

**GARDNER-SO. WILMINGTON HIGH SCHOOL  
GARDNER, IL 60424**

**OFFICIAL MINUTES OF OCTOBER 16, 2013  
REGULAR MEETING**

**CALL TO ORDER:** The regular meeting of the Gardner-So. Wilmington High School Board of Education, Counties of Grundy and Kankakee, IL was called to order at 7:01 p.m. by President David Doglio.

**ROLL CALL:** Members present: Doglio, Elens, Finn, Gerber, Male and Palermo. Mrs. Brooks arrived at 7:02 PM. Also in attendance were Superintendent Mr. Michael Perrott and Principal Mr. John Engelman. All members were present "in person."

**INDEPENDENT AUDITOR'S ANNUAL FINANCIAL REPORT FY 13:** Independent auditor, Janet Brown, was at the meeting to present the Annual Financial Report to the board members. She informed them that the audit went smooth. Both the Superintendent and Bookkeeper were available for questions and got her answers very quickly. She was impressed with how organized our system was, even with staff changes in the middle of the school year. All items were entered correctly and she had no issues.

**HEALTH INSURANCE:** A representative from The Horton Group was present to review the Health Care Reform / Affordable Care Act. He informed the board of all the upcoming changes for small businesses / organizations like GSW. GSW HS is grouped into the category of "under 50 employees" which is in the Small Group Segment. GSW realized an increase in cost from fy13 to fy14 of 6%. In January 2014 there will be a new additional 3% increase due to a new federal insurance tax. The board had a lengthy discussion regarding whether changing the district's renewal date would save any cost to an impending increase. The Horton Group representative reported that due to the new federal legislation rates for small groups were already being determined. The GSW insurance costs can be expected to increase by about 60% in August 2014. The Board instructed Superintendent Perrott to meet with the GSW teacher union representatives to discuss how to proceed. The current teacher contract provides that increases in insurance of more than 10% are passed along to the teachers.

**FIRST MIDSTATE PRESENTATION:** David Pistorius, representative from First MidState Bond Company, presented options and information for Working Cash Bonds. The presentation focused on the bonding capacity of the district and procedures for pursuing working cash bonds.

**TIF FUNDS FROM THE VILLAGE:** In response to Board questions Perrott reported that The Village of Gardner forwarded the district a partial 4<sup>th</sup> installment of the funds from the TIF. According to Grundy County the Village received their latest tax distribution on 9/30/13. By contract the village was supposed to forward the funds to GSW within 5 days. The village of Gardner forwarded the funds to the district 10 days late. In addition the Village forwarded only 51% of the money. The Village still owes the \$64,999.56 from the 9/30/13 tax distribution and the Village still owes GSW approximately \$70,000 from last year. When asked, Perrott reported that by court order interest has to be paid to GSW by the Village for the money refused to forwarded from last year. Perrott reported that he did not know why the Village is not sending the recent TIF distribution.

APPROVAL OF BOARD MINUTES: September 18, 2013 (Budget Hearing, Regular & Closed). Mrs. Brooks motioned and seconded by Mrs. Gerber to approve the meeting minutes for the month of September 2013.

AYES: Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

MOTION CARRIED: 7-0.

APPROVAL OF BILLS & PAYROLL: Mr. Elens motioned and seconded by Mr. Male to approve the bills for the month of *October* and payroll for the month of *September*.

AYES: Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

MOTION CARRIED: 7-0.

APPROVAL OF FINANCIAL REPORTS: Mrs. Gerber motioned and seconded by Mr. Male to approve the Financial Reports for the month of *September*.

AYES: Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

MOTION CARRIED: 7-0

PUBLIC COMMENT: NONE.

#### OTHER REPORTS AND ITEMS DISCUSSED:

**Principal's Report** = Principal John Engelman reported on the following:

- On October 2, 2013 Kelly Dubek was present for our teacher in-service / professional development day. She reviewed the writing rubric that was developed by our GSW faculty. She also helped the staff develop vocabulary words to use school wide in every classroom.
- On October 9<sup>th</sup> Bill Freeman, Director of Regional Education Academy of Leadership University of St. Francis, made a presentation to the faculty regarding Parent-Teacher Conferences.
- Teacher Evaluations have been started and are currently on-going.
- Autumn Ball will be held Saturday, October 19 from 7 to 10 PM in the GSW HS gym.

**Class Rank Calculations** = Mr. Perrott informed the board that GSW would like to move from the percentage scale to a 4.0 GPA scale. Most high schools traditionally use some type of 5.0 or 4.0 scale. Colleges and universities generally evaluate student GPA using a 4.0 scale. Currently the GSW HS Guidance Department has to convert every student's GPA over to a 4.0 scale for college applications and transcripts. The board discussed in detail moving away from the percentage scale. They all agreed this will need to be set in place by at least February 2014 and would take effect for the 2014-15 school year. More discussion on this topic will be needed at upcoming meetings.

Superintendent Perrott was asked to put together a committee to explore the details of moving to a 4.0 GPA format and bring more information to the next BOE meeting.

**Energy and School Maintenance Grants** = Mr. Perrott reviewed the There is \$50K of maintenance grants and up to \$250K in Energy Efficiency Grants. These grants are matching. In fy13 GSW received \$50K for the renovation project and this year we are in line for \$21K for the front door project. The current application must be submitted by November 27. Mr. Perrott would like to meet with the building committee to narrow the potential projects.

**Snow Removal Bid Information** = As in years past we are seeking snow removal bids. The information will be published in The Paper and the Morris Daily Herald. Bids will be due on November 18 at 1pm and then opened in the GSW HS board room. Winning bid will be approved at the November 20, 2013 BOE meeting. If it does snow before bids are due, GSW will use local contractors for snow removal.

**Policy Development** = Mr. Perrott will set a meeting with the Policy Committee. A date will be determined soon.

**OLD BUSINESS:**

- **Building Items:**

Front Entrance work: Work on the front entrance project has started.

Items and recyclables have been cleared the garage. We are currently parking one of the drivers ed cars in the garage.

Baseball fence: Mr. Perrott solicited two estimates for the replacement of fencing behind home plate at the baseball field. Cost \$2150. All-Type fence was \$850 cheaper than the other estimate. An 8ft tall and 30ft wide heavy gauge fence will be installed behind home plate.

Band room: We have a dehumidifier installed in the band room. This is pulling a good deal of moisture out of the room.

Library HVAC: We are working with a contractor to evaluate the air-conditioning unit in the library and whether it can be used to cool / heat more of the third floor.

Front Stairs / Entrance ways: There is very little to no traffic that goes out the original front doors. No traffic comes in. Mr. Perrott is proposing to remove the awnings above the doorways, and refinish the doorways. The sidewalk from the stairs to the Main Street front sidewalk will be removed.

Several trees were removed from the front of the building. The landscaping will continue to be cleaned up as work on the other building projects moves forward.

Electronic System: The capacity of electric coming into the building and panels in the building will be inspected. This is a project that we might be able to do in phases.

Parking Lot: Mr. Perrott is recommending looking at a concrete apron around parts of the building extending into the lot. After the completion of the concrete apron the district can explore the cost of refinishing the lot.

**EXECUTIVE SESSION:** Upon the recommendation of the President, Mr. David Doglio, Mr. Male motioned and seconded by Mrs. Gerber to go into closed session at 10:10 p.m.

2:220-E2

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1).
- Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2(c)(11).

**AYES:** Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

**MOTION CARRIED:** 7-0.

**REGULAR SESSION:** Mr. Male motioned and seconded by Mr. Finn to return to regular session at 11:00 p.m.

**AYES:** Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

**MOTION CARRIED:** 7-0.

**APPROVAL OF FY 2013 INDEPENDENT AUDITOR'S ANNUAL FINANCIAL REPORT:**

Mrs. Brooks motioned and seconded by Mrs. Gerber to approve the FY 13 Independent Auditor's Annual Financial Report.

**AYES:** Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

MOTION CARRIED: 7-0.

HIRE OF JV BOYS' BASKETBALL COACH: Mrs. Gerber motioned and seconded by Mrs. Palermo to hire JV Boys' Basketball Coach, Mr. Don Muzyka, for the 2013-2014 school year.

AYES: Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

MOTION CARRIED: 7-0.

APPROVAL OF SALARY INCREASES FOR NON-CERTIFIED STAFF, AS DISCUSSED:

Mrs. Gerber motioned and seconded by Mr. Elens to approve the salary increases for Non-Certified Staff, as discussed.

AYES: Brooks, Doglio, Elens, Finn, Gerber and Palermo.

ABSTAIN: Male

MOTION CARRIED: 6-0.

APPROVAL OF A RESOLUTION DECLARING THE INTENTION TO ISSUE WORKING CASH FUND BONDS OF TOWNSHIP HIGH SCHOOL DISTRICT NUMBER 73, GRUNDY AND KANKAKEE COUNTIES, ILLINOIS AND DIRECTING THAT NOTICE OF SUCH INTENTION BE PUBLISHED IN THE MANNER PROVIDED BY LAW: Mr. Male motioned and seconded by Mrs. Gerber to approve the Resolution declaring the intention to issue Working Cash Fund Bonds of Township High School District Number 73, Grundy and Kankakee Counties, Illinois and directing that notice of such intention be published in the manner provided by law.

AYES: Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

MOTION CARRIED: 7-0.

OCTOBER 23, 2013 MEETING: Mrs. Brooks motioned and seconded by Mrs. Gerber to cancel the 2<sup>nd</sup> meeting for the month of October (October 23, 2013).

AYES: Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

MOTION CARRIED: 7-0.

SUPERINTENDENT INFORMATION ITEMS: Superintendent Perrott reviewed the following:

- FOIA REQUESTS = None since the last Board meeting.
- QUARTER ENDED = FRIDAY, OCTOBER 11
- PARENT - TEACHER CONFERENCES OCTOBER 24 and 25 = Conferences will be held on Thursday, October 24 from 4:00 to 8:00 PM and on Friday, October 25 from 8:30 AM to 11:30 AM.
- TAX LEVY INFORMATION = At the November Board meeting the tentative levy will be presented. The public hearing and levy will be held at the December BOE meeting.
- AED = The portable / traveling AED was "beeping". Gardner Fire Chief, Terry Jensen, was contacted to evaluate the device. The battery is FINE. Jensen serviced the AED by installing new \$155.00 Adult pads at no charge to the district. Perrott reported that the AED is ready to go and can be used for Baseball, Softball and other out of building events. The board was appreciative.  
GSW has also submitted a grant to the Morris Hospital Foundation for the purchase of an additional AED. We are waiting to hear if we have been approved.
- COUNTY SCHOOL FACILITY TAX = There is a county-wide informational meeting on Tuesday, October 22 at 7pm in the county board room held by the Grundy Economic Development Council and Grundy Chamber.
- STUDENT YEAR BOOK ADVERTISEMENT SALES: Every year students work with local businesses and individuals to support the yearbook through the sale of advertisements that are placed in book. The sale of these ads helps keep the tradition of

the GSW high school year book possible. Businesses, parents, and families have purchased advertisements. In response to Board questions Superintendent Perrott reported that, "The villages of Braceville and South Wilmington have again supported the yearbook by purchasing full page yearbook ads. The Village of Gardner contacted the school and said that they will not be buying a \$50 1/8 page ad in the yearbook."

BOARD OF EDUCATION REQUESTS: NONE at this time.

ADJOURN: Mr. Male motioned and seconded by Mrs. Palermo to adjourn the meeting at 11:15 p.m.

AYES: Brooks, Doglio, Elens, Finn, Gerber, Male and Palermo.

MOTION CARRIED: 7-0.

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PRESIDENT, DAVID DOGLIO

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SECRETARY, CARLA HUSTON