

MINUTES
BOARD OF EDUCATION MEETING
COMMUNITY UNIT SCHOOL DISTRICT 200
March 14, 2018

The first regular meeting of the month of March of the Board of Education of Community Unit School District 200, DuPage County, Illinois, was called to order at the Wheaton Warrenville South High School, 1920 S Wiesbrook Rd, Wheaton, IL, by Board President Jim Vroman, on Wednesday, March 14, 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
 Jim Mathieson

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

PLEDGE OF ALLEGIANCE

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

COMMUNICATION WITH THE HOST SCHOOL

Principal Dave Claypool welcomed the Board and Senior Leadership Team to Wheaton Warrenville South High School. Mr. Claypool introduced the students from the African American Advisory Group who played a key role in organizing the events surrounding and celebrating Black History Month at WWSHS.

MODIFICATIONS TO THE AGENDA

None

RECOGNITIONS AND ACHIEVEMENTS

High School National Merit Finalists

Principals Matt Biscan of WNHS and Dave Claypool of WWSHS introduced the High School National Merit finalists and the Board recognized the students from both high schools.

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 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	Carrie Potts
Topic	Use of Schools as a Polling Place – Pleasant Hill

Speaker	Summer King
Topic	Support of Lease Agreement - Jefferson

Speaker	Mac Long
Topic	Use of Schools as a Polling Place – Pleasant Hill

Speaker	Susan Booton
Topic	New Early Childhood Center/Secure Entries

Speaker	Harold Lonks
Topic	Board Expenditures/HS Textbook/Lease Agreement

SUPERINTENDENT REPORT

Dr. Schuler reported the following:

- The Student Excellence Foundation was thanked for sponsoring the reception held prior to the meeting for the National Merit Finalists and their parents.
- The Business INCubator program at both high schools was recognized by the Wheaton Chamber of Commerce at their annual “Best of Wheaton” awards. The program was awarded the economic innovation award. Dr. Schuler noted several community members were instrumental in developing the INCubator program.
- The next installment of the D200 Facebook LIVE In Your Community Schools event will focus on classroom furniture and will be highlighting the new learning environment and configurations at three district schools - Lowell, Hubble and WWSHS. This facebook LIVE event will take place on Friday, March 16 at 1:45 p.m.
- There were two events which took place last weekend at District 200 schools - the choral classic show choir event at WWSHS and the Franklin MS dodgeball tournament. Both of these events took incredible effort by the community to happen.

- There were student activities which took place today at both high schools and all middle schools in response to the national student day of support. There were a number of reasons students participated, and the activities today were peaceful, thoughtful and student led. It was also noted that students from both high schools attended a leadership summit on school safety at Willowbrook HS, which was an event to promote the student voice to ensure communities are safe.

CONSENT AGENDA

1. Acceptance of Gifts from Monroe Middle School PTA– Recommend acceptance of gifts to Monroe School as presented.
2. Approve Posting of Revised Policy 7.40 for Public Review and Comment– Recommend approval of posting of revised policy 7.40 as presented.
3. Approval of High School United States History Textbook – Recommend approval of high school US History textbook as presented.
4. Approval of Title I Plans for Lincoln, Pleasant Hill, Sandburg, Hawthorne and Washington – Recommend approval of Title I plans for Lincoln, Pleasant Hill, Sandburg, Hawthorne and Washington as presented.
5. Approval of ROE Building Permit Applications for Wheaton North High School and Lowell Elementary School – Recommend approval of ROE Building Permits for WNHS and Lowell School as presented.
6. Approval to Dispose of Surplus Assets – Recommend approval to dispose of surplus assets as presented.
7. Approval of Professional Learning Expenditure Request for Board Members – Recommend approval of professional learning expenditure request for board members as presented.
8. Approval of Activity Vehicle Lease Bid – Recommend approval of activity vehicle lease bid as presented.
9. Approval of Network Wide Area Network (WAN) Fiber Service – Recommend approval of network wide area network (WAN) fiber service as presented.
10. Approval of Network Hardware Purchase – Recommend approval of network hardware purchase as presented.
11. Approval of the Resolution to Authorize Transfer (Repayable Inter-fund Loan) from Working Cash Fund to Education Fund – Recommend approval of the resolution to authorize transfer (repayable inter-fund loan) from working cash fund to education fund as presented.
12. Approval of the Resolution to Authorize Transfer (Repayable Inter-fund Loan) from Working Cash Fund to IMRF Fund – Recommend approval of the resolution to authorize transfer (repayable inter-fund loan) from working cash fund to IMRF fund as presented.
13. Approval of Auditor Services – Recommend approval of auditor services as presented.
14. Approval of Bills Payable and Payroll – Recommend approval of the bills payable and payroll as presented.
15. Approval of Minutes – February 14, 2018 Open and Closed, February 28, 2018 Committee of the Whole, and Approval to Destroy Recordings of Closed Sessions Prior to October 2016 As Allowable by Law – Recommend approval of the minutes as presented and approval to destroy recordings of closed sessions prior to October 2016 as allowable by law.
16. 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:

- The generous donation to Monroe representing nearly \$8,000. The district is thankful for the support from PTA's and other community organizations.

- Consent agenda items 9 and 10 are related to the Master Tech Plan update which was detailed to the Board in February.
- The resolutions to authorize transfers (items 11 and 12) are an annual process, part of the cycle of the district, and dictated by cash flow. This is one of the reasons to have a Board fund balance policy.

There was discussion/comments on the following:

- The inter-fund loans are a normal course of business.
- The impact of county taxpayers paying taxes earlier – distribution projected for May.
- Title I plans for D200 – number of schools, students, how title I determination is made, and how this relates to math coaches in schools.
- Technology detailed strategic plan - including both hardware and network replacement schedules.

MOTION

Member Crabtree 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.

Approval of Resolution Authorizing and Providing for a Lease and Escrow Agreement for the Purpose of Building and Equipping a New Early Childhood Center in and for the District

The Board of Education previously approved the design timeline for a new Early Childhood Center. Additionally, the Board of Education and Finance Committee have reviewed the timeline related to the lease agreement process for the building.

The resolution approves a form of lease agreement to be entered into between the District and Zions Bank as Lessor with respect to the construction of the Early Childhood Center. By approving the resolution, the District is authorized to enter into a lease agreement, in substantially the form included in the resolution, with Zions Bank in order to provide for the construction of the Building, the lease of the Building to the District and the payment by the District of lease payments over a specified period of time including a contribution to an escrow account, established pursuant to the lease agreement of \$1.5M in Capital Development Board (CDB) proceeds. By approving the agreement, the District is not obligated to move forward should the Board decide not to proceed at any of the decision points identified in the design timeline or once bids are open.

President Vroman introduced the resolution which was read by Secretary Crabtree. Dr. Schuler provided a recap of the process and steps that have taken place, from the April 2017 referendum to the resolution for a lease agreement which is before the Board authorizing for approval at the meeting tonight.

There were comments/discussion on the following:

- The support of the Board finance committee.
- Schedule of lease payments – frequency, amount, when first payment is due.
- Structure of the lease payment schedule.
- Payment will go into an escrow account and be used for building expenses.
- Initial payment coming from 2012 school construction dollars.
- Involvement of capital development board.
- Approval tonight will not commit the District to go forward until the final amount is known.
- District transition center building – currently leased.

- Chapman and Cutler law firm opinion letter.
- School Codes 10-22.12 and 10-22.36.
- District 200 is not the first school district to use lease certificates.
- The Board of Ed has listened to the community, pared down size and is not using community funds for the new ECC.
- The defeat of the referendum was about an increase in taxes.
- Zions Bank and experience with other lease agreements.
- 15 vs. 20 year model for lease agreement.
- The learning environment at the current Jefferson is directly impacted by the facility itself.

It was recommended that the Board of Education approve the Resolution Authorizing and Providing for a Lease and Escrow Agreement for the Purpose of Building and Equipping a New Early Childhood Center in and for the District.

MOTION

Member Mathieson moved, Member Ericksen seconded to approve the Resolution Authorizing and Providing for a Lease and Escrow Agreement for the Purpose of Building and Equipping a New Early Childhood Center in and for the District as presented. Upon a roll call being taken, the vote was: AYE 7 NAY 0. **The motion carried 7-0.**

Approval of Bids for 2018 Facility Improvements: Secure Entries, Flooring and Tuckpointing, and ROE Building Permit Application

The Board Facilities Committee reviewed and recommended a number of projects to be completed this summer as identified in both the Facilities Master Plan as well as the Capital Facilities Plan. The committee recommended secure entry work at the following eight buildings: Bower, Johnson, Edison, Lowell, Pleasant Hill, Sandburg, Washington and Whittier. The committee also recommended the following condition one (year one) projects: tuckpointing at Wheaton Warrenville South and Emerson, flooring work at Bower, Washington and Pleasant Hill. The Board was asked to approve the bid for this work.

The Board previously approved mechanical work at Wheaton North, and Lowell. Bids for paving work will be opened in the coming weeks.

The bid opening for secure entries, tuckpointing and flooring was held on March 6, 2018. During the three (3) week bidding period prior to this date, eleven (11) contractors became Bidders of Record. Six (6) sealed bids were submitted to the District. Attached is a letter from Legat Architects recommending LJ Morse Construction Company of Aurora as the lowest responsible bidder with base bid \$1,228,000.00 and Alternate 2 (Whittier Secure Entry) \$319,350.00, Alternate 3 (Bower Secure Entry) \$550,780.00 and Alternate 4 (Washington Flooring) \$38,250.00, for a total contract amount of \$2,136,380. It was determined that the apparent low bidder was deemed not responsive to the bid. District counsel reviewed and agreed with that determination.

The Bid Tabulation for all bidders and the ROE Building Permit Applications were attached to the Board agenda.

The Regional Office of Education does not charge for the building permit or the inspection, which they perform at the conclusion of the work.

Dr. Schuler noted the post referendum survey feedback indicated that addressing the secure entries work was a priority dictated by the community. Last month, bids were put out for the secure entries work and a component of the capital work to be addressed this summer. In total, the recommendation up for approval along with the paving work which will be put out to bid in the coming weeks represent a budget of approximately \$4.2 million in improvements (of which \$3.2 million coming from next year's operating budget and the remaining balance from the district fund balance, which was targeted for the secure entries work).

There were comments/discussion on the following:

- Under law, the district has to accept the lowest “responsible” bid.
- The need for this work at the buildings.
- The contractor being recommended was used by the district for past projects.
- Washington – controls and mechanical system.
- With recent events, it is important to do everything possible to protect the safety of all District 200 schools.
- Secure entry implies two things – access control and visitor control. All of the D200 buildings currently have access control (buzzer). The goal is to achieve visitor control.

It was recommended the Board of Education award the bid for Secured Entries, Tuckpointing and Flooring to LJ Morse Construction Company of Aurora in the amount of \$2,136,380, and submit the appropriate building permit applications to the Regional Office of Education.

MOTION

Member Hanlon moved, Member Paulsen seconded to award the bid for Secured Entries, Tuckpointing and Flooring to LJ Morse Construction Company of Aurora in the amount of \$2,136,380, and submit the appropriate building permit applications to the Regional Office of Education as presented. Upon a roll call being taken, the vote was: AYE 7 NAY 0. The motion carried 7-0.

Approval of GCA Services Group Custodial Cleaning Services Contract Renewal

The Board of Education approved a three (3) year contract with GCA Services Group in May 2013 for custodial cleaning services. After this initial three (3) year term, it may extend for additional one year terms by mutual agreement, limited to compensation provisions in contract. The Board approved a one year extension of the base contract in March 2017 (.7% CPI increase), and this extension expires on June 30, 2018.

The base contract states that any increase in the compensation provision shall be limited to the lower of 5% or the percent increase in the Consumer Price Index (CPI) used for tax cap purposes on the most recent tax levy. The CPI of the most recent levy was 2.1%. As a result of negotiations with the District, GCA Services Group has proposed to extend the base contract for one year, with a 2.0% increase in costs from the previous contract. This proposal is below the CPI and is reasonable. GCA Services Group has been a reliable contractor and has given exemplary service to the District. In following last year's renewal, the district and GCA Services Group crafted an amendment to the original contract as part of the renewal. The renewal cost will be \$2,777,558.87. The contract and amendment were attached to the Board agenda.

There were comments/discussion on the following:

- Confirmation that this would be the third consecutive one-year renewal of the original contract.

- At what point should this service be put out to bid to determine if there is a competitive bid?
- The risk of putting a contracted service out to bid which may result in a significant increase.
- Factors which may lead to putting this out to bid include if the district is not happy with the service or if the cost for renewal is at a level that is not comfortable for the district.
- The possibility of shrinking the pool of potential bidders?
- How the economy affects potential bidders for contracted services.

It was recommended that the Board of Education approve the renewal with GCA Services Group as presented for a total contract of \$2,777,558.87.

MOTION

Member Crabtree moved, Member Ericksen seconded to approve the renewal with GCA Services Group as presented for a total contract of \$2,777,558.87. Upon a roll call being taken, the vote was: AYE 7 NAY 0. **The motion carried 7-0.**

DISCUSSION ITEM

Discussion of 2018-19 Fee Schedule

Last spring, the Finance Committee was asked to complete a review of the fee schedule for the district. The committee identified the three types of fees that the district charges. They included direct fees that are charged to all students, supplemental fees which are specific to certain items, and those for athletics or activities. The committee recommended, and the Board approved an increase to the registration and technology fee of 3% for the 2017-18 school year to cover increases in the costs of the goods and services they support. The committee also recommended that the supplemental fees be updated as costs dictate, and that a further review of the Athletic and Activity fees be completed prior to the 2018-19 school year.

In January, the Board of Education reviewed the athletic fee structure and the consideration of a percentage of costs standard that should be covered through fees. The Board requested additional information relative to costs parents pay for student participation in clubs and activities. Staff will provide the additional information requested by the Board as well as discuss the rationale for consideration of fee adjustments.

The Board was provided with extra-curricular costs for programs at both WNHS and WWSHS, as well as athletic user fee information by sport for both middle and high school levels.

There was discussion on the following:

- Cost containment and policy/practice related to setting fees.
- Tracking straight cost to run programs vs. user fees collected for programs.
- Collection percentages of user fees – 25% at HS and 30% at MS.
- Discrepancies between schools for individual sports.
- The need to look at spending in programs.
- Fundraising – awareness, how much, purpose, control.
- Fees set at beginning of year prior to knowing the actual number of participants.
- Accessibility for low income students/families.
- Consistencies between fees for each level.
- Salaries and benefits for MS and HS sports expenditures.
- Free and reduced status – impact on fees.

Additional comments/discussion included:

- Budget discussion for next year – need to define ultimate goal.
- How to address identified capital needs in the upcoming years and sources of funds to address those needs.
- Recommendations from Citizens Advisory Committee.
- Cost containment may not be the only option to meet the Sherman Dergis number.
- Clubs – fees; enough interest to justify the costs?
- Fees may vary by program based on the direction the parents want for program.

The request was made to extend the user fee sheet by school to ensure consistency and to identify the number of full-time equivalents (fte's) by activity/sport in terms of salaries.

The Use of Schools as Polling Places

There is currently one District 200 school that is being used as a polling place – Pleasant Hill Elementary School. There has been considerable conversation on this topic from the community. The Board discussed steps that have been taken and will be taken to address the community concern.

It was noted that in 2009, there were nine district schools used as polling places. Illinois law allows for any school to be used as a polling place. The District does not have the statutory authority to say no. The election commission has expressed desire to work with the school district regarding upcoming elections.

There was discussion on the following:

- Plans for the March 20 election at Pleasant Hill
 - What part of building will be used for voting?
 - Direct access – not through main entrance of building.
 - DuPage County Sheriff onsite until 6:00 pm.
 - Supervisory staff on site.
- Plans for future elections - considerations:
 - Calendar issues – PD/institute days.
 - Board to draft letter with position on this topic.
 - Student attendance required for 180 days.
 - Regional Office of Education – involvement/stance with this issue.
 - Representation of Board on election commission.
 - The number of polling places/voters in a small area.
 - Voting date alternatives – working with federal congressional leaders.
 - The future of the DuPage County Election Commission.
 - Where do other DuPage County schools stand on this issue?

The community was thanked for their voice on this issue and for the collaboration and communication between the parties, including the staff and leadership team, working to resolve the issues.

WRITTEN REPORTS

Monthly Financial Reports

FOIA Report

These reports were provided for information only.

REPORTS FROM BOARD MEMBERS

Board Committee Reports

The Board Facilities Committee met on February 13, 2018, the HR/Policy Committee met on February 23, 2018, and the Board Finance Committee met on March 7, 2018. The meeting notes were attached and posted for review with the packet.

Other Reports from Board Members

- Board members were encouraged to share information when they attend professional development opportunities.
- The IASB DuPage Division meeting presentation – “The Unlearning Leader” was a great presentation and focused on asking school districts to stop doing things just because they have always been done a certain way. Can we take things from this presentation and apply them to District 200? Board members were invited to put together a one page document on this presentation and share with other members.

TOPICS FOR FUTURE DISCUSSION

Early Childhood Center – Design Development Update

ANNOUNCEMENTS

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

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

NEXT REGULAR MEETING

April 11, 2018, 7:00 PM, Edison Middle School

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 Security Procedures, School Building Safety and Security, and the Use of Personnel and Equipment to Respond to an Actual, a Threatened, or a Reasonably Potential Danger to the Safety of Employees, Students, Staff, the Public, or Public Property 5 ILCS 120/2 (c)(8).

MOTION

Member Paulsen moved, Member Ericksen 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 Security Procedures, School Building Safety and Security, and the Use of Personnel and Equipment to Respond to an Actual, a Threatened, or a Reasonably Potential

Danger to the Safety of Employees, Students, Staff, the Public, or Public Property 5 ILCS 120/2 (c)(8). 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 9:18 PM.

Chris Crabtree, Secretary

Jim Vroman, President