

ARLINGTON HEIGHTS SCHOOL DISTRICT 25

1200 S. Dunton Ave.
Arlington Heights, Illinois 60005

School Board Meeting Minutes July 19, 2018

David Page, Vice-President of the Arlington Heights School District 25 Board of Education, called the meeting to order on July 19, 2018 to accept a motion to adjourn into closed session at 7:16 p.m. The meeting was held at the Dunton Administration Building, 1200 S. Dunton Avenue, Arlington Heights, Illinois.

The meeting was noticed for closed session to discuss: Appointment, Employment, Compensation, Discipline, Performance or Dismissal of Specific Employees of the District, 5 ILCS 120/2 (c)(1); Review closed session minutes, 5 ILCS 120/2 (c)(21); Pending Litigation, 5 ILCS 120/2(c)(11).



Regular Meeting

David Page, Vice-President of the Arlington Heights School District 25 Board of Education, called the meeting to order on July 19, 2018 at 7:31 p.m. The meeting was held at the Dunton Administration Building, 1200 S. Dunton Avenue, Arlington Heights, Illinois. Roll call was noted and the Pledge of Allegiance said.

Board members present: Chad Conley, Scott Filipek, Erin Johannesen, David Page, and Anisha Ismail Patel

Board members excused: Brian Cerniglia and Rich Olejniczak

Others Present: Dr. Lori Bein, Superintendent; Stacey Mallek, Assistant Superintendent of Business/CSBO; Dr. Jake Chung, Assistant Superintendent for Personnel & Planning; Ryan Schulz, Director of Facilities Management; Adam Harris, Communications Coordinator; Brad Katz, Information Technology Specialist; Lana O'Brien, Recording Secretary; staff; and community.

Recognitions and Presentations - None

Community Input - None

Consent Agenda

Motion: E. Johannesen moved and C. Conley seconded the motion that the Board of Education approve those items on the Consent Agenda as follows:

(A) Personnel Report and Addendum to Personnel Report; (B) Treasurer's Report; (C) Invoices; (D) Regular, and Closed Session Meeting minutes of June 21, 2018; Roll Call: C. Conley, yes; S. Filipek, yes; E. Johannesen, yes; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

Communications:

There were no reports from the following:

- NSSEO
- IASB
- ED RED
- PTA
- ABC/25 Foundation
- ATA

Committee of the Whole Reports

Student Learning – No Report

Student Services – No Report

Business and Finance

Tentative Budget, 2018-2019

Ms. Mallek presented information on the tentative budget for the 2018-2019 school year. The budget will look different than in the past due to the Illinois State Board of Education's site-based expenditure reporting that goes along with Every Student Succeeds Act (ESSA). The 2018-19 district report cards will be released in the fall of 2019, and will show costs by pupil per building, and the budget will reflect that. Reporting will be done differently across districts as districts were given guidelines, not rules.

Ms. Mallek reviewed the budget assumptions, noting that revenue from property taxes is based on a 99% collection rate, and that the CPI is 2.1%. Interest income is 1.5%, there is no TIF surplus and the Corporate Personal Property Replacement Tax (CPPRT) is flat. Many of the mandated categoricals are now incorporated into the EBF model. The majority of the reduction in revenue is due to the bond proceeds.

The expenditures were reviewed and Ms. Mallek explained that personnel costs are 80% of the budget, excluding debt and construction. Salaries are based on the current collective bargaining agreements and tied to CPI, and health insurance costs increased six percent. The biggest area of decrease is construction. There will be an increase in the Special Education transportation budget due to the change in taxi transportation.

There will be additional changes to the final budget. The tentative budget will be posted on the District 25 website on July 20, 2018, and the notice for the public will be posted in mid-August. Ms. Mallek shared the budget timeline in accordance with legal requirements.

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| November 2017 | Adopt tax levy |
| Jan. – March 2018 | Build budget assumptions |
| Feb. – June 2018 | Build budget (building allocations, departments, staffing, enrollment) |
| April 2018 | Personnel Plan approved by Board |
| July 19, 2018 | Presentation of 2018-19 tentative budget |
| August 18, 2018 | Publish notice for public hearing |
| September 20, 2018 | Public Hearing |
| September 20, 2018 | Adoption of final budget |

The Board asked several budget questions and there was discussion regarding comparing District 25's budget with other districts. The numbers will look skewed because each school has different programs. The new reporting is being done because the state would like to have transparency across all districts throughout the state.

When the district report cards come out, District 25 will summarize the data in a user-friendly way, which will be easier to understand. Dr. Bein stated that this budget anticipates ending the year with a 65% fund balance, which is above the goal that the Board has set for 60%. With Ms. Mallek's leadership, the District has worked hard and purposeful with plans for the future. Board members were pleased with the work being done to stay above the Board guideline. Ms. Mallek was thanked for her diligence and extensive work on the budget.

Crossing Guard Locations, 2018-2019

Ms. Mallek reviewed the crossing guard locations for 2018-2019 noting that the annual meeting to review crossing guard locations with the School Resource Officer, Rick Veenstra, and the Village of Arlington Heights Traffic Engineer, Tom Ponsot, took place on April 18, 2018. The District performed school crossing location counts which did not result in any other recommended changes to crossing guard locations.

Motion: E. Johannesen moved and A. Patel seconded the motion to approve the crossing guard locations for the 2018-19 school year.

Roll Call: C. Conley, yes; S. Filipek, yes; E. Johannesen, yes; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

Serious Safety Hazard Resolution, 2018-2019

Ms. Mallek stated that the School Code provides that districts annually review the conditions and certify to the State that the conditions remain unchanged. There were no new requests or new hazards. They are listed below.

Motion: E. Johannesen moved and C. Conley seconded the motion to approve the Resolution to Continue Serious Safety Hazard Busing for the 2018-19 school year.

Roll Call: C. Conley, yes; S. Filipek, yes; E. Johannesen, yes; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

Buildings and Grounds

Bid Award for Waste and Recycling

Mr. Schulz presented the results from the bid for waste and recycling services for the next five years. The scope was reviewed and other districts were contacted for references, and we believe that the winning bidder will be able to meet the District's needs.

It was asked why both alternate bids were rejected. Mr. Schulz explained that both alternate bids seemed high, so they were not advantageous at this time.

Motion: E. Johannesen moved and S. Filipek seconded the motion to award Waste and Recycling Services, including Waste and Recycling Base Bid, while rejecting Alternate #1 and #2 to Republic Services in the amount of \$133,882.28.

Roll Call: C. Conley, yes; S. Filipek, yes; E. Johannesen, yes; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

Strategic Plan Update: Increase Energy Efficiency

Mr. Schulz outlined the past, present, and future projects in the District to increase energy efficiency within the District 25 facilities. There has been a 10% increase in building square footage since the 2016-2017 school year and this growth has caused variability in utility usage at buildings with additions. Because of this it is difficult to compare past usage to the present, but it will continue to be monitored over the next several years.

Since 2014, both electric and natural gas consumption in the District buildings are down. Mr. Schulz reviewed historical electric and natural gas rates. Various ongoing energy efficiency measures are being utilized throughout the District. Occupancy sensors have been added in rooms and hallways. The building automation system sets room temperatures at various times of the day. We are in an enhanced no-cost study with ComEd and DLR to evaluate HVAC building operation sequences, which will provide recommendations and anticipated energy savings as well as help us to implement an equipment optimization strategy. The District is currently exploring a ComEd program for detailed maintenance for the air conditioning units. There is an internal routine schedule for preventative maintenance of equipment. Reducing energy during hot weather events could amount to savings in the form of a rebate check through AEP-PowerPerks for the amount of energy saved during these events. Finally, the ComEd Business Analyzer Program shows us how energy is being used. It helps to uncover any programming issues and we are able to correct them. It has also shown that cost-saving measures that we are implementing are helping lower energy costs.

The typical annual energy usage breakdown shows that lighting uses up the most energy in the buildings. This helps to guide us as to where we should focus resources at energy efficiency. The Energy Star Scorecard compared each building's Energy Star Rating in 2007 and 2016 and shows that there was a very

large increase in energy efficiency. Mr. Schulz reviewed recent energy efficiency projects, building addition improvements in energy, and future considerations.

The goals for electricity usage are to improve high performers and reduce annual kilowatt-hours at elementary schools to 5.65 kWh/square foot, and improve Thomas Middle School and reduce annual kilowatt-hours at South Middle School to below 6.00 kWh/sf. The goals for natural gas usage are to improve high performers and reduce annual Thm at elementary schools to 0.354 Thm/sf, and improve Thomas Middle School and reduce annual Thm at South Middle School to below 0.354 Thm/sf.

Mr. Schulz was thanked for the detailed information and the Board appreciates the work that has been done. The Board has focused on energy efficiency for the past ten years, and any extra funds help the budget.

Personnel and Planning – No Report

Superintendent Report

Second Reading of Policies and Exhibits

Dr. Bein noted that these policies were presented at the previous Board meeting.

Collective Bargaining Agreement:

- 5:30 Hiring Process and Criteria
- 5:35 Compliance with the Fair Labor Standards Act
- 5:60 Expenses
- 5:80 Court Duty
- 5:270 Employment At-Will, Compensation, and Assignment
- 5:290 Employment Termination and Suspensions
- 5:300 Schedules and Employment Year
- 5:310 Compensatory Time-Off
- 5:320 Evaluation
- 5:330 Sick Days, Vacation, Holidays, and Leaves

- 1:30 School District Philosophy

Motion: E. Johannesen moved and C. Conley seconded the motion that the Board of Education approve the second reading of the following policies and exhibits reflecting modifications and additions as recommended by the Illinois Association of School Boards.

Roll Call: C. Conley, yes; S. Filipek, yes; E. Johannesen, yes; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

First Reading of Policies and Exhibits

Dr. Bein presented the following policies and exhibits to the Board for a first reading. These policies and exhibits reflect modifications and additions as recommended by the Illinois Association of School Boards. It was noted that policies come to the Board after they

are reviewed by the Assistant Superintendents. These will be brought back at another meeting for the final vote.

Press 97:

2:260 Uniform Grievance and Conflict Resolution Procedures
4:40 Incurring Debt
5:20 Workplace Harassment Prohibited
5:200 Terms and Conditions of Employment and Dismissal

Motion: E. Johannesen moved and C. Conley seconded the motion to adjourn the meeting.

Roll Call: C. Conley, yes; S. Filipek, yes; E. Johannesen, yes; D. Page, yes; and A. Patel, yes. Motion carried 5/0.

The meeting adjourned at 8:30 p.m.

Submitted,

Lana O'Brien
Recording Secretary

Approved: August 16, 2018

President
Board of Education

Secretary
Board of Education

Date minutes available for public inspection: August 20, 2018

Date minutes posted on District website: August 20, 2018