

MINUTES
BOARD OF EDUCATION MEETING
COMMUNITY UNIT SCHOOL DISTRICT 200
November 12, 2014

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 Sandburg Elementary School, 1345 Jewel Road, Wheaton, IL, by Board President Barbara Intihar, on Wednesday, November 12, 2014, at 7:30 PM.

ROLL CALL

Upon the roll being called, the following were present:

Board Members: Barbara Intihar
 Jim Vroman
 Brad Paulsen
 Joann Coghill
 Jim Gambaiani
 Jim Mathieson
 Rosemary Swanson

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

PLEDGE OF ALLEGIANCE

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

COMMUNICATION WITH THE HOST SCHOOL

Mr. Aaron Bacon, Principal of Sandburg Elementary School, welcomed the Board, Administration and Community. Sandburg has decided to make this year “the best year yet”. This is an attitude that is being embraced by staff, students and parents. Best stands for

B – Be attentive
E – Each and every time
S – Show pride in your work
T – Take your time.

The goal is not just to finish, but to finish well.

A student created video thanking the Board for everything they do was shown in keeping with School Board Member Appreciation Day across the state.

MODIFICATIONS TO THE AGENDA

President Intihar stated that the representative from the audit firm was unable to attend the meeting due to sickness. Mr. Farley and members of the Finance Committee are prepared to share information and discuss the report. President Intihar asked if the Board wanted to table the

Audit Report until the next meeting or take action at this meeting as planned. The consensus was to continue as planned.

RECOGNITIONS AND ACHIEVEMENTS

The Board recognized the WWSHS Health and PE Department for receiving the Blue Ribbon Award for Excellence.

The Board was recognized for receiving the Board Governance Award from the Illinois Association of School Boards.

The Board recognized Mary Lou Sender for receiving the IASB Holly Jack Service Award. The award will be presented at the Annual Conference in Chicago on November 21.

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	Gary Tonn
Topic	Board Goals

Speaker	Harold Lonks
Topic	Tax Levy

Speaker	Maria Apaez
Topic	GCA

SUPERINTENDENT REPORT

Dr. Schuler reported the following:

- Tomorrow evening will be the second community forum on SB16 at Hubble Middle School at 7:00 PM. Information detailing what people can do to help and have their voice be heard will be shared at the forum.
- Yesterday was Veteran’s Day and every school in the district had activities. Dr. Schuler visited many of the schools and saw amazing things going on that point to the value of being in school on this day.

- Thursday morning the Early Childhood Collaborative is hosting a breakfast for community leaders to continue raising awareness of the important work of the Collaborative. The breakfast will be held at the First Presbyterian Church in Wheaton at 8:00 AM.
- Dr. Schuler and Rod Mack have finished a round of visits to each school to check on technology in each building. This will help determine how the district can expand technology for students. Lots of positive feedback was obtained on the work that has been done to get the infrastructure up to where it needs to be.
- This Friday is an Institute Day/Work Day for staff.

CONSENT AGENDA

1. Acceptance of Gift to Whittier Elementary School – Recommend acceptance of the gift to Whittier School as presented.
2. Acceptance of a Gift to Wiesbrook Elementary School – Recommend acceptance of the gift to Wiesbrook School as presented.
3. Approval of Revised and Proposed Board Policies 2.120, 5.270, 5.280, 5.285, 5.290, 5.30, 5.310, 5.320, 5.35, 5.186, 5.330, 8.30, 8.40, 8.50 for Public Review and Comment – Recommend approval to post the policies for public review and comment as presented.
4. Approval of 2015-2016 District Calendar – Recommend approval of the 2015-2016 District Calendar as posted and presented.
5. Approval of Truck Lease Bid – Recommend approval of the lease as presented.
6. Approval of Bills Payable and Payroll – Recommend approval of the bills payable and payroll as presented.
7. Approval of Minutes – October 7, 2014 Special Closed Session, October 8, 2014 Open, October 22, 2014 Committee of the Whole, October 23, 2014 Special Meeting, and Approval to Destroy Recordings of Closed Sessions Prior to June 2013 as Allowable by Law – Recommend approval of the October 7, 2014 Special Closed Session, October 8, 2014 Open, October 22, 2014 Committee of the Whole, October 23, 2014 Special Meeting minutes, and approval to destroy recordings of closed sessions prior to June 2013 as allowable by law.
8. 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.

A Board member asked about the proposed changes to Policy 5.330 regarding vacation and how days are awarded. In particular, since days are awarded up front, what happens if an employee leaves mid-year. Staff reported that the contract addresses how that is handled and the district is protected.

MOTION

Member Vroman moved, Member Coghill 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

Acceptance of the 2013-14 Financial Audit

Annually, Baker Tilly Virchow Krause, LLP prepares an independent audit of the financial statements of CUSD 200. They also express an opinion based on the combined financial statements of the District. The Board is asked to accept the independent audit as presented by Baker Tilly Virchow Krause, LLP. It is recommended that the Board accept the 2013-14 Financial Audit as presented.

Mr. Farley referred to two books that were given to Board members; the audit report and the management letter. Highlights of the audit were reviewed and Mr. Farley talked about the

factors that caused the expenditures to exceed the revenues and how this affected the rating of the district.

Member Swanson and Member Mathieson reported on the recent Finance Committee meeting where this information was reviewed. Member Swanson stated that the audit and budget are really a story of the district's priorities. When the budget is compared to the actual expenditures, there is about a 1.5% variance. Most of the variance in the budget comes from benefits due to the tough year the district had with medical expenses and costs. Since taxes and revenue from other sources have gone down about 15%, it is no surprise that the local taxes went up by about 38%. The community has to make up what the state is no longer providing. Member Mathieson spoke about other critical items facing the district in the near term. Negotiations this year will have to address these and some difficult decisions will have to be made. Since the district did overspend the budget, Mr. Mathieson has requested that staff get a legal opinion to determine if the Board should modify the budget to be compliant. The early retirement option(ERO) and associated costs also affected the budget and that number is expected to be higher in 2016 so this will have to be taken into consideration when the budget is developed. The results of SB16 could have a negative affect and the district stands to potentially lose \$10M in state funding. Dr. Schuler clarified that the ERO is a state program and the district has no say in that cost.

Mr. Farley stated that the fund balance ended at 28% which is within the Board Policy. The district has to watch this for the current budget year to avoid depleting the reserve funds. The Finance Committee will look at what caused the deficit budget.

Member Vroman stated that the prior three years the district had a balanced budget and that he is glad the Finance Committee and staff are keeping an eye on the finances to avoid having a deficit again this year. The expenditures that were over budget were in areas out of the control of the district and Board, like health issues of staff and tuition costs for outplaced students. Member Vroman also stated that the Board passed the policy to ensure the fund balance would be maintained to qualify for the lowest interest rates if the district had to borrow money. It is important to maintain a balanced budget going forward so that the fund balance is not reduced.

Jim White from Baker Tilly Virchow Krause, LLP addressed the Board of Education and made statements regarding the findings and opinions of the 2013-2014 Audit.

MOTION

Member Swanson moved, Member Paulsen seconded to accept the 2013-14 Financial Audit as presented. Upon a roll call vote being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

Adoption of the 2014 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 4.95% increase is listed below.

Although the proposed levy increase is 4.95%, 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 2013 of 1.5%, plus any new construction growth in the district. Given the slight increase in the rate of inflation as well as unpredictable new construction values, we recommend that the Board make every effort to access all funds available under the tax cap. Additionally, uncertain status of funding from the State of Illinois necessitates that the Board request access to the funding levels allowed under the cap.

FUND 2014 LEVY REQUEST

Education \$104,500,000
Special Ed \$2,500,000
Tort \$0
O & M \$12,500,000
Transportation \$4,750,000
IMRF \$1,500,000
Social Security \$3,000,000
Life Safety \$ 0
Working Cash \$0
TOTAL \$128,750,000

The proposed 2014 tax levy (excluding debt services) increase is less than the 105% (less than 5%) of the previous year (2013) aggregate extension, which was \$122,673,310.74. 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 \$18,076,609.

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

It is recommended that the resolution and certificates for the 2014 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 presented a PowerPoint to provide information on the following:

- Levy Terms
- Consumer Price Index (CPI)
- 10 Year CPI History
- How will the CPI finish in 2014?
- 5 Year Plot of Index
- CPI/Extension History
- EAV History
- New Construction
- EAV/CPI & Tax Rate
- Five Year History of Tax Rates
- Tax Rate Comparison-Benchmark Districts
- 2013 Levy Breakdown
- How Much Should We Receive?
- 2014 Levy Proposal
- Proposed vs. Actual Levy
- Unknowns
- Recommendation

Questions and Answers:

Q. Can the revenue be changed as a result of SB16?

A. Not without a tax rate referendum.

Q. What would the owner of a \$300,000 home see in increased taxes?

A. About 1.5%

Q. Was the budget that was approved in September based on the assumption that the district would capture as much as this Levy requests?

A. Yes

MOTION

Member Paulsen moved, Member Vroman seconded to adopt the resolution and certificates for the 2014 Tax Levy as presented, that the Certificate of Tax Levy be executed, and that all forms be filed with the County Clerk. Upon a roll call being taken, the vote was: Aye 6 (Paulsen, Vroman, Coghill, Mathieson, Swanson, Intihar), NAY 1 (Gambaiani). **The motion carried 6-1.**

Mr. Gambaiani was asked why he voted yes for the budget and no to the levy. Mr. Gambaiani stated that he struggles with the policy that allows the district to “tax to the max” and feels the Board needs to be more sensitive to this. It was stated that if all board members voted for the budget that was predicated on the levy and then voted no to the levy, the budget could never be met. Mr. Gambaiani stated that he believes that the Board and staff need to take a harder look at expenses and that he just cannot support this policy which is consistent with his previous vote history. Other Board members requested that before the next budget cycle begins, it would be helpful if substantive suggestions on where the budget could be cut were brought up.

Adoption of the Vision 2018 Plan, the 2014-15 Board Goals and Assignment of Board Committees

Annually the Board of Education sets goals for the School District. At the Committee of the Whole Meeting on October 22nd, the Board of Education reviewed and provided feedback on a Vision 2018 Planning Document. The Vision 2018 Plan pulled together several documents including previous Board goals, superintendent goals, Engage 200 priorities, and areas of need identified by district and building administrators. The Vision 2018 plan identifies 24 priorities for CUSD 200 categorized into five commitment areas for our stakeholders (Student Learning, Finance, Support Systems, Community Engagement, and Facilities). Through the discussion on October 22nd, the Board of Education affirmed the Vision 2018 document and prioritized four areas that have been built into goal documents for this year. Each of the four goal documents shows the connection back to the Vision 2018 document, identifies a commitment owner, identifies success indicators, identifies specific strategies supported by a timeline, and highlights resources needed to carry out the goal plan this year. In addition to discussing and approving the goal plans, the Board of Education also establishes and appoints members to committees as a part of the goal setting process. Five documents were attached to this agenda item including a revised Vision 2018 Plan. The Vision 2018 plan was modified based on Board feedback and is recommended for approval. Additionally, each of the four prioritized goal areas is supported by an individual goal plan. The four goal plans were attached and recommended for approval. Finally, the Board President will appoint committee liaisons as a part of this agenda item. It is recommended that the Board adopt the Vision 2018 plan, the 2014-15 Board Goals and the assignment of the Board committees as presented.

Dr. Schuler stated that there is a lot of work going on the district and it cannot all be put on this one page sheet. There are four goal areas shown and there is a connection between the Superintendent goals and the things represented on the chart. Over time as staff and the board prioritize and address these areas, it will become clear at the end of four years as the goal outcomes become clear that this will be the legacy of this Board. There was discussion about

building a dashboard around student learning once it is clear what we want to measure and after the measurement rubrics have been determined.

There was discussion about the Vision 2018 document and approach and how each goal statement will be measured. There were questions about how the buildings will have accountability to achieve the goals.

During Engage 200 the community asked that the district explore other revenue streams and the Board asked when they will get a report on this task. They also asked that some support and mentoring for young teachers is necessary. Dr. Schuler stated that staff needs to look into the mentoring program and see how that can be worked into this plan.

The Board discussed committee assignments and they will work into these four areas. The committee assignments will be as follows:

Finance	Jim Mathieson and Rosemary Swanson
Learning and Teaching	Barb Intihar and Jim Vroman
Facilities	Jim Gambaiani and Brad Paulsen
Community Engagement	Joann Coghill and Jim Vroman
Human Resources	Barb Intihar and Rosemary Swanson

MOTION

Member Coghill moved, Member Vroman seconded to Board adopt the Vision 2018 plan, the 2014-15 Board Goals and the assignment of the Board committees as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

Appointment of the IASB Delegate to the Delegate Assembly

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. Each member district selects a delegate to represent the district and vote on the resolutions. It is recommended that the Board appoint a delegate to vote on behalf of the district at the IASB Annual Conference Delegate Assembly.

MOTION

Member Mathieson moved, Member Swanson seconded to appoint Joann Coghill as the IASB Delegate to the IASB Assembly. Upon a voice call being taken, all were in favor and **the motion carried.**

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 and after discussion need to direct the delegate how to vote during the delegate assembly. It is recommended that the Board of Education approve the IASB Resolutions and direct the delegate on how to vote at the Delegate Assembly at the IASB Annual Conference on November 21, 2014.

MOTION

Member Swanson moved, Member Paulsen seconded to direct Joann Coghill to vote in keeping

with the recommendations of the Resolution Committee at the Delegate Assembly. Upon a voice call being taken, all were in favor and **the motion carried.**

WRITTEN REPORTS

Monthly Financial Reports

FOIA Report

These reports were provided for information only.

REPORTS FROM BOARD MEMBERS

Board members reported on activities they attended on Veteran's Day. Member Paulsen thanked Member Vroman for his service in the military and for the lessons he taught at Hubble.

Member Mathieson stated that the Chat with Board a couple of weeks ago was very interesting and informative.

President Intihar stated that the PTA Council breakfast was held this morning at the SSC for Administrators and Board Members. President Intihar thanked the PTAs and Booster Clubs on behalf of the entire Board for the approximate amount of \$500,000 worth of funds raised and the approximate 320,000 man hours devoted by parent volunteers.

WWSHS Tigers play this weekend in the football payoffs. Go Tigers!

TOPICS FOR FUTURE DISCUSSION

5 Year Financial Projections

Facilities Planning and Review

NEXT REGULAR MEETING

December 10, 2014, 7:30 PM, Lowell Elementary School

PUBLIC COMMENTS – Non-Agenda Items

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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	Kim Vought
Topic	Safety – Woodlawn Place

**ADJOURNMENT
MOTION**

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

The meeting was adjourned at 10:33 PM.

Brad Paulsen, Secretary

Barbara Intihar, President