

**North Boone Community Unit School District No. 200**  
Minutes of the Business Services Committee Meeting  
District Office  
6248 North Boone School Road  
Poplar Grove, Illinois 61065  
Wednesday, March 11, 2020  
6:00 p.m.

**CALL TO ORDER AND ROLL CALL**

The meeting was called to order by Tom Kinser at 6:00 p.m. The following Committee members were present: Melissa Geyman, Dr. Mike Greenlee, Kelly Holsker, Jake Hubert and Ed Mulholland. Also Present: Brian Haselhorst, Mary Maxey and Jerry Rudolph. Absent: Kelly Hanaman and Mary Piskie.

**AUDIENCE TO VISITORS**

*(none)*

**DRAFT BUDGET**

Ms. Geyman presented the draft budget. She stated we had collected about 56% of the estimated revenue in the Education fund. Identified as budget highlights for this fund: salaries and benefits with increases included, curriculum budget to include new adoption of ELA at 5<sup>th</sup>-8<sup>th</sup>, technology budget reflects devices for 1:1 at the HS, 3-4 staff positions that may need to be added due to student needs and enrollment numbers and department budgets consistent with FY20 budgets.

Ms. Geyman noted we had collected about 32% of the estimated revenue for the FY20 O&M fund. Budget highlights for O&M: salaries and benefits with increases included, increased funds set aside for capital improvements, department budgets consistent with FY20 budget, and funds for potential staff member to meet needs.

We have collected about 54% of the estimated revenue for the Debt Services fund, and about 41% of the estimated revenue for the Transportation fund. Transportation budget highlights include: salaries and benefits with increases included, funds set aside for bus purchases per set rotation schedule, department budgets consistent with FY20 budget, and funds for potential staff member to meet needs.

Ms. Geyman pointed out we have collected about 50% of the estimated revenue for the Retirement and SS fund, and about 61% collected for in the Capital Projects fund.

She stated allocations for the 2020-2021 Evidence Based Funding have not yet been released. In this draft budget, it is anticipated we would receive \$350,000 more in EFB. Ms. Geyman also said the Pre-K grant is anticipated to be approved. She will be amending the presentation as the numbers are received and bring the figures to the retreat.

## **SUMMER SCHOOL**

ELL, ESY, UE/MS and General Education Summer School Programs were proposed. The programs will be offered June 1 – 26<sup>th</sup>, 2020. There is no cost to families for these programs and transportation will be provided. Summer School for K-4 will be held at Poplar Grove Elementary, and the program for grades 5-8 is planned to be held at the UE. There is a concept change this year for UE and MS students. Credit recovery offerings for grades 5-8 include English/Reading, Math, Science and Social Studies. If student have failed 1 or 2 courses, they attend the morning session. If a student failed 3 or 4 courses, they attend both the morning and afternoon sessions.

The total estimated costs for all programs is \$52,851.32. The amount allocated from the ELL grant is \$7,000 and \$12,500 from the Title I grant.

The ELL program will be covered by a Title III grant. The General Education program will be covered by a Title I grant. The Special Education program and transportation are the only portions not covered by a grant.

Mr. Hubert stated high school credit recovery is offered by the Belvidere STAR program or via online classes. He said about 5 years ago we were using a program with little rigor. The HS changed to Edmentum, which they then realized has too much rigor. About 4 years ago, they implemented Educere, which is a more middle of the road program with access to an online tutor.

Mr. Mulholland suggested using the summer program to reach students at a deeper level regarding time management, etc.

## **TECHNOLOGY PURCHASES**

The District technology plan identified one of the goals was to bring more technology to students across the district. The proposed solution supports curriculum, as we will be able to use student devices to implement core curricular resources and allow for differentiation for struggling and exceeding students.

For the 2019-2020 school year, the District purchased Chromebooks for the 5<sup>th</sup>-8<sup>th</sup> grade students and laptops for the 9<sup>th</sup>-12<sup>th</sup> grade teachers at a cost of \$157,000. An update on the current portable device status by building was also provided. The goal for the high school was to provide a Chromebook to every student for use at school and home.

The professional development program was presented using the Substitution Augmentation Modification and Redefinition (SAMR) model. The training would include a HS summer offering in May and would be filmed for new staff. The training would repeat on an August institute day for summer non-attendees. The training tentatively be offered at the October institute day.

Two options for the technology purchases were outlined for the Committee's consideration. Mr. Kinser felt a spreadsheet similar to the one used for the bus purchase refresh would be helpful. He also asked if there was a technology fee, and was told there was not. Mr. Kinser also asked if this would enable us to have e-learning.

Dr. Greenlee stated the initial report on the safety and security audit was released.

Mr. Kinser asked if anything would be pushed back if we were to move forward with these purchases, such as teacher laptops or computers, office computers, and curriculum needs. Ms. Geyman stated we usually have a technology budget of \$157,000, but could add more. She noted teacher laptops were purchased this year. Mr. Mulholland was concerned with the total costs down the road. Dr. Greenlee stated the Technology Department may need an additional person in about 2 years, and also thinks instructional and technology coaches will be needed. In general, the Committee would like to see all costs frontloaded including additional staff.

Mr. Rudolph noted Chromebooks were designed to be low maintenance, and we wanted to see how one school year of use looked like before considering new staff. Some manufacturers are developing curriculums for student repairs. We could eventually push some repair load into a class or club. Dr. Greenlee asked if the Board would want students to take devices home.

Mr. Kinser liked the total cost of ownership brought up by Mr. Mulholland. He also said with curriculum suggesting technology, the Business Committee would need to look at the proposal and need, and consider what we have learned from past rollouts. He would also like information on insurance, fees and infrastructure to ensure a successful program launch. Mr. Mulholland would like to ensure it is financially sustainable and make sure it works.

#### **OTHER ITEMS FOR DISCUSSION**

Currently students must live 1.5 miles from their school to qualify for reimbursement. Edson road is 1.3 miles to PGE. IDOT is saying this doesn't qualify as hazardous due to the sidewalks. We currently have about 40 students that could be affected. Mr. Kinser would like to see the total cost, such as if we needed to add a new bus driver. Mr. Mulholland asked if students can get picked up on existing bus routes. Ms. Geyman will research and will bring to the April Board meeting.

Mr. Mulholland asked about registration fees. Ms. Geyman collection notices were sent, and noted the portal will be opening and we will start collecting more funds soon.

#### **ANNOUNCEMENTS**

*(none)*

#### **ADJOURNMENT**

The meeting adjourned at 7:45 p.m.

Submitted by:

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Tom Kinser, Chair