

**Central Community Unit School District 301
Board of Education Minutes**

Where: Central Middle School Library
Date: August 21, 2017

Meeting: Regular
Time: 6:00 p.m.

Board Members Present

Gorman, Jeff	Y
Johnson, C.	Y
Johnson, T	Y
Marlovits, J	N
Penar, M.	Y
Rabe, L.	Y
Kellenberger, J.	Y

Administrators Present

Stirn, Todd	Y
Mongan, Esther	Y
Pflug, Daina	Y
Ahlsted, Carrie	N
Birkmeier, Shayne	Y
Bushman, Kristine	N
Diversey, Steve	Y
Haug, Matthew	Y
Jurs, Rebecca	Y
King, Jeff	N
Lewis, Kim	Y
McCastland, Kerrie	N
Mirenda, Pamela	N
Paszt, Alex	Y
Polowy, Dan	Y
Potsic, Mike	Y
Salamone, Julie	Y
Schreiber, Jill	N
Schuth, Daniel	Y
Testone, Chris	Y
Tobin, Brian	Y
Vaughn, Michelle	N
Walter, Carie	Y

Roll Call Roll call was taken at 6:00 p.m.

Present: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Absent: Marlovits

Agenda Motion by Gorman second by C. Johnson to approve the agenda as presented.

Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits

- Consent Agenda Motion by Gorman second by Penar to approve the consent agenda as presented.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- Substitute Handbook Motion by T. Johnson second by Penar to approve the substitute handbook as presented.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- Athletic Handbook Motion by Gorman second by C. Johnson to approve the Athletic Handbook as presented.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- CHS Kitchen Renovation Bid Demolition Motion by Gorman second by C. Johnson to accept the bid from Alpine Demolition as presented.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- CHS Kitchen Renovation Bid Equipment Motion by Gorman second by T. Johnson to accept the bid from Stafford - Smith for kitchen equipment as presented.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- Tentative Budget Motion by Gorman second by Penar to approve the tentative FY 18 budget as presented.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits

- Title I Plan Motion by Gorman second by Penar to approve the Title I plan as presented.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- Resolution Motion by Gorman second by Penar to approve the Resolution for the Disposition of Chromebooks as presented.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- Executive Session Motion by Gorman second by C. Johnson to adjourn open session and enter into executive session at 7:34 p.m.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- Open Session Motion by Penar second by T. Johnson to adjourn executive session and return to open session at 8:14 p.m.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- Personnel Report Motion by Gorman second by Penar to approve the personnel report for August as presented.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits
- Adjourn Motion by Gorman second by T. Johnson to Adjourn at 8:33 p.m.
- Voting yes: Gorman, C. Johnson, T. Johnson, Penar, Rabe, Kellenberger
Voting no: None
Absent: Marlovits

BOE Meeting

1. Roll Call
2. Pledge of Allegiance
3. Public Open Forum
 - 3.1 Recognition of Visitors – Dr. Stirn and President Kellenberger welcomed everyone. Dr. Mongan introduced Shayne Birkmeier as the new K-8 curriculum director.
 - 3.2 Public Comment – Kathy Metcalf asked the board to share how many additional or extra non-teaching positions we have hired over last year. Dr. Mongan will follow-up with Mrs. Metcalf to answer her questions.
 - 3.3 Presentation of Artifacts – Former Board Member, Maggie Perry presented some artifacts to school the board. Items included framed prints of the area and several newspaper articles about District 301. Mrs. Perry has other artifacts that she will donate with the hope of developing a museum of the history of the district.

4.0 Action Items

- 4.1 Consent Agenda – Business Manager, Daina Pflug, reviewed the financials for August with the board. Impact fees for five home starts in June totaling \$32,871.65 and transition fees totaling \$25,561.20 were received. Impact fees for July have not been received as of the meeting date. Expenditures and revenues are in line with the budget. Total expenditures are at 6.6% compared to 6.10% last year. Revenues are at 1.97% compared to 13.97% last year. Without the 2016 Bond and Debt Certificates revenues would have been at 1.67%.

The State of Illinois owes the district \$1,961,554 in categorical and general state aid payments. The third categorical from FY17 was received in August.

The auditors are finishing the audit and Business Manager Pflug is confident a positive result will be received.

A question was raised regarding the transition fees, and why they vary so much from month to month. Several months of transition fees are paid at one time.

- 4.2 Substitute Handbook – The substitute handbook was presented in July but minor adjustments were made to reflect the affordable care act and salary structure for the 2017/2018 school year and the substitute paraprofessional work day was slightly adjusted to accommodate the lunch time overlaps.
- 4.3 Athletic Handbook – The athletic handbook was presented in July. Changes included updated language, attendance policies, and the 300 minute rule will require athletes be in attendance by 2nd period to participate in activities or practices. Students in the Alternative Learning Environment will not participate. An athletic code of conduct will be brought forward next month for Coaches. The code of conduct will ensure all policies and rules are being followed. How will this be transitioned for the middle school athletics? The high school version is the foundation and it will be updated from there.

- 4.4 Approval of Bid for Central High School Cafeteria Renovation Demolition – this was the second round of bids. The first bid was rejected and additional time was provided for the contractors to better understand the project. The low bid came in from Alpine Demolition at \$78,380.00. Alpine also worked on Phase I. Interior demolition is a very specialized type of work. Demolition will begin after the last serving day in the kitchen.
- 4.5 Approval of Bid for Central High School Cafeteria Renovation Equipment – The first equipment bid was rejected and rebid. The rebid came in under budget. Shales McNutt vetted out the vendor. Stafford – Smith will provide the equipment at a price of \$277,369.00. This equipment includes serving line, warmers, ovens etc. .
- 4.6 Adopt Tentative FY 18 Budget – The budget was reviewed with the board on August 14th and it will now be on display at the district office for 30 days and announced in the local paper. The final budget will be presented at the September meeting for approval. Business Manager Pflug reviewed the highlights of the budget.
- Revenues exceeded expenditures in all areas except for IMRF and Tort Funds.
 - The number one priority for the district is student needs.
 - The district goal is to balance revenues and expenditures.
 - When fund balances get too high we reduce them.
 - Local property taxes are the main source of income along with General State Aid.
 - Main expenditures include salaries and benefits.
 - Special Ed funding may be rolled into General State Aid.
 - Funding from the State remains uncertain.
 - Based on assumptions revenues are based on the 16-17 level. The district plans to receive three payments.
 - Impact and transition are lower than last year.
 - Reviewed the historical tax analysis – when EAV increases taxes decrease.
 - Reviewed the known expenditure assumptions – things are unchanged and are monitored on a daily basis.
- 4.7 Approve District Title I Plan - The Every Student Succeeds Act (ESSA) is a new law that requires local education agencies to have a plan for how Title I funds are used. The program targets low income as well as low academic students. The grant is starting to include some special education and ELL students. The grant cannot be written until the Board approves the plan. This grant was formerly called No Child Left Behind and was just rewritten and released Tuesday (August 15, 2017). Dr. Mongan does not know the requirements yet, currently the plan is written on the numbers from last year and will be adjusted once the formulas are known.

4.8 Resolution for Disposition of Chromebooks – This resolution allows the district to donate, dispose, or loan returned chromebooks purchased by the district and parents. The resolution allows the district to accept chromebooks when they are no longer wanted, donate to a non-profit benevolent organization, sell to private or parochial school or dispose of them.

5.0 Information Reports

5.1 Board Policy Updates – Dr. Stirn and Dr. Mongan met with board member Marlovits and reviewed updated policies from IASB. Board members will review the policies and bring questions in September. Policies are on board book for public review.

5.2 Plato Road Improvements – KDOT would like the district to pay for road improvements on Plato Road near the High School. The speed limit is 45 mph and Kane County is asking the district to install two street lights near the football field and staff parking lot. We agreed to install the lights. The County is also asking the district to put in turn lanes that taper at 540 ft. (the length of 1 ¼ football fields). The district has their own study done, met with KDOT and requested shorter lanes, KDOT came back with 325 feet. Discussions will continue with KDOT. The district would like to see these funds be used on students. Dr. Stirn contacted other districts and the amounts the district was responsible varies. Dr. Stirn reached out to district attorney, Bob Kohn and he will review the information. The district would like KDOT to pick up a portion of the road improvement costs. Meetings will continue with Kane County.

5.3 State Budget and School Funding – Business Manager Pflug reported that GSA received for last year was approximately 5.6 million. This year we have not received the first two payments and have no idea when they will be received. The last time the state was this far behind in payments happened was in the late 80's and it took the state three years to repay the money. SB1 is preliminary numbers that could be higher or lower. General State Aid should go up to \$150,000 to \$200,000 next year based on enrollment, but if the GSA formula changes we don't know what we will received. With our current cash flow and reserves we will be fine this year. SB1 amendatory veto passed the senate and is due to be voted on by the House Wednesday. If this bill is approved in the house it will become law. A house over-ride may not happen because of the Chicago bailout that was added at the end. They want school funding that looks like SB1 but uncoupled from Chicago schools. Some districts are in very bad shape and could close after a month or more.

5.4 Construction Update – Director Polowy was congratulated for his dedication and hard work on the project. Construction on Phase I is essentially done. Windows looking into the field house are boarded for Phase II and the project is in line with the budget. Phase II is on schedule steel is 1/3 done. Director Polowy is expecting to be under roof with the field house and half the classroom expansion in December. We worked out traffic concerns and kinks with the construction for this upcoming year. The HBT lot is striped. The South field expansion is ready for seed. The library is essentially done. The

contractors have been great and local vendors have pitched in to save the District money. Stark and Sons saved us \$60 – 70,000 on the stone for the parking lot (they saved the stone from the expansion and reused it on the parking lot). Access to phase 1 will be ready Wednesday, safety measures are in place.

- 5.5 Technology Update – Director Tobin and his crew set up the infrastructure for the technology in the library, the new classrooms and is prepared for the chromebook roll-out. The fiber path is started. Rocky Mountain is back and the routes are all finalized with permits from the State, County, railroad and landowners. New fiber will be needed for the football field due to steel issues with phase II. All new equipment has been installed. Some issues with equipment are being worked out with vendors. Everything is operational but needs tweaking. E-blasts are going out that the old chromebooks will no longer be filtered by the district. Starting this year parents can receive emails related to student use when they are not at home or in school. Parents will also have the ability to lock things down at home. Information for parents will continue to be made available via e-blasts and on the website for resource. Due to parent requests, filters were left on the chrome books over the summer. The fiber project could be completed before the first frost. The new website is up and running. Mandi Bavaro spent a lot of time on the website, she trained secretaries today on the new platform. Administrators now have twitter accounts to share positive things in their buildings. Megan Jacobs is looking forward to being part of that. The calendar will be up after some issues with duplicating events.
- 5.6 Student Backpack Use at the Middle Schools – Principals Walter and Haug presented the rationale why students are not allowed to carry backpacks to class. This is a long standing policy that has not been reviewed for a long time because no issues have occurred. CMS is a smaller building and students are grouped in pods, so they don't need to carry their backpack. Adding backpacks with the chrome book bags is a lot of luggage in the room. Staff shared concerns that the backpacks would create a tripping hazard. Since the schools have gone 1-1 the students aren't carrying as many textbooks. Pencils will fit in the chromebook case and some kids carry trapper keepers and keep a lot of stuff in them. Staff members work with students to only bring what they need to class. Medical and organizational need are addressed. When administration reached out to teachers, the teachers believe the backpack would cause greater issues than not having them. Questions included Can a student have a choice to carry the Chromebook case or backpack? The middle school requires the students to pack the Chromebook in the case – the case is padded and safer for the device. High school students carry backpacks but they cover a larger space and do not work in pods. Some students believe carrying their backpacks would make life easier.

5.7 Enrollment Report – Last year the district ended with an all time high enrollment. The school year is starting up 90 students. We know there were 390 births in the area but the kindergarten enrollment is still down. A slow growth rate is welcome and will allow us to absorb growth at a better rate. District 301 remains one of the largest growing school districts in Illinois and Elgin is in the top 10 for Illinois’s fastest growing community

6.0 Freedom of Information Act

7.0 Executive Session

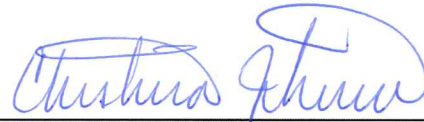
7.1 Adjourn Open Meeting

7.2 Return to Open Session

7.3 Action Items from Closed Session

8.0 ADJOURN

Jeff Kellenberger, President



Christina Johnson, Secretary

Next Meeting: September 25, 2017