

KANELAND COMMUNITY UNIT SCHOOL DISTRICT NO. 302
47W326 Keslinger Road
Maple Park, Illinois 60151

BOARD OF EDUCATION
REGULAR MEETING
MONDAY, FEBRUARY 9, 2009

Call to Order

The Board of Education of Kaneland Community Unit School District No. 302 met in Regular Session at the Milnamow Administrative Center, Kaneland High School, on Monday, February 9, 2009 at 7:02 p.m.

Roll Call

President Lisa Wiet, Superintendent Charles McCormick, and members Jonathan Berg, Elmer Gramley, Deborah Grant, Cheryl Krauspe, and Robert Myers were present. Diane Piazza arrived at 7:15 p.m. Also present were Tom Runty (Asst. Supt. for Business), Jeff Schuler (Asst. Supt. for Human Resources) and Julie-Ann Fuchs (Assistant School Business Official).

Establishment of Quorum

A quorum was established.

Approval of Agenda

Motion by Gramley, seconded by Berg, that the agenda be approved as amended.

Upon call of the roll, the following members voted Aye: Wiet, Berg, Gramley, Grant, Krauspe, Myers. Aye - 6; Nay - 0. The motion was carried.

Introduction of Guests

The guests were introduced.

Public Comments

Jack Hansen addressed the Board regarding finances and asked that teachers delay their salary increases until the economy improves.

Consent Agenda

Motion by Gramley, seconded by Myers, to approve the consent agenda items as amended.

G-1: Approval of Treasurer's Report

that the Kaneland Board of Education approve the Treasurer's Report as presented.

G-2: Approval of Minutes

that the Kaneland Board of Education approve the minutes of the January 26, 2009 Regular Meeting as presented.

G-3: Approval of Resignations/Employment of Staff

that the Kaneland Board of Education accept, with regret, the resignation of **Yvette Naltsas** as a part-time nurse at Kaneland Middle School, effective February 3, 2009.

that the Kaneland Board of Education approve the employment of **Jessica Byerhof** as a paraprofessional at Blackberry Creek Elementary School effective February 10, 2009 for the remainder of the 2008-09 school year at an hourly salary rate of \$9.91.

that the Kaneland Board of Education approve the employment of **Ernie Colombe** as Assistant Baseball coach for the 2008-2009 school year.

that the Kaneland Board of Education approve the employment of **Travis Berth** as Assistant Girls' Soccer coach for the 2008-2009 school year.

that the Kaneland Board of Education approve the employment of **Pamela Long** as Administrative Assistant, Business Office, effective January 1, 2010 at an annual salary of \$49,000. (Pam is currently the Payroll Administrator in the Business Office.)

that the Kaneland Board of Education approve the request for an additional paraprofessional (.4 FTE) at John Shields Elementary School in the Early Childhood program.

G-4: Approval of Student Suspensions

that the Kaneland Board of Education approve the suspensions of the following students:

Student 2-1	Bus Conduct	10 days loss of bus privileges
Student 2-2	Misconduct	3 days out-of-school
Student 2-3	Bus Conduct	3 days loss of bus privileges
Student 2-4	Misconduct	10 days out-of-school

G-5: Approval of Changes in Selected Board Policies – Second Reading and Approval

that the Kaneland Board of Education approve the changes in the following policies on second reading and approval:

2.220	School Board Meeting Procedure
4.60	Purchases and Contracts
4.70	Resource Conservation
4.160	Hazardous and Infectious Materials
5.90	Abused and Neglected Child Reporting
5.150	Personnel Records
5.240	Professional Personnel – Suspension
5.290	Educational Support Personnel – Employment Termination and Suspensions
6.60	Curriculum Content
6.120	Education of Children with Disabilities
6.300	Graduation Requirements
7.50	School Admissions and Student Transfers to and from Non-District Schools
7.210	Expulsion Procedures
7.230	Misconduct by Students with Disabilities
7.240	Conduct Code for Participants in Extracurricular Activities
7.300	Extracurricular Athletics

G-6: Approval of Easement Agreement

that the Kaneland Board of Education approve the Access Easement Agreement as presented by the administration.

G-7: Approval of Change Orders

that the Kaneland Board of Education approve Change Order U-006 and U-007 (Utilities) as presented by the administration.

Upon call of the roll, the following members voted Aye: Wiet, Berg, Gramley, Grant, Krauspe, Myers. Aye - 6; Nay - 0. The motion was carried.

Agenda Item H-1: Review and Approval of 2007-08 Audit

The 2007-2008 Audits for Kaneland School District #302 and Fox Valley Career Center were presented to the Board.

Motion by Krauspe, seconded by Berg, that the Kaneland Board of Education accept the 2007-2008 Audit for Kaneland School District #302 and Fox Valley Career Center as presented.

Upon call of the roll, the following members voted Aye: Berg, Gramley, Grant, Krauspe, Myers, Piazza, Wiet. Aye - 7; Nay - 0. The motion was carried.

Agenda Item H-2: Recommendations Regarding District Finances

Kaneland, like most school districts across the country, is facing financial challenges that require changes in operations in order to live within our means and function efficiently from a financial perspective. Nothing has occurred since the last Board meeting to change the PMA Financial Profile for Kaneland. Thus, the administration has proceeded with considering ways in which to change the trends indicated in it.

Of primary concern in the PMA Profile are the projected fund balances for the operating funds: Education Fund, O & M Fund, Transportation Fund, Municipal Retirement/Social Security Fund; Working Cash Fund.

Since the District cannot increase revenues, we have necessarily focused on ways in which to reduce expenditures at a magnitude that would balance the budget on an annual basis. Our immediate attention is on FY 10 with some consideration of FY 11.

Fund Management

We have taken the following perspectives on these funds.

Working Cash Fund: Retain all or most of the budgeted annual levy in this fund and allow this fund's balance to increase for the foreseeable future. This would allow the District to accrue an internal fund for weathering cash flow deficiencies in the future.

Transportation Fund: Maintain the balanced budget as projected.

IMRF: Maintain the balanced budget as projected

Operations and Maintenance: Balance this fund with expenditure reductions and/or perhaps a minor increase in revenue

Education Fund: Reduce expenditures by \$1,500,000+ to balance the fund for FY 10.

Expenditure Reduction in the Education Fund

We have reduced allowable non-personnel expenditures in the FY 09 budget for all funds by approximately \$740,000. Mid-year reductions of personnel costs are generally not available in school districts. This reduction level will go forward in the subsequent years and additional reductions will be added to it.

The administration has looked at both non-personnel and personnel costs with the following parameters:

-- Budget reductions must be sufficient enough to balance budgeted revenues and expenditures
-- To the extent possible, cost reduction should be achieved through non-personnel budget cuts
-- Expenditure reductions, including personnel reductions, were to be considered in relationship to the following criteria and the balance among them:

- Impact on students
- Equity among students
- Impact on core academic programs
- Impact on strategic plan and other District initiatives
- Cut vs. delay
- Degree and ease with which implemented cuts could be reinstated.

The Administration has developed a list of expenditure reductions totaling over \$1,500,000 in the Education Fund. They are nearly equally divided between personnel and non-personnel costs.

As to the reductions in personnel costs, the following would occur within next year's staffing pattern and budget:

- Add 2.0 FTE certificated positions to the middle school
- Add 4.0 FTE certificated positions to the high school
- Cut 1.0 FTE administrators from the District Office
- Implement a restructuring of certain special education programs
- Implement Response to Intervention (RTI) and re-purpose/reassign 10 certificated positions and 9 non-certificated positions
- Add .5 assistant elementary principal (due to relocation of special education programs and implementation model for RTI)
- Implement reduction in force to reduce the staffing pattern for non-certificated personnel by 14.5 FTE and for certificated personnel by 6.0 FTE

Board action will be required to reduce the staffing pattern by the levels indicated above and to specify the individuals who will be eliminated from the District roster as needed. We have scheduled this action for the March 9th Board meeting.

As to the implications for specific types of costs (e.g., staff development, purchasing computers, adding library books, etc.) for next year's budget, we will have to wait for the

development of FY 10 tentative budgets to know this information. Most of these decisions and the setting of priorities will occur at the building and departmental levels of the organization.

Agenda Item H-3: Mobile Classroom Update

With the construction projects scheduled to end for the 2009-10 school year, one of the ancillary issues is the disposition of the mobile classrooms, both the seven structures at KMS and the mobile at John Stewart Elementary School.

After review and consideration of the condition, ownership and possible usage/need, the following recommendations were presented to the Board:

1. Because there is some mild concern regarding having the new buildings ready for the start of school, we find it prudent to delay any action on the mobiles until after school starts in the fall. They may be temporarily in demand as a contingency measure.
2. After there is no further need for them, the following is recommended:
 - a. KMS mobiles 1 and 2 are definitely in the worst condition. We own them and have options to sell them or related for storage.
 - b. KMS mobiles 3/4 and 5/6 are leased, and should be returned when the lease runs out.
 - c. KST mobile is leased, with the cost reimbursed from Mid Valley Special Education Cooperative. Although it is the newest and is fitted with a washroom, it does create reduced parking and reduced traffic flow for parents at Stewart and should be removed.
 - d. KMS mobiles 7, 8 and 9 are owned by the District, are in reasonable shape and are not currently in the way of anything. They should be retained for future use, maintained and made available for storage. They could also be converted into overflow office space as needed.

The above information was reviewed with the Facilities Planning Committee on January 21st, and the members present that evening concurred with the above findings and recommendations.

Agenda Item H-4: Proposals for New Differentials

Dr. Schuler reported that our contract with the KEA includes language for a Differential Committee. The purpose and charge of the differential committee is to review proposals from staff members seeking to add a new activity to our differential list or increase the pay of an existing activity. The committee consists of three members of KEA and three administrators. The committee met on January 28th to review the proposals that were submitted.

Based on our current budget concerns, the committee is not recommending that any new money be added to the differential/stipend budget for next school year. There were several proposals for new clubs that are currently being offered at the high school on a voluntary basis. The committee supports these opportunities for students and will keep the proposals in an active file for consideration in future years when the budget allows.

Superintendent/Board Report

1. Dr. McCormick reported that 325 people from area districts attended the Autism Workshop held at KHS Auditorium this past Saturday.
2. The Chalk Guy is coming to Kaneland for a presentation in May for the 5th/6th graders during the day and parents that evening.
3. An update was given on the February 5th Spelling Bee held at the KHS Auditorium. A John Stewart Elementary School student was the winner.
4. Tom Runty gave a construction update. KDOT will change the speed limit near the school entrance area at the Harter Road Middle School to 45 mph.

Public Comments

None

Executive Session

Motion by Myers, seconded by Krauspe, that the Kaneland Board of Education adjourn to Executive Session at 8:55 p.m. to discuss appointment/employment/compensation/discipline/performance/dismissal of personnel.

Upon call of the roll, the following members voted Aye: Gramley, Grant, Krauspe, Myers, Piazza, Wiet, Berg. Aye - 7; Nay - 0. The motion was carried.

The Board of Education of Kaneland Community Unit School District #302 reconvened in Regular Session at 10:10 p.m. on Monday, February 9, 2009 at the Milnamow Administrative Center, Kaneland High School. President Lisa Wiet, Superintendent Charles McCormick, and members Jonathan Berg, Elmer Gramley, Deborah Grant, Cheryl Krauspe, Robert Myers, and Diane Piazza were present. Also present were Jeff Schuler, Tom Runty and Julie-Ann Fuchs.

Adjournment

Motion by Berg, seconded by Gramley, that the meeting be adjourned at 10:12 p.m.

Upon call of the roll, the following members voted Aye: Grant, Krauspe, Myers, Piazza, Wiet, Berg, Gramley. Aye - 7; Nay - 0. The motion was carried.

President, Kaneland #302

Secretary, Kaneland #302