

Board of Education Meeting – 7:00 pm
Tuesday, September 26, 2017
Genoa-Kingston Community Unit School District #424
Genoa-Kingston High School Community Room
980 Park Avenue Genoa, IL 60135

1. Call to Order
2. Pledge of Allegiance
3. Mission Statement
4. Public hearings petitions questions and comments from guests and visitors
 - 4.01 Open Public Hearing on FY-18 Tentative Budget
 - 4.02 Close Public Hearing on FY-18 Tentative Budget
 - 4.03 Public hearings petitions questions and comments from guests and visitors
5. Correspondence/Presentation
 - 5.01 Summer School - John Francis
 - 5.02 Student Services Presentation - Karen Simmons
6. Consent Agenda
 - a. Payrolls
 - b. Accounts Payable
 - c. Minutes
 - d. Excess District Property/Material
 - e. Employment, Coaches, Leave of Absence, Resignations
7. Treasurer's Report
8. Old Business
 - 8.01 FY18 District Budget
 - 8.02 PRESS Policies for Approval
 - 8.03 Policy for Bidding District Project/Goods
9. New Business
 - 9.01 Salary and Benefit Compensation Report
 - 9.02 Approve Intergovernmental Agreement with Genoa Park District
 - 9.02 Acceptance of Donations
 - 9.03 FOIA Report
10. Superintendent/Board Communication
11. Future Agenda Items
12. Closed Session for the purpose of discussion relating to 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 purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired in compliance with 5 ILCS 120/2(c)(5) and The setting of a price for sale or lease of property owned by the District in compliance with 5 ILCS 120/2(c)(6).
13. Reconvene to Open Session
14. Personnel Action
15. Real Estate Action
16. Adjournment

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Call to Order

President Paul Kruse called the Genoa-Kingston Board of Education meeting to order at 7:00 pm.

Present: John Shipley, David Cleveland, Kristin Brynteson, Jake Wesner, Kristen Andrews, Barb Gustafson, and Paul Kruse.

Absent: None

Pledge of Allegiance

Superintendent, Mr. O'Daniell led the guests and members of the Board of Education in the Pledge of Allegiance.

Mission Statement

President, Paul Kruse read the Mission Statement, "Preparing students to excel and contribute to their community."

Public hearings petitions questions and comments from guests and visitors

Open Public Hearing on FY-18 Tentative Budget

A motion was made by Andrews, and seconded by Gustafson, to open the public hearing for the FY-18 Tentative Budget.

Ayes: Andrews, Brynteson, Cleveland, Gustafson, Shipley, Wesner, Kruse
Motion Carried.

Dr. Shortridge stated the FY '18 Tentative Budget has been on display. The budget is balanced.

Dr. Shortridge shared a detailed presentation of the FY-2018 Budget. Dr. Shortridge also shared a review of what a budget is and stated a healthy fund balance should be 50% of the operating funds. He further stated the budget presented for approval represents 49% of the operating funds and the FY-2018 Budget represents a balanced budget for the first time in a few years.

Dr. Shortridge presented the adjustments made since posting:

Tuesday, September 26, 2017
Board of Education Meeting Minutes
Page 2

- REVENUE:
 - General State Aid adjusted
 - CPPRT Revenue Adjusted
- EXPENDITURES:
 - Purchased Service- Student Services adjusted
 - Special Education Private Tuition Adjusted
 - Capital Equipment adjusted
 - Legal Services adjusted
- Page 18- "Itemize" page- Explanations added

Dr. Shortridge stated during part 4.01 of the meeting, he will request the Board approve the FY '18 budget as posted with the above-mentioned adjustments.

Kruse asked Dr. Shortridge how he determined the future payments from the State of Illinois.

Dr. Shortridge stated using the old formula to determine future payments from the State of Illinois. He also stated the number may change slightly but it is the current number the state says we are allotted.

Kruse stated a balanced budget at 49% of the operating funds is a big accomplishment for the District. Mr. Kruse publicly thanked Dr. Shortridge for his work in preparing this budget.

Close Public Hearing on FY-18 Tentative Budget

A motion was made by Gustafson, and seconded by Andrews, to close the public hearing for the FY-18 Tentative Budget.

Ayes: Brynteson, Cleveland, Gustafson, Shipley, Wesner, Andrews, Kruse
Motion Carried.

Public hearings petitions questions and comments from guests and visitors

There were no petitions, questions and/or comments from guests and visitors.

Correspondence/Presentation

Summer School - John Francis

Mr. Francis shared a presentation and a review of the 2017 Summer School program with the Board of Education.

Cleveland asked about the average annual attendance, scores, time of year summer school is held and how to encourage more entering 6th grade to attend summer school.

Mr. Francis stated the number that attend summer school is consistent each year. He also stated that holding summer school prior to the new school year creates good skill recovery and improves scores.

He further stated he will continue to encourage new 6th grade students to attend summer school.

Student Services Presentation - Karen Simmons

Mrs. Simmons shared a detailed presentation regarding the Student Services Program with the Board of Education. Mrs. Simmons commented on the services and future trends of the Student Services Department. She also commented on English Language Learners; how they are identified, tested and annually assessed according to each building level.

Consent Agenda

Payrolls, Accounts Payable, Minutes, Approval Excess District Property/Material, Employment, Coaches, Leave of Absence, Resignations

A motion was made by Brynteson, and seconded by Cleveland, to approve the August 25, 2017 payroll in the amount of \$450,841.72, the September 1, 2017 post retirement payroll in the amount of \$18,658.45, the September 8, 2017 payroll in the amount of \$541,315.12, the September 15, 2017 KEC payroll in the amount of \$129,929.84, the September 25, 2017 payroll in the amount of \$532,341.35, the September 2017 Payable Board Report in the amount of \$319,494.54, the August 22, 2017 Board of Education Meeting minutes, the September 20, 2017 Special Board Meeting Minutes, the August 22, 2017 Closed Session meeting minutes and the September 20, 2017 Closed Session Meeting Minutes. The approval of the closed session meeting minutes does not constitute disclosure or dissemination until the board has authorized the dissemination or disclosure of these minutes.

To approve excess district property/material per attached list:

To approve the following employment considerations:

Marianne Koeppen - Bus Driver - Effective August 25, 2017
Melissa Read - ESP - Effective for the 2017-2018 school year
Sheila Wagner - ESP - Effective for the 2017-2018 school year

To approve the following volunteer coaches:

Reese Kaiser - Band Driver - Effective for the 2017-2018 school year

To approve the following leave of absence:

Mary Church - Teacher - Effective September 18, 2017 through October 2, 2017
Annica Hulstedt - Teacher - Effective December 22, 2017 through April 10, 2018
Andrea Laben - Teacher - Effective November 27, 2017 through December 5, 2017
Anna Scott - Teacher - Effective November 3, 2017 through January 8, 2018

To approve the following resignation:

Theresa Scott - Cook - Effective September 27, 2017
Stefani Stone - ESP - Effective September 22, 2017
Christine VanMastrigt - ESP Effective August 23, 2017

Ayes: Cleveland, Gustafson, Shipley, Wesner, Andrews, Brynteson, Kruse
Motion Carried.

Treasurer's Report

In absence of Mrs. Krabbe, Dr. Shortridge presented the August Treasurer's Report in detail to the Board.

Kruse asked when future categorical payments may be made.

Dr. Shortridge stated he was unsure of the timeline in which future categorical payments would be made, however GSA (General State Aid) is up to date.

A motion was made by Wesner, and seconded by Andrews, to approve the August Treasurer's Report as presented.

Ayes: Gustafson, Shipley, Wesner, Andrews, Brynteson, Cleveland, Kruse
Motion Carried

Old Business

FY-18 District Budget

Mr. O'Daniell stated upon approval of the FY-18 Budget it will be forwarded to ISBE and the ROE. It will also be posted on the website per state law.

Dr. Shortridge asked the Board to approve the balanced FY-2018 Budget as presented.

A motion was made by Gustafson, and seconded by Brynteson, to approve the FY-18 budget as presented.

Ayes: Shipley, Wesner, Andrews, Brynteson, Cleveland, Gustafson, Kruse
Motion Carried.

PRESS Policies for Approval

Mr. O'Daniell stated the July PRESS Policies have been on public display for more than 30 days and recommended the Board approve the changes to the July PRESS Policies as presented.

Tuesday, September 26, 2017
Board of Education Meeting Minutes
Page 5

A motion was made by Gustafson, and seconded by Andrews, to approve the July PRESS Policies as presented:

Ayes: Wesner, Andrews, Brynteson, Cleveland, Gustafson, Shipley, Kruse
Motion Carried.

July PRESS Policies for Review

2:260, Uniform Grievance Procedure
6:80, Teaching About Controversial Issues
6:210, Instructional Materials
7:275, Orders to Forgo Life Sustaining Treatment
8:70, Accommodating Individuals with Disabilities

JULY PRESS POLICIES - FIVE YEAR REVIEW

2:210, Organizational School Board Meeting
4:70, Resource Conservation
6:290, Homework
6:330, Achievement and Awards
7:80, Release Time for Religious Instruction/Observance
7:160, Student Appearance

Policy for Bidding District Project/Goods

Mr. O'Daniell commented on the policy for bidding district project/goods. He also stated this agenda item is a follow up to board conversations two months ago.

Cleveland questioned the current process and policy for bidding project/goods. He also commented on the board approving work after it has already been completed. Cleveland asked about changing the policy and the dollar amount for bidding projects/goods. He also stated he was unfamiliar with the state regulations and school code regarding this policy and asked board members for input.

Mr. O'Daniell stated the current policy can be changed; however, could create issues for an immediate need or emergency situation due to the request to wait for board approval.

Cleveland commented on surrounding district boards approving bids prior to work being done. He also commented on questions and concerns over the District's current bidding process from community members. Cleveland stated he was in favor of changing the current policy for bidding district projects/goods. He was also in favor of board members being aware of all bids and why a particular bid was accepted prior to funds being spent.

Wesner asked about the process to change a policy.

Mr. O'Daniell explained the process to change a policy by placing it on public display, asking for board approval and updating PRESS.

Shipley stated he was not in favor of getting involved in the bidding process but was in favor of seeing the bids and options. He also stated he was confident in the ultimate decisions made by the current administration.

Dr. Shortridge commented on the recent bidding process for fuel in which all bids were submitted incorrectly. He also stated students would not have been able to be transported in the month of July if the policy of bidding projects/goods was changed. He also responded to Mr. Cleveland's concern

stating he is unaware of any surrounding district asking for board approval prior to work being done.

Cleveland was in favor of a setting the amount to bid at \$10K.

Wesner was in favor of viewing all bids, the amount, who won and why. He was also in favor of board members obtaining a brief description of why a bid was accepted.

Andrews asked how many items the District annually seeks bids for. She also stated the set amount of \$10K seemed low.

Dr. Shortridge stated the District seeks bids on very few items and the typical set amount is \$25K.

Mr. O'Daniell commented on the state increasing the amount to bid at \$25K due increasing costs. He also stated the District asks for multiple quotes on lower priced projects. He also clarified the bidding process is for items \$25K and over and the quoting process is for items \$10K and over. He also stated the board previously approved the Superintendent authorizing preliminary hires and he will also do his best to inform the board of items \$10K and over.

Cleveland stated being satisfied that the bidding and quoting process was clarified.

It was agreed that with any quotes over \$10K the business office would provide to the board the following information:

- What was being quoted.
- Who submitted the quote.
- What the quotes were.
- Reason for the recommendation submitted.

Also, anytime the business office needs to take action over a project prior to official board approval, the business office will do all it can to provide the fixed information to the board members prior to payment.

Kruse commented that the District is doing a great job controlling expenditures by gaining the best prices, services and products through multiple quotes or through the current bidding process. Kruse stated the Board's request for additional information is reasonable. He also stated the Board should be pleased with a budget currently at 49% of its operating funds. Kruse further stated that our District is in a good place financially compared to neighboring districts.

New Business

Salary and Benefit Compensation Report

Mr. O'Daniell stated the Salary and Benefit Compensation Report must be presented to the board prior to submission to ISBE. He also stated no board action is required, because all the salaries and benefits associated with the report have already been approved through the Collective Bargaining Agreement, or through individual administrative contracts.

Mr. O'Daniell stated in addition to being submitted to ISBE, this report will also be posted on the district website as required by state law.

Approve Intergovernmental Agreement with Genoa Park District

Mr. O'Daniell stated

Mr. O'Daniell stated the Intergovernmental Agreement has not yet been approved by the Park District. Mr. O'Daniell asked the Board to take action contingent upon review by the school's attorney. He also stated taking Mr. Bafia's word for it and being assured the Park District will sign the agreement at their first meeting in October. He further stated if the Park District does not sign the agreement or the agreement changes, the Board will need to discuss how to proceed.

A motion was made by Wesner, and seconded by Andrews, to approve the Intergovernmental Agreement with the Genoa Park District as presented.

Ayes: Andrews, Brynteson, Cleveland, Gustafson, Shipley, Wesner, Kruse
Motion Carried.

Acceptance of Donations

There were two generous donations to accept for PTLW; one from First Midwest Bank and the other from KishHealth Northwestern Medicine.

A motion was made by Cleveland, and seconded by Gustafson, to accept with gratitude these generous donations; \$500 to PTLW from First Midwest Bank, \$1000 to PTLW from Northwestern Medicine/KishHealth

Ayes: Brynteson, Cleveland, Gustafson, Shipley, Wesner, Andrews, Kruse
Motion Carried.

FOIA Report

There are no FOIA requests to report at this time.

Superintendent/Board Communication

AdvancED

Mr. O'Daniell commented on the District using AdvancED in the future for online strategic planning and school improvement. AdvancED will be sharing a presentation with all administrators on October 10, 2017.

Application for recognition of schools

Mr. O'Daniell stated the Application for Recognition for Schools has been submitted and no longer needs approval by the Board.

Kishwaukee Division Meeting - 10-5-17 @ Harlem High School Machesney Park, IL.

Mr. O'Daniell reminded the Board of the Kishwaukee Division Meeting held on October 5, 2017 at Harlem High School.

Google Classes/Twitter

Mr. O'Daniell stated there will be an all call going out tomorrow to help advertise the scheduled Google classes.

Andrews commented on learning more about Google Classrooms from a parent perspective.

Mr. Lekkas stated he would be happy for the middle school to offer and workshop for parents interested in learning more about Google Classroom.

Mr. McPherson stated parents may request a parent password to access Google Classroom.

IASA Conference

Mr. O'Daniell stated he will be attending the IASA Conference in Springfield.

Goal Setting Special Board Meeting

Mr. O'Daniell reminded the Board of the scheduled Special Board Meeting for Goal Setting on Saturday, October 28, 2017 from 8am – 11am.

High School Football Games:

Mr. O'Daniell commented on damage to the high school building and property at a recent home football game due to students playing outside the fenced area. Mr. O'Daniell stated in the future students will be asked to pay and stay inside the fenced area and watch all football games. He also stated if student(s) cannot pay or choose to leave they will not be allowed back in the game and their parents will be called to pick them up. He also commented on sending this information out in an "All Call" message to parents and staff as well as posting it on all school social media sites.

Future Agenda Items

Buildings and Grounds Presentation
Triple I Conference Update
Board Delegate
Levy Information

Mr. O'Daniell commented on the November 7th Committee of the Whole Meeting and the November 14th Board Meeting Date being a week apart due to the upcoming Board Conference. Mr. O'Daniell stated depending on what is on the agenda he may make the recommendation to just meet on November 14th and cancel the Committee of the Whole Meeting on November 7th.

Closed Session for the purpose of discussion relating to 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 purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired in compliance with 5 ILCS 120/2(c)(5) and The setting of a price for sale or lease of property owned by the District in compliance with 5 ILCS 120/2(c)(6)

A motion was made by Brynteson, and seconded by Wesner, to convene to Closed Session for the purpose of discussion relating to 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 purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired in compliance with 5 ILCS 120/2(c)(5) and The setting of a price for sale or lease of property owned by the District in compliance with 5 ILCS 120/2(c)(6) at 8:28 pm.

Ayes: Cleveland, Gustafson, Shipley, Wesner, Andrews, Brynteson, Kruse
Motion Carried.

Reconvene to Open Session

The board reconvened to open session at 9:16 pm.

Real Estate Action

Board member Wesner made a statement that while he does not agree with closing DES, he planned to honor the previous Board's decision and vote yes tonight for the sale.

A motion was made by Barb Gustafson and seconded by David Cleveland, to sell the DES building via sealed bid. The minimum bid is set at \$1.6 million.

Voice vote: Ayes: 6
Nays: 1
Motion Carried.

Personnel Action

No action was taken on this item at this time.

Adjournment

A motion was made by Jake Wesner, and seconded by Kristin Brynteson, to adjourn the Board of Education meeting at 9:20 pm.

Voice vote: Ayes:7
Nays:0
Motion Carried.

Paul Kruse, Board President

Kristen Andrews, Board Secretary