



MINUTES OF BOARD MEETING

****Regular meeting taking place at the District Office on January 22, 2019**

MEMBERS

Position	Present	Absent
Presiding Officer	Matt Seman	
	Charlie Waugh	
	Pam Kovacevich	
	Corey Conklin (arrived at 6:37pm)	
	Tom Ray (arrived at 6:36pm)	
	Kurt Ratliff	
Superintendent	Tip Reedy	
Building Principals	Doug Furlow, Clay Shoufler and Adam Ibbotson	
Board of Education Secretary	Teresa Benner	

Call to Order / Roll Call / Pledge of Allegiance / Approval of Agenda

The meeting was called to order by President, Matt Seman. Roll call was taken by the Recording Secretary. Those in attendance stood and recited the Pledge of Allegiance.

A motion was made by Teresa Benner and seconded by Kurt Ratliff that the agenda be approved as amended.

Discussion: Added an executive session after public comment

Motion carried

Public Comment and Recognition of Employees

Byron Painter – South County Publication

Ben McDaniel, Lorri Bandy, and Ken, Marqeta and Jacob Kienzler – members of the public

Executive Session

A motion was made by Pam Kovacevich and seconded by Teresa Benner to enter into Executive Session for the purpose of: Under 5 ILCS 120/2c of the Open Meetings Act: The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee.

Continuation of regular meeting held at the District Office on Monday, January 22, 2019 Page Number 1



Discussion: None

- On roll call the following members answered aye:
Matt Seman Charlie Waugh
Pam Kovacevich Kurt Ratliff
Teresa Benner
- On roll call the following members were absent:
Tom Ray Corey Conklin

Motion carried

The Board entered executive session at 6:32pm and returned to open session at 6:51pm.

Informational Items and Dates

Mr. Reedy presented a list of upcoming important dates to the Board.

- January 21 Martin Luther King Day – No School
- January 22 Regular BOE Mtg. 6:30
- January 23 WHS New Freshman Parent Mtg 6:30
- January 30 WHS Spring Athletics Parent Mtg 6:00
- February 5 Online Protection Parent Mtg UCB 7:00
- February 15 SIP Day ½ Day Attendance
- February 18 No School Presidents Day
- February 19 Online Protection Parent Mtg UCB 7:00
- February 19 Regular BOE Mtg 6:30

Approval of the Consent Agenda

A motion was made by Kurt Ratliff and seconded by Matt Seman to approve the consent agenda containing items a, b, c, and d: Approval of the Levy Hearing Minutes, Regular Meeting Minutes and Executive Session Meeting Minutes of December 17, 2018, Approval of the Bills in the amount of \$527,298.95 including reimbursement of the revolving fund of \$1,170.73, Approval of the Lunch Report and Approval of the Treasurer's Report:

- On roll call the following members answered aye:
Matt Seman Charlie Waugh
Pam Kovacevich Kurt Ratliff
Tom Ray Corey Conklin
Teresa Benner

- On roll call the following members were absent:

Discussion: None

Motion carried

Information Items

A. Administrative Reports – all full reports submitted to the Board

- Doug Furlow



- Sue Lutz will be the pit director for the musical
- Congratulations to Hayden Moore – December Student of the Month
- During 1st semester finals are completed. In order to opt out of one final, students cannot miss more than 2 days and have no discipline referrals. 297 students opted out and only 26 discipline referrals were issued for the semester.
- Registration will start tomorrow night with incoming Freshmen
- On January 7th, active shooter drills were conducted with the teachers. Three different scenarios were completed and debriefing took place with staff and law enforcement.
- **Clay Shoufler**
 - January reinforcing 4B's (Be Respectful, Be Responsible, Be Safe, Best Effort), reviewing policies with the students, school safety, coached the kids on ALICE and decision making, completed a drill with the students
 - Some are uneasy, most are appreciative that the teachers are trained and helping the students to be trained as well
 - Partner with local law enforcement to help with the drills
 - Chief Edwards and Officer Harmon came in and played badminton with the kids the next week. They come and have lunch with the students as well a couple times per month
 - Honor roll donut breakfast
 - County wide spelling bee is coming up, no regional sponsor, but the grade levels will have a bee
- **Adam Ibbotson**
 - Report cards are heading home this week
 - Adam went to ALICE training as well, learned a lot about how to handle this situation with young kids
 - They will do some scenarios in February
 - PTO hosting a STEAM night on 2/21, 6:30pm
 - Large group coming in to do experiments
 - Coder Dojo – opportunity to learn how to learn about and/or write computer code
 - It will be an after school activity
 - Sherman Jump – Shriner's Hospital is the charity this year
 - Kindergarten screening taking place on 3/28 and 3/29

B. Superintendent's Report

1. Financial Update

The Williamsville Index shows a total \$4,800,912 All Fund Balance, and an Operating Fund Balance (Ed, OM, WC, IMRF, Trans) of \$4,762,078 as of December 31, 2018.

Mr. Reedy noted the following:

- The district is still estimating a deficit budget of \$173,232 in FY19 All Funds, and a deficit budget of \$178,743 in FY19 Operating Funds
- December 2018 total expenses were \$2,909,528.64
- We have made the annual Bond and Debt Certificate payments for FY19 and have received 44% of the FY19 budgeted Revenue and spent 55% of the FY19 budgeted Expenses



- The Comptroller indicated we should receive one FY19 MCAT payment in January. We have yet to receive the first FY19 MCAT. (\$142,747 – Spec Ed Facility, Regular & Spec. Ed. Transportation)

2. Facilities Update

Mr. Reedy thanked the Maintenance Crew for taking care of the facilities snow and ice removal. He also thanked the Bus Drivers for doing an excellent job transporting our students during challenging road conditions. He noted that we have lots of snow on our roofs, and as the snow melts, we are experiencing leaks. Tremco Roofing is scheduled to make repairs and will do so once they are able to get up on the roofs.

We have various facility studies occurring over the next couple months, and Mr. Reedy is in the process of working with BLDD Architects and gathering information for our 10-year Health Life Safety Survey, roofs (repair, restoration, or replacement evaluations), building envelope evaluations, and HVAC evaluations. The new 10-year HLS cycle will begin June 3, 2019.

3. BOE Facility Priorities and Summer Maintenance

WCUSD#15 County Facility Sales Tax Priorities

- Utilize the revenue to enhance School Security and Safety
- Utilize the revenue to pay off existing annual Debt Certificate payments
- Utilize the revenue for Health Life Safety expenses
- Utilize the revenue for the deferred maintenance on all District buildings
- Utilize the revenue for District Facility upgrades
 - Sherman Elementary School: Facility upgrades, gym expansion, remodel Pre-K wing and K-wing
 - WJHS: Facility upgrades, build new 6th grade wing and remodel the old 6th grade wing to move the 5th grade to WJHS
 - WHS: Facility upgrades, build new auditorium with band and chorus rooms and field house, remodel cafeteria, weight room and locker rooms
 - Outside Facilities: Upgrade parking lots, athletic fields, and landscaping

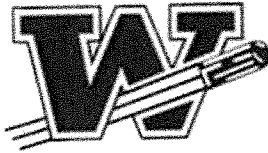
Mr. Reedy provided the board with information about plans for summer maintenance projects and information about potential borrowing options to pay for the summer maintenance.

The current proposed summer maintenance projects are: 10-Year HLS repairs, district school security enhancements, district roof repairs, district technology infrastructure, and WHS HVAC evaluation. The new sales tax revenue can be used to finance all these projects.

- \$2.1M is needed to restore or replace roofs – photos of roofs were shown and information given on what needs replaced
- Lease for school security, estimated at \$120,000 and would provide for:
 - Key fob for entry
 - More cameras inside and outside
 - Police to have access to the cameras in their vehicles
 - Admin and other staff have access to the cameras so it can be monitored from an area where something is not occurring
- Technology infrastructure \$100,000
- WHS HVAC System \$100,000
- Health, Life, Safety mandates - \$35,000
- District Other Deferred Maintenance- \$100,000
- \$2.5M - \$3M alternative revenue bonds on the CFST to pay for these items



- Folders from Stieffel-Nickaus were distributed and discussed with the board
 - Alternative revenue bonds – can borrow 80% of the estimated revenue
 - Must go through a feasibility study to determine the 80%
 - Other schools in the county who do this – we can share the cost with them. It costs about \$25,000 to complete the study
 - The district can let the money come in, generate fund balances, and then pay for maintenance as we go, or the district can obtain the bonds and not wait
 - Alternative revenue bonds
 - Can borrow enough to cover the summer maintenance \$2.5-\$3M
 - Subject to 30 day petition period and must be published in the paper
 - 75% of the people would have to object, otherwise it passes
 - Must request this each time
 - 2nd option is to pass a resolution one time – granting the authority to borrow the max amount of approximately \$13M
 - Resolution process would have to be done again if have to borrow more money three years later
 - 20 years, 4.25% - \$10M, annual payments of \$850K
 - 40 years is the max you could go – do not recommend this route
 - With the feasibility study –the amount of growth will be estimated
 - 25 years, 1.5 annual increase – could borrow \$13M
 - *This is not a tax increase for the voters*
 - Anything over \$50K has to be bid out
 - Money is only for capital and will be audited
 - Question – has anyone ever voted to undue the CFST
 - Cannot undue it if any school has debt
 - Question – is there any more detail on what parts of facilities and maintenance this money can be used for
 - cannot be movable parts, we can also run items by the auditors for approval
 - Question – do we draw it all at once?
 - Works like a construction loan
 - We have to use it in 3 years or redo the process
 - Question – are you more for the CFST bonds or property tax bonds – combination of both
 - Referendum of March 2020, when bonds expire, there are options to complete capital projects (items on the facility upgrades list) become a possibility
 - All without a tax increase – and as EAV grows, the tax rate goes down, as it has historically done
 - Statement – past boards have done things that seemed like a good idea 10-15 years ago – what do we do if some kind of regression occurs on the CFST
 - sales tax bonds are double barrel bonds
 - Enrollment also plays in to the CFST – as we grow, we will continue to receive more money
- The district will need to explain to the public the entire picture and get the facts out about what the entire package is and what it is not.
- Question – where is the TIF money in this?
 - TIF's come off in 2021, payable in 2022, and the district will see the revenue in 2023. We are not looking to extend the TIF's. This will generate a little over \$1M annually to the general fund



- If we agree to re-TIF, we would not get any new EAV benefit, but we would still get the \$1M annually
- Approval needed to join in the feasibility study and also to continue to talk to Stiefel about more options
 - Do not like the idea of financing over 20 years
 - Want to keep the needs of future boards in mind
- Does the board want to establish a committee – or have Tom Crabtree come and answer the board's questions. They would like to have Tom come in February

4. District Residency Checks

Mr. Reedy informed the board that he and the administrative team have had conversations about conducting annual residency checks for families with students in grades Kindergarten, 5th and 9th.

Currently we only check residency for new move-in students and all Kindergarten students.

The board agrees with the need and would like to see this become a part of the registration process.

5. Student Management Systems

Mr. Reedy told the board that over the past several months, we have been evaluating different student management systems to improve data entry, parent accessibility, student accessibility, documentation, communication, teacher efficiency, and the ability to upload ISBE state reports. We have involved the staff in the selection process. We are narrowing down our selection and he anticipates a recommendation at the February board meeting.

Although there would be a cost to the district, approximately \$20,000, this cost would be largely offset by the elimination of the satellite programs we currently pay for to complete the functions that any of the new systems will. The new system would include a robust online registration portal.

6. FOIA Request

We received a FOIA request from the Illinois Retired Teachers Association requesting email contact information from our 2017-2018 retired teachers.

7. Other

a. Technology Upgrades

Technology Infrastructure Upgrades: Mr. Reedy informed the board that we are looking into our District's technology infrastructure. Many of our equipment servers, switches, phone systems, cabling, data security systems, and back-up systems are out of date. We are in the process of creating a strategic plan to replace the needed equipment to support teachers and students. We are in the process of selection and planning for the needed technology infrastructure needs that would qualify under the E-Rate program. (E-Rate explanation is listed below)

b. E-Rate

- The Schools and Libraries Program, a Federal Communications Commission (FCC) program commonly known as "E-rate," The program is intended to ensure that schools and libraries have access to affordable telecommunications and information services.



- Program participants may request funding in five categories of service: Telecommunications, Telecommunications Services, Internet Access, Internal Connections, and Basic Maintenance of Internal Connections. Discounts for support depend on the level of poverty and the urban/rural status of the population served and range from 20 percent to 90 percent of the costs of eligible services.
- The most modern version of this program is in its 5th year. The five service categories are split into two sub-categories known as Category 1 and Category 2 services. The most common use of Category 1 funding is internet service. Williamsville-Sherman Schools has in the past and will continue to get a percentage discount off the cost of its internet service based on its poverty level. Our discount is 50%.
- Category 2 services are a bit more complicated. We are currently in year 5 of a 5-year window to request Category 2 funds. The most common use of Category 2 funds is internal connections. Internal connections include everything within our buildings that deliver internet to our students. Firewalls, switches, physical data cabling, wireless access points, and backup batteries for this equipment are all included in this category. Districts are given a total pre-discount budget to spend during this 5-year window and it is based on student enrollment. The budget is ~\$150 per student which would give us a pre-discount budget of ~\$225,000 to spend on Category 2 equipment. We are in year 5 of the 5-year window and have so far requested no Category 2 funding. Once again, our discount is 50%, so we have an opportunity to receive \$112,500 in funding to help subsidize any investment in equipment included in Category 2 E-rate.
- The District has never used the E-Rate program before. This is a way to help subsidize the expense for the much-needed technology infrastructure upgrades.

Action Items

- a. A motion was made by Corey Conklin and seconded by Charlie Waugh to approve the following Press Policy Updates:
 - o 2:20-E; 2:70; 2:80; 2:80-E; 2:120; 2:150; 2:150-AP; 2:250-E2; 2:260; 3:40; 3:40-E; 3:60-E; 4:15; 4:45; 4:130; 4:170; 4:170-AP1; 4:170-AP2; 5:10; 5:10-AP; 5:20; 5:30; 5:30-AP2; 5:60; 5:100; 5:190; 5:200; 5:220; 5:220-AP; 5:230; 5:300; 6:20; 6:50; 6:60; 6:60-AP; 6:60-AP E1; 6:60-AP E2; 6:120-AP1, E1; 6:220; 6:310; 7:70; 7:100; 7:150-AP; 7:190; 7:190-AP7; 7:190-E2; 7:190-E3; 7:200; 7:250; 7:250-AP2; 7:260; 7:270; 7:270-AP1; 7:270-AP2; 7:270-E1; 7:270-E2; 7:285-AP; 7:290-AP; 7:305; 7:305-AP

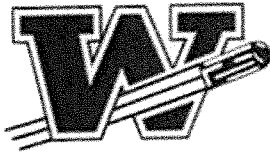
Discussion: None

Motion carried

A motion was made by Teresa Benner and seconded by Tom Ray to keep Executive Closed Session meeting minutes sealed January 2018-December 2018.

Discussion: None

- On roll call the following members answered aye:



Matt Seman	Charlie Waugh
Pam Kovacevich	Kurt Ratliff
Tom Ray	Corey Conklin
Teresa Benner	

- On roll call the following members were absent:

Motion carried

A motion was made by Pam Kovacevich and seconded by Matt Seman to approve the destruction of Executive Closed Session meeting minutes recordings that are at least 18 months old and for which approved minutes of the closed meetings already exist in accordance to district policy 2:220

Discussion: None

- On roll call the following members answered aye:

Matt Seman	Charlie Waugh
Pam Kovacevich	Kurt Ratliff
Tom Ray	Corey Conklin
Teresa Benner	

- On roll call the following members were absent:

Motion carried

A motion was made by Kurt Ratliff and seconded by Charlie Waugh to approve the following hires and volunteers for the 2018-2019 school year.

- Nick Nell – Volunteer WJHS Baseball Coach
- Trevor Compardo – Volunteer WHS Football Coach
- Sue Lutz – WHS Musical Pit Director
- Sue Ripka – WJHS Assistant Scholastic Bowl Coach

Discussion: None

- On roll call the following members answered aye:

Matt Seman	Charlie Waugh
Pam Kovacevich	Kurt Ratliff
Tom Ray	Corey Conklin
Teresa Benner	

- On roll call the following members were absent:

Motion carried

Executive Session

A motion was made by Charlie Waugh and seconded by Pam Kovacevich to enter into Executive Session for the purpose of: Under 5 ILCS 120/2c of the Open Meetings Act: The appointment, employment, compensation, discipline, performance, or dismissal of a specific employee.



Discussion: None

- On roll call the following members answered aye:
Matt Seman Charlie Waugh
Pam Kovacevich Kurt Ratliff
Tom Ray Corey Conklin
Teresa Benner

- On roll call the following members were absent:

Motion carried

The Board entered executive session at 8:14pm and returned to open session at 9:29pm.

Adjournment

A motion was made by Corey Conklin and seconded by Pam Kovacevich to adjourn the meeting.


Discussion: None

Motion carried.

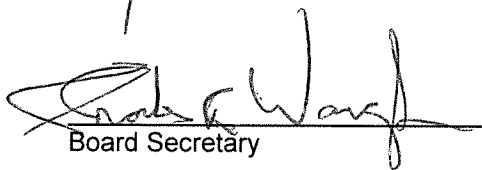
Meeting adjourned at 9:29pm

Board Approval

Dated this 22nd day January of 2019



Board President



Board Secretary

**Submitted by Jenny Brennan, Recording Secretary and Director of Human Resources