

Board of Education
COMMUNITY HIGH SCHOOL DISTRICT 94
2/19/2013 – 7:00 p.m.

Community High School
326 Joliet Street
West Chicago, Illinois

OPENING ACTIVITIES

1. Call to Order at 7:00 p.m.
2. VFW Post 6791 representatives led the Board and meeting attendees in the Pledge of Allegiance.
3. Ruben Campos read the Mission Statement:
“Community High School strives to promote and provide growth experiences in Learning, Leadership and Living.”
4. Roll Call – Present were: Mr. Campos, Ms. Doremus, Mr. Gunderson, Mr. Kotche, Mr. Molinaro, Mr. Nagel and Mr. Saake.
5. Additions to the Agenda: None

STUDENT RECOGNITION

Gary Saake recognized Ryan Cooper as the January Student of the Month and Jason Michonski as the January PeaceBuilder of the Month.

Representatives from VFW Post 6791 awarded more than \$5,700 in scholarship money to over 100 students from Community High School for their participation in the Voice of Democracy Speech Contest.

THE BOARD MEETING MOVED TO THE ADMINISTRATION CONFERENCE ROOM AT 7:28 p.m.

PUBLIC PARTICIPATION (Agenda Items Only)

None

REPORTS AND INFORMATION

1. Business Manager’s Report (Att. §B - pp. 2–6)
Mr. Cole reported that, when the tax levy was adopted in December, 2012, the Board had discussed the possibility of abating a portion of the 3% increase. He said he had discussed this with the school’s attorneys and the DuPage County Clerk’s office, and that it appeared the best method would be to abate the Debt Service Levy. Mr. Cole explained that, by using this method, there would be no harm to the tax base and it would not limit future potential increases to any of the operating fund levies. Mr. Cole then distributed a report entitled “Fund Balance as of June 30 Operating Funds Only”, which he explained removed the Debt Service and Capital columns in order to provide a better comparison. He stated that the levy for 2012 is based on a 3% CPI which would generate approximately \$740,000 in new revenues. Mr. Cole

reported that, in order to utilize an abatement of the Debt Service Levy, a transfer from the Education Fund must be done at the same time in order to satisfy the requirements of the bonds. Mr. Cole then asked if the Board would like to proceed with the property tax abatement.

Mr. Campos asked what the timeline was to request the abatement and Mr. Cole responded that it should be brought back to the next Board meeting in March. Mr. Saake asked if the abatement would affect the school's expenditure level for next year and Mr. Cole responded it would reduce the Debt Service Levy, but would not reduce the potential for future revenues. Mr. Nagel stated that the impact to a property valued between \$300,000 and \$400,000 would be approximately \$16 per household, which could be spent on students. Mr. Kotche asked what the long-term implications were to the District. Mr. Cole responded that the District will ultimately have to tap into fund balances within the next few years.

Mr. Gunderson asked if the levy money could be earmarked for the O&M fund. Mr. Cole responded that it could be earmarked informally. There is no provision in the School Code for formal capital project reserve.

Mr. Saake stated that he was still in favor of abating one half of the tax levy. Mr. Campos said that he agreed that the money should be earmarked for the O&M fund. Mr. Molinaro asked if the District could take any portion of the allotted 3% and Mr. Cole said that it could.

Mr. Cole said that abatement of a portion of the tax levy would be on the March 5th agenda for action, in addition to a presentation of the District's long term capital needs.

2. Principal's Report

Dr. Cheng reported that Community High School will host a forum April 3rd sponsored by the Social Studies Department and The League of Women Voters. The forum will include Elementary School Board candidates, Community High School Board candidates along with West Chicago Mayoral candidates and will be held in the Auditorium.

Dr. Cheng stated he had attended a Curriculum Articulation meeting with College of DuPage February 11th which focused on their math department due to concerns about the transition of high school students to junior colleges specifically with math requirements. He said there was discussion on how area high schools and COD could align their math programs. Dr. Cheng said the notion of education being focused on Pre-K through post-secondary school was picking up steam. He said there has been talk of lowering the compulsory age for children to attend school.

Dr. Cheng then reported he had held a school climate team meeting on January 31st which was comprised of 20 faculty and staff members. He stated the McCormick Foundation is providing the funding for the training with the National School Climate Center.

3. Assistant Superintendent's Report

Dr. Chambers reported on the results from the audit of the school's website by the Illinois Policy Institute. She said District 94's website had scored 93.8% out of a possible 100%, and that there was not another high school district that had scored as high.

Dr. Chambers said that the Board had asked her to create a list of the District's professional business partners at the February 5th Board meeting. She then distributed

a memo entitled “Professional Services Firms” which detailed those partners that she was recommending be placed on the school’s website.

Dr. Chambers stated that the website would be updated annually.

4. Student Fees (Att. §B - pp. 7–9)

Mr. Cole directed the Board’s attention to (Att. §B - pp. 7–9); he reported that P.E. T-Shirts were being added to the fee schedule for the 2013-2014 school year. Mr. Cole then distributed 2 pages of student fees. He said the first page outlined student fees and the second page outlined student elective fees. Mr. Cole said that he would like to propose the elimination of individual lab fees and add a commensurate fee into the registration fee.

Mr. Molinaro clarified that, with the proposed elimination of individual lab fees, the new registration fee would go from \$215 to \$230. Mr. Cole said there would still be some supplies that would need to be purchased.

Mr. Cole then stated that the cap on fees would need to be raised from \$430 to \$460. Mr. Cole then directed the Board’s attention to the Athletic participation fee which is \$100 with a \$300 cap and is per student per sport. Mr. Cole asked if this was capped per family. Mr. Cole said the participation fee had been implemented per family. Mr. Gunderson and Mr. Saake both noted that the student participation fee was a small portion of what participation in each sport actually costs. Mr. Cole asked the Board if they wanted to raise the registration fee and eliminate the additional lab fees while adding a \$5 for the P.E. T-Shirts. Mr. Kotche suggested adding the \$5 T-Shirt fee to the registration fee as all students would require them. Mr. Cole told the Board that Mr. Lech had suggested the T-Shirt be rolled into the 8th grade Sports Festival so all incoming freshmen would already have one; if the fee for the T-Shirt was added to the registration fee, freshman would then pay for the shirt twice. Mr. Cole stated the company committed to hold the same price for all sizes of the T-Shirt.

Mr. Saake commented that the administrative work involved in sorting out all the various lab fees collected at registration was very time consuming, and Mr. Kotche asked why students should have to pay additional fees for select classes. Mr. Saake said that other fees, such as additional charges for workbooks, should be examined for the following school year.

Mr. Cole said he would talk to Mr. Lech about how to charge for the T-Shirts. Mr. Gunderson asked if more students would participate if the cap on the Athletic participation fee was reduced.

Mr. Cole asked how the Board wanted the Athletic participation fee, either by individual or by family? Board members responded it should be labeled by family.

5. Outsourcing (Att. §B - pp. 10–12)

Mr. Cole reported that he had been asked to discuss the potential for outsourcing. He said that the attachment included in the packet was a copy of the statute that governs this. He said that the primary areas to explore would be the custodial and maintenance areas. Mr. Cole stated there were a number of districts in the state that currently outsource these areas, and that there were a variety of ways to accomplish outsourcing. He said some districts will outsource just the cleaning aspect of their custodial staff and keep their current day custodians; some have done the entire maintenance staff, and others have broken it out. He said that, since the statute came about, not many districts have attempted to go in this direction. Mr. Cole reported that Lake Zurich had just submitted a RFP, which is due the middle of March. Mr. Cole

then distributed a timeline of events which would statutorily need to occur in the process:

Mr. Cole stated that the dates of the timeline were as condensed as possible. He said that developing the RFP would be the most difficult and time-consuming step in the process. Mr. Molinaro asked if putting out an RFP was the only way to understand the cost involved and Mr. Cole said that it was. Mr. Cole estimated there could be an annual cost savings of \$50,000 to \$75,000. He stated that the maintenance department would be more complex to fill due to the skills involved. Mr. Molinaro asked if it would be logical to look at the custodial piece separate from maintenance and Mr. Cole responded that an RFP could be done for custodial work with an alternate for maintenance work. Mr. Kotche suggested issuing two RFP's, one for custodial work and one for maintenance work.

Mr. Cole stated that the selected company would have to present a 3 year review, and would have to offer positions to the school's existing employees. He said the selected company would have to offer commensurate benefit packages to those employees. Board members agreed that Mr. Cole should proceed with the proposed process.

Open Comment - Board Members

Mr. Molinaro said he had information on the SASED meeting that he was going to attend the next day. Ms. Doremus said this would be the first meeting they would be using BoardBooks. Mr. Molinaro stated he would not be at the next Board meeting.

CONSENT AGENDA (Roll Call)

Action items considered routine and/or which have been previously discussed by the Board will be enacted under one roll call motion unless removed for separate action upon Board request. They are enumerated under the heading "Recommended Action".

1. Items Removed from Consent Agenda for Separate Action:

Minutes of the February 5, 2013 Regularly Scheduled Board of Education Meeting and Closed Session Minutes of the February 5, 2015 Board Meeting

Consent Agenda Action for All Items Except those Listed in 1. Above.

RECOMMENDED MOTION: That the Board approve all items on the Consent Agenda which have not been specifically removed for separate action as shown on line 1. immediately above.

MOTION: Mr. Campos

SECOND: Mr. Kotche

VOTE: Unanimous Approval on Roll Call Vote 7 – 0

CONSENT AGENDA ITEMS - RECOMMENDED ACTION(S):

Approval of Minutes — (Att. §C – pp. 1 - 7)

Special Board of Education Meeting –	January 25, 2013
Closed Session Special Board of Education Meeting – At Table	January 25, 2013
Special Board of Education Meeting	February 1, 2013
Closed Session Special Board of Education Meeting – At Table	February 1, 2013

RECOMMENDED MOTION: That the Board of Education approve the minutes of the meetings of January 25 and February 1, 2013, as listed above.

CONSENT AGENDA APPROVAL

Approval of Financials — (Att. §A – pp. 1 – 51)

- a. Approve Current Expenditures
RECOMMENDED MOTION: That the Board of Education approve the expenditures from January 17, 2013 to February 14, 2013.
- b. Imprest Fund Statement
- c. Treasurer’s Report
- d. Statement of Position
- e. Financial Report
- f. Statement of Revenue/Expenditures YTD Ending January 31, 2013
- g. 3-Year Budget/Actual Report
- h. Grant Reports
- i. Cash Fund
- j. Activity Account Fund Balance
- k. Vendor Activity Report
- l. Outstanding State Revenue Payments
- m. Quarterly Financial Report (Oct, Jan, Apr, July ONLY)
- n. FY13 Budget Report

CONSENT AGENDA APPROVAL**Approval of Minutes — (Att. §C – pp. 1 - 7)**

Regularly Scheduled Board of Education Meeting - February 5, 2013

Closed Session Board of Education Meeting – At Table February 5, 2013

RECOMMENDED MOTION: That the Board of Education approve the minutes of the meeting of February 5, 2013, as listed above.

MOTION: Mr. Molinaro

SECOND: Mr. Saake

VOTE: Ayes: Campos, Doremus, Kotche, Molinaro, Nagel, Saake

Nays: None

Abstain: Gunderson

Motion carried: 6 – 0, 1 Abstain

NEW BUSINESS**Personnel Reports – (Roll Call)**

This was moved to Executive Session.

Supplemental Educational Services Contract

The attached contract allows an ISBE-approved vendor to provide Supplemental Educational Services to District 94 Students. These services are offered in accordance with NCLB regulations and are funded via Title I dollars.

RECOMMENDED MOTION: That the Board of Education approve the Supplemental Educational Services agreement for the 2012-2013 school year with ATS Project Success as shown on (Att. §B - pp. 13 – 24).

MOTION: Mr. Saake

SECOND: Mr. Molinaro

VOTE: Unanimous Approval on Roll Call Vote 7 – 0

OLD BUSINESS - None

PUBLIC PARTICIPATION - None

EXECUTIVE SESSION

RECOMMENDED MOTION: That the Board of Education hold a Closed Session at 8:36 p.m. for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiating matters; and litigation has been filed and is pending before a court or administrative tribunal.

MOTION: Mr. Saake

SECOND: Mr. Molinaro

VOTE: Unanimous Approval on Roll Call Vote 7 – 0

ACTION AFTER RETURN TO OPEN SESSION:**Personnel Report – (Roll Call)**

1. **RECOMMENDED MOTION:** That the Board of Education approve the Personnel and Supplemental Contract reports as presented in the packet and at table. (Att. §D – pp. 1 – 3).

MOTION: Mr. Saake

SECOND: Mr. Campos

VOTE: Unanimous Approval on Roll Call Vote 7 – 0

2. **RECOMMENDED MOTION:** That the Board of Education accept the retirement and resignation of Sione Moeaki, Deans' Assistant, and the resignation of John Parker, Teacher in the Special Education Division, effective at the conclusion of the 2012-2013 school year, as shown on (Att. §D - pp. 4 – 5).

MOTION: Mr. Molinaro

SECOND: Mr. Saake

VOTE: Unanimous Approval on Roll Call Vote 7 – 0

ADJOURNMENT

RECOMMENDED MOTION: That the Board of Education meeting be adjourned at 9:15 p.m.

MOTION: Mr. Saake

SECOND: Mr. Campos

VOTE: Unanimous Approval on Voice Vote 7 - 0

Katherine M. Doremus, President

ATTEST:

Ruben Campos, Secretary