

Committee of the Whole Meeting – 5:30 pm
Tuesday, August 9, 2016
Genoa-Kingston Community Unit School District #424
Genoa-Kingston High School Community Room
980 Park Avenue Genoa, IL 60135

1. 5:30pm. Call to Order

2. Closed session for discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District in compliance with 5 ILCS 120/2/(c)(1) and the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance in compliance with 5 ILCS 120/2(c)(3). *The Committee of the Whole Meeting will commence after closed session.*

3. Reconvene

4. Tentative FY17 Budget Discussion

5. State Mandate Review

6. PRESS Policies for Review

7. Superintendent Search

8. Superintendent Evaluation Tool

9. Community Building Usage Fees

10. Administrative Review of Closed Session Meeting Minutes

11. Administrative Review of Closed Session Audio Minutes

12. Community Committee Meeting

13. Superintendent/Board Communication

14. Future Agenda Items

15. Closed session for discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District in compliance with 5 ILCS 120/2/(c)(1) and the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance in compliance with 5 ILCS 120/2(c)(3).

16. Reconvene to Open Session

17. Adjournment

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Genoa-Kingston High School Community Room
980 Park Avenue Genoa, IL 60135

5:30pm. Call to Order

President Paul Kruse called the Genoa-Kingston CUSD #424 Committee of the Whole meeting to order at 5:30 pm.

Present: Taunya Fischer, Kristen Andrews, Heather Edwards, Barb Gustafson, Kristin Brynteson and Paul Kruse

Absent: None

5:30 Closed session for discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District in compliance with 5 ILCS 120/2(c)(1) and the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance in compliance with 5 ILCS 120/2(c)(3).The Committee of the Whole Meeting will commence after closed session.

A motion was made by Brynteson, and seconded by Gustafson, to convene to closed session for discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District in compliance with 5 ILCS 120/2(c)(1) and the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance in compliance with 5 ILCS 120/2(c)(3) at 5:32 pm.

Ayes: Andrews, Brynteson, Edwards, Fischer, Gustafson, Kruse

Motion Carried.

Reconvene

The board reconvened to open session at 7:00 pm.

Tentative FY17 Budget Discussion

Mr. Burgess reviewed the district's budget for the upcoming year.

Mr. Burgess stated Dr. Shorridge has budgeted revenues in anticipation of what the state owes in categoricals and 100% of GSA. He also stated this should put the total district deficit somewhere between \$500K- \$900K. He further stated asking the board for approval of the Tentative FY 2017 budget at the August 23rd Board of Education meeting.

Mr. Burgess stated the initial deficit projections were over 1M. He also stated to keep in mind the current state budget is only in effect through October. He further stated the negative impact in the district not receiving all state aid, categoricals, and Special Ed as promised. Mr. Burgess stated the district has done a great job with expenditures this year and Dr. Shorridge will continue to budget the same way. He also stated G-K Café Director, Regan Peterson has done a great job staying within the budget for the district while maintaining the state requirements.

Andrews asked about the tentative budget process as well as the board approving the tentative budget at the August 23, 2016 meeting.

Mr. Burgess stated taking building and staffing needs into consideration if a building is closed next school year.

Edwards stated the deficit was actually projected to be 1M. She also stated it is not possible to close a building in the middle of the year. She also recommended the board be more aggressive with a deficit closer to 900K.

Andrews stated concerns over the recommendation of the building usage committee.

Kruse stated contractually staffing cuts would take place in the spring.

Mr. Burgess stated late General State Aid payments can cause the budget to change in either direction. He also stated budgeting begins July 1st.

Brynteson stated the board has anticipated making a decision for quite some time. She also stated the decision to close a building this year rather than waiting would have been just a board decision. She further stated this year has been a progression of previous board meeting discussions. She further stated anticipating a few options or recommendations from the committee to consider.

Edwards stated the board discussed closing a building for the 2016-2017 school year; however it was too late to cut staff.

Mr. Burgess stating future attrition of staff would be a natural process regarding a building closure.

The board will approve the tentative budget and notice of the public hearing at the August 23, 2016 BOE Meeting.

State Mandate Review

Mr. Burgess shared a worksheet provided by IASBO regarding mandates. Mr. Burgess stated it is an interesting look at unfunded mandates that impact learning.

Mr. Burgess stated there are eleven pages of mandates. He also stated it is a good thing that so many are defeated and do not pass.

Edwards stated supporting most of the current mandates. She further stated she was not in favor of the mandate recommending the use of soy bean ink.

Brynteson stated it was eye opening to see the entire mandate list.

PRESS Policies for Review

Mr. Burgess shared new policies for the board to review. He also stated the new law and policy regarding school board travel will be in the next update from IASB.

Mr. Burgess stated looking into any policies that the board was interested in.

The July PRESS Policies approved at the Tuesday, August 23, 2016 board of education meeting for 30 day public notice.

July 2016 PRESS Policies for Review:

- 2:70 - Vacancies on the School Board — Filling Vacancies
- 2:70-E - Exhibit — Checklist for Filling Board Vacancies by Appointment
- 2:120-E1 - Exhibit — Guidelines for Serving as a Mentor to a New School Board Member
- 2:120-E2 - Exhibit — Website Listing of Development and Training Completed by Board Members
- 2:240-E1 - Exhibit — PRESS Issue Updates
- 2:240-E2 - Exhibit — Developing Local Policy
- 6:100 - Using Animals in the Educational Program
- 7:10-E - Exhibit — Equal Educational Opportunities Within the School Community.
- 7:270 - Administering Medicines to Students 7:270-AP1, Administrative Procedure — Dispensing Medication
- 8:90 - Parent Organizations and Booster Clubs
- 8:110 - Public Suggestions and Concerns

Five Year Review

- 1:10 - School District Legal Status
- 1:20 - District Organization, Operations, and Cooperative Agreements
- 1:30 - School District Philosophy
- 2:10 - School District Governance
- 2:130 - Board-Superintendent Relationship
- 3:10 - Goals and Objectives

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3:30 - Chain of Command
4:80 - Accounting and Audits
5:150 - Personnel Records
5:150 - AP, Administrative Procedure — Personnel Records
6:255 - Assemblies and Ceremonies
6:260 - Complaints About Curriculum, Instructional Materials, and Programs
7:280 - Communicable and Chronic Infectious Disease
7:285 - Food Allergy Management Program

Superintendent Search

Mr. Burgess shared a review and update of the superintendent search process. He also stated Dr. Leahy was very cognizant to make sure the board was happy with the brochure. Mr. Burgess asked the board for an initial number of candidates to interview. He also stated prescreening candidates during prior phone interviews.

The board recommended 8 applicants to be interviewed initially.

Superintendent Evaluation Tool

Mr. Burgess shared a draft of a new superintendent evaluation tool instrument using Mr. Burgess's existing goals and data for the board to review. Mr. Burgess shared the pros and cons to the draft.

Kruse stated using Mr. Burgess's existing goals and filling in the blanks makes a difference.

Gustafson commented on the rating process. She also asked for a place for board and superintendent comments.

Brynteson recommended the superintendents evaluation prior to the board evaluation.

Edwards asked about a staff/community survey.

Brynteson stated focusing on the district overall in the survey and not the superintendent specifically. She also stated a staff survey is not needed annually

Gustafson stated a staff survey in the first year would be important.

Andrews stated negative feedback from a survey would require a response.

Kruse shared concerns in doing a staff/community survey. He also stated to prepare the survey with minimal questions and only key goals directed to staff/community audience.

Edwards stated feedback about superintendent effective communication would be important. She also stated the survey should include only five to six questions.

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Brynteson asked about a five essential survey. She also stated the survey results should be communicated to the superintendent.

Edwards recommended add on questions related to the job of the superintendent.

Brynteson asked about the timeline for the new superintendent evaluation process. She also recommended the data piece be a part of the evidence.

Mr. Burgess stated it would be important to include the new evaluation tool in the new superintendent's multi-year contract.

Community Building Usage Fees

Mr. Burgess shared a review of the current building usage fees and policies for the year. Mr. Burgess stated this is the final year of the agreement with the Genoa Park District on building usage.

Mr. Burgess stated it was important to discuss building usage fees while talking about closing a building. He also stated there is currently no cost to organizations to use the district buildings. He further stated organizations must go through a process for rental but are not charged fees unless they use custodial or kitchen services.

Mr. Burgess stated the district has done a great job since the human resources department has taken over the building usage process. He also stated there are reciprocal agreements with some groups that donate their time.

Kruse stated the board decides on the reciprocal groups.

Andrews shared concerns over fees being fair and consistent to everyone.

Edwards asked about costs incurred from garbage and larger groups using the facilities. She also stated larger groups are making money and a lot of garbage in which the district is left to pay and dispose of it. Edwards recommended disposal of garbage be added to the building usage form.

Mr. Burgess stated not every group treats the district fairly. He also stated all groups could pay the same.

Edwards asked what groups use the buildings.

Mr. Burgess stated many local groups use the buildings. He also shared the cost of auditorium lights being left on all night at a cost of over \$40.

Kruse asked about the cost of football lights being left on.

Mr. Burgess stated it could cost the district approximately \$100 if football lights were left on all night. He also stated being very protective over the high school due to students being the districts priority. Mr. Burgess recommended the board decide prior the end of June 2017 whether to charge the park district a usage fee.

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Gustafson stated the park district charges the community for programs yet the district does not charge the park district to use our facilities.

Mr. Burgess stated the park district currently is only charged for additional services such as cafeteria or custodial work.

Brynteson reminded the board of the reciprocal groups the district works with.

Andrews stated neighboring districts charge custodial and garbage fees whether or not you are a not for profit group. She also asked if anyone has ever lost their security deposit.

Mr. Burgess recommended being mindful of sending a mixed message to the community when talking about a deficit and then allowing our buildings to be used for free.

Andrews asked about any groups that would suffer due to closing a building.

Edwards was in favor of charging a building usage fee as long as it was fair to all groups. She also stated other community buildings such as the library are an option for community groups and organizations to use.

Administrative Review of Closed Session Meeting Minutes

Mr. Burgess stated reviewing the closed session minutes for August 12, 2014 through January 27, 2015 and recommend that they stay closed to the public.

At the Tuesday, August 23, 2016 board of education meeting the board will approve the closed session meeting minutes for August 12, 2014 through January 27, 2015 to remain closed to the public.

Administrative Review of Closed Session Audio Minutes

Mr. Burgess stated reviewing the audio closed session minutes for August 12, 2014 through January 27, 2015 and recommend audio of these dates October 21, 2014, January 13, 2015, January 27, 2015 only be destroyed at this time. All others will remain closed.

At the Tuesday, August 23, 2016 board of education meeting the board will approve to destroy only the following dates of audio of closed session minutes regarding the series dated August 12, 2014 to January 27, 2015: October 21, 2014, January 13, 2015 and January 27, 2015 while all others remain closed to the public.

Community Committee Meeting

Mr. Burgess shared the notes from the August 2nd community committee meeting. He also stated the committee will be formulating a plan that contains long and short term goals regarding building usage and potential closures.

Mr. Burgess thanked Mrs. Mulso for the notes taken at the community committee meeting.

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Mr. Burgess shared the future agenda items highlighted at the end of the meeting. He also stated the next building usage meeting will be held on Tuesday, August 16, 2016 at 6:30 pm.

Andrews stated the committee asked for clarification of the bond payment breakdown on a current tax bill. She also stated the meeting was fiscally driven.

Brynteson stated looking at other data to help the committee look at 21st century learning environments rather than just financial data.

Edwards asked if a majority of the community committee members have students in the district.

Andrews stated the committee discussed not restructuring the current bond and suffering through the payments. She also stated the committee also discussed increasing class sizes to 30.

Kruse stated only financial discussions are not of interest to the board. He also stated avoiding the district to appear to be just fixing holes. He further stated it is more than financial for the district. Kruse stated by only fixing holes we are bleeding academic opportunities for our students. He also stated without improving academic opportunities we are not being progressive but just stopping ourselves from going broke and leaving students unprepared for their futures.

Andrews asked how to bring more balance to the committee discussions.

Mr. Burgess stated most of the committees request was for financial data. He also stated the reason the bond was discussed was for the opportunities restructuring the bond could offer. He further stated being fiscally responsible does not need to take away from the board's original purpose and vision.

Edwards asked about the Hybrid plan.

Andrews stated the committee discussed a hybrid plan that would allow for short and long term goals to be achieved. She also stated the committee was not in favor of building a new building. She further stated the committee discussed closing one building next year and waiting on longer term goals.

Andrews stated closing one building is not enough and that time was a factor when making these decisions.

Gustafson commented on middle school students at the high school. She also commented on the committee understanding what 21st century learning environments look like.

Andrews recommended more information on 21st century learning be shared with the committee.

Brynteson stated she would be available to present 21st century learning information to the committee. She also stated 21st century learning is not just about Chrome books.

Edwards recommended talking more about the ideal learning environment and the new G-K Incubator room.

Brynteson recommended visiting libraries and other schools with team learning environments and flexible learning spaces with movable furniture. She also stated classrooms are much different now

than when we were growing up and redesigned learning spaces enhances learning.

Edwards stated it is important the committee understands the boards vision for 21st century learning. She also stated 21st century learning is vital for our students not to be left behind.

Kruse stated the community group seems to be doing good work.

Brynteson recommended another public meeting prior to the board making a decision.

Mr. Burgess recommended the committee present options to the board.

Kruse stated the board has been clear about the educational and financial vision of the district.

Superintendent/Board Communication

Start of school year events

Mr. Burgess stated Wednesday, August 10, 2016 will be the teacher's first work day and Thursday, August 11, 2016 is institute day. Mr. Burgess stated he will have a presentation and there will be a guest speaker. He further stated Friday, August 12, 2016 will be a teacher work day and students will return on Monday, August 15, 2016.

Incubator

Mr. Burgess stated the high school will be holding an open house introducing the new incubator entrepreneurship class on Friday, August 12, 2016 at 12:30 pm.

IHSA Academic team awards

Mr. Burgess shared how proud the district is for having all spring sports teams receive IHSA Academic team awards.

2016 IASB Pre Conference Workshops

Mr. Burgess shared information regarding the 2016 IASB Pre-Conference Workshops with the board.

Law Alert - Travel Reimbursements

Mr. Burgess stated the travel reimbursement law alert will be shared in September.

GCN Training Senate Bill 7

Mr. Burgess stated Mrs. Volkening will be sending the board an email regarding online GCN training for Senate Bill 7. He also stated the new board member will need to take this online training as well.

Future Agenda Items

Board of Education Meeting – August 23, 2016

Mr. McPherson – GKHS Presentation SAT
PRESS Policy approval for Public Notice
Board Appointment
Tentative Budget Hearing and Public Notice Approval
Cost Containment
Building Usage Fees
Community Committee Meeting
Recognition of Schools
FOIA Report
Donations

Committee of the Whole Meeting – September 13, 2016

Superintendent Evaluation Tool

Closed session for discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District in compliance with 5 ILCS 120/2(c)(1) and the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance in compliance with 5 ILCS 120/2(c)(3).

A motion was made by Fischer, and seconded by Andrews, to convene to closed session for discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District in compliance with 5 ILCS 120/2(c)(1) and the selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance in compliance with 5 ILCS 120/2(c)(3) at 8:23 pm.

Ayes: Brynteson, Edwards, Fischer, Gustafson, Andrews, Kruse

Motion Carried.

Reconvene to Open Session

The board reconvened to open session at 9:27 pm.

Adjournment

A motion was made by Kristin Brynteson, seconded by Heather Edwards, to adjourn the Committee of the Whole meeting at 9:27 pm.

Voice vote: Ayes: 6
Nays: 0.
Motion carried.

Paul Kruse, Board President

Heather Edwards, Board Secretary