



**BOARD OF EDUCATION
KEENEYVILLE ELEMENTARY SCHOOL DISTRICT #20
REGULAR MEETING MINUTES
Thursday, August 13, 2009, 7:00P.M.
Spring Wood Middle School – Library
5540 Arlington Drive East, Hanover Park, IL 60133**

I. Call to Order and Roll Call

President Tim McHugh called the Regular Meeting of the Keeneyville Board of Education to order at 7: 00 p.m.

Roll Call: Tim McHugh - present
Carola Majewski* - present
Barb Wisniewski - present
Mike Fuechtmann - absent
Tom Lair - present
Phil Anderson - present
Scott Williams - present

A quorum was present.

* Ms. Majewski left the meeting at 8:55 p.m.

Also in attendance were: Dr. Carol J. Auer, Superintendent; Dr. Dorothy J. Dirks, Assistant Superintendent; Gary Ofisher, Director of Operations and Treasurer; Mary Iwema, Director of Special Education; Joseph Neilon, District Technology Coordinator; Craig Barringer, Principal, Spring Wood; Mark Bocian, Assistant Principal, Spring Wood; Ashley Kowalczyk, Dean of Students, Spring Wood; Beth Carow, Principal, Waterbury; Deena McLoughlin, Assistant Principal, Waterbury; Tod Tecktiel, Principal, Greenbrook; John Gustafson, Assistant Principal, Greenbrook; JoAnne Champagne, Teacher and KEA Vice-President; 2009 New Teachers: Valerie Zielinski, Fourth Grade, Greenbrook; Jessica Finocchio, Fifth Grade, Greenbrook; Christina Smith, Kindergarten, Waterbury; Jennifer Montero, STARS, Waterbury; Jennifer Morrow, Second Grade, Waterbury; Erin Wollangk, Early Childhood, Special Education, Waterbury; Marianne Farace, STARS Parent Educator, Waterbury; Pamela Baldwin, Long-term Substitute Social Worker, Greenbrook; and Corey Knoepfle, Eighth Grade Special Education Teacher, Spring Wood; Melanie Scott, Recording Secretary.

II. Approval of Agenda

Carola Majewski moved to approve the Agenda; Barb Wisniewski seconded.

Ayes: 6

Nays: 0

Abstains: 0

Motion carried.

At this time the Board discussed, and agreed, to move the Consent Agenda to Item XI. after Closed Session.

III. Approval of Consent Agenda Items **(moved after Closed Session due to Board request)**

A. Meeting Minutes – Regular Meeting, June 18, 2009

B. Financial Reports (2.20, #4 and #7)

1. District 20 Financial Reports – June 2009, July 2009
2. Philip Rock Center Financial Reports – June 2009, July 2009
3. Personnel Report (2.20, #3)
4. Quarterly Report on Students No Longer Enrolled

IV. Introduction of New Teachers

Tod Tecktiel, Principal of Greenbrook School, Beth Carow, Principal of Waterbury School and Craig Barringer, Principal of Spring Wood Middle School, introduced the 2009-2010 new teachers to the Board of Education. The Board recessed until 7:21 p.m. to meet with the new staff members.

V. Public Participation

JoAnne Champagne, Vice-President of the KEA, expressed that everything is going well and she is looking forward to a great year.

VI. School Board President's Report

At this time, Mr. McHugh and Dr. Auer recognized Diane Whitney, our Greenbrook librarian who recently passed away, with a moment of silence. Mr. McHugh described Diane as a dynamic force in our school who had a great impact on our children. Dr. Auer and Dr. Dirks also recognized her as a warm family member who will be sorely missed.

A. Report of Results of June Board Self-Monitoring Survey (2.10)

Mr. McHugh reported that the Self-Monitoring Survey for the June meeting indicated that the Board drifted into areas that should be considered staff, rather than Board, business. Mr. McHugh reminded the Board that its responsibilities are the ends, and the staff handles function. The remainder of the comments were very positive.

B. IASB Fall Dinner Meeting – September 29, 2009

6:00 p.m, Tuesday, September 29th

Marquardt M.S. – Glen Ellyn Rd. just south of Army Trail Rd.

The following board members indicated they would attend the IASB Fall Dinner Meeting, where Dr. Auer and Ms. Majewski are going to present: Dr. Auer, Ms. Majewski, Mr. McHugh, Ms. Wisniewski, Mr. Lair and Mr. Anderson.

Ms. Majewski explained the purpose of IASB resolutions and encouraged board members to participate in the many facets of the IASB DuPage Division. Ms. Majewski informed the Board that she is the Interim Resolutions Chair for DuPage Division, and is hoping to be elected to the position permanently. Ms. Majewski is also on the nominating committee for the division, and Barb Wisniewski is interested in serving as a DuPage Division officer as well..

Melanie Scott reported that the following rooms are reserved for the IASB Conference at the Marriott: Majewski, Fuechtmann in Nov 20/Out Nov 21 (in Fri/Out Sat); Anderson, Williams in Nov 19/Out Nov 21 (In Thu/Out Sat). She asked that anyone else wishing to attend the Conference contact her prior to October 15 when registration rates increase.

VII. Superintendent's Report

A. School Readiness (4.182)

Dr. Auer reported to the Board that registration has proceeded as usual, new teachers have been hired, the boiler project is complete and will be tested in November, (curriculum and instruction projects will be reported later in the meeting,) administrators have worked diligently on the budget (ARRA and grants), the school plants are clean and ready for students.

Dr. Auer invited the Board to the opening Teachers' Institute on August 17. Mr. Tecktiel also invited the Board to the Greenbrook opening picnic that afternoon, and the HPCRC meeting that evening.

B. FOIAs (2.250)

Dr. Auer reported on the FOIA requests received. The requests were extensive and and ridiculously labor intensive. Ms. Majewski suggested the Board submit a resolution to the IASB to dissuade FOIA requests that are not true to the intent of the law, or have the requestor pay for extraneous FOIA request.

C. Noteworthy Items

Dr. Auer informed the Board about the meeting she attended on the H1N1 virus. The District will be required to report to the DuPage Health Department on a daily basis, any student or staff member who has H1N1 symptoms or contracts the virus. She discussed the immunizations that are available. The DuPage Health Department, who receives their information from the CDC, recommends not closing school unless the flu reaches pandemic proportions.

Dr. Auer announced that the District had 10 staff members who had perfect attendance this year. She also informed the Board that, previously, we had offered staff members with perfect attendance \$100.00, but we were unable to do that this year. The staff will be recognized at the Teachers' Institute and their name plate will be affixed to the Perfect Attendance plaques at each school.

Dr. Auer called attention to the textbook loan item in the budget. This money will not be available to us this year.

Phil Wright from Lake Park High School held a Lake Park school registration at Spring Wood and had 45 students register. These students had not registered in time for the Lake Park registrations but were able to start classes on time, thanks to this special event.

Dr. Auer reported on the very successful 3-on-3 basketball tournament sponsored by the Hanover Park Community Resource Center at Heritage Park. Kids asked for more activities to take part in, and the HPCRC responded. Board member Phil Anderson is the President of HPCRC and Dr. Auer is the Vice-President.

Dr. Auer informed the Board that the focus for staff development for the entire 2009-2010 school year will be formative assessment.

VIII. Information Items and/or Reports

A. Update on Philip Rock Center

Peggy Whitlow, our new Executive Director of the Philip Rock Center and School explained the PRC program, and the relationship of Keeneyville District 20 as administrative agent to Philip Rock Center and School. Ms. Whitlow also told the Board about the Special Olympics event that is held at PRC. The entire event takes place at PRC, and is set up and run by Special Olympics volunteers who enable the PRC children to enjoy and succeed in various activities.

B. RtI Update (Dr. Dirks and Ms. Iwema) (2.20, #8)

Dr. Dirks and Ms. Iwema reported to the Board the progress made in implementing the Response to Intervention plan that was a result of the State mandated District Improvement Plan in 2008.

Dr. Dirks and Ms. Iwema first formed a district committee of administrators, teachers, teaching assistants and parents who determined the goals and the timeline to achieve the full implementation of RtI by fall of 2010. Members of the committee are also collecting information from other districts who have already implemented RtI, and will continue to do so. The committee created a protocol in order to be consistent in the collection of this data.

Dr. Dirks and Ms. Iwema explained the areas of RtI goals to the Board - Student, Professional Development, and Parents.

Goals were as follows:

- Identify the students. Decide criteria for each tier of student placement. Will start in October.
- Identify tools. Three options are being considered. First, Discovery Learning (a free pilot program, linked to United Streaming which the district already uses.) Second, AIMSweb, which Waterbury Principal Beth Carow has been using at a cost of about \$5.00 per student; and NWEA (map testing), being used by other school districts. Since there is a cost associated with NWEA, input from the other school districts will be used in place of a pilot. The State is attempting to force the District to use a Kindergarten State test, but there is a cost associated with it. Dr. Auer and Dr. Dirks are protesting the cost with the ISBE.
- Develop a cohesive staff development plan. This year the staff development focus is formative assessment. Formative assessment focuses on getting more data on kids, monitoring their progress and forming a plan of action. The district will be using ARRA money to obtain coaches to assist teachers in solid core instruction.
- Educate parents by holding informative sessions at PTO Meetings and coffees. This will be done next year.

Dr. Auer complimented the RtI Committee for their dedication and long hours.

C. Summer R & D Accomplishments (Dr. Dirks) (6.40)

Dr. Dirks updated the Board on the summer curriculum work on common assessments. The purpose of the common assessments is to measure progress on the learning targets (State standards) in our District. The District has completed almost 50 % of common assessments in reading and math across the grade levels. The new staff was shown the first quarter common assessments and were pleased to know what their teaching targets were. Dr. Auer noted that Dr. Dirks has shown fortitude in developing the assessments and bringing people on board with her over a number of years in spite of the fact that change isn't easy. Dr. Auer relayed to the Board that she has heard positive comments about the assessments, and the assessments are improving. Dr. Dirks explained that improvements were the results of feedback from staff, and the review of actual student results.

D. Budget Update, Wind Turbine Update, Operations Update (Mr. Ofisher) (2.20, #4 and #13; 4.10, 4.95)

Dr. Auer stressed that the budget being presented tonight is the result of a team effort, that it was a challenge and forced the team to do things they didn't want to do, Dr. Auer also acknowledged that, because of the teamwork, the budget that is being presented is honest, thorough, and very conservative, overestimating the costs and underestimating the revenue. Dr. Auer asked the Board to note that we always design budgets and do our work with kids first – with kids first in mind. The budget presented is the administration's best effort. Dr. Auer also expressed that the administrative team believes the State of Illinois has its duty to provide an efficient system of high quality public education and services and they are not doing it. The goal of the administration was to continue to educate our children to the best of their ability, to show as little impact on the children and their learning as is possible, be fiscally responsible to the taxpayers in our community and present the Board with a balanced budget. Dr. Auer sincerely thanked the administrative team for their input.

Mr. Ofisher advised the Board that the budget document is on public display for 30 days, that there will be a public hearing on the budget immediately before the next Regular Board Meeting, and that the Board must take action on the budget at the next Regular Board Meeting. The budget must be approved by September 30, 2009 and filed with ISBE by October 1st. Mr. Ofisher reminded the Board that the General Assembly has given the Governor a budget that will run out of funds in January, 2010. Mr. Ofisher informed the Board that our budget is very conservative, built on the premise that the State will not produce the funds it has said it will provide. However, the State still owes District 20 \$250,000 for transportation reimbursement from 2008-2009. If the State cannot pay us for monies owed in 08-09, or meet its obligations in January, we will have to use our Education Fund and Working Cash Fund reserves to meet payrolls. We have enough money in reserves for two months of payroll.

Mr. Ofisher then presented the FY 09-10 budget to the Board in detail.

Highlights of the budget discussion included (numbers are estimates):

- Our estimated interest income will be \$98,000 less than this year due to an estimated .5% return on investment next year.

- Food revenue – no expected increase in income.
 - The tax levy from 2008 will bring in \$375,338 in new money for 09-10.
 - Registration fees will be \$30,000 less this year due to the increased number of parents on waivers.
 - Other revenue/grants will be \$147,000 less than last year.
 - State revenue will be \$427,276 less than last year. Federal revenue will increase \$3,557.
 - Tech fee income will hopefully amount to \$35,000.
 - The Phil Rock Center administrative fee will produce \$170,359 in revenue.
 - There is no anticipated refund from SASSED tuition this year.
 - General State aid will decrease \$6,474 due to a lower average daily attendance.
 - Hold Harmless money (usually \$634,000) will be reduced by \$213,000 this year.
 - The tax levy from 2009 will produce no revenue.
 - Special education/private school personnel reimbursement will not increase.
 - Special education orphanage revenue will decrease \$45,385.
 - We will receive SASSED summer school money in the amount of \$1,844.
 - Our bilingual grant money will decrease from \$108,890 to 88,046.
 - No gifted money will be granted. Gifted program will be paid from local funds.
 - The State will pay \$9,000 in incentive dollars for the breakfast program.
 - Early Childhood Grants were reduced from \$232,667 to \$150, 848. If more funds become available, 20 more students will be accepted and a .5 teacher may be hired.
 - The Reading Improvement Grant was reduced from \$68,658 to \$34,844.
 - The Library Grant remains the same.
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- Reductions were made in salaries (-\$441,240), benefits (-\$32,530), purchased services (-\$60,565), supplies (-\$181,596), and dues (-\$3,000); special education costs increased (+\$5,387).
 - Summer school was not offered this summer to save over \$60,000.
 - Staff development costs were significantly reduced.
 - Total reductions were -\$721,921.

Mr. Lair complimented Mr. Ofisher for his accurate budgeted/actual fiscal projections. He commented that the estimates were very good and thanked Mr. Ofisher for his hard work. The Board concurred.

Mr. Ofisher will provide the Board with a 5 year projection based on no Hold Harmless funds and without a tax levy. We will lose \$645,000 next year just from the lack of these monies.

The 2010-2011 budget is expected to be worse than the 2009-2010.

Mr. Ofisher met with District 23 Prospect Heights, Community Unit District 300 regarding the formation of the Wind Turbine Consortium. The three attorney groups agreed that it is legal for a school district to own and operate a wind turbine farm to generate and sell electricity to pay the district's energy costs. Our attorney suggested that we include a school district in the consortium that is located in Stark County where the wind turbine farm would be located.

The Board is being asked to approve the revised agreement to enter Phase I, that is, to investigate whether the IRS and tax counsel will allow tax credits to be given to the equity group through the school district since tax credits cannot be issued to non-profit

school districts. This investigation will cost about \$55,000 – District 20 will pay 10% of this cost. If the IRS does not rule favorably on this matter, the consortium can then go back to the General Assembly and tell them that the school districts tried what Com Ed suggested they do, but the IRS ruled against it. Then we will go for net aggregate metering again via our bill that is being held in the House Executive Committee.

Mr. Ofisher then reported on the thin-tube heating system on the north end of the Spring Wood building to provide heat, the boiler system replacements, seal-coating, and maintenance of the buildings. Mr. Ofisher also informed the Board that the District will construct a metal shed to house salt, in order to purchase larger quantities to reduce cost and guarantee an adequate amount for the winter.

* Ms. Majewski left the meeting.

IX. Items for Board Action

- A. Approval of the Revised Intergovernmental Agreement Regarding Wind Turbine Power Consortium between Community Unit School District 300, Keeneyville School District 20, and Prospect Heights School District 23.

Scott Williams moved that the Board of Education approve the Revised Intergovernmental Agreement as presented; Barb Wisniewski seconded.

Discussion: No further discussion.

Roll Call:	Barb Wisniewski	- aye
	Tom Lair	- aye
	Phil Anderson	- aye
	Scott Williams	- aye
	Tim McHugh	- aye

Motion carried.

- B. Approval of the ISBE and District #20 Philip Rock Center Agreement for the 2009-2010 School Year

Barb Wisniewski moved that the Board of Education approve the ISBE and District #20 Philip Rock Center Agreement for the 2009-2010 School Year as presented; Tom Lair seconded.

Discussion: The Board thanked Peggy Whitlow for coming to the meeting and providing the explanation of the Phil Rock Center and School operations and relationship with District 20. The board members asked that a tour of the facility be planned.

Roll Call:	Tom Lair	- aye
	Phil Anderson	- aye
	Scott Williams	- aye
	Tim McHugh	- aye
	Barb Wisniewski	- aye

Motion carried.

X. Closed Session

At 9:15 p.m., Barb Wisniewski moved that the Board of Education enter Closed Session for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity (5ILCS 120/2(c)(1), as amended by P.A. 93-0057; collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. [5ILCS120/2(c)(2).] Tom Lair seconded.

Roll Call:	Phil Anderson	- aye
	Scott Williams	- aye
	Tim McHugh	- aye
	Barb Wisniewski	- aye
	Tom Lair	- aye

Motion carried.

The Board returned to Open Session at 10:23 p.m.

XI. Approval of Consent Agenda Items **(moved after Closed Session due to Board request)**

- A. Meeting Minutes – Regular Meeting, June 18, 2009
- B. Financial Reports (2.20, #4 and #7)
 - 1. District 20 Financial Reports – June 2009, July 2009
 - 2. Philip Rock Center Financial Reports – June 2009, July 2009
 - 3. Personnel Report (2.20, #3)
 - 4. Quarterly Report on Students No Longer Enrolled

Barb Wisniewski moved that the Board of Education approve the Consent Agenda; Scott Williams seconded.

Roll Call:	Scott Williams	- aye
	Tim McHugh	- aye
	Barb Wisniewski	- aye
	Tom Lair	- aye
	Phil Anderson	- aye

Motion carried.

XII. Miscellaneous

- A. Teacher Institute/School Year Kick-Off – Monday, August 17, 2009, 8:15 a.m.
- B. First Day of Student Attendance, Wednesday, August 19, 2009
- C. PTO Meetings:
 - Tuesday, September 1, Waterbury, PTO “Welcome”, 7:00 P.M.
 - Wednesday, September 2, Greenbrook PTO Meeting, **5:00 P.M.**
 - Wednesday, September 9, Spring Wood PTO Meeting, 7:00 P.M.
- D. September Board of Education Meeting, Thursday, September 24, 2009, 7:00 PM, Spring Wood Middle School Library
- E. IASB Fall Dinner Meeting – September 29, 2009 – Location/Time TBD

Respectfully submitted,

Tim McHugh, President

Barb Wisniewski, Secretary