

MINUTES
BOARD OF EDUCATION MEETING
COMMUNITY UNIT SCHOOL DISTRICT 200
November 8, 2017

The first regular meeting of the month of November of the Board of Education of Community Unit School District 200, DuPage County, Illinois, was called to order at the Sandburg Elementary School, 1345 Jewell Road, Wheaton, IL, by Board President Jim Vroman, on Wednesday, November 8, 2017, 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
 Mrs. Faith Dahlquist
 Mr. Bill Farley
 Mrs. Erica Loiacono
 Mr. Rodney Mack
 Dr. Robert Rammer

PLEDGE OF ALLEGIANCE

Mr. Aaron Bacon led the Board and community in the Pledge of Allegiance.

COMMUNICATION WITH THE HOST SCHOOL

Principal Aaron Bacon welcomed the Board and Administration to Sandburg. Mr. Bacon shared the vision that he and the Sandburg team have, which is to help make difference makers to shape the future. Mr. Bacon also recognized the partnership with the Sandburg PTA, as well as District leadership and Board of Education. A short video was shown of students expressing thanks to the Board of Education in honor of November 15th – School Board Members Day.

MODIFICATIONS TO THE AGENDA

None

RECOGNITIONS AND ACHIEVEMENTS

WWSHS Teacher Mr. Jim Stankevitz – Symetra Hero in the Classroom

Dr. Schuler and the Board recognized Wheaton Warrenville South High School science teacher Jim Stankevitz for his award.

Franklin Middle School Assistant Principal Joe Kish – Everyday Hero Award from Suburban Life Publications

Dr. Schuler and the Board recognized Mr. Joe Kish, Assistant Principal of Franklin Middle School, for his award.

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	Nickey King
Topic	Jefferson School

Speaker	Harold Lonks
Topic	Consent Agenda – Synergy Renewal and Board Operating Principles

Speaker	Danielle Tagye
Topic	Jefferson School

Speaker	Karen Spandikow
Topic	Jefferson School

Speaker	Brian Tagye
Topic	Jefferson School

SUPERINTENDENT REPORT

Dr. Schuler reported the following:

- Thank you to the Board for attending both the Wheaton and Warrenville City Council Meetings on Monday evening. Dr. Schuler noted there were 17 meetings/events involving Board Members in the last month and the dedication of the Board is greatly appreciated.
- Friday, November 10th, will feature many events in honor of Veteran’s Day. All D200 schools have some kind of event to acknowledge our veterans and reinforces the good decision to hold school on this day. It is a great way to thank our veterans and educate our students about Veteran’s Day.
- Next Tuesday, November 14th, will be the 3rd annual realtor event. The District is partnering with the City of Wheaton, Wheaton Park District and Wheaton Chamber of Commerce to provide information on all of these agencies and how they work together. It is a great opportunity to share information about the area and community with those that are selling homes in our area.
- A bill passed the IL House today (SB 851), which could equate to a two-year property tax freeze. This bill could be called in the senate tomorrow. If passed, it would impact both the

17 and 18 tax levy years. Dr. Schuler has been reaching out to local officials for additional information.

- Dr. Schuler thanked the PTA Council for the annual fall breakfast this morning. As stated this morning, it takes human capital as well as financial donations to support the programs in the District.

CONSENT AGENDA

1. Approval to Post Revised Policy 2.150 Board Committees for Public Review and Comment – Recommend approval to post revised policy 2.150 for public review and comment as presented.
2. Approval to Post Revised Policy 5.100 Staff Development for Public Review and Comment– Recommend approval to post revised policy 5.100 for public review and comment as presented.
3. Approval to Post Revised Policy 6.110 Programs for Students At Risk for Public Review and Comment – Recommend approval to post revised policy 6.110 for public review and comment as presented.
4. Approval of Change Orders for 2017 Summer Construction Projects – Recommend approval of changes orders for 2017 summer construction projects as presented.
5. Approval of Statement of Completion for the ROE for the Installation of the Cell Tower at Wheaton Warrenville South High School – Recommend approval of statement of completion for the ROE for the installation of the cell tower at WWSHS as presented.
6. Approval of License and Hold Harmless Agreement - Village of Winfield – Recommend approval of the license and hold harmless agreement for the Village of Winfield as presented.
7. Approval to Dispose of Surplus Assets – Recommend approval to dispose of surplus assets as presented.
8. Approval of Synergy Student Information System Renewal – Recommend approval of the Synergy student information system renewal as presented.
9. Approval of the Modifications to the Board Operating Principles – Recommend approval of the modifications to the Board operating principles as presented.
10. Approval of Professional Learning Expenditure Request for Board Members – Recommend approval of professional learning expenditure request for Board Members as presented.
11. Approval of Minutes – October 11, 2017 Open and Closed, October 12, 2017 Special Meeting with Local Officials Open, October 17, 2017 Special Meeting Open and Closed, October 25, 2017 Committee of the Whole Open and Closed, October 27, 2017 Special Meeting Open and Closed, and Approval to Destroy Recordings of Closed Sessions Prior to June 2016 As Allowable by Law – Recommend approval of the minutes as presented and approval to destroy recordings of closed sessions prior to June 2016 as allowable by law.
12. Approval of Bills Payable and Payroll – Recommend approval of bills payable and payroll as presented.
13. 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 Board operating principles are not a policy document. When a new Board is seated, the Board conducts a self-evaluation. This document is updated each time. There was a question from the public asking for the document to be posted on the Board website.

The cost for the Synergy Student Information System renewal was listed in the board report. It was noted this amount is just over \$6000 less than the District is currently paying.

There were comments and/or questions on the following:

- Cell tower at WWSHS – cost.
- Synergy SIS – operating adequately?
- Board operating principles are a good guide.
- Consent agenda questions – may be asked in email to Superintendent; if substantive, questions are repeated at Board meetings.

MOTION

Member Paulsen moved, Member Mathieson seconded to accept the Consent Agenda as presented. Upon a roll call vote being taken, the vote was: AYE 6 (Paulsen, Mathieson, Ericksen, Gambaiani, Hanlon, Vroman), NAY 0, ABSTAIN 1 (Crabtree).

The motion carried 6-0-1.

ACTION ITEMS

Acceptance of the 2016-17 Financial Audit

Annually, District 200 auditors prepare an independent audit of the financial statements of CUSD 200. They also express an opinion based on the combined financial statements of the District. Betsy Allen from Miller Cooper & Co., Ltd. addressed the Board of Education to discuss the findings and opinions of the 2016-2017 Financial Audit. The final audit was provided, along with the Communications to the Board of Education.

Dr. Schuler noted the receipt of the audit on an annual basis provides key financial metrics for the Board to gauge how the District did financially, including the financial position relative to fund balance; verification of whether the District spent within spending plan or how the District finished last year; and the projected financial rating given to the District from the State of Illinois as a result of the Annual Financial Report.

There was discussion on the following:

- Clarification on the pension liability number.
- Impact of GASB 75.
- Fund balance - state recommendation (25%) and why the District maintains a significant balance in fund balance.
- State of IL fourth quarter categorical payment was received at the end of October and was not recognized in the audit due to the timing of the receipt of the payment.
- “On behalf of” payments and GASB 68.
- District 200 is large employer in the community – Number of employees and who runs it.
- Capital asset tracking – whether this should be reported in management letter.
- Technology and Data Security Risk Assessment and Management included in letter to the Board is being included to all clients, not due to a specific risk that was noted.
- Capital leases – most are tech related.
- Restructuring of debt is a four step process – currently have completed two; step three should occur in another year or so.
- Mr. Farley, Mrs. Zybert and the Business office staff were noted for their assistance and preparation which makes for an efficient audit.

The audit will be posted on the website. The financial audit reports for the last 5 years are available on the CUSD 200 website.

It was recommended that the Board of Education accept the 2016-2017 Financial Audit prepared by Miller Cooper & Co., Ltd.

MOTION

Member Mathieson moved, Member Ericksen seconded to accept the 2016-17 Financial Audit prepared by Miller Cooper & Co., Ltd. as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

Adoption of the 2017 Levy

The school code empowers the Board of Education to levy taxes to support the public school system. This is an annual process. If the tentative levy request exceeds 105% of the previous year's aggregate extension, a public notice and hearing are needed before the official levy is adopted. The Board of Education is limited to an increase no greater than the Consumer Price Index (CPI) from the previous year under the Property Tax Extension Limitation Law (PTELL or "tax cap").

Annually the Board of Education reviews a levy proposal prepared by the administration. This levy proposal was previously presented to the Board Finance Committee. The recommended levy, which provides for a 4.84% increase is listed below.

Although the proposed levy increase is 4.84%, it is anticipated that as in previous years, the tax cap will significantly reduce the actual extension. The tax cap will limit tax growth by the consumer price index for 2016 of 2.1%, plus any new construction growth in the district. With the new construction values being unknown at the time of this request, including the Amazon development, a levy request greater than the CPI is needed to capture the new growth. Additionally, the recently adopted 2017-18 budget anticipated accessing the CPI and anticipated new growth, therefore it is recommended that the Board access the funds available under the tax cap.

FUND 2017 LEVY REQUEST

Education \$109,000,000
Special Ed \$3,200,000
Tort \$0
O & M \$14,500,000
Transportation \$5,500,000
IMRF \$1,000,000
Social Security \$3,000,000
Life Safety \$ 0
Working Cash \$0
TOTAL \$136,200,000

The proposed 2017 tax levy (excluding debt services) increase is less than the 105% (less than 5%) of the previous year (2016) aggregate extension, which was \$129,914,441.94. Therefore, the Board of Education is not required to hold a public hearing on the tax levy. The anticipated Debt Service (Bond & Interest) levy is \$20,546,757.

The formal levy resolutions and forms that must be adopted by the Board and filed with the County Clerk were attached to the report. This will complete the levy process.

It was recommended that the attached resolution and certificates for the 2017 Tax Levy be adopted as presented, that the Certificate of Tax Levy be executed, and that all forms be filed with the County Clerk.

Mr. Farley provided a PowerPoint presentation on the 2017 Levy that included the following:

- Levy Terms – Tax Caps (PTELL), CPI, EAV, and Tax Rate
- Consumer Price Index (CPI)
- 10 Year CPI History – Levy Year
- How will the CPI finish in 2017?
- EAV History
- 2016 Township EAV – Milton, Winfield and Naperville Townships
- 2016 EAV Description – Residential, Farms, Commercial, Industrial & Railroad
- New Construction
- CPI/Levy Aggregate Extension History
- EAV, CPI & Tax Rate
- Five Year History of Tax Rates
- 2016 Levy Breakdown
- Overall Levy Percentage Increase
- How Much Should We Receive?
- 2017 Levy Proposal – 4.67%
- Considerations – Levy Collection Included in 2017-18 Budget, Capture New Growth- Amazon, Funding Capital Projects, Pension Obligations-Tier 3, Health Care Costs (Including ACA)
- Recommendation: Levy request which provides access to the PTELL allowed CPI of 2.1% plus new growth

Additional comments/discussion included:

- Correlation with gas prices and CPI.
- An increase in tax rates, does not mean the District will receive more money.
- Amazon building impact is unknown at this point – talking with tax assessor. Building was turned over to Amazon on August 1st.
- It is important to capture any and all new growth – this is why the District asks for the full amount.
- The unknown impact if the property tax freeze that was referenced earlier should be approved.
- The total rise in tax assuming no new growth.
- The finance committee reviewed this report and approves of the recommendation.

MOTION

Member Crabtree moved, Member Paulsen seconded to adopt the 2017 Levy as presented, that the Certificate of Tax Levy be executed, and that all forms be filed with the County Clerk as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0.

The motion carried 7-0.

Approval of Timeline for Early Learning Center

The Board of Education has reviewed multiple scenarios to find a resolution to the Early Learning Center (ELC) need. The Board has directed staff to begin the process of moving forward with Scenario F, which is the construction of new building on the current Jefferson site. The Board would pay for the work by issuing lease certificates which would be repaid from the operating budget and cash reserves (fund balance).

Staff has worked with the architect and construction manager firms to prepare a timeline associated with the ELC project. The timeline includes milestone dates indicating when the Board of Education would receive updates on the process and allow for discussion before

moving forward. Additionally, a core team has been established, and is meeting on a regular basis to review the design, size and scope of the new building. The intent is to bring a facility designed at size and cost level that the Board of Education is comfortable in moving forward to bid.

Dr. Schuler recapped the history and noted that scenario F (construction of a new facility on the existing site) is the plan moving forward. Additionally, the core team has met to look at the proposed concept design of the building (taking into account feedback received from the community) and reviewed the programming that needs to be accommodated within the building, with the intent of moving forward with the revised concept plans. Approving the timeline is not giving permission to construct the building, but to approve the timeline.

There was discussion on the following:

- The Board will see a more detailed design, schematic design, at the January 17 meeting.
- The anticipated design development completion date is April 11.
- There will be further refinement of cost estimates during the project schedule.
- 3 key milestones – Schematic design update (January), design development update (April) and project bidding/awarding of construction contracts (August).
- The facilities committee is and will continue to be actively engaged with the development and bringing the building in at a reasonable cost.
- The budget/numbers provided to date are only conceptual estimates, not quotes. The numbers will be further refined as this process moves along.
- Public bid of project work is required by law.
- The 3 phases/milestones are industry accepted checkpoints.
- Public comments and feedback are welcome at Board and committee meetings.
- There are aggressive components to the timeline, but it is very doable.
- There are a lot of steps that need to take place before this timeline should be approved – footprint, price, determine budget amount the District can afford and how this project can be funded.
- More collaboration and dialogue can take place between the Board facilities and finance committees.
- The need to determine the price tag and take the steps to get to the numbers.
- Due diligence has been done by the Board with regard to identification of location, repair vs. new construction, secure entries.
- The finance committee can move forward with necessary steps simultaneously as the core team and facilities committee are working on design phases of new ELC.
- A lot of design decisions will continue to be made with the cost framework in mind.
- Issues potentially impacting the project include the potential property tax freeze, upcoming contract negotiations, and other uncertainties that continue to rise.
- The longer the District waits to build may contribute to the price tag that continues to increase on the cost of the project.
- Construction costs - including labor costs, steel, concrete and drywall costs, hurricanes, and rebuilding – all lead to cost escalation.
- Variables that may affect the decisions the Board and District must make with regard to ELC project: scope of the project and quality of the project which equal the cost of the project; and the need to balance these variables.

It was recommended that the Board of Education approve the timeline for the Early Learning Center that was attached to the report.

MOTION

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

Acceptance of IASB Resolutions and Direction for Delegate Voting

Each year the Illinois Association of School Boards (IASB) holds an annual conference. At the annual conference, Boards of Education submit resolutions for consideration by the delegates. Resolutions that are adopted then become items the IASB works to change or implement.

Board members received the resolutions at the October 11, 2017 meeting in order to direct the delegate (see below) how to vote during the delegate assembly.

There were comments/discussion on the following:

- The resolutions for consideration are statements on behalf of IASB they are not binding in any way.
- The position statements from resolutions affecting neighboring districts 203/204.
- President Vroman offering to represent the District as a delegate at the conference this year.

It was recommended that the Board of Education approve the IASB Resolutions and President Vroman on how to vote at the Delegate Assembly at the IASB Joint Annual Conference on November 18, 2017.

MOTION

Member Crabtree moved, Member Paulsen seconded to accept the IASB Resolutions and direct President Vroman to vote as recommended at the Joint Annual Conference 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

The meeting notes from the Board Finance Committee of October 25, 2017 and the Board Teaching and Learning Committee of November 1, 2017 were attached and posted for review with the packet.

Dr. Schuler noted the individual Board Committee meeting notes are attached and posted with the agenda as part of the Board Packet. If there are topics or agenda items that are still at the committee level, there may be some additional time required before the details and specifics are brought to the full Board.

Other Reports from Board Members

- Member Crabtree attended a Social Emotional Learning (SEL) Design meeting. Development of SEL standards for the District K-12 effort and what will be taught at each grade level is a goal for the year.

TOPICS FOR FUTURE DISCUSSION

5 Year Financial Projections
Student Learning Data Dashboard Follow Up

NEXT REGULAR MEETING

December 13, 2017, 7:00 PM, Madison Elementary 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 the Validity 5 ILCS 120/2 (c)(1).

MOTION

Member Ericksen moved, Member Paulsen 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 the Validity 5 ILCS 120/2 (c)(1). Upon a roll call being taken, the vote was AYE 7, NAY 0.

The motion carried 7-0. Action was not expected following the Closed Session.

The meeting was adjourned to Closed Session at 9:26 PM.

Chris Crabtree, Secretary

Jim Vroman, President