

**MINUTES**  
**BOARD OF EDUCATION MEETING**  
**COMMUNITY UNIT SCHOOL DISTRICT 200**  
**April 11, 2018**

The first regular meeting of the month of April of the Board of Education of Community Unit School District 200, DuPage County, Illinois, was called to order at the Edison Middle School, 1125 S. Wheaton Ave, Wheaton, IL, by Board President Jim Vroman, on Wednesday, April 11, 2018, at 7:00 PM.

**ROLL CALL**

Upon the roll being called, the following were present:

Board Members:        Jim Vroman  
                              Brad Paulsen  
                              Chris Crabtree  
                              Ginna Ericksen  
                              Jim Gambaiani  
                              Rob Hanlon (arrived at 8:04 PM)  
                              Jim Mathieson

Also in Attendance:  Dr. Jeff Schuler, Superintendent  
                              Mrs. Faith Dahlquist  
                              Mr. Bill Farley  
                              Mrs. Erica Loiacono  
                              Mr. Rodney Mack  
                              Dr. Joanne Panopoulos  
                              Dr. Robert Rammer

**PLEDGE OF ALLEGIANCE**

Edison Principal Rachel Bednar and students led the Board and community in the Pledge of Allegiance.

**COMMUNICATION WITH THE HOST SCHOOL**

Principal Bednar welcomed all to Edison and introduced Assistant Principal Lauryn Humphris. Ms. Bednar introduced a group of Edison students who participated in the Samsung Solve for Tomorrow contest, which encompasses the FIT (Future of Instruction & Technology) vision for the District 200 learning environment. The students, along with their teacher, Ms. Usha Iype, presented a summary of their project and video which was the 2017-18 Illinois State winner. The school will receive a \$25,000 Samsung technology package. Ms. Bednar thanked all who were are part of the success of this project, including staff, parents and members of the community.

**MODIFICATIONS TO THE AGENDA**

None

## **PUBLIC COMMENTS – Agenda Items**

None

### **SUPERINTENDENT REPORT**

Dr. Schuler reported the following:

- Dr. Schuler added thanks to the Edison students who participated in the Samsung project.
- There have been questions regarding the official last day of school for 2017-18. The calendar adjustment will be made official at the May 9 Board of Education meeting. It is anticipated there will be one day added on to the end of the school year in order to account for the snow day (February 9). The last day of school for student attendance will be June 6, 2018, barring any additional weather cancellations.
- There has been some press regarding a housing development in the southern part of the District which could potentially mean an addition to the student enrollment. This involves the 100 acres of land that is just beyond the Nokia building. There is talk of a potential sale of property and a mixed use development which has some significant numbers (300-500 units). Dr. Schuler has had conversations with the City of Naperville to learn more about this project. It was noted there are several developments in the southern end of the district which could potentially increase the student population in the foreseeable future.
- There was an Illinois Association of School Administrators (IASA) meeting/volunteer recognition event this morning. Terese Janik, a parent who has led the charge for the District mobile food pantry, and Scott Kerth, who has served as a chair for the Citizens Advisory Committee (CAC) since the group's inception, were the two District 200 volunteers who were recognized.
- The Illinois State Board of Education (ISBE) has finalized the evidence-based funding model. This shift will mean an additional \$289,000 for the District, which is close to what was anticipated. From a cash flow perspective, the District is ahead of where it was at this point last year, due to additional money rolling into the General State Aid (GSA) formula.
- Dr. Schuler announced that two principals from District 200, Rachel Bednar of Edison Middle School and Debby Klein of Emerson Elementary School, were named Marguerite Key Fellows, which is a new initiative of the NIU College of Education.
- With summer just around the corner, Dr. Schuler asked Board Members to let him know if they have interest in participating in the local Fourth of July parade celebrations.

### **CONSENT AGENDA**

1. Acceptance of Gift to WNHS Athletic Department Girls Basketball Program – Recommend acceptance of gift to WNHS girls basketball program as presented.
2. Acceptance of Gift to WWSHS – Recommend acceptance of gift to WWSHS as presented.
3. Approval to Post Revised Policy 2.260 Uniform Grievance for Public Review and Comment – Recommend approval to post revised policy 2.260 for public review and comment as presented.
4. Approval to Post Revised Policy 4.40 Incurring Debt for Public Review and Comment – Recommend approval to post revised policy 4.40 for public review and comment as presented.
5. Approval to Post Revised Policy 5.20 Workplace Harassment Prohibited for Public Review and Comment – Recommend approval to post revised policy 5.20 for public review and comment as presented.
6. Approval of Revised Policy 7.40 Private School Students – Recommend approval of revised policy 7.40 as presented.

7. Approval of Paving Projects and Building Permits at Edison, Franklin, Bower, Johnson, Lowell, Pleasant Hill and Wiesbrook – Recommend approval of paving projects and building permits as presented.
8. Approval of Middle School Security Camera Purchase – Recommend approval of middle school security camera purchase as presented.
9. Approval of Bills Payable and Payroll – Recommend approval of the bills payable and payroll as presented.
10. Approval of Minutes – March 14, 2018 Open and Closed, March 22, 2018 Special Meeting Open and Closed, and Approval to Destroy Recordings of Closed Sessions Prior to November 2016 As Allowable by Law – Recommend approval of the minutes as presented and approval to destroy recordings of closed sessions prior to November 2016 as allowable by law.
11. 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.

Dr. Schuler noted the following:

- Policy references which were noted in consent item #3 have been updated.
- The approval of the security camera systems (item #8) for the three remaining middle schools was in fact the lowest cost proposal.
- Approval of the paving projects (item #7) is the last phase of the summer 2018 work. All total, the capital work and secure entries work represents \$4.2 million in summer project work.
- As part of the personnel report (item #11), Dr. Schuler introduced Dr. Charlie Kyle, the new Assistant Superintendent for Administrative Services. Dr. Kyle is currently principal in the St. Charles School District and is a graduate from Wheaton Central High School.

There was discussion/comments on the following:

- Appreciation for the intense review of the construction documents and intricacies of the contracts.
- Thanked the administration for all of the research and supportive information relative to the paving projects.
- The approval of the middle school security cameras, in addition to the secure entries work, support a safe and secure learning environment, which is part of the District 200 belief statements.

## **MOTION**

Member Crabtree moved, Member Paulsen seconded to accept the Consent Agenda as presented. Upon a roll call vote being taken, the vote was: AYE 6, NAY 0.

**The motion carried 6-0.**

### Approval to Proceed to the Construction Document Phase for the Early Childhood Center Project

At the November 8th meeting, the Board approved the project timeline for the Early Childhood Center. The timeline included milestone dates indicating when the Board of Education would receive updates on the design process and allow for discussion before moving forward. At the January meeting, the Board reviewed the Schematic Design, and approved moving to the Design Development Phase.

The Design Development report was attached to the board agenda item. The project team from Legat Architects and Nicholas and Associates presented a summary of the Design Development

information at the meeting, which included a budget and design update on the project.

Pending Board approval, the District would then move to the next phase which is the Construction Document Phase. The Construction Document Phase is the creation of the documents necessary to bid the project. The anticipated architect/engineering costs associated with Construction Document Phase is approximately \$429,000. This cost is part of the overall cost estimate for the project and is not an additional cost.

Per the approved timeline, it is anticipated that Legat and Nicholas would have bids issued in July 2018, and opened on August 2, 2018. The Board would then be asked to take action on the bid packages at the August Board Meeting.

The project team provided a Jefferson Early Childhood Center (ECC) Design Development Presentation, which included the following:

- Executive Summary
- Project Budget Update
  - Budget Summary
- Design Update
  - Program Summary
  - Site Plan (existing / future)
  - Floor Plans (overall / classroom)
  - Building Images
  - Outdoor Learning / Play Concepts
- Schedule
- Project Team
- Discussion / Approval

There were comments/discussion on the following:

- There is expected to be a pool of 30-45 contractors working with Nicholas & Associates.
- Total building cost and post construction costs.
- Clarification of “90% of design development phase”.
- All costs associated with building construction will be paid out of escrow; post construction costs would be paid through fundraising/capital campaign or fund balance.
- Interest rates and impact on the project.
- Cost estimates vs. actual bidding of project.
- Cost impact of tariff issues as it relates to steel.
- Donor recognition ideas.
- Outdoor courtyard concepts – A vs. B.
- Sidewalks.
- Surface of the building – tone, color, materials, etc.
- Capacity for the building.
- Future expansion opportunity?
- Blended classrooms.
- Multi-use spaces within the building.
- Any concern for being undersized in one year?
- Anticipated schedule for completion of new building/demolition of current building – ensure new building will be ready prior to demolition of current building.
- The use of school related contractors – target time of year for bidding and winter/early spring work.
- Roof – flat vs. slope.

- Geothermal mechanical system & energy efficiency.
- Building of alternates into project (deduct off or add on to base) for flexibility – this is critical.

The Board was reminded of the upcoming key dates:

- June Board Meeting – 80% C.D. Budget Update
- July Board Meeting – 100% Construction Document Approval
- August Board Meeting – Awarding of Construction Contracts

It was recommended that the Board of Education approve proceeding to the Construction Document Phase for the Early Childhood Center project.

### **MOTION**

Member Paulsen moved, Member Ericksen seconded to approve to proceed to the Construction Document Phase for the Early Childhood Center Project as presented. Upon a roll call being taken, the vote was: AYE 7 NAY 0. **The motion carried 7-0.**

### Approval of Contracts with Legat Architects and Nicholas & Associates

The Board of Education previously approved entering in to a lease agreement with Zions Bank (Lessor) and Amalgamated Bank (Escrow Agent) for a new Early Childhood Center. The district will serve as the agent to Zions Bank for the design and construction of the building, and payments for the project will be made from the escrow account.

Contracts for both the Architect and Construction Manager were attached to the board report. District counsel has reviewed both contracts. The contracts were also reviewed by the Facilities Committee and pending Board approval.

There were comments/discussion on the following:

- As the agent, the District needs to execute agreements with both of these firms.
- The responsibility of making sure the fees are market fair and that all of the needs are met.
- The contracts are standard and complimentary to each other. They are designed to work together as architects and construction management.
- The fees are within the anticipated budget for these fees.
- Architects will now move to the more technical development of the drawings; these will be given to Construction Managers to develop individual bid packages.
- It is anticipated that will be 10-15 bid packages from various contractors.
- There will be competitive public bids for each contract.
- There are a large pool of contractors that have worked with the construction management firm through the years.
- Recommendations will come from both firms to the Board for awarding of the bids.
- Once awarded, they will be assigned to Nicholas to manage the subcontractors for the work to be completed.
- Payment for these contractors will be through the escrow account. The district (as the agent) will authorize release of the payment and ensure contractors are performing in compliance with the contracts.

It was recommended the Board of Education approve the Architect and Construction Manager Contracts as presented.

## **MOTION**

Member Paulsen moved, Member Hanlon seconded to approve the Architect and Construction Manager Contracts as presented. Upon a roll call being taken, the vote was: AYE 7 NAY 0. The motion carried 7-0.

### Approval of 2018-19 Fee Schedule

In 1994-95 the district instituted a basic fee schedule at all school levels that went into place for the 1995-96 school year. Annually, the administration reviews the fee schedule for the upcoming school year. A recommendation is then brought to the Board of Education for approval. Over the last ten years, the driver education fee was increased, a technology fee was added and increased, a fee was added for TCD, the parking fee was increased, athletic fees were increased as well as the family cap removed, finally, club participation and athletic and performing arts attendance fees were included as part of the registration fee.

In March of 2010, the Board of Education was asked to approve the high school course consumable fee list. In the past, the Board approved a blanket statement that consumable fees were charged at cost. The Board was asked to approve a defined list as these fees would be charged when students sign up for courses as opposed to being collected in the classroom. In addition, the cost of workbooks were included.

For the 2017-18 school year, the registration and technology fee increased by 3%, and the consumable and workbook fees were assigned based on the need and at cost. During the current year a review was completed of the athletic fee and activity costs at both the committee and Board level. Following this review, it is recommended that no change be made to the athletic fees.

The recommended fee schedule for 2018-19 was attached to the report. It was recommended that the registration fees for 2018-19 remain the same as 2017-18, and include an early registration incentive for fees paid before July 1st.

The high school consumable and workbook fee list was also included in the report. Consumable fees were assigned based on the need of each class. Workbook fees were assigned at cost.

There were comments/discussion on the following:

- High School fundraising oversight – system in place to request and approve fundraisers.
- The main reason to fundraise it to pay for cloth expenses (uniforms), for a specialized piece of equipment that is needed, or for a trip or tournament with out-of-town expenses.
- Low income students – athletic fees and activity fees.
- Number of F.T.E's being funded – high school and middle school.
- Clarification on the discrepancy between schools for a sport.
- Individual course fees do reflect actual cost.

There were questions and/or discussion on the following:

- A request to understand the true costs for individual sports; the expectations for parents in terms of fundraising, as well as numbers that have been fundraised.
- The need to take a look at lacrosse and drivers education fees.
- What percentage of user fees is the district targeting to collect – 25% or 30%?

- Fundraising activities – go through the activity funds of the district.
- Control of accumulating balances in activity fees.
- Fees should be given further consideration in the future – looking to fund things that we do not have the revenue source to do so.

It was recommended that the Board of Education approve the 2018-19 Fee Schedule.

### **MOTION**

Member Crabtree moved, Member Paulsen seconded to approve 2018-19 Fee Schedule as presented. Upon a roll call being taken, the vote was: AYE 6 (Crabtree, Paulsen, Ericksen, Gambaiani, Hanlon, Vroman) NAY 1 (Mathieson). **The motion carried 6-1.**

#### Adoption of Resolution Authorizing Non-reemployment of Full-time, First, Second, and Third-year, Non-tenured Certified Staff

Illinois School Code requires that probationary (non-tenured) certified staff be notified 45 calendar days before the end of the school year if they are not to be reemployed for the following school year.

A resolution was attached to the board report which addresses non-renewals and /or honorable dismissals for the end of the 2017-2018 school term.

There were comments/discussion on the following:

- It was noted that the Board takes action on this item annually.
- Non-reemployment or not continuing employment action vs. termination.

It was recommended that the Board of Education adopt a Resolution Authorizing Non-reemployment of Full-time, First, Second, and Third-year, Non-tenured Certified Staff, and authorizing notification according to the requirements of the Illinois School code, Section 24-11.

### **MOTION**

Member Ericksen moved, Member Hanlon seconded to adopt a Resolution Authorizing Non-reemployment of Full-time, First, Second, and Third-year, Non-tenured Certified Staff, and authorizing notification according to the requirements of the Illinois School code, Section 24-11 as presented. Upon a roll call being taken, the vote was: AYE 7 NAY 0. **The motion carried 7-0.**

#### Adoption of Resolution Authorizing Non-reemployment of Part-time, Non-tenured Certified Staff

Illinois School Code requires that probationary (non-tenured) certified staff be notified 45 calendar days before the end of the school year if they are not to be reemployed for the following school year.

A resolution was attached to the board report which addresses non-renewals and /or honorable dismissals for the end of the 2017-2018 school term.

There were comments/discussion on the following:

- It was noted that the Board takes action on this item annually.
- This is pending anticipation of staffing needs – some are not released, knowing what the need is going forward. Others are released and may be called back prior to the beginning of the 2018-19 school year.

It was recommended that the Board of Education adopt a Resolution Authorizing Non-reemployment of Part-time, Non-tenured Certified Staff, and authorizing notification according to the requirements of the Illinois School code, Section 24-11.

## **MOTION**

Member Crabtree moved, Member Ericksen seconded to adopt a Resolution Authorizing Non-reemployment of Part-time, Non-tenured Certified Staff, and authorizing notification according to the requirements of the Illinois School code, Section 24-11 as presented. Upon a roll call being taken, the vote was: AYE 7 NAY 0. **The motion carried 7-0.**

## **WRITTEN REPORTS**

### Monthly Financial Reports

### FOIA Report

These reports were provided for information only.

## **REPORTS FROM BOARD MEMBERS**

### Board Committee Reports

An executive session of the Board Human Resources/Policy Committee met on April 4, 2018. The meeting notes were attached and posted for review with the packet.

### Other Reports from Board Members

- Members Crabtree and Mathieson attended a fundraiser at the Technology Center of DuPage (TCD). It was recommended that Board members take the opportunity to visit the amazing facility, visit classrooms, etc. and talk of conducting a Facebook LIVE event from the facility.
- President Vroman reminded Board Members that the opportunity to submit possible resolutions to IASB will be reviewed in May. There was discussion about reaching out to surrounding large unit school districts to partner in a resolution regarding large unit representation.
- Dr. Schuler reminded Board Members about the upcoming parent seminar taking place on April 12<sup>th</sup> at WWSHS which will feature State's Attorney Bob Berlin – "Parents, Teen, Parties and the Law". Erica Loiacono and team were thanked for the quality of the seminars this year.

## **TOPICS FOR FUTURE DISCUSSION**

Professional Development Report

Update on Social Emotional Learning

## **ANNOUNCEMENTS**

April 17, 2018 – Chat with the Board, 8:00 - 9:30 AM, WNHS

April 25, 2018 – Committee of the Whole, 7:00 PM, SSC

## **NEXT REGULAR MEETING**

May 9, 2018, 7:00 PM, School Service Center (SSC)

## **PUBLIC COMMENTS – Non-Agenda Items**

None

## **CLOSED SESSION**

Closed Session Items are Listed for Possible Action – The Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity 5 ILCS 120/2 (c)(1); and Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees 5 ILCS 120/2 (c)(2).

## **MOTION**

Member Paulsen moved, Member Mathieson seconded to adjourn the meeting to closed session for the purpose of discussing the Appointment, Employment, Compensation, Discipline, Performance, or Dismissal of Specific Employees of the Public Body or Legal Counsel for the Public Body, Including Hearing Testimony on a Complaint Lodged Against an Employee of the Public Body or Against Legal Counsel for the Public Body to Determine its Validity 5 ILCS 120/2 (c)(1); and Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees 5 ILCS 120/2 (c)(2). Upon a roll call being taken, the vote was AYE 7, NAY 0. **The motion carried 7-0.**

There was no action expected following the Closed Session.

The meeting was adjourned to Closed Session at 8:44 PM.

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**Chris Crabtree, Secretary**

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**Jim Vroman, President**