

RILEY COMMUNITY CONSOLIDATED SCHOOL  
District 18  
9406 Riley Road  
Marengo, IL 60152

Wednesday, September 16, 2009  
7:00 PM

**MINUTES OF THE REGULAR SCHOOL BOARD MEETING (special agenda minutes follow)**

School Board Members Peters, Proberts, Behnke, Mitchell, Aubry and Schnable answered roll call at 7:03 PM. Member Northcutt was not present. Members of the public in attendance were Mrs. Wojcik and Mrs. Parchutz. Also in attendance were Mrs. Conkling, Mrs. Schnable, Mrs. Rooney and Mr. Trickett.

President Behnke would like to add to NEW BUSINESS Item G: Accept authorization on pre-final plans allowing Bradley & Bradley to commence with bid process.

There were no Freedom of Information requests. Member Mitchell's questions were answered on the Financial Report. The tentative plat for Westhaven subdivision has been received and Mr. Trickett is recommending the Board accept cash in lieu of land. Mr. Trickett said the bleacher inspection was done with no major concerns. He would recommend that the preventative maintenance work recommended by the inspecting company be completed on an every other year basis; as long as no major issues are evident with the bleacher structure. Member Mitchell asked if tapes of executive session minutes can be destroyed if the minutes have not been released. Mr. Trickett said as long as the recordings are 6 months old and there is a hard copy of said minutes.

The Salary Compensation Report requires all administrative salaries to be posted. This will be posted along with other materials required by law on the Riley School Website. Our Website is hosted by K.I.D.S. in Rockford. Because we do not have a full time technology coordinator by law we are not required to keep this site up to date. But as time allows the website will be updated on a regular basis.

Member Schnable made a motion to approve the Consent Agenda as amended. Member Proberts seconded the motion which carried on a roll call vote as follows:

Member Proberts – AYE  
Member Mitchell – AYE  
Member Schnable – AYE

Member Behnke - AYE  
Member Aubry – AYE  
Member Peters – AYE

Member Peters made a motion to convene Budget Hearing for Fiscal Year 2010 at 7:21 PM. Member Proberts seconded the motion which carried unanimously.

Superintendent Trickett presented the 2010 Budget. There have been a few changes since the tentative budget was presented in July of 2009. Member Behnke questioned the \$60,000 tuition payment to Huntley School District. This is a Riley special education student that we have enrolled in Huntley's special education program; and the budget amount covers last year and this coming year tuition. Mr. Trickett informed the Board of Education that the budget can be amended at anytime throughout the school year. Superintendent Trickett directed the Board to look at the Summary of Cash Transactions on page 4 to give them an idea of the yearly expenses. He informed the Board that Riley spent only 78% of the 2008/2009 approved budget. Member Peters asked how the projected utility expenses were figured. Mr. Trickett and Mrs. Schnable take the previous years expense and will estimate costs based upon utility data costs for the next year. Since gas prices have decreased we should be in good shape this year. Health Insurance premiums have increased due to the contract renewal effective October 1, 2009. These expenses are paid from the Education Fund.

Member Aubry made a motion to close the Budget Hearing for Fiscal Year 2010 at 7:40 PM. Member Schnable seconded the motion which carried unanimously.

### **COMMUNICATIONS**

For the Annual Report of Unclaimed Property there was no unclaimed property to report. The Regional Office of Education has increased the annual bus training fee from \$4.00 to \$6.00 for the fiscal year 2010. It will increase to \$8.00 for fiscal years 2013, 2014 and 2015 and then \$10.00 for fiscal year 2016 going forward. If anyone is interested in attending the annual IASB Fall Dinner Meeting on September 24, 2009, please let Mrs. Rooney know so reservations can be made. Marengo Community High School sent a summary of Developer Donation/Impact Fees. Impact fees for last year were down considerably due to hard economic times for the building industry. Also enclosed in the Board packet is a copy of the Riley Parents Association 2009/10 Budget. The Board extended their thanks for the generous donation.

### **PRINCIPAL'S REPORT**

The Back to School Bash was a success. Thank you to the RPA. Riley School met with the Sheriff's Department, Marengo Rescue Squad and the Marengo Fire Department for the annual safety plan on September 14, 2009. There were no major concerns. The Regional Office of Education will be visiting Riley School for the annual Health/Life Safety Inspection. The ISAT scores have finally been posted. Mrs. Conkling provided the Board with new graphs outlining our progress. Riley is still scoring above average in all areas with writing our biggest area for improvement. Mrs. Conkling has seen a statewide trend with writing scores the biggest problem area. Some other areas of concern are 6<sup>th</sup> grade reading and 4<sup>th</sup> grade math. Mr.

Trickett commented that the Riley School staff and Mrs. Conkling had done a fine job in preparation of students academically for the ISAT Testing.

**SUPERINTENDENT’S REPORT**

Riley administration has been very busy working on compliance and mandated issues along with grant applications. We continue to make necessary repairs, latest being the air conditioning units in the four elementary class rooms and the office air conditioning unit. The roof repairs the past two summers have kept the water problem in the junior high rooms at a minimum. The annual Life/Safety inspection by the Regional Office of Education will be conducted this month. Superintendent Trickett is hoping they will give us some room on the mobiles. Mrs. Conkling has labeled all of the exit doors with corresponding numbers and coordinated the letters with our fire exit procedure. The Marengo Fire Department will conduct a supervised drill for the entire school October 8, 2009. They would also like to conduct a S.W.A.T drill with the staff only after the October 8, 2009 drill.

**NEW BUSINESS**

Health insurance premiums have increased due to claim experience. One claim had been in excess of \$25,000. Our school liability insurance is through a cooperative (C.L.I.C.) that includes 146 other districts. This keeps insurance premiums at a reasonable rate.

Member Schnable made a motion to accept the Employee Health Insurance Plan through Blue Cross Blue Shield effective October 1, 2009 through September 30, 2010. Member Peters seconded the motion which carried on a roll call vote as follows:

- |                       |                     |
|-----------------------|---------------------|
| Member Proberts – AYE | Member Behnke – AYE |
| Member Mitchell – AYE | Member Aubry – AYE  |
| Member Schnable – AYE | Member Peters – AYE |

Member Mitchell made a motion to submit to ISBE the Annual Application for Recognition of Schools. Member Aubry seconded the motion which carried unanimously.

Member Peters made a motion to adopt FY 2010 Budget as presented. Member Proberts seconded the motion which carried on a roll call vote as follows:

- |                     |                       |
|---------------------|-----------------------|
| Member Behnke – AYE | Member Mitchell – AYE |
| Member Aubry – AYE  | Member Schnable – AYE |
| Member Peters – AYE | Member Proberts – AYE |

Superintendent would like to thank Mrs. Schnable for her hard work in helping to develop the 2010 Budget.

Mr. Trickett presented the 2008/09 audit prepared by Eder/Cassella & Company and noted there were some discrepancies in the report that have been corrected. One correction in particular was made to reflect a payment to TRS in amount of \$91,000, which was not reflected in the initial audit. Mr. Trickett believes the accounting procedures and guidelines being developed and implemented this coming year will help to significantly reduce any managerial deficiencies cited by the auditors over the past several years. Our goal is to have these deficiencies removed from future audits. There has been some discussion that in the future our auditors will have to be audited by another outside firm. Member Behnke would like to recognized Mr. Trickett, Mrs. Schnable and Mrs. Conkling for their hard work.

Member Schnable made a motion to accept FY 2009 Audit as prepared by Edar/Cassella & Compnay. Member Mitchell seconded the motion which carried on a roll call vote as follows:

Member Mitchell – AYE  
Member Schnable – AYE  
Member Proberts – AYE

Member Aubry – AYE  
Member Peters – AYE  
Member Behnke – AYE

Superintendent would like to get quotes for a Builder’s Risk Policy to cover damages that may occur to the new building during construction.

Member Mitchell made a motion to authorize Superintendent Trickett to pursue quotes for Builder’s Risk Policy for building project and for a separate surety bond for the treasurer of 25% of the lease-purchase certificates needed for the construction project. Member Peters seconded the motion which carried unanimously.

Member Mitchell made a motion to accept authorization on pre-final plans allowing Bradley & Bradley to commence with the bid process. Member Proberts seconded the motion which carried on a roll call vote as follows:

Member Aubry – AYE  
Member Peters – AYE  
Member Behnke – AYE

Member Schnable – AYE  
Member Proberts – AYE  
Member Mitchell – AYE

**DISCUSSION ITEMS**

It is the Board’s consensus at this time to keep the mobiles in place for storage and classroom space should enrollments require additional space.

Member Mitchell made a motion to enter Closed Session at 8:20 PM for the discussion of Litigation and Campus Security. Member Aubry seconded the motion which carried unanimously.

The Regular Board of Education meeting resumed at 8:52 PM.

Member Mitchell made a motion to authorize a residency hearing, to appoint on the Board's behalf a person to serve as a hearing officer, and to authorize Superintendent Trickett to establish a hearing date, to secure an individual to serve as the Board appointed hearing officer and to secure legal counsel to present the Board's case. Member Peters seconded the motion, which carried unanimously.

Member Schnable made a motion to adjourn at 8:52 PM. Member Proberts seconded the motion which carried unanimously.

Respectfully submitted,

Barbara Rooney, Riley School Secretary

---

Mr. Jay Behnke – President

---

Mrs. Anita Mitchell – Secretary

RILEY COMMUNITY CONSOLIDATED SCHOOL  
District 18  
9406 Riley Road  
Marengo, IL 60152

Wednesday, September 16, 2009  
6:00 PM

### **MINUTES OF THE SPECIAL SCHOOL BOARD MEETING**

School Board Members Peters, Proberts, Behnke, Mitchell, Aubry, and Schnable answered roll call at 6:00 PM. Also in attendance were Mr. Philip Fadden and Ms. Usha Sundaram from Bradley and Bradley Architects Engineers of Rockford, Mrs. Wojcik, Mrs. Schnable, Mrs. Conkling, Mrs. Rooney and Mr. Trickett.

Mr. Phil Fadden commented that all things are a go except for the septic system. They will be out on Friday, September 18, 2009 to take additional borings. The reason they need to take additional borings is they found rust deposits two feet down and felt that there would be a problem with a high water table. These deposits could have been from 75 years ago but they still need to check. The cost will not exceed \$800.00. We are 95% finished with the mechanical/electrical portion of the drawings. By Wednesday, September 23, 2009 the drawings will be 100% complete. Member Behnke asked if the septic passes this time great, but if it is a problem can we make the septic field an addendum and still proceed with the bidding process. Mr. Fadden said that would be fine. Mr. Fadden is getting a bit nervous with the cost aspect with a few of the additional things that were added. Mr. Trickett said it will be a public bid. It will be advertised in the Northwest Herald and interested contractors will have an equal chance to bid.

Member Schnable asked if we needed to get a building permit. Mr. Fadden commented that school construction goes through the Regional Office of Education; therefore no building permit is required. The septic system is the only thing that involves McHenry County. Member Peters would like to know if square footage changes were made would we have to re-bid? Mr. Fadden said there is a 10% leeway. All bids will be sealed. Bradley & Bradley would review all bids, check references of the lowest responsible bidder and make a final recommendation of which contractor qualifies for the Board's approval. The Board will retain the right to reject any and all bids. Member Mitchell asked if Bradley and Bradley had a projected completion date. To date there is no completion date but will ask the contractor to project a completion date. Phil Fadden commented that there are many things when looking at contractors to keep in mind such as pending litigation, projected completion date, previous experience and current projects.

Mr. Trickett asked Mr. Fadden if there was anything that Bradley & Bradley needed from the Riley Board. Mr. Fadden said everything is good. Member Schnable asked if there was a certain time limit that the concrete needed to be poured. Concrete can be poured virtually year round. All furnaces will be vented through the walls with condensation through copper piping at ground level. The main entrance will be handicapped accessible. There will be conduit to pull fiber optic, fire alarm, telephone, and security system wiring. The electrical service will be 400 amps.

Member Mitchell noticed there was a drawing for a new playground. She would like this to be an alternate bid. All playground equipment will be removed by the contractor and disposed of except for the newest piece of equipment with the slide which will be reinstalled in projected playground area.

It is the consensus of the Riley Board of Education that the structure will be wood. Notice to bidders will be sometime during the week of September 21, 2009 with an ad in the paper by October 1, 2009. The pre-bid will be October 12, 2009 at 3:30 with bids due on October 19, 2009 at 3:30. Bradley & Bradley will review the scope of the project and make a final recommendation of the contractor with the lowest responsible bid on October 21, 2009 at a Special Meeting 6:00 PM. The award of the project will be done at the Regular Board of Education Meeting the evening of October 21. Member Behnke asked if the construction area will be fenced off. It was decided that a plastic fence should be sufficient.

Member Peters would like a motion made in the Regular Board of Education meeting tonight accepting the drawings.

Mrs. Schnable would like to Board of Education to be aware of the road postings from February to May.

Member Mitchell made a motion to adjourn at 7:00 PM. Member Peters seconded the motion which carried unanimously.

Respectfully submitted,

---

Mr. Jay Behnke – President

---

Mrs. Anita Mitchell - Secretary