

**Board of Education Meeting – 7:00 pm**  
**Tuesday, February 23, 2016**  
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
5. Correspondence/Presentation
  - 5.01 Cindy Wills, Davenport Elementary
6. Consent Agenda
  - a. Payrolls
  - b. Accounts Payable
  - c. Minutes
  - d. Surplus Property
  - d. Employment, Coaches, Leave of Absence
7. Treasurer's Report
8. Old Business
  - 8.01 Review Minutes of Closed Sessions
  - 8.02 Destruction of Audio of Closed Session Minutes
  - 8.03 Registration Fees, School Fees and Lunch Prices
  - 8.04 Public School Calendar
  - 8.05 Superintendent Evaluation
  - 8.06 Superintendent Search
  - 8.07 Cost Containment
9. New Business
  - 9.01 FOIA Request
  - 9.02 Acceptance of Donations
10. Superintendent/Board Communication
11. Future Agenda Items
12. 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).
13. Reconvene to Open Session
14. Adjournment

**Board of Education Meeting Minutes – 7:00 pm**  
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980 Park Avenue Genoa, IL 60135

**Call to Order**

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

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

Absent: Angie Lauderdale

**Pledge of Allegiance**

Mrs. Wills and students from Davenport Elementary School led the guests and members of the Board of Education in the pledge of Allegiance.

**Mission Statement**

Kristen Andrews read the Mission Statement, "Preparing students to excel and contribute to their community."

**Public hearings petitions questions and comments from guests and visitors**

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

**Correspondence/Presentation**

**Davenport Elementary School - Jolly Phonics**

Mrs. Wills introduced several Kindergarten and First Grade teachers and students from Davenport Elementary School.

Davenport Elementary School teachers presented the new Jolly Phonics curriculum to the Board of Education. Teachers and students demonstrated the use of the Jolly Phonics curriculum in a virtual classroom setting using white boards, smart boards, iPads, actions and song.

Mrs. Wills thanked the board for supporting and approving the new Jolly Phonics curriculum.

**Consent Agenda**

Edwards asked if there was a policy and discipline procedures in place if an employee used a P-Card (employee credit card) for a personal purchase.

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Mr. Burgess stated a personal purchase on a P-Card does not happen intentionally. He also stated an employee would write a personal check back to the district.

A motion was made by Gustafson, and seconded by Andrews, to approve the January 25, 2016 payroll in the amount of \$497,820.68, the February 10, 2016 payroll in the amount of \$540,545.21, the February 12, 2016 KEC payroll in the amount of \$109,470.84, the February 2016 Payable Board Report in the amount of \$193,243.86, the January 26, 2016 Board of Education Meeting minutes, the February 9, 2016 Student Discipline Hearing Minutes, the February 9, 2016 Committee of the Whole Meeting Minutes, the January 26, 2016 closed session meeting minutes, and the February 9th, 2016 Student Discipline Hearing closed session meeting minutes. The approval of the closed session minutes does not constitute disclosure or dissemination until the Board has authorized the dissemination or disclosure of these minutes.

**To approve the list of Building and Grounds items to sell (see attached).**

**To approve the GKHS Athletic Department selling an indoor pitching mound to G-K Youth Baseball.**

**To approve the following employment considerations:**

Jordan Bennett - Part-Time Custodian - Effective January 26, 2016

**To approve the following volunteer coaches:**

Scott Fransen - Volunteer Sophomore Baseball Coach - Effective 2015-2016 School Year.

Andrew Freund - Volunteer Varsity Baseball Coach - Effective 2015-2016 School Year.

Scott Miller - Volunteer Varsity Softball Coach - Effective 2015-2016 School Year.

Ashley Paulsen - Volunteer Sophomore Softball Coach - Effective 2015-2016 School Year.

**To approve the following leave of absence:**

Crystal Gonzalez - ESP - Effective August 15, 2016 to October 21, 2016.

Joanna Heinsohn - ESP - Effective April 4, 2016 through the end of the 2015-2016 School Year.

Brenda Orsucci - Teacher - Effective March 7, 2016 to March 11, 2016.

James Sanford - Custodian - Effective February 22, 2016 to April 18, 2016

Ayes: Andrews, Brynteson, Edwards, Fischer, Gustafson, Kruse  
Motion Carried.

### **Treasurer's Report**

Ms. Hoffman presented the January Treasurer's Report in detail to the Board of Education.

A motion was made by Fischer, and seconded by Brynteson, to approve the January Treasurer's Report as presented.

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Ayes: Brynteson, Edwards, Fischer, Gustafson, Andrews, Kruse  
Motion Carried.

## **Old Business**

### **Review Minutes of Closed Sessions**

Mr. Burgess stated he has reviewed the closed session minutes for February 2, 2014 through July 15, 2014 and recommend that they stay closed to the public.

A motion was made by Gustafson, and seconded by Fischer, to continue to keep the closed session minutes from February 4, 2014 to July 15, 2014 closed to the public.

Ayes: Edwards, Fischer, Gustafson, Andrews, Brynteson, Kruse  
Motion Carried.

### **Destruction of Audio of Closed Session Minutes**

Mr. Burgess stated he has reviewed the audio closed session minutes for February 2, 2014 through July 15, 2014 and recommend that they be destroyed.

A motion was made by Andrews, and seconded by Gustafson, to destroy audio of closed session minutes from February 4, 2014 to July 15, 2014.

Ayes: Fischer, Gustafson, Andrews, Brynteson, Edwards, Kruse  
Motion Carried.

### **Registration Fees, School Fees, and Lunch Prices**

Mr. Burgess recommended changes in cafeteria costs that are required as part of the national school lunch program.

Mr. Burgess recommended keeping registration fees the same for the 2016-2017 school year.

Dr. Shortridge stated the National School Lunch Program dictates a minimum amount which should be charged for lunch prices. We currently charge \$2.55 for elementary lunches. The minimum next year is \$2.78, and our district formula amount is \$2.79.

Dr. Shortridge recommended the Board approve a price of \$2.80 for elementary lunch for the 2016-17 school year.

Edwards asked if students eligible for free lunch have registration fees waived. She also asked if free lunch eligibility and waived registration fees have impacted the decline in current registration fee income.

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Dr. Shortridge stated this year the state did not allow students receiving Medicaid benefits to be directly certified for free lunch.

A motion was made by Andrews, and seconded by Brynteson, to make no change in the 2016-17 registration fees and school fees and to approve a price of \$2.80 for elementary lunch for the 2016-17 school year.

Ayes: Gustafson, Andrews, Brynteson, Edwards, Fischer, Kruse  
Motion Carried.

### **Public School Calendar**

Mr. Burgess shared and recommended a calendar for the 2017-2018 school year. He also stated the 2017-2018 calendar is very balanced with 87 days in the first semester. He further stated the students last day would be May 18, 2018. Mr. Burgess also shared a "Fridays" off calendar for the board to review. He also stated a "Fridays" off calendar would require students to attend school 11 months to meet the hours and days required by the state.

Andrews asked about the length of winter break.

Mr. Burgess stated the calendar could be adjusted with students returning on January 9, 2018.

Brynteson stated the January 9, 2018 late to return after the holiday.

Kruse asked if there were any proposals for the state to change their philosophy on the required hours and days regarding the school calendar.

Mr. Burgess stated there were no current proposals by the state to change the required hours and days for the school calendar.

A motion was made by Fischer, and seconded by Gustafson, to approve the 2017-2018 public school calendar as presented.

Ayes: Andrews, Brynteson, Edwards, Fischer, Gustafson, Kruse  
Motion Carried.

### **Superintendent Evaluation**

Mr. Burgess stated although his evaluation will be reviewed in closed session, the process should be recognized in public.

### **Superintendent Search**

Mr. Burgess shared information and guidelines from the IASB regarding the Superintendent Search with the board. Mr. Burgess stated it would cost the board approximately \$8,000 to use the services of the IASB to help with the Superintendent Search.

Kruse stated the board would have to work within the current budget to use the IASB for this service. He also asked the board for direction regarding the process of the Superintendent Search and future board meetings.

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Edwards stated she would like someone from the IASB to present at the next committee meeting regarding the Superintendent Search.

**Cost Containment**

Mr. Burgess stated to continue the discussion of long and short term solutions to the budget deficit and explore the revenue options for the district.

Dr. Shortridge discussed the PMA 5 Cast forecasting information which Mr. Burgess and Dr. Shortridge have worked on with PMA and Mike Frances. The 5 Cast data shows a district financial projection for the next five years. Dr. Shortridge discussed the assumptions involved in the data output.

Mr. Burgess and Dr. Shortridge discussed cost containment and progressive options with the board.

Dr. Shortridge stated CPI significantly impacts the deficit. He also stated 46% of district revenue is obtained from property taxes. He further stated the revenue can only be increased by CPI or 5%. Dr. Shortridge stated the district has not been close to an increase in the last 6 years. He also stated the most the district can access is less than 1% of the previous year. Dr. Shortridge stated CPI, EAV and the declining student enrollment have a large impact on 5 year projections. Dr. Shortridge stated all other revenues have stayed flat. He also stated the districts GSA (General State Aid) is based on enrollment and the districts proration has been 89% where this year it has been 92%.

Kruse asked if there was any indication the GSA will rise above 92%.

Dr. Shortridge stated the 2016 GSA is projected to rise but will begin to fall due to declining enrollment. He also stated there have been no changes to state grants and federal revenues. He further stressed the districts revenue sensitivity. Dr. Shortridge shared projections of salaries including teachers, support staff and administration. He also shared the anticipated increases to health insurance. Dr. Shortridge shared the staffing assumptions; stating in 2016 there would be 120.5 staff members, in 2017 a reduction by 4 staff members, and a reduction by one staff member each following year. He also stated the projection anticipates no changes to legislation and takes into consideration we are a tax cap district. He further stated the TRS cost phase is not included in these projections.

Dr. Shortridge stated the current deficit is projected at 343K and is still accurate. He also stated the future projected deficit is a little over 1 million and will increase over time to 1.2 million and then to 1.5 million.

Kruse asked about the 1% sales tax.

Dr. Shortridge stated the 1% sales tax would provide us with more than 1 million a year in revenue. He also stated it would be restricted funds but would help fund torte issues and building projects.

Andrews asked about the impact on the district if CPI does not increase.

Dr. Shortridge stated for every 1% of CPI an increase of \$85,000 to the deficit. He also stated a reduction in FTE (full time employees) would increase class sizes to 28.

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Gustafson asked about the number of empty classrooms in the district.

Dr. Shortridge stated the district has 16 empty classrooms spread out among the K-8 buildings.

Edwards asked about the savings in closing a building.

Dr. Shortridge stated saving over \$250,000 not including transportation costs.

Edwards asked for a recommendation regarding which building or buildings to consider closing.

Mr. Burgess stated looking at location, repairs and transportation costs.

Andrews stated closing building(s) will help but does not address the entire deficit problem.

Mr. Burgess reminded the board of their conversation at a recent committee meeting discussing closing all elementary and middle school buildings and building a brand new K-8 campus.

Andrews stated interest in building a new K-8 campus. She also asked how the district would pay for the new building.

Mr. Burgess stated restructuring the current district bonds and finding a building location where transportation could be maximized.

Brynteson stated restructuring the district and building a new K-8 campus addresses the topics in a recent strategic planning meeting where future instructional goals, a new learning space for students and financial concerns were discussed by the board.

Mr. Burgess stated the district could consider slowly closing one building while continuing to face the deficit or encourage a new attitude and direction for the G-K School District. He also stated we are not the only district looking at a deficit problem. Mr. Burgess stated it depends on how we want to approach this problem and the statement we want to make as a district.

Dr. Shortridge stated the board has always done a good job doing what is in the best interest of the district. He also stated building a new building will not only balance the budget, but alleviate the repairs, and maintenance costs of old buildings.

Andrews stated new technology and a new learning environment would be an asset not only to our students but the community.

Gustafson asked what district fund the money would come from.

Dr. Shortridge stated Fund 60.

Brynteson asked about the building process.

Andrews asked how quickly building could happen.

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Dr. Shortridge stated the 1M deficit includes a reduction in FTE (full time employees) already. He also stated the process and steps to be taken by July to work with local legislature, referendums and a significant building committee outreach group.

Andrews asked about Vision 2020, community outreach, and land acquisition.

Edwards recommended looking into building a new building and possibly closing one building in the process. She also asked about the proceeds of the sale of a building going towards building the new building.

Dr. Shortridge stated even if the sale of the building is a \$1.00 you are alleviating a financial burden and energy costs. He further stated the benefit for someone who wants to use the building for community purposes. Dr. Shortridge stated it would be a win-win for the community. He also stated we have talked about closing one building but it would be necessary to close more than one building.

The board recommended continuing cost containment issues at the next Committee of the Whole Meeting or a Special Meeting could be scheduled.

## **New Business**

### **FOIA Request**

Mr. Burgess stated there was one FOIA to report.

### **Acceptance of Donations**

Mr. Burgess stated there were seven generous donations to accept.

A motion was made by Brynteson, and seconded by Gustafson, to accept with gratitude these generous donations; \$3,000.00 to Genoa-Kingston Middle School \$3,000 to Genoa Elementary School, \$3,000 to Kingston Elementary School and \$3,000 to Davenport Elementary School from the Genoa-Kingston PTO, and these generous donations in the amount of \$284.79 to Davenport Elementary, \$139.40 to Kingston Elementary School, \$278.23 to Genoa Elementary School all from "Take Charge of Education" (Target).

Ayes: Andrews, Brynteson, Edwards, Fischer, Gustafson, Kruse  
Motion Carried.

## **Superintendent/Board Communication**

### **Excellence in Education Recipients**

Mr. Burgess congratulated Kendra Brauer, 2<sup>nd</sup> grade teacher from Kingston Elementary School as this year's Excellence in Education recipient. He also stated the dinner for the recipients is scheduled for Monday, March 14, 2016 at Kishwaukee College Conference Center.

## **Committee Meeting at KEC in April or May**

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Mr. Burgess stated KEC has invited the board to attend a tour of the facility and hold a committee or a board meeting onsite.

Edwards stated it would be inconvenient for the public to attend a meeting at KEC.

Andrews stated the tour would give insight to what our students are doing at KEC.

Kruse stated keeping in mind special meetings with presenters when looking at KEC tour dates.

**Auto Show Participation from G-K on Education Day February 19, 2016**

Mr. Burgess stated he attended the Chicago Auto Show on February 19, 2016 with KEC students. He also stated it was an amazing day to view technology and see what our students are involved in. Mr. Burgess thanked the board for their support in attending these events to bring innovative ideas back to our school.

**Transportation**

Mr. Burgess stated the new transportation truck has had the school logo placed on the truck from Banner Up Signs.

**Future Agenda Items**

**March COW**

Safety Presentation - Jim Slater  
High School Math Proposal  
High School Science Proposal  
Recognition of Teachers  
Cost Containment  
Superintendent Search  
Bond and Financing Presentation  
Resolution for School Board Delegate

**March BOE**

Angelo Lekkas – Chrome Book Presentation  
High School Math Proposal  
High School Science Proposal  
Buildings and Grounds Summer Staffing  
Cost Containment  
Superintendent Search

**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).**

A motion was made by Brynteson, and second by Edwards, to convene to Closed session for discussion of the appointment, employment, compensation, discipline, performance or dismissal of

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specific employees of the District in compliance with 5 ILCS 120/2(c)(1) 8:54 pm.

Ayes: Brynteson, Edwards, Fischer, Gustafson, Andrews, Kruse  
Motion Carried.

**Reconvene**

The board reconvened to open session at 10:40 pm.

**Adjournment**

A motion was made by Paul Kruse, seconded by Kristin Brynteson, to adjourn the Board of Education meeting at 10:40 pm.

Voice vote: Ayes: 6.  
Nays: 0.  
Absent: 1.  
Motion carried.

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Paul Kruse, Board President

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Heather Edwards, Board Secretary