

**MINUTES**  
**BOARD OF EDUCATION MEETING**  
**COMMUNITY UNIT SCHOOL DISTRICT 200**  
**April 12, 2017**

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 Monroe Middle School, 1855 Manchester Road, Wheaton, IL, by Board President Jim Vroman, on Wednesday, April 12, 2017, at 7:30 PM.

**ROLL CALL**

Upon the roll being called, the following were present:

Board Members:      Jim Vroman  
                             Brad Paulsen  
                             Chris Crabtree  
                             Joann Coghill  
                             Jim Gambaiani  
                             Barbara Intihar  
                             Jim Mathieson

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

**PLEDGE OF ALLEGIANCE**

Mr. Bryan Buck led the Board and community in the Pledge of Allegiance.

**COMMUNICATION WITH THE HOST SCHOOL**

Monroe Principal Bryan Buck welcomed everyone to Monroe. Mr. Buck and Assistant Principal Baldus-Strauss provided a short presentation on Restorative Justice, which included details of this approach to discipline and how they are using it at Monroe. The focus of the approach is on listening and respecting others, with emphasis on the “peace circle”. The next steps and hopes for this Restorative Justice process and how it can be used in the future were also noted.

**MODIFICATIONS TO THE AGENDA**

None

**RECOGNITIONS AND ACHIEVEMENTS**

Lee Cook – ICE Tech Educator/Administrator of the Year

Dr. Schuler introduced district LLC members who were present to honor Lee and the contributions she has made to the district. The Board recognized Ms. Cook for her award.

## **PUBLIC COMMENTS – Agenda Items**

None

## **SUPERINTENDENT REPORT**

Dr. Schuler reported the following:

- The Master Facility Plan – Next Steps is on the agenda. Took the opportunity to thank the members of the community that engaged with the staff regarding the referendum – including hosting of events and coffees. Several members of the community were in the audience.
- An article appeared in the Daily Herald regarding school districts and their fund balances. Specifically, District 200 currently has a 30% fund balance, which is above the 25% floor established by the Board. Given the lack of a single categorical payment being received from the State of Illinois for the current fiscal year, if the District did not have the 30% fund balance, it would be looking at a potential short-term borrowing scenario to cover the shortfall from the State. This is why the fund balance is so important.
- Illinois Association of School Board (IASB) has given notice that the window is open for local school boards if considering resolutions for the upcoming conference later in the calendar year. June 21<sup>st</sup> is the deadline for school boards if there is any interest in advancing those resolutions.
- The State of Illinois has recently submitted a proposal on new ESSA plan. Dr. Schuler has been working with Julie Oziemkowski on summarizing the plan and how accountability could potentially be changing.

## **CONSENT AGENDA**

1. Acceptance of Grant from Donors Choose to Hawthorne Elementary School – Recommend acceptance of grant to Hawthorne School as presented.
2. Acceptance of Gift to Pleasant Hill Elementary School– Recommend acceptance of gift to Pleasant Hill as presented.
3. Acceptance of Gift to WNHS Athletic Department-Wrestling Program – Recommend acceptance of gift to WNHS wrestling program as presented.
4. Approve Revised Policy 5.190 Teacher Qualifications – Recommend approval of revised policy 5.190 as presented.
5. Approve Revised Policy 6.320 Proficiency – Recommend approval of revised policy 6.320 as presented.
6. Approve Revised Policy 7.285 Food Allergy – Recommend approval of revised policy 7.285 as presented.
7. Approve Policy 7.290 Suicide and Depression – Recommend approval of policy 7.290 as presented.
8. Approve Reviewed Board Policies – Recommend approval of reviewed board policies as presented.
9. Approve the Deletion of Board Policies 2.242, 2.270, 3.20, 3.22, 3.52, 4.31, 4.52, 4.155, 6.75, 6.90, 6.200, and 7.08 – Recommend approval of the deletion of board policies as presented.
10. Approval to Post Middle School Social Science Standards for Public Review and Comment– Recommend approval to post middle school social science standards as presented.
11. Appointment of the District Representative to the DuPage Area Occupational Education System (DAOES) (TCD) for the 2017-2018 Year– Recommend appointment of the district representative to DAOES as presented.
12. Approval of Paving Projects and Building Permits at Emerson, Hawthorne, Lincoln, Whittier, Madison and SSC – Recommend approval of paving projects and building permits as presented.

13. Approval to Dispose of Surplus Assets – Recommend approval to dispose of surplus assets as presented.
14. Approval of Snack Vending Contract Services Proposal – Recommend approval of snack vending contract services proposal as presented.
15. Rejection of Bid for Activity Lease and Approval of Extension of Current Lease – Recommend rejection of bid for activity lease and approval of extension of current lease as presented.
16. Approval of Chartwells Food Service Management Contract Renewal – Recommend approval of Chartwells food service management contract renewal as presented.
17. Approval of 2017-18 Fee Schedule – Recommend the approval of 2017-18 fee schedule as presented.
18. Approval of Bills Payable and Payroll – Recommend approval of the bills payable and payroll as presented.
19. Approval of Minutes – March 8, 2017 Open and Closed, and Approval to Destroy Recordings of Closed Sessions Prior to November 2015 As Allowable by Law – Recommend approval of the minutes as presented and approval to destroy recordings of closed sessions prior to November 2015 as allowable by law.
20. 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.

Member Crabtree requested to move consent agenda item #17, Approval of 2017-18 Fee Schedule, from the consent agenda to an action item. Member Intihar requested to move consent agenda item #12, Approval of Paving Projects and Building Permits at Emerson, Hawthorne, Lincoln, Whittier, Madison and SSC, from the consent agenda to an action item.

There were questions and/or comments on the following:

- There are no anticipated new materials required for the middle school social studies standards.
- The activity vehicle usage by the district and the costs per vehicle.
- The \$2.2M cost for food service contract is a recovered cost.

## **MOTION**

Member Paulsen moved, Member Intihar seconded to accept the Consent Agenda as modified, with removal of items #12 and #17 from the consent agenda to action items. Upon a roll call vote being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

## **POLICY POSTING CONSENT AGENDA**

1. Approval to Post Revised Policy 2.100 Board Conflict of Interest for Public Review and Comment – Recommend approval to post revised policy 2.100 as presented.
2. Approval to Post Revised Policy 4.15 Identity Protection for Public Review and Comment – Recommend approval to post revised policy 4.15 as presented.
3. Approval to Post Revised Policy 5.120 Ethics for Public Review and Comment – Recommend approval to post revised policy 5.120 as presented.
4. Approval to Post Revised Policy 5.230 Maintaining Student Discipline for Public Review and Comment – Recommend approval to post revised policy 5.230 as presented.
5. Approval to Post Revised Policy 6.210 Instructional Material for Public Review and Comment – Recommend approval to post revised policy 6.210 as presented.

6. Approval to Post Revised Policy 6.70 Teaching About Religion for Public Review and Comment – Recommend approval to post revised policy 6.70 as presented.
7. Approval to Post Revised Policy 7.100 Health Exams for Public Review and Comment – Recommend approval to post revised policy 7.100 as presented.

There were questions and/or comments on the following:

- Dr. Schuler added these are recent updates from PRESS resulting from changes in school code.
- Policy 2.100 – Board Conflict of Interest – When a board member sits on other boards that the district does business with, abstains from voting on any issues pertaining to this – how is that issue addressed in this policy? There was a request for clarification of “beneficial interest directly or indirectly” which is verbiage in this policy. There should be clarification from the district attorneys regarding this issue.
- All sections of the policy manual have now been reviewed by the Board HR/Policy committee.

### **MOTION**

Member Crabtree moved, Member Mathieson seconded to accept the Policy Posting 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**

#### 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. The resolution that was attached to the report addresses non-renewals and /or honorable dismissals for the end of the 2016-2017 school term.

Dr. Schuler added this is an annual action that is taken by the Board. It does not mean that the staff members will not return to the district. It provides the district with flexibility as to how staffing is approached.

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 Coghill moved, Member Crabtree seconded to adopt the resolution authorizing non-reemployment of part-time, non-tenured certified staff 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 Full-Time, First, Second and Third-year, Non-tenured Certified Staff

It is 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. The resolution that was attached

to the report addresses non-renewals and /or honorable dismissals for the end of the 2016-2017 school term.

The same comments apply as with the previous action item regarding staffing.

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 Paulsen moved, Member Coghill seconded to adopt the resolution authorizing non-reemployment of full-time, first, second and third-year non-tenured certified staff as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

### Adoption of Resolution Authorizing Interfund Loan from Operations and Maintenance Fund to Education Fund

Annually, the Board of Education approves interfund loan transfers to the operating funds to cover cash shortfalls so that expenses may be paid. Although the District has taken measures to reduce the operating deficit in the Education Fund and continues to approve balanced budgets, the cash balance will be negative without an additional loan transfer from the Operations and Maintenance Fund. Currently, we are waiting for the first, second and third categorical payments to be released in the amount of \$8,174,032.61 of which \$2,378,636.62 is for Transportation Fund. It is unclear whether these payments will be received prior to June 30th. We are requesting a loan in the amount of \$8,500,000 to be repaid with the June tax receipt. It should be noted that this amount is considered a "worst case scenario" amount. It assumes that no State Categorical funds are received prior to June 30. If only one quarter is received, the loan request could be reduced by almost \$3 million.

The school code authorizes interfund loans among the Educational, Operations and Maintenance and Transportation Funds for a period of up to three years. We are anticipating repayment of this loan in June or at the very latest September and therefore, suggesting a six month period.

There were comments/questions on the following:

- The lack of funding by the State of Illinois has resulted in the need for this transfer.
- Once the payments are received, the funds can be transferred back to the Operations and Maintenance Fund without approval of the Board.

It was recommended that the Board of Education approve the attached resolution authorizing an interfund loan from Operations and Maintenance Fund to Education Fund.

### **MOTION**

Member Mathieson moved, Member Intihar seconded to adopt the resolution authorizing interfund loan from operations and maintenance fund to education fund as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

### Approval of 2017-18 Fee Schedule (this item was moved from the consent agenda to an action item)

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.

The recommended fee schedule for 2017-18 was attached to the board report. It was recommended that the registration fees for 2017-18 remain the same as 2016-17. The fee list also included 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. The only proposed changes from last year were on the culinary courses. Workbook fees were assigned at cost. The Educational Services Department implemented a few workbook titles changes for next year.

There was discussion on the following:

- The Board Finance Committee should review the fee schedule for the 2017-18 school year and report back to the full Board in May. Registration for the upcoming school year is scheduled to open the beginning of June, therefore approval of fees will need to take place in May.
- A comparative spreadsheet was provided to the board with benchmark district fee information.
- Board members were encouraged to provide feedback to the Finance Committee regarding fees.
- The Board Finance Committee meeting will be scheduled as soon as possible.

It was recommended that the Board of Education table this item until the May 2017 Board of Education meeting.

## **MOTION**

Member Crabtree moved, Member Intihar seconded to table action item 4 – Approval of 2017-18 Fee Schedule as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

### Approval of Paving Projects and Building Permits at Emerson, Hawthorne, Lincoln, Whittier, Madison and SSC (this item was moved from the consent agenda to an action item)

The administration identified a list of paving projects to complete this fiscal year. All of these projects are included in the capital plan and were reviewed and recommended by the Board Facilities Committee prior to bidding. The base scope of the paving consists of removal and replacement of asphalt at Emerson, Hawthorne, Lincoln and Madison Elementary Schools. We also included alternate bid packages for paving work at Lincoln, Whittier and the School Service Center.

Bids were sent out for this work, and seven (7) vendors replied to the bid. Bids were opened on March 30, 2017 at 2 pm at the SSC. A recommendation letter from Legat Architects was attached to the board report which included the bid tabulation.

The lowest responsible bidder is Chicagoland Paving with a base bid of \$287,900. In addition to the base bid, six (6) alternates were included. It is recommended that the Board of Education award the base bid to Chicagoland Paving in the amount of \$287,900. Since the base bid and alternates are within our budget, we recommend accepting alternates two, three, four, five and six. Alternate one, which removes the liquidated damages clause from the contract is not recommended. The total cost for all six buildings including base bid and alternates is \$397,400. In addition, the Permit Applications must be submitted to the ROE for approval. The work would begin after school is out, June 1, and have a substantial completion date of June 28, 2017.

There was discussion on the following:

- These projects were included in the capital plan and in the list of priority projects which the Board Facilities Committee identified for work in Summer 2017.
- The funding for these projects comes out of the 2016-17 Operations and Maintenance Budget.
- These projects include some real safety issues for students and all of the projects included were prioritized by the Facilities Committee.

It is recommended that the Board of Education approve the bid of Chicagoland Paving in the amount of \$397,400 including alternates 2,3,4,5 and 6 and reject alternate 1, and submit the ROE permits.

## **MOTION**

Member Mathieson moved, Member Intihar seconded to approve the paving projects and building permits at Emerson, Hawthorne, Lincoln, Whittier, Madison and SSC as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

## **DISCUSSION ITEM**

### Facility Master Plan – Next Steps

The Board was reminded that this was a discussion item, and not an action item for tonight's agenda and this is a first step in determining the next steps for the plan and the district.

There was discussion on the following:

- There are two budgets and two timelines to deal with: FY18 Budget, which is less flexible in the short period of time; and FY19 Budget, which will require a lot of effort and research and may require some difficult decisions by the Board.
- How will this impact WWEA?
- How can we get more opportunities for community members to be involved? Especially, the 75% of the community that do not have children in our schools.
- We need to engage the naysayers to be a part of the solution.
- Can we include weekly survey questions in the Friday Focus?
- Are there opportunities out there for the district in terms of sponsorships for clubs and activities?
- IHSA – rules and obligations for next year and the impact this may have on any decisions to be made.
- How much do we spend on unfunded mandates?

- What is the data around class size and the impact on learning?
- The need for the Board to determine the strategy going forward – another possible referendum or living and operating with the outcome of this election as a final decision and how we can make that work.
- The importance of the whole board getting behind the upcoming plan – what might to community support and what all Board Members might support in a future election.
- Use the voter data from the election in order to know and understand who voted.
- Use the Board committees to do some of the legwork and analysis before bringing items to the full board.
- Teaching and Learning Committee – possible to develop a list for future consideration relative to potential cost savings and rate each item with how it will impact student learning.
- Finance Committee - Debt service extension base – understanding the legal options the district has and what are the implications?
- Facilities Committee - Reshaping the capital improvement plan for the district – this includes prioritization of projects.
- The need to look at alternatives for the Early Learning Center.
- Exploring how to convey to the community the complexity of school finance.
- Updating district demographic information – enrollment committee. Additionally, highlighting programmatic changes that have occurred in the buildings.
- Building capacity and how to ensure this is being reported in a consistent manner.
- How to answer and communicate the questions on debt – how much debt is acceptable for a school district? What is the standard?
- Is 25% still the appropriate fund balance floor given the State of Illinois and the delay in categorical payments to school districts?
- Would it be beneficial to get more input from the frontline staff at buildings in terms of how the current environment and potential budget reductions are affecting them?
- Should the Board Facilities Committee look at a 3-4 year plan vs. a 5-7 year plan? Focus on the near term and then go back and look at the long-term?
- The need for people that support education as our elected officials.
- The district provides a good education – we cannot risk that by panicking and cutting services.
- The need to look at other potential sources of revenue.
- Review the results of the feasibility study currently being conducted by Pruehs & Associates.
- The board must abide by the Sherman Dergis policy.
- Clarified ‘21<sup>st</sup> century learning’ is not part of the Sherman Dergis policy – only capital needs.
- Possibility of conducting a “listening tour” to obtain feedback from the community.
- Secured entries – the importance of addressing this issue in all buildings.

## **WRITTEN REPORTS**

Monthly Financial Reports

FOIA Report

These reports were provided for information only.



## **REPORTS FROM BOARD MEMBERS**

### Board Committee Reports

The minutes from the Board Facilities Committee of March 9, 2017, the Community Engagement Committee of March 13, 2017, and the Board Human Resources/Policy Committee of March 15, 2017 were attached and posted for review with the board packet.

### Other Reports from Board Members

None

## **TOPICS FOR FUTURE DISCUSSION**

Professional Development Plan  
Multi-Tiered Systems of Support (MTSS) Goal Update  
FY19 Budget Plan – Policy 4.152 Sherman Dergis  
Facility Master Plan – Next Steps

## **ANNOUNCEMENTS**

April 19, 2017 – Chat with the Board, 8:00-9:30 AM, WWSHS  
\*\*It was noted this is a change of date from April 5, 2017\*\* due to testing at the high school.

April 26, 2017 – Committee of the Whole, 7:30 PM, School Service Center

May 2, 2017 – Board Reorganization Meeting, 5:30 PM, School Service Center

## **NEXT REGULAR MEETING**

May 10, 2017, 7:30 PM, School Service Center

## **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 District 5ILCS120/2(c)(1).

## **MOTION**

Member Crabtree moved, Member Coghill 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 District 5ILCS120/2(c)(1).

No action is expected following the Closed Session.

The meeting was adjourned to Closed Session at 9:13 PM.

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**Chris Crabtree, Secretary**

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**Jim Vroman, President**