

## BOARD OF EDUCATION – REGULAR MEETING

August 22, 2006

The Board of Education of Sycamore Community Unit School District 427 met in regular session on August 22, 2006, in the Board Room of the Administration Building, 245 W. Exchange Street, Sycamore, Illinois.

### ATTENDANCE

Jim Dombek, President  
Dannie Stanbery, Vice Pres.  
Donald Clayberg, Secretary  
Barb King, arrived at 7:24 p.m.  
Jay Montgomery  
Dave Shipley  
Diane Tyrrell

### OTHERS

Wayne Riesen, Superintendent  
Kathy Countryman, Assistant Supt.  
Luke Glowiak, Assistant Supt.  
Kathy Sloniker, Secretary

ADMINISTRATORS: J. Graves, M. Leffler,  
and K. Wesley.

OTHERS PRESENT: D. Hines, (Midweek);  
B. Adams, (WDKB-FM); C. Quick, (Daily  
Chronicle); A. Armbrust, FGM Architects;  
and N. Leifheit.

President Dombek called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

When the roll was called, the following members were present: Clayberg, Montgomery, Shipley, Stanbery, Tyrrell, and Dombek. King arrived at 7:24 p.m.

**3.0 AGENDA:** Tyrrell moved, seconded by Montgomery, to approve the agenda as presented. All members present voted aye and the motion carried.

**4.0 CONSENT AGENDA:** A motion was made by Tyrrell, and seconded by Stanbery, to approve the consent agenda as presented, as follows:

- 4.1 Approval of Minutes of Regular Meeting July 25, 2006 as amended
- 4.2 Approval of Minutes of Executive Session July 25, 2006
- 4.3 Treasurer's Report
- 4.4 NIA Treasurer's Reports
- 4.5 NIA Bills Payable
- 4.6 NIA Personnel Report
- 4.7 Bill Payable
- 4.8 Approval of Vehicle Lease/Installment Purchase

President Dombek called for a roll call vote on the motion. The following members voted aye when the roll was called: Clayberg, Montgomery, Shipley, Stanbery, and Tyrrell. Dombek abstained. AYES - 6; NAYS – 0. Motion carried.

**5.0 AUDIENCE TO VISITORS:** None

## **6.0 PUBLIC HEARINGS:**

- 6.1 District #427 FY07 Budget – President Dombek opened the public hearing regarding the District #427 FY07 budget. No one from the public came forward with comments or questions. President Dombek closed the hearing.
- 6.2 NIA FY07 Budget – President Dombek opened the public hearing regarding the NIA FY07 budget. No one from the public came forward with comments or questions. President Dombek closed the hearing.

**7.0 COMMUNICATIONS/CORRESPONDENCE:** Dr. Riesen indicated that this correspondence was provided for the Board’s information only. However, Dr. Riesen commended Mr. Clayberg on becoming an IASB LeaderShop Academy member.

**8.0 COMMITTEE REPORTS:** Shipley reported from the Sycamore Plan Commission Meeting. He noted that a copy of the Plan Commission agenda was included in the Board’s packet. Shipley stated that all four action items were favorably recommended to the City Council. He pointed out that the other item on the agenda was a workshop item to consider a concept plan for a mixed commercial and residential planned unit development on the Herst Farm at the intersection of Lindgren and Plank Roads.

**9.0 LEGAL/LEGISLATIVE UPDATE:** Dr. Riesen indicated that these items were included in the Board’s packet for information only. Clayberg referred to bill #2528 regarding the evaluation of administrators. Dr. Riesen stated that the District will have to follow that bill very closely.

- 9.1 State School News Service
- 9.2 Alliance Legislative Report
- 9.3 In Brief

## **10.0 OLD BUSINESS:**

- 10.1 Master Facility Planning – FGM Architects – Mr. Armbrust from FGM Architects reviewed the current elementary building capacities with the Board. He explained that three programmed spaces for special education were included at each building. He also noted that the capacity numbers represented operating at 100% utilization of all spaces, which is very difficult to achieve. Mr. Armbrust presented drawings depicting proposed minimum renovations/additions to each of the elementary buildings that would help to create equity in services and programs among the buildings. Mr. Armbrust also presented some examples of elementary school planning concepts for the Board to review.

King arrived at 7:24 p.m.

Tyrrell inquired about the addition to South Prairie Elementary. Mr. Armbrust stated that the bid opening was held yesterday afternoon and the recommendations will be presented to the Board at its September 12<sup>th</sup> meeting. He stated that the bids were very competitive, with less than a 2% difference between the high and low bid.

Montgomery asked Mr. Armbrust for a cost per student figure for the proposed renovations and the new building. Mr. Armbrust responded that he would create that for the Board.

Stanbery suggested that the design for the new elementary building be “future focused” realizing that the district may need to make renovations down the road.

Mr. Glowiak reviewed a tentative construction schedule and financing options with the Board. He noted that three financing options are available without a referendum to

build additions or to remodel existing schools; Alternate Bonds, Debt Certificates, and Funding Bonds. He stated that a referendum would be the easiest method to fund a new school. He pointed out that the April 2007 election would be the best option for a referendum; because the next available election would be March 2008. Mr. Glowiak stated that the Board will need to make a decision regarding the referendum by the end of this year in order to place a question on the April 2007 ballot.

Montgomery suggested that the Board hold a special meeting to discuss facilities and he also stated that he would like to hear from the elementary principals at that time. Dombek agreed and thought that two workshops might be necessary; one after the September 26<sup>th</sup> meeting and one after the October 24<sup>th</sup> meeting.

- 10.2 Curriculum Policy – 2<sup>nd</sup> Reading\* – Dr. Riesen indicated that minor changes were made to the wording of the policy per the Board’s request. He stated that it is the recommendation of the administration that the Board approve the Curriculum Policy as presented.

Shipley voiced concerns regarding the appendix portion of the policy.

Clayberg was amazed at how the curriculum process had been enhanced over past practices and was very pleased with the document.

The Board inquired about the cost of the program. Mrs. Countryman indicated that funding for this project was included in the budget.

Clayberg moved, seconded by Tyrrell, to approve the Curriculum Policy as presented. When the roll was called, the following members voted aye: Clayberg, King, Montgomery, Stanbery, Tyrrell, and Dombek. Shipley voted no. AYES 6; NAYS – 1. Motion carried.

## **11.0 NEW BUSINESS:**

- 11.1 Approval of Resolution Regarding District #427 FY07 Budget – Stanbery voiced concern with some items that were included in the budget. Mr. Glowiak explained that all items included in the budget will not necessarily be completed. Dr. Riesen explained that the budget is a planning document and further noted that Mr. Glowiak always constructs the budget in a conservative manner.

Stanbery was concerned about submitting a deficit budget to the state board. He also was disturbed about items that come up as emergencies that do not come through the budgeting process.

Mr. Glowiak explained that the proposed budget falls within the District’s policy. He pointed out that no plan is required by the state because of the district’s fund balances. Mr. Glowiak stated that sometimes emergencies come up and when they do, they must be taken care of.

Clayberg moved, seconded by Tyrrell, to adopt the FY07 budget for District #427 as presented. The following members voted aye when the roll was called: Clayberg, King, Montgomery, Tyrrell, and Dombek. Shipley and Stanbery voted no. AYES 5; NAYS – 2. Motion carried.

- 11.2 Approval of Resolution Regarding NIA FY07 Budget – Tyrrell moved, seconded by Montgomery, to adopt the FY07 budget for the Northwestern Illinois Association (NIA) as presented. When the roll was called, the following members voted aye: Clayberg, King, Montgomery, Shipley, Stanbery, Tyrrell, and Dombek. AYES 7; NAYS – 0. Motion carried.

- 11.3 Transportation Notebook – Mr. Wesley – Mr. Wesley reviewed the Transportation Notebook with the Board. He commended Mrs. Murphy, an employee in his office, for her expertise in planning routes in order to maximize bus usage.

Stanbery voiced concern about the speed limit on Illinois Route 23 by the Middle School. Mr. Wesley indicated that he would pursue that issue with the City of Sycamore.

Montgomery inquired about staggered start times for the schools. Mr. Wesley responded that the appropriate time to review this would be when new buildings come on-line or when a boundary restructuring occurs.

- 11.4 Buildings and Grounds Update – Mr. Wesley –Mr. Wesley gave a PowerPoint presentation depicting the various renovations that were completed over the summer, which included; new lighting throughout the district, remodeling the high school auditorium, upgrading the Southeast annex building, refurbishing the gym floors at the high school and middle school, etc.

Stanbery commended Mr. Wesley for managing these projects in a timely manner

- 11.5 Buildings and Grounds Rental Rates – Mr. Wesley – Mr. Wesley noted that Board policy requires the district rental rates to be reviewed annually. He recommended maintaining the same rates as last year for the 2006-2007 school year. Mr. Wesley proposed a couple of wording changes to the building usage section of the Business Office Procedures manual, which were included in the Board’s packet. He stated that these changes would be submitted to the Board at their next meeting as an action item. He also noted that a flow chart, which summarizes the Business Office Procedures, was also included in the packet.

## **12.0 FINANCIAL:**

- 12.1 ASBO Certificate of Excellence in Financing Report – Mr. Glowiak stated that the District has once again been awarded the Certificate of Excellence in Financial Reporting from the Association of School Business Officials for the fifth consecutive year. He noted that a copy of the letter from the Association of School Business Officials and a copy of the certificate were included in the Board packet.

The Board congratulated Mr. Glowiak on the receipt of this award. Mr. Glowiak gave credit to his business office staff.

- 12.2 District Insurance Coverage – Mr. Glowiak stated that a listing of the District’s insurance coverage in effect for the 2007 fiscal year was included in the packet. He pointed out that the District belongs to the Collective Liability Insurance Cooperative “CLIC”. He explained that one benefit of belonging to the cooperative is a \$35 million excess liability, which is not available through the private insurance market. He pointed out that the fee for 2007 represents an increase of less than 1% in terms of the district’s total plan cost.

## **13.0 PERSONNEL**

- 13.1 Executive Session for the Consideration of Matters Related to the Appointment, Employment, or Dismissal of Personnel, and Imminent Litigation.\* Tyrrell moved, seconded by Montgomery, to go into executive session for the consideration of matters related to the appointment, employment, or dismissal of personnel, and imminent litigation. When the roll was called, the following members voted aye:

Clayberg, King, Montgomery, Shipley, Stanbery, Tyrrell, and Dombek. AYES - 7; NAYS - 0. Motion carried.

In at 9:50 p.m. and out at 10:05 p.m.

#### **14.0 ACTION ITEMS FROM EXECUTIVE SESSION**

14.1 Personnel Reports - Motion by Tyrrell, seconded by Montgomery, to approve pages 1 and 2 of the non-certified personnel report as revised. The following members voted aye when the roll was called: Clayberg, King, Montgomery, Shipley, Stanbery, Tyrrell, and Dombek. AYES - 7; NAYS - 0. Motion carried.

Motion by Tyrrell, seconded by Montgomery, that the certified personnel report be approved as presented. When the roll was called, the following members voted aye: King, Montgomery, Shipley, Stanbery, Tyrrell, and Dombek. Clayberg abstained. AYES - 6; ABSTENTIONS - 1; NAYS - 0. Motion carried.

**15.0 Open Discussion/Issues/Observations/Questions** – Mr. Glowiak indicated that he was seeking direction from the Board regarding the BETA Abatement request. After running the company through the District's matrix, he reported that Project BETA qualified for a category 2 abatement. The Board suggested to add a sentence to the proposed "Letter of Intent" that indicates that this abatement would constitute the Board's one abatement for the 2006 calendar year. It was the consensus of the Board to direct Mr. Glowiak to send the enclosed "Letter of Intent" as amended to Mr. Nicklas, Sycamore City Manager.

Dr. Riesen asked the Board if they wanted to issue a challenge to the DeKalb School Board regarding the outcome of the DeKalb/Sycamore Football game. The Board agreed to issue the same challenge as last year. Mr. Dombek indicated that he would contact the President of the DeKalb School Board.

Dr. Riesen thanked the Board for allowing the administrators to hold an off-site retreat. He felt that it was a great, worthwhile, team building event. In addition to a variety of procedural items, he stated that Mr. Glowiak reviewed the budget and the budget process, Kathy Countryman reviewed and highlighted the Strategic Design, and he spoke regarding leadership. He explained that each administrator will be writing a personalized leadership plan to attach to their goals to be submitted to the Board in October.

Dr. Riesen suggested that the Board discuss and finalize their goals for 2006-2007 school year. The Board set the following goals: 1) Begin policy process; 2) Continuation of facility planning; 3) Curriculum; and 4) Communications (Board & Community).

Mr. Dombek reported that he spent time with the middle school principal and teachers this summer discussing middle school philosophy, which he found to be very beneficial. He felt that the Board should review the high school and elementary school philosophies as well.

Montgomery inquired about the sporting event passes for school board members.

Montgomery suggested that the Board discuss the look-a-like air pistols and determine whether or not these should be considered a weapon or a toy.

Montgomery pointed out that with the new student parking arrangements at the High School, the student handbook may need to be revised.

Montgomery asked if the company that bought CCI was meeting the requirements for the abatement.

Stanbery inquired about the school break-ins that were in the paper. Mrs. Countryman indicated that she received the incident reports today. She stated that the high school administration will be holding interviews in the near future and will determine the appropriate disciplinary actions.

Stanbery asked about the progress with Cortland regarding impact fees. Dr. Riesen indicated that he and Mr. Glowiak would be meeting with Cortland again in the near future to continue discussions.

**16.0 Future Agenda Items – Abatement Process and Mandatory PE Exemption**

**17.0 Adjournment** – Montgomery moved, seconded by Stanbery, that the meeting be adjourned. All members present voted aye and the motion carried.

This meeting was declared adjourned at 11:13 p.m.

Minutes approved (\_\_\_\_\_)

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President, Board of Education

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Secretary, Board of Education