

MINUTES
BOARD OF EDUCATION MEETING
COMMUNITY UNIT SCHOOL DISTRICT 200
September 13, 2017

The first regular meeting of the month of September of the Board of Education of Community Unit School District 200, DuPage County, Illinois, was called to order at the Hubble Middle School, 3S600 Herrick Road, Warrenville, IL, by Board President Jim Vroman, on Wednesday, September 13, 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. Joanne Panopoulos
 Dr. Robert Rammer

PLEDGE OF ALLEGIANCE

Mr. Jon Pilkington led the Board and community in the Pledge of Allegiance.

COMMUNICATION WITH THE HOST SCHOOL

Hubble Principal Jon Pilkington welcomed everyone to Hubble and provided a history of Hubble. A new mural which was recently completed and unveiled tonight in the vestibule honors the school namesake, scientific legend Dr. Edwin Hubble, and his connection to CUSD200. Mr. Pilkington thanked the PTA of last year and Hubble's head custodian, Ms. Tria Akines for their efforts to develop and fund this project.

MODIFICATIONS TO THE AGENDA

None

RECOGNITIONS AND ACHIEVEMENTS

Amy Schwartz – Honorable Mention for the Presidential Innovation Award for Environmental Educators from the Environmental Protection Agency (EPA)

Dr. Schuler and the Board recognized Edison Middle School science teacher Amy Schwartz for her award.

PUBLIC COMMENTS – Agenda Items

None

SUPERINTENDENT REPORT

Dr. Schuler reported the following:

- Thank you to the Board for coming in early to attend the unveiling of the new Edwin Powell Hubble mural at the school. Dr. Schuler also thanked Ms. Akines for taking amazing care of the Hubble building, which looks just as it did when it was opened in 2009.
- The annual State of our Schools presentation will take place next Wednesday, September 20th at 7:00 pm at Hubble Middle School. The evening will begin with a short presentation in the auditorium and continue with a Q and A format in the commons.
- This Friday, September 14th, will be a Day of Giving in District 200. This is to help those communities which have been greatly impacted by hurricanes. A number of the District buildings have had efforts under way, but we wanted to do something districtwide as well. All are encouraged to wear school spirit items and donations will be accepted in the school offices, lunch periods and at the North and South home football games.
- There is an amazing lineup of parent seminars for this school year. One specifically highlighted is taking place on October 12. The District is partnering with PTA Council and Studio Movie Grill to present “Screenagers”. There will be resources brought in to participate in the discussion following the screening of the documentary.
- District 200 has a new mobile app, with over 1700 downloads to date. This is a great tool that will hopefully continue to grow. Spread the word to D200 parents.

Questions/Comments received from Board Members were regarding the following:

- Confirmation that the Citizens Advisory Committee (CAC) will meet next Wednesday, September 20th at 7:00 pm at Hubble. This meeting will take place at same time as the State of our Schools presentation.

CONSENT AGENDA

1. Acceptance of Grant from ECOLAB to Washington Elementary School – Recommend acceptance of grant from ECOLAB to Washington as presented.
2. Acceptance of Gifts from Hubble PTA – Recommend acceptance of gifts from Hubble PTA as presented.
3. Approval of Revised Policy 2.260 Uniform Grievance – Recommend approval of revised policy 2.260 Uniform Grievance as presented.
4. Approval of the Renewal of Scantron Achievement Series and Analytics Data Warehouse Subscriptions – Recommend approval of the renewal of Scantron Achievement Series and Analytics Data Warehouse Subscriptions as presented.
5. Approval to Dispose of Surplus Technology Assets – Recommend approval to dispose of surplus technology assets as presented.
6. Approval of Annual Vendor Contracts Generating Revenue – Recommend approval of annual vendor contracts generating revenue as presented.
7. Approval of the Donation Agreement for High School Lacrosse – Recommend the approval of the donation agreement for High School Lacrosse as presented.
8. Approval of Bills Payable and Payroll – Recommend approval of the bills payable and payroll as presented.

9. Approval of Minutes – August 16, 2017 Open and Closed, and Approval to Destroy Recordings of Closed Sessions Prior to April 2016 As Allowable by Law – Recommend approval of the minutes as presented and approval to destroy recordings of closed sessions prior to April 2016 as allowable by law.
10. 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 that the first two consent agenda items represent over \$16,000 in generous donations to the schools. At the first PTA Council meeting of the year this morning, Dr. Schuler expressed appreciation to the council for all they do for the schools. It was also noted that the buildings have been working hard to get updated furniture through donations from the PTA and other sources.

There were questions and/or comments on the following:

- Will the Scantron Achievement Series assessment results be a part of testing results which are shared with the Board and community?
- High School Lacrosse Agreement as it relates to “free or reduced” status; protecting confidentiality of these students/families; reimbursement of fees.

MOTION

Member Crabtree moved, Member Paulsen seconded to accept the Consent Agenda as presented. Upon a roll call vote being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0 .**

ACTION ITEMS

Approval of Resolution to Adopt the 2017-18 Budget

The Illinois School Code, ch. 105, ILCS 5/17-1, requires the Board of Education to adopt an annual budget within the first quarter of each fiscal year (by September 30). A 30-day public inspection period and a public hearing must precede the budget adoption. The 2017-18 tentative budget has been available for public inspection since July 13, 2017, and a public hearing was held on August 16, 2017.

The final 2017-18 Budget document to be filed with the Illinois State Board of Education (ISBE) and Regional Office of Education was attached to the board report. The final document includes changes that were associated with the resolve of state funding, final federal funding allocations and the reduction of CPPRT. Staff also finalized staffing and benefit costs, and the addition of Lacrosse which are included in the budget. All changes were reviewed with the Board at the meeting. Lastly, the ISBE Budget Form includes the TRS on-behalf payments made by the state. The 2017-18 operating budget is balanced.

It was recommended that the Board approve the resolution to adopt the final 2017-18 Budget as presented.

Dr. Schuler introduced Mr. Farley who provided the Board with an update on the budget. The Board was reminded the budget process is a year-long effort, with this year in particular being a challenge to stay on top of developments at the state level. Mr. Farley highlighted the final budget changes. Overall, the Board was asked to approve a balanced budget, which would be the 7th year in a row with a balanced budget.

There was discussion on the following:

- The state currently pays for the retirement program, which is something we may have to pay in the future.
- The location of the capital projects fund in the budget.
- Potential impact of certificate of levy on the budget.
- Proposed Early Learning Center and the impact on the budget.
- Is cost for secured entries project accounted for in FY18?
- Lacrosse revenue and expense items will net each other out in budget.

MOTION

Member Mathieson moved, Member Paulsen seconded to approve the resolution to adopt the 2017-18 budget as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

DISCUSSION ITEM

Facilities Plan Update – Early Learning Center

The Board Facilities Committee previously created a list of scenarios associated with a resolution to the Early Learning Center (ELC) need. The list was pared down to two different addition and renovation options at the current site or an addition to Monroe Middle School. The Facilities Committee since reexamined these scenarios and determined that the best scenario would be an ELC addition to Monroe Middle School.

The Monroe Middle School scenario would require an intergovernmental agreement with the Wheaton Park District to swap land at the current ELC site with park district property adjacent to Monroe Middle School. The school district and park district have begun initial discussion in this regard.

The Board Finance Committee reviewed finance strategies related to funding the ELC option at Monroe. The Finance Committee is recommending moving forward with issuing Debt Certificates to fund the ELC project. The committee also recommended a commitment of \$5M from fund balance which would be commensurate with the identified capital needs at the current facility. This commitment of fund balance would help to reduce the annual cost of the payment required from the operating budget beginning in FY 2019.

Dr. Schuler recapped the last Board meeting discussion regarding a solution for the Early Learning Center. Mr. Farley reviewed the funding options spreadsheet that was reviewed by the Board Facilities and Finance Committees, and introduced Ms. Tammie Beckwith Schallmo of PMA Securities, Inc. to focus on the last option, paying for ELC with certificates from operating funds. The presentation included the following:

- Funding Options
 - Description
 - Amount
 - Pros
 - Cons
- Debt Certificates
 - Annual debt service is payable from operating funds
 - Separate property tax levy is not available to pay debt service
 - Maximum length of maturity is 20 years

- Count against the District's debt limit
- Only legal requirement is adoption of a debt certificate resolution by BOE which authorizes a sale
 - BINA Hearing is not required
 - 30-day petition period is not required
- Estimated Payback Schedule for Debt Certificates
 - Estimated Annual Payment and Estimated Total Interest Cost
 - Borrowing Amount Scenarios - \$12.5M and \$15M
 - Final Maturity Scenarios – 10, 15 and 20 years

There was discussion on the following:

- There is no recommendation at this time regarding a borrowing amount or length of maturity recommendation. The purpose tonight was to present and identify a range for financial obligation.
- A debt certificate resolution to authorize the sale would occur when the District issues the debt.
- There would be no payment in FY18.
- The interest rate is estimated at around 4%.
- The interest rate using this financing strategy vs. the referendum.
- The District is at approximately 47% of their overall debt limit?
- The timeline of when the debt service will drop off.
- Potential refinancing of debt and the timeline associated with this (reviewed 4 step process and timeline).
- The need to make movement toward a commitment to move forward tonight, but not a decision on the dollars tonight.

Dr. Schuler noted that using this funding option with some portion of fund balance was what the finance committee discussed.

There were additional comments/discussion on the following:

- The District is responding to feedback from the community.
- The specific amount allocated from fund balance and the specific project dollar amounts and sources of funding have not been finalized as of yet.
- Recommendations from the finance committee will be driven by the cost of the building.
- The Board fund balance currently has in excess of \$5M over the floor to use to help with the ELC.
- The AFR (annual financial report) will be reviewed in a couple of months. There is anticipation that will grow as a result of the FY that just ended.
- To date, the District has not received last year's 4th quarter categorical payment – which is just under \$3M. This could be applied to the fund balance.
- Ms. Beckwith Schallmo and PMA in the last 5-6 years know of approximately 10 schools/districts that have used this financing concept.
- Debt certificates vs. lease certificates.
- Why this option was not looked at in the past.
- If we take money out of operations does this reduce what is otherwise available for classroom/operations to fund the facility?
- Title to the property.

Mr. Patrick Brosnan of Legat Architects led the facilities portion of the presentation. A review of the Early Learning Center Scenarios and update on the scenario recommendation from the Board Facilities Committee was provided. This presentation included the following:

- ELC Scenarios – Summary
- Scenario B – Proposed Site
- Scenario B – Intergovernmental Property Plan
 - Constructed as an addition to Monroe Middle School
 - Intergovernmental agreement would be reached to allow a transfer of property required for construction of the addition
 - Facilities Committee Discussion Highlights
 - ELC Scenario B Site Drawing – Monroe Site and Jefferson Site
- Scenario B (Reduced) – Intergovernmental Property Plan
 - Same as Scenario B with reduction of two general classrooms and one speech classroom (these will remain at their current locations)
 - Facilities Committee Discussion Highlights
 - ELC Scenario B Site Drawing – Monroe Site and Jefferson Site

There was discussion on the following:

- The design shown was not a final design, but a test fit.
- The next steps and timeline from an architect perspective include a program confirmation design, schematic design, design development.
- Any potential disruption to students at Monroe.
- Connection of the two buildings (Monroe and proposed ELC).
- Proposed size of building vs. size proposed in referendum plan.
- Status of the potential land swap with the Wheaton Park District.
- Cost escalation and the impact on the project cost.
- The budget for the project is not final and will be reviewed at each stage of the design process.
- Conversations with the Park District Board and the City.
- Square footage – architectural vs. functional.
- Preservation of an asset – the current Jefferson building.
- Can some portion of the building be targeted for fundraising?
- The impact of hurricanes on the cost of construction.
- Forecasting costs.
- Obtaining multiple cost estimates as this process moves forward.

The facilities committee representatives commented that overall, this is the better solution for an Early Learning Center.

Update on Secure Entries, Capital Improvements and FY19 Capital Funding Allocation

In January 2017, the Board of Education adopted policy 4.152 Capital Renewal Funding-Sherman Dergis Methodology. Given the timing of the approval of the policy, and the pending referendum question, the Board of Education utilized a reset amount of \$2.45M of funding for capital projects allocated in the FY18 budget. The Board also committed \$390K of fund balance from an expiring TIF surplus for FY18. This allowed the completion of roofing projects at

Wiesbrook and Edison as well as paving projects and flooring work. The Sherman Dergis allocation for FY 19 would be \$7M.

The Board Finance Committee recently reviewed funding options for the Early Learning Center (ELC) as well as secured entries. On September 1, 2017, the Board Facilities Committee reviewed the potential projects for the summer of 2018 (FY19 Budget). These projects include the ELC Monroe option, completion of secure entries, and condition one-year one capital work. This work would address the three groups identified by the Board of Education and the community survey as the highest priority needs.

The potential costs associated with this work for FY19 would include an annual payment out of operating funds of approximately \$1M and \$5M from fund balance for the ELC, approximately \$1M for secured entries from fund balance and \$3M for the year one-condition one capital items out of the FY19 operating budget. The committee is recommending that the Board of Education revisit the Sherman Dergis target for FY19 in light of the proposed scope of work and associated spend.

Mr. Farley provided an update on the projects that have been identified for Summer 2018. The goal is to get estimates and move forward to get those projects going.

There was discussion on the following:

- The secure entries work, \$3M in capital projects (condition one-year one projects), and and ELC represent a full plate of work for next year.
- Funding sources for projects - fund balance, operating dollars, debt certificates and potential fundraising dollars.
- Secure entries means both visitor control and access control.
- Using excess funds in fund balance above the 25% floor.
- This is not a long term solution to all of the challenges, but is a very good first step in addressing some of our problems.
- Confirmation that cost escalation has been identified in some of the numbers.
- Cannot address all of “year 3” capital projects in one year.

WRITTEN REPORTS

Monthly Financial Reports

FOIA Report

PSAT Funding Update

Teacher and Administrator Compensation Reports

These reports were provided for information only.

REPORTS FROM BOARD MEMBERS

Board Committee Reports

The meeting notes from the Board Finance Committee of August 25, 2017 and the Board Facilities Committee of September 1, 2017 were attached and posted for review with the packet.

Other Reports from Board Members

None

TOPICS FOR FUTURE DISCUSSION

Facility Master Plan – Early Learning Center and Facility Plan Priorities
Student Learning Update
2017-18 Board Goals

ANNOUNCEMENTS

September 27, 2017 – Committee of the Whole, 7:00 PM, SSC

NEXT REGULAR MEETING

October 11, 2017, 7:00 PM, Pleasant Hill 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); Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees 5 ILCS 120/2(c)(2); the Setting of a Price for Sale or Lease of Property Owned by the Public Body 5 ILCS 120/2(c)(6); and Student Disciplinary Cases 5 ILCS 120/2(c)(9).

MOTION

Member Hanlon moved, Member Erickson 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); Collective Negotiating Matters Between the Public Body and its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees 5 ILCS 120/2(c)(2); the Setting of a Price for Sale or Lease of Property Owned by the Public Body 5 ILCS 120/2(c)(6); and Student Disciplinary Cases 5 ILCS 120/2(c)(9). Upon a roll call being taken, the vote was AYE 7, NAY 0. **The motion carried 7-0.** Action was expected following the Closed Session.

The meeting was adjourned to Closed Session at 8:52 PM.

RECONVENE IN OPEN SESSION

Roll call was taken and open session was reconvened at 9:19 pm. All Board Members were present.

ACTION ON CLOSED SESSION ITEMS

Take Action on Student Discipline Appeal

A parent filed a request to appeal an out of school suspension of their student. A hearing of that appeal was convened by the Board appointed hearing officer. The report of that hearing was submitted to the Board for consideration and action.

It was recommended that the Board take action on the appeal following the closed session review.

MOTION

President Vroman moved, Member Ericksen seconded to Uphold the Suspension of Student S2017-18-01 from school. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

Approval of Recommendation to Dismiss Educational Support Staff Member

It was recommended that the Board approve the recommendation of the Administration to dismiss Eric Slaughter from his employment with the District effective September 30, 2017, based on the confidential information provided to the Board in closed session.

MOTION

Member Crabtree moved, Member Paulsen seconded to approve the recommendation of the Administration to dismiss Eric Slaughter from his employment with the District effective September 30, 2017 based on the confidential information provided to the Board in closed session as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

RETURN TO CLOSED SESSION

The meeting returned to closed session at 9:22 PM for the purpose of continuing the discussion of the remaining closed session subjects that were listed above.

ADJOURNMENT

MOTION

There being no further business to come before the Board in Open Session, Member Crabtree moved, Member Gambaiani seconded to adjourn the meeting. Upon a voice call being taken, all were in favor and **the motion carried 7-0.**

The meeting was adjourned at 11:59 PM

Chris Crabtree, Secretary

Jim Vroman, President