as was relying on the various board committees to continue with some of the work.

Facility Committee – update came under this umbrella and was delivered by Member Paulsen. Two presentations were given at the July 12 meeting by Legat Architects and Perkins+Will. Additionally, an analysis of utilizing the Hubble Middle School location as the site for the Early Learning Center (ELC) was also presented by Legat. It was noted that the option to pursue an alternative location for the ELC still remains and the committee did not talk numbers or make any decisions on utilizing one of the firms. The point was stressed that the entire ELC program could not be located at Hubble and would still have to operate at more than one location. Dr. Schuler summarized that while no additional work will be done to pursue the Hubble option, it will not be taken off the table at this time.

Elementary Class Size

A request was made at a recent Board meeting to review the current District 200 practices in elementary class size decisions. Mrs. Faith Dahlquist presented a recap of the practices, including the following:

- Current practice – Target or Cap?
- Past practice
- What is in the teacher contract?
- Principal input
- Other information

Discussion was on the following:

- Caps are not hard and fast numbers due to timing of when new students come into the schools
- It is more difficult to add sections in November, than it is to add in August
- How we responded to Madison parents who spoke at June meeting – a new section was added in 5th grade due to 3 additional students which moved them beyond the cap, and waiting to see what happens with open registration to determine if additional sections are needed in other grades
- The district needs to communicate to parents the whole “target/cap” concept. Options include utilizing the PTA council, building principals and determining other avenues to best communicate this information to parents
- The question was asked if the district has data for comparable districts regarding class sizes. It was stressed that while this information can be researched, resources such as coaching, reading and math support and intervention are most important, as is listening to our principals.

WRITTEN REPORTS

Monthly Financial Reports

FOIA Report

Update on Expanding Learning Opportunities (eLo)

REPORTS FROM BOARD MEMBERS

Board Committee Reports

The update from the Facilities Committee was addressed above.

Other Reports from Board Members

- President Vroman asked board members to submit their priorities of the Vision 2018 plans and to review the Parking Lot items which were provided in the green folders to see if anything should be added or removed. Ideas should be emailed to Superintendent Schuler prior to the August 25 Board Governance Workshop with IASB. The deadline for board members to complete the online survey prior to the workshop is Monday, August 1st.
- The July 4th celebrations at both Jefferson and Bower ESY locations were great and the staff at both did an excellent job.

TOPICS FOR FUTURE DISCUSSION

- Facility Master Plan
- 2016-2017 Budget

ANNOUNCEMENTS

August 25, 2016 Board Governance Workshop with IASB, Closed Session, 5:00 PM, SSC

NEXT REGULAR MEETING

August 17, 2016, 7:30 PM, SSC

PUBLIC COMMENTS – Non-Agenda Items

None

ADJOURNMENT

MOTION

There being no further business to come before the Board in Open Session, Member Intihar moved, Member Crabtree seconded to adjourn the meeting. Upon a voice call being taken, all were in favor and **the motion carried 7-0.**

The meeting was adjourned at 9:56 PM.

Chris Crabtree, Secretary

Jim Vroman, President