

MINUTES
BOARD OF EDUCATION MEETING
COMMUNITY UNIT SCHOOL DISTRICT 200
December 14, 2016

The first regular meeting of the month of December of the Board of Education of Community Unit School District 200, DuPage County, Illinois, was called to order at Emerson Elementary School, 119 S Woodlawn Street, Wheaton, IL, by Board President Jim Vroman, on Wednesday, December 14, 2016, at 7:30 PM.

ROLL CALL

Upon the roll being called, the following were present:

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

Absent: Joann Coghill

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

Mrs. Joanne Panopoulos led the Board and community in the Pledge of Allegiance.

COMMUNICATION WITH THE HOST SCHOOL

Emerson Elementary School Principal Debby Klein welcomed all to the school and listed some of the events that had occurred in the week prior to the meeting, including a pancake breakfast and a winter program. Ms. Klein recognized and introduced her dedicated staff. A fourth grader was introduced who read a letter he wrote to his teacher about the staff and students at Emerson. A student teacher also provided an update on what goals in action are happening at the school. A short video was shown.

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	Bill Voller
Topic	Facility Master Plan

Speaker	Robert Stozek (provided written statement)
Topic	Facility Master Plan

Speaker	Susan Booton
Topic	Facility Master Plan

SUPERINTENDENT REPORT

Dr. Schuler reported the following:

- There are plenty of opportunities to see a great deal of performance based talent in our district at this time of year. It is a reminder that the District cannot lose sight of the arts and the SEL components. The Board was complimented for recognizing the importance of the arts in the schools. Dr. Schuler also reminded everyone that an art show would be taking place at WWSHS on Thursday, December 15th.
- Related to the SEL component, there are service learning opportunity projects available in several schools in the district. The Board was commended for making this part of the mission of the district.
- With the winter weather the last few days, Dr. Schuler reminded the Board and staff that the safety of the students is always considered and to always assume that school is in session unless a communication has gone out to the contrary.

CONSENT AGENDA

1. Acceptance of Gift to Hawthorne Staff Member – Recommend acceptance of the gift to Hawthorne staff member as presented.
2. Acceptance of Gift to Wiesbrook Elementary School – Recommend acceptance of gift to Wiesbrook as presented.
3. Approve Revised Policy 2.125 Board Member Expenses – Recommend approval of revised policy 2.125 as presented.
4. Approve Revised Policy 2.210 Organizational Board Meeting – Recommend approval of revised policy 2.210 as presented.
5. Approve Revised Policy 2.220 Board Meetings – Recommend approval of revised policy 2.220 as presented.
6. Approve Revised Policy 2.250 Access to District Public Records – Recommend approval of revised policy 2.250 as presented.

7. Approve Revised Policy 3.10 Goals and Objectives – Recommend approval of revised policy 3.10 as presented.
8. Approve Revised Policy 3.50 Administrative Personnel – Recommend approval of revised policy 3.50 as presented.
9. Approve Revised Policy 4.10 Fiscal Business Management – Recommend approval of revised policy 4.10 as presented.
10. Approve Revised Policy 4.30 Revenue and Investments – Recommend approval of revised policy 4.30 as presented.
11. Approve Policy 4.55 Use of Credit Cards – Recommend approval of policy 4.55 as presented.
12. Approve Revised Policy 4.60 Purchasing and Contracts – Recommend approval of revised policy 4.60 as presented.
13. Approve Revised Policy 4.70 Resource Conservation – Recommend approval of revised policy 4.70 as presented.
14. Approve Revised Policy 4.110 Transportation – Recommend approval of revised policy 4.110 as presented.
15. Approve Revised Policy 4.120 Food Service – Recommend approval of revised policy 4.120 as presented.
16. Approve Policy 4.175 Sex Offender – Recommend approval of policy 4.175 as presented.
17. Approve Policy 4.180 Pandemic – Recommend approval of policy 4.180 as presented.
18. Approve Revised Policy 5.20 Harassment – Recommend approval of revised policy 5.20 as presented.
19. Approve Revised Policy 5.50 Drug Free Workplace – Recommend approval of revised policy 5.50 as presented.
20. Approve Revised Policy 5.90 Abused and Neglected Child – Recommend approval of revised policy 5.90 as presented.
21. Approve Revised Policy 5.120 General Ethics – Recommend approval of revised policy 5.120 as presented.
22. Approve Revised Policy 5.130 Internal Information – Recommend approval of revised policy 5.130 as presented.
23. Approve Revised Policy 5.150 Personnel Records – Recommend approval of revised policy 5.150 as presented.
24. Approve Revised Policy 5.170 Copyright – Recommend approval of revised policy 5.170 as presented.
25. Approve Revised Policy 5.185 Family and Medical Leave – Recommend approval of revised policy 5.185 as presented.
26. Approve Revised Policy 5.250 Leaves – Recommend approval of revised policy 5.250 as presented.
27. Approve Revised Policy 5.260 Student Teachers – Recommend approval of revised policy 5.260 as presented.
28. Approval of High School Music Theory Textbook – Recommend approval of high school music theory textbook as presented.
29. Approval to Dispose of Surplus Assets – Recommend approval to dispose of surplus assets as presented.
30. Approval of Inter-Governmental Agreement With the Warrenville Park District – Recommend approval of inter-governmental agreement with the Warrenville Park District as presented.
31. Approval of Minutes – November 9, 2016 Open and Closed, November 30, 2016 Committee of the Whole, December 6, 2016 Special Open and Closed, and Approval to Destroy Recordings of Closed Sessions Prior to July 2015 As Allowable by Law – Recommend approval of the minutes as presented and approval to destroy recordings of closed sessions prior to July 2015 as allowable by law.

32. Approval of Bills Payable and Payroll – Recommend approval of the bills payable and payroll as presented.
33. 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 pointed out the generous gift to Wiesbrook from a family on behalf of their family trust. Also, a reminder that the heavy policy agenda is due to the changes in the recent PRESS update as well as the board HR/Policy Committee review of the policy manual. Lastly, Diane Dillow of the Warrenville Park District will be retiring at the end of the month. Diane was instrumental in the inter-governmental agreement between the school district and the park district.

There was discussion on the following:

- Policy 4.10 – Fiscal Business Management - cash vs. accrual basis accounting. This issue was also discussed in the Board Finance Committee meeting.
- Policy 4.110 – Transportation – based on the safest walking route and is part of the school code.
- Policy 5.90 – Abused and Neglected Child – the definition of a neglected child?

MOTION

Member Crabtree moved, Member Intihar 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.**

POLICY POSTING CONSENT AGENDA

1. Approval to Post Policy 4.45 Insufficient Funds for Public Review and Comment – Recommend approval to post policy 4.45 as presented.
2. Approval to Post Revised Policy 6.150 Hospital and Home Instruction for Public Review and Comment – Recommend approval to post revised policy 6.150 as presented.
3. Approval to Post Revised Policy 6.160 English Learners for Public Review and Comment – Recommend approval to post revised policy 6.160 as presented.
4. Approval to Post Revised Policy 6.30 Instructional Organization – Recommend approval to post revised policy 6.30 as presented.
5. Approval to Post Revised Policy 6.50 Wellness for Public Review and Comment – Recommend approval to post revised policy 6.50 as presented.
6. Approval to Post Revised Policy 6.65 Student Social and Emotional Development for Public Review and Comment – Recommend approval to post revised policy 6.65 as presented.
7. Approval to Post Revised Policy 6.80 Teaching About Controversial Issues for Public Review and Comment – Recommend approval to post revised policy 6.80 as presented.
8. Approval to Post Revised Policy 6.180 Extended Learning for Public Review and Comment – Recommend approval to post revised policy 6.180 as presented.
9. Approval to Post Revised Policy 6.230 Library Media for Public Review and Comment – Recommend approval to post policy 6.230 as presented.
10. Approval to Post Revised Policy 6.340 Student Testing for Public Review and Comment – Recommend approval to post revised policy 6.340 as presented.
11. Approval to Post Revised Policy 7.30 Student Assignment for Public Review and Comment – Recommend approval to post revised policy 7.30 as presented.
12. Approval to Post Revised Policy 7.70 Compulsory Attendance for Public Review and Comment – Recommend approval to post revised policy 7.70 as presented.

13. Approval to Post Revised Policy 7.150 Police Interview for Public Review and Comment – Recommend approval to post revised policy 7.150 as presented.
14. Approval to Post Revised Policy 7.220 Bus Conduct for Public Review and Comment – Recommend approval to post revised policy 7.220 as presented.
15. Approval to Post Revised Policy 7.240 Code of Conduct for Public Review and Comment – Recommend approval to post revised policy 7.240 as presented.
16. Approval to Post Revised Policy 7.310 Student Publications for Public Review and Comment – Recommend approval to post revised policy 7.310 as presented.
17. Approval to Post Revised Policy 7.325 Fund Raising for Public Review and Comment – Recommend approval to post revised policy 7.325 as presented.
18. Approval to Post Revised Policy 7.330 Building Use for Public Review and Comment – Recommend approval to post revised policy 7.330 as presented.
19. Approval to Post Revised Policy 7.340 Student Records for Public Review and Comment – Recommend approval to post revised policy 7.340 as presented.
20. Approval to Post Revised Policy 8.20 Facility Use for Public Review and Comment – Recommend approval to post revised policy 8.20 as presented.
21. Approval to Post Revised Policy 8.80 Gifts to the District for Public Review and Comment – Recommend approval to post revised policy 8.80 as presented.
22. Approval to Post Revised Policy 8.90 Parent Organizations for Public Review and Comment – Recommend approval to post revised policy 8.90 as presented.

The same comment by Dr. Schuler was made reminding the Board that policy changes come from two sources: one is from the most recent issue of PRESS, which had the most changes in their history; and second is from the Board HR/Policy committee, which is continuing to work on the policy manual update applies to this policy posting consent agenda.

There was discussion on the following:

- Policy 7.325 – Fundraising – the importance of clubs or organizations to have a mission with regard to fundraising
- Policy 8.20 – Facility Use – utilizing facilities for private music lessons. Is this currently happening?

MOTION

Member Paulsen moved, Member Intihar seconded to accept the Policy Posting Consent Agenda as presented. Upon a roll call vote being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

ACTION ITEMS

Approval of High School Business Incubator Curriculum

Teachers from both high schools and district administration have conducted site visits to learn about the opportunities afforded students via the INCubatorEdu model. Standards and curriculum for this class are for a year-long, rigorous, A-level course. This new Business Incubator course has been approved by both high schools. The standards have been developed by the INCubatorEdu program. As per district policy, D200 posted the standards for community review. No feedback was obtained.

Funding for the curriculum (a one-time expense) will be provided via the Perkins & CTEI grants (\$30,000 for both high schools). There is an annual fee of \$10,000 which covers both high schools. Funding for classroom spaces and materials will be generated from outside sources (expenses pending further research). Teacher training is included in the cost of the curriculum.

Dan Korntheuer, Director of Instruction for High School, reviewed the Incubator curriculum with a power point presentation. This included the following:

- Was is the Incubator Curriculum?
- Skills the Students will Develop in this Class
- The Incubator Space (Design of the Classroom)
- Incubator's Connection to the FIT Guide
- Participating Schools in the Area
- Examples of Products Developed in this Class
- Other Information
- Business Incubator Essential Standards

There was discussion on the following:

- Is coding offered at the middle school level that would encourage students to take this course? This was discussed at a recent middle school principal meeting.
- Consider the Android product as well as the Apple product line
- Coding languages
- Incubator vs. TCD programs – differences in the two
- The importance of creativity and new jobs that did not exist five years ago
- The process of how new classes are developed and other classes eliminated
- The amount spent per student in District 200 vs. other Districts
- Coaches and mentors are people in the community – Dr. Schuler mentioned two individuals that are working together to organize a pool of community volunteers and reconfigure spaces in the schools. Funds for this would be donated and not part of the budget.
- This class will be offered to Juniors and Seniors at both high schools. Anticipating one to two sections at each school with target start date of Fall 2017.
- Comparison of class to junior achievement
- Will music students be able to enroll in this course?

Dr. Schuler talked about how teacher interest and administration at both high schools have assisted in developing both this course and the Mobile Makers curriculum course.

It was recommended that the Board of Education approve the Business Incubator curriculum as presented.

MOTION

Member Intihar moved, Member Crabtree seconded to approve the Business Incubator curriculum as presented. Upon a roll call being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

Approval of High School Mobile Makers Curriculum

Teachers from both high schools and district administration have conducted site visits to learn about the opportunities afforded students via the Mobile Makers curriculum. Standards for this class are for an intermediate level, year-long course. A new mobile application creation course has been approved by both high schools. The standards and curriculum have been developed by the Mobile Makers organization. As per district policy, D200 posted the standards for community review. No feedback was obtained.

Funding for the curriculum (a one-time expense) will be provided via the Perkins & CTEI grants (\$15,000 for both high schools). Funding for classroom spaces and materials will be generated

from outside sources (expenses pending further research). Teacher training is included in the cost of the curriculum. The annual fee for this course is \$11,800 for both schools and will be covered via the CTEI & Perkins grants.

Dan Korntheuer, Director of Instruction for High School, reviewed the Mobile Makers curriculum with a PowerPoint presentation. This included the following:

- What is the Mobile Makers curriculum?
- Mobile Maker's Connection to the FIT Guide
- Other Information
- Mobile Maker's Essential Standards

The discussion on this action item was intertwined with the previous action item, Approval of High School Business Incubator Curriculum.

It was recommended that the Board of Education approve the Mobile Makers curriculum as presented.

MOTION

Member Paulsen moved, Member Intihar seconded to approve the Mobile Makers curriculum as presented. Upon a roll call being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

Approval of the Resolution to Authorize Transfer (Repayable Inter-fund Loan) from Working Cash Fund to Transportation Fund

Annually, the Board approves inter-fund loans from the Working Cash Fund to the operating funds to cover shortfalls so that expenses may be paid. If the State continues to delay funding (neither the FY 2016 fourth quarter nor the FY 2017 first quarter categorical payments have been received) the Transportation Fund will be in need for the December 31, 2016 check run.

The loan request was for \$3,500,000 which is the same amount as last year. However it was noted that due to the severe lapse in state payments, there may be a need to request an additional loan before year end.

Mr. Farley explained to the Board the purpose of the transfer. This transfer is expedited over previous years due to the lack of payment being received by the State. They are currently behind three payments, which includes last summer, September and now December of 2016.

There was discussion of the following:

- This loan will be repaid once the money comes into the District
- This is an example of how the State is being run. Can we communicate this to our local representatives, either as a group or individually?
- The need to be proactive and plan for this scenario
- The need to share this information with the community

It was recommended that the Board of Education approve the resolution to authorize transfer (repayable inter-fund loan) from Working Cash Fund to Transportation Fund.

MOTION

Member Mathieson moved, Member Intihar seconded to approve the resolution to authorize transfer (repayable inter-fund loan) from working cash fund to transportation fund as presented. Upon a roll call being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

Approval to Post Policy 4.152 Funding of Future Capital Projects (Sherman Dergis)

In an effort to plan for and fund future capital projects, the District evaluated the Sherman Dergis model to accomplish this goal. The model was used to provide the Board Finance, Facilities and Community Engagement Committees the information necessary to evaluate the concept and recommend it for use.

The proposed policy was attached and was created to provide the mechanism to allocate funds in future budgets as identified in the Sherman Dergis model.

Dr. Schuler recapped the last Committee of the Whole discussion relative to the Sherman Dergis model with two looks. The goal was to bring a policy to this meeting for the board to review.

There was discussion on the following:

- The language that should be used for the draft of the policy
- The implications of the potential referendum not passing on funding this policy without budget cuts to programming
- Adopting this policy commits the board to the methodology, not the dollar amount
- Adopting this policy will get the District back on track with regard to funding capital improvements
- A lot of community questions asking what will happen if the referendum does not pass
- Is it premature to identify budget or operating cuts?
- Whether to post the policy as is, change the language and post, or table the concept

Dr. Schuler summarized the discussion and recommendations for the language changes which were requested to Policy 4.152. The posting of the policy for public review and comment will be available on the CUSD 200 website and in the board packet.

It was recommended that the Board of Education approve the posting of policy 4.152 for public review and comment.

MOTION

Member Intihar moved, Member Mathieson seconded to approve the posting of policy 4.152 for public review and comment as presented. Upon a roll call being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

DISCUSSION ITEM

Facility Master Plan

At the November 30th Board Committee of the Whole meeting, the administration indicated that the following items would be brought to this meeting for final discussion:

Project Deliverable Document for each building
Referendum Bond Financing Plan
Draft Referendum Question

The final project deliverable from Perkins+Will was distributed to the Board. This document included the following:

- Facilities Master Plan Development Process
- Major Project Categories Description: Early Learning Center, Capital Projects, Secured Entries, Library Learning Centers, Middle School Projects, WNHS Technology Lab
- Major Project Categories Proposed Project Budgets
- Major Components List and Diagram, Project Overview and Implementation Timeline for each Project

Bob Lewis from PMA presented a financing plan in accordance with the referendum amount of \$132.5M that the Board of Education asked the administration to bring back to this meeting. This PowerPoint presentation included the following:

- April 2017 Referendum Timing (Assumes Phases 3 and 4 Refundings)
- \$132.5M Illustration Phased Issuance 2017-2021
- \$132.5M Illustration Phased Issuance 2017-2021 – All Debt Service Assumes Phases 3 and 4 Refundings
- Referendum Summary

There was discussion on the following:

- The increase in interest rates since November and the impact on this scenario
- Why this particular “in between option” is a good option for the District
- Smaller impact in the first nine years, with a larger impact in the last 10 years due to bonds retiring
- The burden on today’s taxpayers vs. those taxpayers in 2026
- This particular option is the recommendation from the Finance Committee and effectively does what we are trying to accomplish
- Debt service is going to increase from a budgeting standpoint for the District
- Will this referendum, coupled with the Sherman Dergis policy adoption, take care of all of our needs in the future?
- There is a benefit to phasing the bond sales
- The suggestion to put together a chart for taxpayers which shows what the impact of the referendum with certain assumptions would be detailing the estimated tax payment amount over time, the payment amount of the existing bonds as they restructure, and the aggregate impact of both of these factors combined.

District 200 staff has worked with PMA and bond counsel on a sample referendum question which the Board reviewed and will subsequently vote on at the January 11th meeting. This question has to be filed with the election commission by January 26, 2017. A draft of the referendum question was distributed to the Board for review and consideration. The Board was reminded that the question has to include the legal language and dollar amount.

There was discussion on the following:

- Should the question say we are covering all buildings?
- Could we give the question a “title”?
- Can we simply say “covers 19 schools” or do all nineteen buildings have to be named individually?
- Current draft only names four buildings. Community needs to know this is covering nineteen of twenty buildings.
- Concern about the enormity of the project not being felt.

Staff and bond counsel will work on a revised question and this will be shared with the Board prior to the January 11 meeting.

Joe Perkoski of Robbins Schwartz, legal counsel for the district, presented a PowerPoint on referendum campaign do's and don'ts for school district officials and employees, which included the following:

- The Election Interference Prohibition Act
- Rationale of the "No Public Funds for Advocacy" Rule
- What is Advocacy, as Contrasted with Factual Information?
- When Engaging in Advocacy Activities...
- Penalties for Violating the Election Interference Prohibition Act
- "Prohibited Political Activity" Under The State Ethics Act Includes..
- Practice Pointers
- Questions

Questions were asked of Mr. Perkoski regarding board member activities, appearances, and comments at any referendum related events. Board members were encouraged when on school property and acting in their official capacity during board meetings, to adhere to a factual approach.

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 five Board Committees that have met, including the Facilities Committee (which met on two separate occasions), Finance Committee, Community Engagement Committee, and the Teaching and Learning Committee were attached and posted for review with the board packet.

Other Reports from Board Members

None

TOPICS FOR FUTURE DISCUSSION

Facility Master Plan

ANNOUNCEMENTS

January 21, 2017 – Chat with the Board, 9:00-10:30 AM, SSC

January 25, 2017 – Committee of the Whole, 7:30 PM, SSC

NEXT REGULAR MEETING

January 11, 2017, 7:30 PM, Lincoln Elementary School

PUBLIC COMMENTS – Non-Agenda Items

None

CLOSED SESSION

MOTION

There being no further business to come before the Board in Open Session, Member Crabtree moved, Member Paulsen seconded to adjourn the meeting to Closed Session for the purpose of discussing the Placement of Individual Students in Special Education Programs and Other Matters Relating to Individual Students 5ILCS120/2(c)(10). Upon a roll call being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

Action will be taken following the Closed Session. The meeting was adjourned to Closed Session at 11:10 PM.

RECONVENE IN OPEN SESSION

Roll call was taken and open session was reconvened at 11:27 PM. All six Board Members that were present at the start of the meeting were present after the closed session.

ACTION ON CLOSED SESSION ITEMS

Approval of Determination of Non-Residency for Students R2016-17-02 and R2016-17-03 and Owed Tuition

MOTION

Member Crabtree moved, Member Intihar seconded to approve the determination that students R2016-17-02 and R2016-17-03 are non-residents of District 200 for the 2016-17 School Year and direct staff to collect tuition for the period of August 17, 2016 through the end of the first semester, January 13, 2017. Upon a roll call being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

ADJOURNMENT

MOTION

There being no further business to come before the Board in Open Session, Member Crabtree moved, Member Mathieson seconded to adjourn the meeting. Upon a voice call being taken, all were in favor and **the motion carried 6-0.**

The meeting was adjourned at 11:29 PM.

Chris Crabtree, Secretary

Jim Vroman, President