



BOARD OF EDUCATION COMMITTEE OF THE WHOLE Minutes

May 7, 2018

The Board of Education Committee of the Whole met on May 7, 2018 at 5:33 p.m. in the Library at Marie Murphy School, 2921 Illinois Road, Wilmette, Illinois. The President called the meeting to order and asked the Board Recorder to call the roll.

The following members were present:

Louise Dechovitz, Vice President
Dan Garbis
Gil Gibori
Joel Raynes
Sheryl Swibel
Jamie Taylor
Rick Zelinsky, President

Also Present:

Debbie Cotter, Videographer
Beth Dever, Chief School Business Official
Suzie Clampitt, Board Reporter
Jessica Hutchison, Principal, Avoca West
Dr. Kevin Jauch, Superintendent/Board Secretary
Matthew Palcer, Principal, Marie Murphy
Terry Sofianos, Director of Pupil Services
Jennie Winters, Curriculum and Instruction Coordinator

Visitors:

Jane Bailey
Rebecca Cohen
Beth Haugeberg
David Hoffheimer
Kelli Lane
Nick Saccaro

ADDITIONAL AGENDA ITEMS

Dr. Jauch indicated that it would be necessary to add an additional closed session item, as it relates to litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probably or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11). This was added at closed session item B.

DISCUSSION ITEMS

A. Food Service Update

Chief School Business Official, Beth Dever, introduced representatives from Quest Food Services, Inc., Nick Saccaro and Rebecca Cohen. Mr. Saccaro presented the Board with an overview of the financial profile for the first year to date of the food service program. At this time, Quest reports an operating loss of \$31,274, in addition to \$22,000 worth of opening costs. The program is projected to breakeven over the next two months, which reduces the loss to approximately \$52,000. In order to offset part of the total loss to the district, Quest has agreed to waive half of their overall management fee, which is approximately \$11,000.

Next, Mr. Saccaro discussed the projections for year two of the program. Quest is proposing an increase in meal price from \$3.95 to \$4.15, increasing the entree price from \$3.20 to \$3.50 and the monthly sushi a la carte special from \$6.00 to \$7.00. Based on these price increases and a flat participation rate, Mr. Saccaro conservatively predicts a loss of \$9,513 for year two. Mr. Saccaro proposed a 3-year, tiered managerial fee contract to maintain a mutually beneficial partnership between Quest and Avoca and demonstrate Quest's commitment to the success of the food service program at Avoca. The management fee Quest receives will be based on the profit or loss calculated against the annual budget. Avoca aims to break even with food service costs, at which point Quest would receive a 7% managerial fee based on the tiered fee structure. In order to boost student participation in the lunch program, Ms. Cohen made several recommendations to increase marketing for the program. Ms. Cohen will assist the district in developing the marketing.

Mr. Zelinsky inquired as to how the food service is currently represented in the budget projections for the district. Ms. Dever indicated that this year, the program was budgeted to break even and either at break even or a slight loss for 2018-2019. Mr. Zelinsky also noted that he believes that Quest has met reasonable expectations for the year, highlighting the fact that the program has attracted and continues to attract more participation and the overall quality of the program has improved.

The Board agreed to have the Finance Committee review the food cost plan and give direction on the new contract and fee arrangement. The Board will vote on the meal prices and the contract at the May Board of Education meeting.

B. Technology Refresh and Review

Superintendent, Kevin Jauch, provided the Board with a review of the financial information as it relates to various options for a staff technology device refresh. Dr. Jauch provided a comparison of the current staff devices and the proposed devices for the 2018-2019 refresh. Dr. Jauch also reviewed several considerations regarding the necessity of a refresh to the proposed 13" 2018 MacBook Airs with 8GB of RAM and 128 GB of storage, which was recommended by the Avoca Research and Device (R&D) Committee. Ms. Taylor noted that the presented total does not reflect the five additional technology administrator devices, which were also recommended by the R&D Committee at the April Board of Education meeting, to be purchased for an additional \$11,029.

Next, Dr. Jauch modeled two options for this refresh and deployment. In the first model, all certified staff and teaching assistants will receive a new device. This model estimates the purchase of 96 MacBook Airls at \$99,702. The second model represents the purchase of 84 MacBook Airls for teachers at an estimated cost of \$85,008. For this model, the teaching assistants will receive 3 year old student devices. The 2018-2019 technology refresh budget, which includes student refresh, is \$200,000. The Board approved the 7th Grade pilot and deployment of 100 iPads at a cost of \$38,395. Combined with either option for the staff device refresh, the proposed cost is under budget. As such, Dr. Jauch is recommending the purchase of 96 MacBook Airls at \$99,702. The Board indicated they would be ready to vote on the staff device refresh at the May Board of Education meeting.

Next, Dr. Jauch reviewed financial information regarding the deployment of 1:1 iPads in 2nd Grade classrooms. The recommendation is to purchase 85 iPads at a cost of \$27,540. Dr. Jauch inquired as to whether the Board was in the position to entertain this expenditure and if so, he would provide them with a pedagogical impact report at the May Board of Education meeting. The members of the Board raised various considerations, but were agreeable to review further information regarding the pedagogical aspect of the implementation. Dr. Jauch indicated he would place the approval of the 2nd Grade 1:1 iPad deployment as an action item on the May 24th Board meeting, but the Board could determine their preparedness to vote after the presentation.

C. Revenue Stream and Expenditures Study

Superintendent, Kevin Jauch, presented the Board with an overview of the districts revenues and expenditures and the work toward reducing costs and investigating potential new revenue opportunities. The district has identified 35-40 topics for each category, grouped the items by similarity and assigned a priority level. The priority levels are based on implementation, impact, residual returns or losses and overall disruption.

Revenues were identified in the following categories: fundraising; grants; rent; sell; tuition; and user fees. Expenditures were identified in the following categories: budget; extra academics and curricular opportunities; personnel-recruitment and development; personnel-staffing; and programmatic. Dr. Jauch provided a breakdown of the priorities of some of the key items in these categories. Dr. Jauch then highlighted some of the adjustments or plans for the 2018-2019 school year to increase revenues and decrease expenditures.

Dr. Jauch then sought the Board's direction on various categories that may be of interest to take a closer look to realize more revenue potential or decrease expenditures. Of note, Dr. Jauch highlighted the potential to collect funds to offset the cost of certain programs. A thorough study would need to be conducted in order to honor invested interests and the potential impact on constituents. Dr. Jauch recommended conducting a study in the summer and fall and vetting it through the Board Finance Committee, prior to presenting it to the whole Board of Education in November or December. In terms of expenditures, Dr. Jauch stated that the greatest cost savings for the district is to be realized through programmatic and personnel changes. These changes will be more sensitive and a plan will need to be identified to address the most reasonable opportunities for reducing expenditures in these areas. This will also require research and input from the Finance Committee and Avoca Constituents prior to presenting the Board with a proposal in November or December. Also of note, the Avoca Education Association Collective Bargaining Agreement will be negotiated in 2019-2020. Dr. Jauch noted that the Board should begin generating their interests as they pertain to optimizing the values of

the staff in balance with the investment of the taxpayers. The Board agreed that these were thoughtful considerations to explore and gave their approval to the administration to prepare to research these opportunities.

D. Hunter House Rental Agreement

Chief School Business Official, Beth Dever, presented the Board with information pertaining to the Hunter House rental renewal. The term for the rental lease is August 1, 2018 through July 31, 2019. In the past, the rental rate increase was determined by the CPI for the preceding year. This year, in the interest of generating more rental income and more reasonably reflecting the current market, Ms. Dever inquired whether the Board would consider raising the increase to 5%. Ms. Dever also noted that the current rental agreement does not have a Lessor termination clause. Ms. Dever asked the Board for their input regarding adding a termination clause and the length of the term. The Board consented to both suggestions. Ms. Dever will prepare the new rental agreement to be reviewed by the Finance Committee and will ask the Board for their approval at the May Board of Education meeting.

ADDITIONAL BOARD COMMENTS

Ms. Swibel noted that the Avoca Parent Teacher Council (PTC) held its last open meeting for the 2017-2018 school year on May 2, 2018. The PTC held elections for the Board, and all positions were filled except for President. Ms. Swibel commended Devon Nelson for her service as President for the past two years. The Board agreed to extend an invitation to formally acknowledge her service at the Recognition Ceremony at the May Board of Education meeting.

CLOSED SESSION

Mr. Raynes moved that the Board move into Closed Session for the purpose of:

The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).

Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probably or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11); and

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1).

Ms. Taylor seconded the motion. Upon roll call, members voted as follows: Mr. Garbis, aye; Ms. Taylor, aye; Ms. Swibel, aye; Mr. Gibori, aye; Mr. Raynes, aye; Mr. Zelinsky, aye; and Ms. Dechovitz, aye. Motion carried.

The Board moved into closed session at 7:44 p.m. and reconvened in open session at 8:58 p.m.

Mr. Raynes moved that the Board return into open session, and Mr. Garbis seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried.

MEETING ADJOURNS

Mr. Raynes moved to adjourn the meeting, and Mr. Gibori seconded the motion. Upon a voice vote, with all members voting aye, the motion was carried. The Board meeting adjourned at 8:27 p.m.

Board President, Rick Zelinsky

Secretary, Kevin Jauch