

MINUTES
BOARD OF EDUCATION MEETING
COMMUNITY UNIT SCHOOL DISTRICT 200
September 14, 2016

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 Franklin Middle School, 211 E. Franklin Street, Wheaton, IL, by Board President Jim Vroman, on Wednesday, September 14, 2016, at 7:31 PM.

ROLL CALL

Upon the roll being called, the following were present:

Board Members: Jim Vroman
 Brad Paulsen
 Joann Coghill
 Chris Crabtree
 Jim Gambaiani
 Jim Mathieson

Absent: Barbara Intihar

Also in Attendance: Dr. Jeff Schuler, Superintendent
 Mr. Bill Farley
 Mr. Rod Mack
 Dr. Joanne Panopoulos
 Dr. Robert Rammer

PLEDGE OF ALLEGIANCE

Mr. Colin Wilke led the Board and community in the Pledge of Allegiance.

COMMUNICATION WITH THE HOST SCHOOL

Franklin Middle School Principal Dave Bendis welcomed everyone to the school and thanked the Board and administration for all of the time, energy and efforts on putting together the Master Facility Plan for the district. Mr. Bendis presented a PowerPoint that outlined why Franklin is a great school, which emphasized the community of Franklin, staff and how they put kids first, intentional instruction of teachers, SEL, activities offered, PLC and 21st century skills.

MODIFICATIONS TO THE AGENDA

None

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	Harold Lonks
Topic	EnerNOC, Community Survey, Master Facility Plan

SUPERINTENDENT REPORT

Dr. Schuler reported the following:

- Dr. Schuler congratulated the Board on being one of eighteen school boards to receive the IASB 2016 School Board Governance Recognition Award. They will be recognized at the IASB Regional Fall DuPage Division Meeting in October.
- There is an opportunity to participate in a Veteran’s Day celebration. This Reflections event will take place on Veterans Day, November 11, at Cantigny. Any member of the community can honor a veteran by telling their story. The stories are memorialized and will be cataloged at the Wheaton Public Library.
- Dates to keep in mind: WNHS homecoming game is Friday, September 23rd with a community pep rally taking place in Memorial Park on Thursday, September 22nd. WWSHS homecoming game is Friday, September 30th.
- The 2nd Annual State of our Schools presentation will be next Wednesday, September 21st at 7:00pm at Hubble Middle School. Time will be spent discussing the Facility Master Plan, Teaching and Learning, State of our Finances, Support Services, as well as other district information.

CONSENT AGENDA

1. Approval of Gift from DuPage Community Foundation– Recommend approval of the gift from DuPage Community Foundation as presented.
2. Approval to Post Revised Policy 2.70 Vacancies on Board of Education for Public Review and Comment– Recommend approval to post policy 2.70 as presented.
3. Approval to Post Revised Policy 7.270 Administering Medicines to Students for Public Review and Comment– Recommend approval to post policy 7.270 as presented.
4. Approval of Annual Application for Recognition of Schools– Recommend approval of the annual application for recognition of schools as presented.
5. Approval of Intergovernmental Agreement between Ombudsman and Districts 200 and West Chicago District #94– Recommend approval of the intergovernmental agreement as presented.
6. Approval of Financial Advisory Agreement with PMA– Recommend approval of the financial advisory agreement as presented.
7. Approval to Dispose of Technology Surplus Assets– Recommend approval to dispose of surplus assets as presented.
8. Approval of EnerNOC Emergency Load Response Program Agreement– Recommend approval of EnerNOC agreement as presented.
9. Approval of Change Orders for 2016 Summer Construction Projects – Recommend approval of change orders for construction projects as presented.

10. Approval of Annual Vendor Contracts Generating Revenue– Recommend approval of annual vendor contracts as presented.
11. Approval of Community Survey– Recommend approval of community survey as presented.
12. Approval of Bills Payable and Payroll – Recommend approval of the bills payable and payroll as presented.
13. Approval of Minutes – August 17, 2016 Open, August 25, 2016 Special Open and Closed Sessions, August 31, 2016 Committee of the Whole and Approval to Destroy Recordings of Closed Sessions Prior to April 2015 As Allowable by Law – Recommend approval of the minutes as presented and approval to destroy recordings of closed sessions prior to April 2015 as allowable by law.
14. 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.

Member Mathieson requested to move consent agenda item #11, Approval of Community Survey, from the consent agenda to an action item.

There was additional information shared regarding the revenue generated from the EnerNOC agreement. Last year, the district saved approximately \$121,000 by reduced energy consumption. The district does have the ability to not participate during a given time, for example during finals week. It was clarified that the district received a check for the amount specified. This was the third year of participation, with total savings of approximately \$155,148.

MOTION

Member Crabtree moved, Member Paulsen seconded to accept the Consent Agenda with removal of item #11 from the consent agenda to an action item. Upon a roll call vote being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

ACTION ITEMS

Approval of a Resolution to Adopt the 2016-17 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 2016-17 tentative budget has been available for public inspection since July 13, 2016, and a public hearing was held on August 17, 2016.

The final 2016-17 Budget document to be filed with the Illinois State Board of Education (ISBE) and Regional Office of Education was provided for the Board to review. The final document includes the changes presented to the Board of Education at the August 17th meeting. The ISBE Budget Form also includes the TRS on-behalf payments. The 2016-17 operating budget is balanced for the 7th year in a row, with five of the last six years being a positive balance. This has allowed the building of the fund balance, which is part of the board policy.

There was discussion on the following:

- Transfer of \$1.5M to capital projects fund for targeted work on that list. Most of that work was completed this summer and includes roof work at Monroe and Sandburg, bleachers at WWSHS and structural and tuckpointing work at Whittier. The source of that money was fund balance, therefore diminishing some of the excess fund balance to fund capital projects.

- The board approval of 4-year refinancing schedule resulted in the principal from the bonds sale of \$32M (this is from phase 2). This is refinancing of long term debt at a better rate.

MOTION

Member Mathieson moved, Member Crabtree seconded to approve the resolution to adopt the 2016-17 budget. Upon a roll call being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

Approval of Board Goal Plans for 2016-17 School Year

Annually the Board of Education sets goals and establishes priorities for the School District. In November of 2014, the Vision 2018 Plan was developed based on feedback from the community, District 200 staff, and Members of the Board of Education. A Vision 2018 Dashboard was also developed and approved to monitor key metrics connected to the commitments identified through the Vision 2018 Plan. The Dashboard metrics are monitored throughout the year at Board Meetings and Committee of the Whole discussions. The Vision 2018 plan identified 24 priorities for CUSD 200 categorized into five commitment areas for our stakeholders (Student Learning, Finance, Support Systems, Community Engagement, and Facilities). Each of the last two school years the Board has identified and called out priorities from within the Vision 2018 document that were developed into formal goal plans.

At the July Board of Education Meeting, President Vroman distributed copies of the Vision 2018 Plan and Board Parking Lot and asked Board Members to review them and provide input on priorities for this year. Feedback received from Board Members and Senior Leadership Team suggested the following areas of priority for this year: 1) Focus on Future of Instruction and Technology; 2) Focus on implementation strategy for Master Facility Plan; 3) Focus on Multi-Tiered Systems of Support (first three bullets under Support Systems strand); and 4) Focus on Community Engagement and Communication (especially around finance and facility needs). Goal plans were developed for each of these four areas and distributed to the Board of Education on August 25th for comment and feedback. The goal plans were revised and submitted to the Board for approval.

There was discussion on the following:

- The board must address the how the district will fund future costs associated with capital development without a referendum.
- The need to extend the goal plans beyond April of 2017 for implementation purposes
- Student Learning – FIT: Are there different avenues for students to meet the requirement of the traditional applied technology class that encompasses a modern day skill set for this requirement.
- The potential discussion item regarding the possibility of making eLo classes a graduation requirement
- The continuum of types of digital learning environment, as well as identifying other opportunities in between the typical face-to-face class and the fully online class.
- Other opportunities to fill a void that are available such as College of DuPage, Technology Center of DuPage (TCD), that allow students to transfer credits into the district to fulfill a requirement.
- Whether the district has considered a full-day kindergarten program
- All four of these board goal plans stem from recommendations that came from the community engagement process and feedback developed from members of the community that have a keen interest in our schools.

- How the Multi-Tiered Systems of Support (MTSS) implementation plan will be an added bonus for homeowners and those considering moving into our area.

MOTION

Member Paulsen moved, Member Coghill seconded to approve the Board goal plans for 2016-17. Upon a roll call being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

Approval of Community Survey (this item was moved from the consent agenda to an action item)

For over a year, the Board of Education and District staff have engaged our community, staff and architects to develop a Facilities Master Plan. This plan includes an educational assessment of our buildings, combined with an existing physical assessment, to provide a detailed, long-term view of our building needs. The Board has spent a great deal of time developing, studying and prioritizing projects that will preserve and enhance learning environments through cost-effective solutions.

The Board is seeking additional stakeholder input through a community survey. Beginning on September 15, pending Board approval, Patron Insight will conduct a telephone and online survey to solicit community input. Community members will be selected for the telephone survey at random to ensure a representative sample. All members of the community are invited to participate in an online survey that will be available on our District website after September 15, 2016.

Dr. Schuler clarified that the key component is a telephone based survey which targets getting responses from a stratified sample from 400 residents. This does not mean the company will make 400 phone calls, but they will get 400 responses that meet their stratified sample from across the district. This is a statistically sound sample.

There are four key sections of the survey: general questions on respondents general impressions of the district, specific questions on items considered for the master facility plan (such as capital projects, middle school improvements, etc.), summary ratings on each of the projects that are targeted, and the financing element of the plan.

There was discussion on the following:

- The contract with Patron Insight would include the administering of the calls and online survey, compiling of the results, preparation of the data for the Board.
- The objective of the survey is to gather feedback and provide information to the Board, not to provide or promote a campaign strategy
- The results will provide a profile and breakdown of the persons that participated in the survey
- The online survey feedback will be separate from telephone survey data
- There are some open-ended questions
- The survey questions were requested to be shared with Board Members in order to be better prepared should community members ask specifics. This can be a tool for the Board.
- The amount of experience Patron Insight has in general, in the State of Illinois and working with school districts, and other not-for-profit organizations.
- How are the 400 people randomly selected?
- The types of questions that will be included in the survey
- The district will use the weekly Friday Focus communication and the CUSD 200 website to promote the survey.

MOTION

Member Coghill moved, Member Paulsen seconded to approve the agreement with Patron Insight to proceed with the Community Survey. Upon a roll call being taken, the vote was: AYE 6, NAY 0. **The motion carried 6-0.**

ORAL REPORTS

District Calendar Parent/Staff Survey Results

In the spring of 2016, the District conducted a survey of parents and staff concerning their preferences related to the District student calendar construction. The results of that survey were shared with the Board during a powerpoint presentation provided by Dr. Robert Rammer. It was noted that this item is not for action, but for information only. Based on the presentation, recommendations will be made at the October meeting, for approval in November. The recommendations will be for the next two calendar years, 2016-17 and 2017-18 school years.

This presentation included the following:

- Number of Respondents (including parents, teachers, support staff and other)
- Winter Break - Total and by Group (continue with 10 day or shorten)
- Thanksgiving Break - Total and by Group (continue with full week or shorten)
- Columbus Day – Total and by Group (continue no school or hold school)
- Martin Luther King Day – Total and by Group (continue no school or hold school)
- Presidents’ Day – Total and by Group (continue no school or hold school)
- Start of School Year – Total and by Group (start third full week, second full week, last full week or does not matter)

Discussion was on the following:

- High school final exams taking place before the holiday break vs. after the break. Is there a difference in results/scores depending on when finals are administered?
- The shift in final exam schedule would most likely push the start date of the school year to an earlier date, compromise Thanksgiving break and impact the length of the holiday break
- High School final exams – how many given and when. (Final exams will be on the agenda for the upcoming Board Teaching and Learning Committee)
- The possibility of running two separate calendars – one for the high schools and the other for all other levels

DISCUSSION ITEMS

Topics for Legislative Breakfast and Citizens Advisory Committee (CAC)

Last school year the Board of Education authorized a new Citizens’ Advisory Committee. One of the stated goals of CAC is to study and deliberate regarding problems, issues and questions of public education of concern to the district and to report the results of its activities to the Board of Education and district administration. In the inaugural year, members of the administration and committee helped to identify key topics around which information was shared and discussed. As agenda topics are being identified for the 2016-2017 school year, members of CAC have encouraged the Board of Education to identify study topics and potential agenda items.

Dr. Schuler shared the topics that Naperville District 203 and Indian Prairie School District 204 would like to see addressed at the Legislative Breakfast this upcoming Friday. The topics included update on the Illinois funding reform commission and any movement the legislators may see on pension reform following the November election. Board members were asked to

think of any potential topics for discussion at the Legislative meeting. One issue that was identified was the status of the property tax freeze.

Potential topics identified by the Board for the Citizens' Advisory Committee included the following:

- Morning start time for the high schools
- Can high schools be taken off of the federal school lunch program?
- Homework – the amount and type being given to students
- Feedback on the potential referendum. Looking for questions the members of this committee may have with regard to the Master Facility Plan, projects, etc.

Dr. Schuler confirmed the first meeting of the CAC will be on Wednesday, October 19th. This committee usually meets on the third Wednesday of the month. It was also stressed that if the CAC brings any issues to the table they would like to see addressed, those issues will be discussed as well.

WRITTEN REPORTS

Monthly Financial Reports

FOIA Report

Teacher, Administrator, and IMRF Compensation Reports

REPORTS FROM BOARD MEMBERS

Board Committee Reports

Human Resources/Policy Committee- President Vroman and Member Crabtree reported that the committee met and the discussion centered on board policies. It was noted that 95% of policies are a result of legislation that has been passed by the General Assembly. The remaining 5% of the policies have been drafted by the board. The lack of a policy on a specific issue does not indicate that we do not have a protocol or practice in place. It was determined that there will be a review of all policies that have not been updated or reviewed during the last five years. This review will take place during the remainder of this school year and Dr. Schuler and Dr. Rammer will be assisting with this process.

Other Reports from Board Members

- Member Crabtree noted that she visited the Transition Center on Bridge Street and was very impressed by what she saw there. She viewed the added space, witnessed career coaching and job applications being completed online by students and those working on several everyday life skills. It was noted that many local businesses hire our students who attend the program.
- President Vroman noted that he attended curriculum nights at two schools, Hawthorne and WWSHS, to promote the September 21 State of the District address as well as answer any questions regarding the Master Facility Plan. He also attended the PTA Council meeting today and noted they are supportive, well-organized and a huge benefit to the district
- Member Paulsen will not attend the September 28 COW meeting, but will call in and participate in the meeting with technology.
- Member Mathieson asked to see a reconciliation as to how we got from the \$174M in the bucket list of the Master Facility Plan from discussion at the August COW meeting to the \$154M that was put in the letter that went out to the community. It was noted that all of the items in buckets still sit within our plan, it is a matter of what items are being

prioritized as part of the implementation of the plan. Dr. Schuler commented that the letter that was sent to the community reflected what was summarized at the end of the August 31 COW meeting of the active projects that existed and he believed there was consensus on the number.

TOPICS FOR FUTURE DISCUSSION

- Facility Master Plan

ANNOUNCEMENTS

September 28, 2016 – Committee of the Whole, 7:30 PM, SSC

NEXT REGULAR MEETING

October 12, 2016, 7:30 PM, Bower Elementary School

PUBLIC COMMENTS – Non-Agenda Items

None

ADJOURNMENT

MOTION

There being no further business to come before the Board in Open Session, Member Crabtree moved, Member Paulsen seconded to adjourn the meeting. Upon a voice call being taken, all were in favor and **the motion carried 6-0.**

The meeting was adjourned at 9:21 PM.

Chris Crabtree, Secretary

Jim Vroman, President