

**MINUTES**  
**BOARD OF EDUCATION MEETING**  
**COMMUNITY UNIT SCHOOL DISTRICT 200**  
**November 13, 2013**

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 Wheaton Warrenville South High School, 1920 S. Wiesbrook Rd., Wheaton, IL, by Board President Barbara Intihar, on Wednesday, November 13, 2013, 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. Brian Harris  
                              Mrs. Faith Dahlquist  
                              Mr. Bill Farley  
                              Mr. Rodney Mack  
                              Mrs. Joanne Panopoulos  
                              Dr. Robert Rammer

**PLEDGE OF ALLEGIANCE**

Mr. David Claypool led the Board and community in the Pledge of Allegiance.

**COMMUNICATION WITH THE HOST SCHOOL**

Mr. David Claypool, Principal at WWSHS School, welcomed the Board, administration and community to the School. A video was shown that highlights how technology is used in the classrooms every day and students shared why they think the increased access to technology has improved their ability to learn.

**MODIFICATIONS TO THE AGENDA**

None

**RECOGNITIONS & ACHIEVEMENTS**

Dr. Harris recognized the Board for Illinois School Board Members' Day. A video was shown with comments of thanks from across the district. The cities of Wheaton and Warrenville have declared November 15 as School Board Members' Day in both cities. Dr. Harris also recognized Mrs. Intihar for receiving the Master School Board level with the IASB, and Mrs. Swanson for receiving her continuing credits as a Master School Board member for the 2013 year.

**PUBLIC COMMENTS – Agenda Items**

None

## **SUPERINTENDENT'S REPORT**

Dr. Harris reported the following:

- Part of the Personnel Report at this meeting is the approval of Mr. Matt Biscan as the next principal at WNHS. The choice of Mr. Biscan came after Dr. Harris met with the Department Chairs and WNHS to discuss the characteristics of the next principal. Some of the characteristics include responsiveness to needs of students and staff, visibility and availability to all stakeholders, someone that models best practice and leads by example, and someone that will continue to ensure that WNHS moves forward with viable and equitable curriculum.
- Last week Dr. Harris had the opportunity to attend a Suburban Superintendents' Association Summit with colleagues from large high performing districts across the country. Dr. Harris heard presentations from Discovery Education about using digital means to provide blended schools; a professor at the University of California Irvine spoke about connected learning and research on online learning; someone from Colorado State University spoke about the types of jobs today and the need to be able to solve problems; and Dr. Tony Wagner, a Harvard Professor, spoke about creating innovators that can think and reason using their curiosity and imagination so the United States can be the world's number one producer of ideas. He also talked about community engagement and helping all adults in the community to understand the changing world and how our public schools can prepare kids for the future.

## **CONSENT AGENDA**

1. Acceptance of the Gifts from Hawthorne PTA –Recommend the acceptance of the gifts from Hawthorne PTA as presented.
2. Acceptance of the Gifts from Office Max – Recommend the acceptance of the gifts from Office Max as presented.
3. Approval of Proposed Policy 6.185 Remote Student Learning – Recommend approval of the policy as posted and presented.
4. Approval to Post 2014-15 School Calendar for Public Review and Comment – Recommend approval to post the calendar for public review and comment as presented.
5. Approval of English/Language Arts Standards Gr K-8 – Recommend approval of the standards as presented.
6. Approval of Safety Project Change Orders – Approval of the change orders as presented.
7. Approval of ISBE Maintenance Grant and School Energy Efficiency Grant – Recommend approval of the grants as presented.
8. Approval of Bills Payable and Payroll – Recommend approval of the bills payable and payroll as presented.
9. Approval of Minutes – October 9, 2013 Open and Closed, October 23, 2013 Open and Closed, and Approval to Destroy the Recordings of Closed Sessions Prior to June 2012 as Allowable by Law - Recommend that the minutes be approved as presented and the approval to destroy the closed session recordings as permissible by law. The closed session minutes will remain closed.
10. Approval of Personnel Report to Include Employment, Resignation, Retirement and Leave of Absence of Administrative, Certified, Classified and Non-Union Staff. Recommend the approval of the Personnel Report as presented.

## **MOTION**

Member Vroman moved, Member Swanson 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 2012-13 Audit

Annually, Baker Tilly Virchow Krause, LLC 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. Jason Coyle and Jim White from Baker Tilly Virchow Krause addressed the Board of Education to discuss the findings and opinions of the 2012-2013 Audit.

It is recommended that the Board of Education accept the 2012-2013 Audit prepared by Baker Tilly Virchow Krause, LLP.

Mr. Farley introduced Jason Coyle from Baker Tilly Virchow Krause, LLP. Mr. Coyle reviewed the documents provided to the Board regarding the audit and the management letter regarding internal controls.

Member Swanson and Member Mathieson shared information from the last Finance Committee meeting where they met with Mr. Coyle for an in depth review of the audit. Member Swanson reported that the audit represents a healthy picture of the district finances. Member Mathieson highlighted specific points in the audit report.

## **MOTION**

Member Mathieson moved, Member Swanson seconded to accept the 2012-13 audit as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

### Adoption of the 2013 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 4.81% increase is listed below.

Although the proposed levy increase is 4.81%, 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 2012 of 1.7%, 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 2013 LEVY REQUEST**

Education \$103,250,000

Special Ed \$2,250,000

Tort \$0

O & M \$12,750,000

Transportation \$4,000,000

IMRF \$1,000,000

Social Security \$2,500,000

Life Safety \$ 0  
Working Cash \$0  
**TOTAL \$125,750,000**

The proposed 2013 tax levy (excluding debt services) increase is less than the 105% (less than 5%) of the previous year (2012) aggregate extension, which was \$119,981,471.61. 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 \$17,302,070.

Attached to this report are 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 attached resolution and certificates for the 2013 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 used a PowerPoint to present on the following:

- CPI
- 10 Year CPI History
- How Will the CPI Finish in 2013
- EAV History
- CPI/Extension History
- New Construction
- How Much Should We Receive
- 2013 Levy Proposal
- Proposed vs. Actual Levy
- Five Year Summary of Tax Rates
- Five Year Summary of Assessed Valuations and Tax Extensions
- Recommendation

There was a discussion about seeking the maximum amount allowable to capture the new growth. Mr. Gambaiani stated that he will be voting no on the item because he believes there needs to be a balance between going for the maximum and cutting spending.

## **MOTION**

Member Vroman moved, Member Paulsen seconded to adopt the 2013 Levy as presented. Upon a roll call being taken, the vote was: AYE 6 (Vroman, Paulsen, Coghill, Mathieson, Swanson, Intihar), NAY 1 (Gambaiani). **The motion carried 6-1.**

## Approval of a Resolution to Abate Working Cash Fund Pursuant to Provisions of Article 20 of the School Code

The district has carried a negative fund balance in the Transportation Fund for a period of time. This was due in some part to the reduction in funding of transportation from the State of Illinois. Over several meetings, the Finance Committee discussed the continuation of this practice. It was the recommendation of the Finance Committee to permanently transfer proceeds from the Working Cash Fund of the district to the Transportation Fund. As of the audit for year ended June 30, 2013, the Transportation Fund has a negative balance of \$(2,686,331), and the Working Cash Fund had a balance of \$30,516,691. The committee recommends the transfer of \$3,500,000 to eliminate the negative balance and allow for some positive cash flow throughout the year. The future of state funding of transportation as well as the timing of the release of

funds by the state could necessitate further review of the financial status of the Transportation Fund.

The resolution allows for the permanent transfer to be made, pending Board of Education approval. It is recommended that the Board of Education approve the Resolution to Abate Working Cash Fund Pursuant to Provisions of Article 20 of the School Code as presented.

Member Mathieson stated that he supports this because it gives a truer picture of the district's cash balances.

### **MOTION**

Member Vroman moved, Member Coghill seconded to approve the resolution to abate working cash fund pursuant to Provisions of Article 20 of the school code as presented. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

### 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 22, 2013.

There was a discussion about the resolutions and the recommendations from IASB. It was decided that the delegate should follow the recommendations of IASB with the exceptions to oppose #12 and support #10.

### **MOTION**

Member Vroman moved, Member Swanson seconded to direct the delegate to support the recommendations of the IASB with the exceptions of #12 and # 10 . Upon a voice call vote being taken, all were in favor and **the motion carried.**

### 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.

Member Vroman agreed to be the delegate.

### **MOTION**

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

### Approval of the Contract Proposal with Unicom for a Community Engagement Process

The Community Engagement Committee met several times and heard proposals for conducting a community engagement process from two providers. At the September 25, 2013 Board meeting the recommended provider shared a presentation with the Board about the proposal. The following Board goal outlines the intent to conduct a community engagement survey:

District Goal 4: We will stay connected with the community to determine its priorities and to foster partnerships.

#### 2013-2014 Board Goals:

- Enhance meeting communications to make the annual work of the Board more understandable to District stakeholders.
- Develop mechanisms for ongoing community engagement and stakeholder input, including students, to strengthen our community partnership.
- Explore external partnerships to develop alternate forms of support and to deepen stakeholder participation in our success.

The Superintendent's Milestone Goal is as follows:

Work with the Board to implement a community engagement process that will provide opportunities for the community to provide feedback and input to the board on educational, operational and facility issues.

The Committee believes the attached proposal from Unicom presents the best plan to reach these goals and guide the strategic plan of the district in the years to come. The proposal costs \$49,500 and is included in the 2013-14 Board of Education Budget

After discussion at the Committee of the Whole Meeting, the Committee believes the attached proposal from Unicom presents the best plan to reach these goals and guide the strategic plan of the district in the years to come. It is the recommendation of the Community Engagement Committee to approve this contract with Unicom as presented.

The Board discussed the community engagement process and the recommended vendor. Member Mathieson stated that he supports community engagement but will be voting no because he would have liked to have seen more vendors considered. Member Gambaiani stated that he supports the goal 100% but differs on the process and cannot support the recommendation due to the cost. All other Board members support the recommendation.

#### **MOTION**

Member Vroman moved, Member Paulsen seconded to approve the contract with Unicom for a community engagement process. Upon a roll call being taken, the vote was: AYE 5 (Vroman, Paulsen, Coghill, Swanson, Intihar ), NAY 2 (Gambaiani, Mathieson). **The motion carried 5-2.**

Approval of the Board charge for Community Engagement (Subject to approval of the Unicom contract.)

The Board has been in discussion about a community survey project. The Community Engagement Committee worked to develop a charge from the Board to the staff and facilitating

committee to proceed with a community engagement process. The following Board goal outlines the intent to conduct a community engagement survey:

District Goal 4: We will stay connected with the community to determine its priorities and to foster partnerships.

2013-2014 Board Goals:

- Enhance meeting communications to make the annual work of the Board more understandable to District stakeholders.
- Develop mechanisms for ongoing community engagement and stakeholder input, including students, to strengthen our community partnership.
- Explore external partnerships to develop alternate forms of support and to deepen stakeholder participation in our success.

The Superintendent's Milestone Goal is as follows:

Work with the Board to implement a community engagement process that will provide opportunities for the community to provide feedback and input to the board on educational, operational and facility issues.

If the Unicom contract is approved, this charge will begin the first step in conducting the engagement process.

It is recommended that the charge from the Board to the staff and facilitating committee be approved pending approval of the Unicom contract.

There was discussion about the wording of the charge. It was decided that the last paragraph on the first page be modified by adding the word “advisory” before the word recommendations. All members support the charge as amended.

## **MOTION**

Member Paulsen moved, Member Mathieson seconded to approve the Board Charge for Community Engagement as modified. Upon a roll call being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

## **ORAL REPORTS**

In April 2013, staff reported the findings of the recently completed Kasarda enrollment projection report. Staff was directed to develop a committee and process to review enrollment changes annually based on reliable demographic data and engage a broad range of community stakeholders. Staff convened a committee which was charged to report back to the Superintendent on its findings. The committee was chaired by the Assistant Superintendent for Business Operations and the Director of Public Relations. Participants included staff, parents and community members.

A report was presented to the Superintendent and shared with the Board and public.

## **WRITTEN REPORTS**

### Monthly Financial Reports

FOIA Report

These reports were provided for information only.

**REPORTS FROM BOARD MEMBERS**

**Board Committee Reports**

Facilities Committee

Member Gambaiani and Member Coghill reported on the October 3 Facilities Committee. The committee met with staff from the facilities department and from Performance Services and heard a very robust report that provided an update on the initiatives from June 2012, a report on the projects completed in 2013 and rebates received on the projects from both years. A report was shared that identifies every facility in the district and lists \$6.4 million worth of maintenance work that needs to be monitored. The projects are identified as low, medium or high priority to help decide how these projects can be addressed over the next couple of years. Dr. Harris stated that Jefferson School was not included in this report because of the work that was done in designing a potential new building. Now that a new building is not in the plans, Performance Services is going to go back and look at that building and provide an evaluation of similar items. Dr. Harris also stated that the Finance Committee will need to discuss possible ways to finance any of the suggested projects at the buildings.

**Other Board Reports**

None

**ANNOUNCEMENTS**

None

**NEXT REGULAR MEETING**

December 11, 2013 – 7:30 PM, Washington Elementary School

**PUBLIC COMMENTS – Non-Agenda Items**

President Intihar stated that the opportunity to speak to the Board is provided now for members of the public who have a question or comment on a non-agenda item. The Board appreciates hearing from stakeholders, and values the thoughts and questions presented. The Board strives to make the best decisions for the District, and public input in a variety of venues is very helpful.

As President, I bear the primary responsibility for protecting the civility and decorum of this meeting. In this regard, I request respect for the duties of the Board and the democratic process in your comments tonight:

- ⇒ Please use the microphone and announce your name and address before commenting
- ⇒ Please limit your comments to 3 minutes
- ⇒ Address your comments to the Board
- ⇒ Your comments should be factual and courteous, and should not include statements that are personally disrespectful to members of the Board or staff
- ⇒ Comments that are deemed personally condescending will not be permitted

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	Gerry Messler
Topic	GCA Services

## **ADJOURNMENT**

### **MOTION**

There being no further business to come before the Board in Open Session, Member Paulsen moved, Member Swanson seconded to adjourn the meeting to Closed Session for the purpose of discussing Personnel Items 5ILCS120/2(c)(1) and the Purchase or Lease of Real Property 5ILCS120/2(c)(5). No action is expected following the closed session. Upon a roll call vote being taken, the vote was: AYE 7, NAY 0. **The motion carried 7-0.**

The meeting was adjourned to Closed Session at 10:49 PM.

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**Brad Paulsen, Secretary**

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**Barbara Intihar, President**