

**North Boone Community Unit School District No. 200**

Minutes of the Regular Meeting of the  
Board of Education

District Office

6248 North Boone School Road, Poplar Grove, Illinois 61065

Tuesday, April 26, 2016

6:30 p.m.

**CALL TO ORDER AND ROLL CALL**

The Regular Meeting of the Board of Education was called to order at 6:30 p.m. by President Matt Ellingson.

Present: President Matt Ellingson, Vice President Joe Haverly, Secretary Tom Moon, Mary Maxey and Ed Mulholland.

Absent: Brian Reininger and Don Ward

**APPROVAL OF AGENDA**

A motion was made by Mr. Haverly and seconded by Mrs. Maxey to approve the Agenda as presented.

The motion was carried by unanimous roll call.

**AUDIENCE TO VISITORS**

Dustin Berthold, math teacher at the high school, spoke to the importance of serving students and the difficulty in accomplishing quality one on one attention with 30 students per class. Mr. Berthold noted the possibility of needing an extra math teacher, which would change the class sizes to around 20. He asked the Board to consider the addition of another math teacher. He acknowledged the Board needs to make difficult decisions, and thanked them for their time and contributions to the District.

**TREASURER'S REPORT**

Julia Saunders stated they were caught up and current. She noted Mark Olson will begin signing off on the reports. Mrs. Maxey thanked her for her hard work.

**SUPERINTENDENT'S REPORT**

Dr. Greenlee said the Strategic Planning committee met on April 19 to review their action plans. He thanked the staff, parents and community members for investing the time in this process. Renee Roen, Kate Doering and Allison Louis spoke to the highlights of the plan. Mrs. Louis thanked Dr. Linell Monson-Lasswell for her leadership, along with the Administrators, Board members, parents and community members. Mrs. Roen felt there was a real commitment to input and said she enjoyed working with the community. She felt everyone openly established and communicated their priorities. Mrs. Doering expressed how she enjoyed the whole process

and how the District included many people. She noted that was great to see a sense of camaraderie. Dr. Greenlee thanked the Strategic Planning Committee and the Board.

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Mr. Ward arrived at 6:40 p.m.  
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Heather Walsh, Liz Saveley, and Jamie Pearce gave a presentation on PERA. Mrs. Saveley said if SLO's were written well and teachers and Administrators were on the same page, they could use the data to change the classroom for the better. Mr. Pearce believed the timeframe between assessments was important. Mrs. Walsh felt the Committee worked well together, and this could be used to improve instruction. Dr. Greenlee thanked the PERA Committee.

Dr. Greenlee said under the current Great Lakes Basin railroad proposal, the train would run through Boone County and close to Capron Elementary. He said they have been hosting public hearings around the area, and would share information as it is received. He noted it could take up to three years to review and investigate concerns from the public.

Dr. Greenlee announced we are eligible for additional \$8,955 in an ISBE Bilingual Educational Excellence Grant written by Mrs. Louis. This will allow us to do some curriculum work and professional development work with the staff.

## **COMMITTEE REPORTS**

### **Policy Committee**

Mr. Ward said the Policy Committee met and worked through the first reading of policies. He mentioned we were waiting for information to filter down from SB100, and thought we would possibly have another meeting in June.

### **Business Services Committee**

Mr. Mulholland said at the last meeting, they reviewed PMA forecasts and long range projections. He noted Mrs. Saunders provided an update on the audit, and they also listened to ideas about potential use of the CDB money. The next Business Services Committee meeting is to be determined.

### **Facility/Long Range Planning Committee**

Mr. Moon said the Committee met on April 8<sup>th</sup> and discussed roofing and life safety issues. The next Facility Committee meeting is to be determined.

### **Curriculum, Instruction and Assessment Committee**

Mr. Haverly said at the last meeting they discussed problems with factoring GPA, and weighted grades. He said instead of past practice, he would like to see policies put in place. Mr. Haverly said Jake Hubert gave a presentation on the need for another math teacher and Jamie Pearce presented some social studies scenarios. The next CIA meeting is to be determined.

**CONSENT AGENDA**

A motion was made by Mr. Haverly and seconded by Mrs. Maxey to approve the consent agenda as presented.

The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting March 15, 2016
- B. Personnel

Site	Person	Position	Salary	Effective/End Date
<b>1. Certified – Hire</b>				
District	Carol Burow	Homebound Teacher	\$25.00/hour plus TRS	3/23/16
District	Kelly Maffei	Speech Language Pathologist	MA16, Step 0	8/15/16
<b>2. Certified – Resignation</b>				
CES	Emily Harwood	Special Education Teacher	N/A	8/12/16
<b>3. Certified – FMLA</b>				
CES	Renee Printz	3 <sup>rd</sup> Grade Teacher	N/A	8/15/16 – 10/14/16
MES/UE MS/HS	Maria Bobadilla-Gomez	Bilingual Teacher	N/A	4/13/16 - TBD
<b>4. Certified – Resignation (Correction)</b>				
MES	Erin McCrystal	Principal		July 31, 2016 June 30, 2016
<b>5. Non-Certified – Resignation</b>				
NBUE	Vania DeAlmeida	Special Education Teacher Assistant	N/A	5/26/16
<b>6. Non-Certified – Leave of Absence</b>				
CES	Guadalupe Davila	Bilingual Assistant	N/A	4/15/16 – 5/25/16
PGE	Evelyn Rivera	Assistant Cook	N/A	4/21/16 – June 2016
<b>7. Extra Curricular – Resignation</b>				
NBMS	Stacey Alvarez	Dance Coach		End of 2015-2016 School Year

- C. 2016 ELL Jump Start Summer Program
- D. Athletic Training Agreement
- E. First Reading of Policies
- F. NIA Contract Services 2016-2017

**UNFINISHED BUSINESS**

**A. Strategic Plan Presentation**

On April 19, 2016, the Strategic Planning Committee met one last time to review the plans of the Action Teams. Each plan was presented, discussed and approved with minor

adjustments. It was requested that the Board recognize the work of the Committees and accept the plan as presented. Dr. Linell Monson-Lasswell, Assistant Professor at National-Louis University, was the facilitator for this process.

A motion was made by Mrs. Maxey and seconded by Mr. Moon to approve the 2016-2021 Strategic Plan as presented.

The motion was carried by unanimous roll call.

**B. PERA Student Growth Plan Presentation**

The PERA Joint Committee had met a number of times over the past several months and have worked hard to create the Student Growth Plan. Beginning the 2016-17 school year, it is required by law to add a component of student growth into the evaluation process. The Committee has worked with Kids at the Core the complete the plan and the necessary components to satisfy the law. It was requested that the Board accept the plan as presented. Dawn Atlee was the facilitator for this process.

A motion was made by Mrs. Maxey and seconded by Mr. Haverly to approve the PERA Student Growth Plan as presented.

The motion was carried by unanimous roll call.

**C. Insurance Purchase Pool Study**

It was recommended the board approve participation in the new School Health Care Purchasing Pool with a September 1, 2016 effective date. Entering into this pool agreement is at least a 3-year commitment and we are estimating at least a 5% savings in the first year. Mike Parrott from Gallagher presented information on an insurance pool. He confirmed we would keep the same plan design and there would be no provider changes. Mr. Parrott identified the nine districts with a total of approximately 1000 insured employees that are considering this pool with a rollout of September 1, 2016. He stated we would be held harmless if several districts elected not to participate, and we could retain our standalone plan. Mr. Parrott said there would be an approximate savings of 5.2% for the coop, with conservative underwriting. Mr. Ward asked Mr. Parrott what North Boone's individual number would look like, and Mr. Parrott said they would have those figures in May. Mr. Ellingson confirmed with Mr. Parrott that approval tonight is non-binding and we could choose the best case scenario. Mr. Mulholland asked if there were risks to the coop. Mr. Parrott said underwriting has to be done very carefully and the goal is to have as conservative underwriting as possible. Mr. Mulholland asked about the likelihood of premiums going down. Mr. Parrott said it depends on the loss ratio. Mrs. Hanaman noted we were required to talk to unions via the Insurance Committee. Dr. Greenlee said he would set up an Insurance Committee meeting.

A motion was made by Mr. Haverly and seconded by Mr. Mulholland to table this topic until it has gone through the proper channels and proper committees.

The motion was carried by unanimous roll call.

**D. Boone County Special Education Building Proposal**

Kirk Appraisal Services conducted a third appraisal of the building which came back at \$210,000, of which we are entitled to 16%, equaling \$33,600. The current cash on hand is \$134,911, and our portion would be \$21,586 for a total \$55,186. Belvidere

Community Unit School District 200 is proposing a final dissolution amount of \$55,186 paid to NBCUSD to close out and dissolve the Boone County Center. The 16% figure resulted from looking at average actual past student enrollments.

A motion was made by Mr. Mulholland and seconded by Mr. Haverly to accept Special Education Building Proposal offer of \$55,186 to dissolve the coop.

The motion was carried by unanimous roll call.

**E. AP Student Exam Fee – Student Fee Sheet 2016-2017**

The AP exam cost was \$92.00 last year and is expected to remain at the same price for 2016-2017. It was recommended we raise our fee on the 2016-2017 Student Fee Sheet from \$90.00 to \$92.00 to cover that cost.

A motion was made by Mr. Mulholland and seconded by Mr. Haverly to increase the AP Exam Fee by \$2.00.

The motion was carried by unanimous roll call.

**F. Copier Proposals**

Julia Saunders went out for copier proposals and received five bids, and is recommending we enter into a 5-year lease agreement with RK Dixon with Xerox copiers in the amount of approximately \$2877.26 per month. These copiers will be new and not refurbished.

A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to enter into a 5-year lease agreement with RK Dixon as presented.

The motion was carried by unanimous roll call.

**NEW BUSINESS**

**A. April 2016 Bills**

Mr. Haverly reviewed the April 2016 bills.

A motion was made by Mr. Haverly and seconded by Mr. Mulholland to approve the April bills as presented.

Ayes: Mr. Ellingson, Mr. Haverly, Mrs. Maxey, Mr. Moon and Mr. Mulholland

Nays: *(none)*

Abstain: Mr. Ward

Motion passed 5-0, with one abstention.

**B. Approval of Fuel Management System**

Dr. Greenlee said the current fuel system runs on XP software, and noted it would be difficult to support in the future. He also said the current fuel system monitors components we aren't currently measuring. He asked the Board if they'd like us to look into software similar to what we have instead of the more complex systems. Mr. Mulholland suggested a simple system controlled by a timer could be an easy resolution to the problem. Mr. Mulholland mentioned if the situation were to change in the future, the cabling is already in place, and felt a simple system would cost approximately \$1,000. Dr. Greenlee said we could investigate that type of solution.

**C. Approval of Roof Bids for Middle School**

Greg Stahler from Cashman Stahler said the Bids for the North Boone Middle School roof replacement were opened on April 21, 2016. Six of the roofing contractors attended the Pre-Bid Meeting and three submitted Bid Proposals. He said if the Board elected to award a contract solely the Base Bid scope of work, Sterling Roofing of Sterling, Illinois, submitted the lowest Base Bid. If the Board elected to award a contract for the Base Bid and either or both of the Alternate Bids, Weatherguard Roofing of Elgin, Illinois is the lowest bidder. It was the recommendation of the Administration and the Architect that the Board accept the Weatherguard Roofing Base Bid in the amount of \$242,600, Alternate Bid Number One in the amount of \$58,000 and Alternate Bid Two in the amount of \$19,000 for a total project cost of \$319,600. The base bid also includes owner contingency funds to address other repairs at the Middle & Upper Elementary Schools identified in the recent HL/S Report. The District had a project budget place holder in the amount of \$234,750 for the Base Bid, which only included the HLS "Urgent" roof repair items and a few other suggested repair and replacement areas at the Middle & Upper Elementary Schools. Mr. Stahler said with the alternate bids, the entire Middle School roof would be under warranty, and noted they were carrying an allowance to address repairs. Mr. Ward asked about the issues in Area A. Mr. Stahler said wholesale membranes are tearing, shrinking, delaminating and coming loose. He said the new systems have coverboard then membranes attached, which protect against higher winds.

A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to approve the Base Bid and Alternate Bids One and Two in the amount of \$319,600 from Weatherguard.

The motion was carried by unanimous roll call.

**D. Source of Funding for HLS Projects**

At the last board meeting, Mr. Ward asked for there to be dialogue about the second CDB payment and to discuss how the district would pay for the HLS safety projects that will be completed this summer. Mrs. Saunders asked PMA to run a scenario in which the second CDB payment (\$1.1M) could be used to pay down the debt on for the bonds that have high payments. She also asked PMA for a schedule of the interest that will be generated on the CDB investments. The information was included in the Board packet for review. Mr. Ward recalled the past Board promised bond relief with the CDB money, but noted the interest was never part of the original commitment, leaving it unencumbered. He mentioned one option was to invest the CDB money and use the interest as needed. Mr. Ward said by resolution, money could be moved to other funds.

Mr. Ward pointed out the document from Baird shows a significant increase in the final two to three years of bond payments. He said by adding the \$1.1M to that it could bring down taxpayer burden. He suggested possible contacting PMA on some time of a call feature to in case interest rates increase, as we can get a much better return on longer investments.

Mr. Moon questioned which of our bonds are callable and could be restructured. Mr. Ward said some of our bonds are callable. He said they could be stretched out for a number of years and refinanced, but he said we cannot pay a bond off early without penalty. Mr. Ward said a lot of people argue that the bonds are over 20 years, but the buildings could last 50, 60 or more years, and believe future users could pay proration of existing buildings.

A motion was made by Mr. Ward and seconded by Mrs. Maxey to approve to designate \$1,128,577.31 for Bond Abatement on years 2022, 2023 and 2024 per the PMA schedule provided, with the money to be invested as soon as practicable.

The motion was carried by unanimous roll call.

Mr. Ward would like to see a comprehensive schedule for next eight years of when the projects need to be addressed, and see how far that funding, including the growing interest, along with the HLS money of \$229K could go toward completing those projects.

A motion was made by Mr. Mulholland and seconded by Mr. Haverly to approve the Funding for the HLS projects using \$229,000 in HLS and \$199,000 in CDB interest, including additional CDB interest to be earned.

The motion was carried by unanimous roll call.

**E. Approval of HLS Urgent Masonry and Concrete Repairs**

Mr. Stahler from Cashman Stahler reviewed the repairs with Jim Novak and noted there are a couple of areas that are failing. He would like to put a scope together and get proposals. He noted there were a lot of open joints and suggested doing masonry repairs annually.

A motion was made by Mr. Mulholland and seconded by Mr. Moon to approve Cashman Stahler to get the scope of work and proposals for Manchester Elementary, not to exceed \$50,000.

The motion was carried by unanimous roll call.

**F. Approval of 2016-2017 Lunch and A La Carte Prices**

The use of the federal paid lunch equity calculator tool is a yearly requirement, and we are required to have our paid lunches more in line with what we receive from the government for our free and reduced price meals. Therefore, the lunch prices need to be increased by .25 cents for 2016-2017, making the student lunch price increase from \$2.50 to \$2.75.

A motion was made by Mr. Haverly Ward and seconded by Mrs. Maxey to approve the 2016-2017 Lunch and A La Carte Prices as presented.

The motion was carried by unanimous roll call.

**G. Approval of 2016 Summer School Program**

The needs of the students this year require that we offer a preschool program, elementary program as well as the Belvidere Park District. Summer School will be held at Capron Elementary and will run June 6, 2016 - June 30, 2016. The program hours will be Monday-Thursday from 8-10 a.m. Total projected staff cost for Extended School Year Program is \$4,156, but does not include cost of transportation, Belvidere Park District tuition or alternative placement tuition. Melissa Geyman said the Belvidere Park program is reimbursed by the state, but we do not receive reimbursement for the other portion. Mrs. Geyman noted we were required to offer this program.

A motion was made by Mr. Haverly and seconded by Mrs. Maxey to approve the 2016 Summer School Program as presented.

The motion was carried by unanimous roll call.

**H. Contract Renewal with Drive Right School of Driving, Inc.**

The one-year contract for Driver's Education Instruction includes classroom instruction, behind-the-wheel instruction and observation instruction. The rate did not increase from last year, however beginning 2017-2018, they will have a price increase and require a two-year contract. We will need to go through the General Assembly waiver process for both behind-the-wheel instruction and classroom instruction to be contracted out, as well as allowing for the increase in driver's education fees to exceed \$399. It was recommended that the district accept the new one-year contract for DRIVE-RIGHT School of Driving, Inc.

A motion was made by Mrs. Maxey and seconded by Mr. Haverly to approve the Contract with Drive Right School of Driving as presented, and go out for proposals for 2017-2018.

The motion was carried by unanimous roll call.

**I. 2016-2017 Programming**

At the last Business Meeting, Dr. Greenlee was asked to prepare information regarding curriculum programming for the 2016-17 school year. At the Curriculum Committee on April 21, 2016, Mr. Hubert and Mr. Pearce presented scenarios for adding an extra math teacher at the high school and additional staff needs to bring Social Studies back at the Middle School. This information, along with projections from PMA on the impact to the budget were included in the Board packet. Interim Superintendent Ted Rehl had recommended to the Board, the Athletic Director should become a half time position for 2016-17. Dr. Greenlee provide information on those costs to the Board.

Mr. Pearce provided an overview of the Social Studies program and noted every 8<sup>th</sup> grade teacher (with the exception of one) is on overload. He said there are new Social Studies standards coming out soon. Mr. Ward asked if the Middle School was given the same budget and staff, how they would plan to increase their Social Studies exposure. Mr. Pearce thought by re-arranging the schedule and adding para professionals. Mr. Mulholland suggested building curriculum and to look hard at what we do, and make sure it has an impact and we can see improved test scores.



Dr. Greenlee said if these additional teachers are added, we can expect an average cost of \$50K per year at the High School, \$150K at the Middle School and \$25K for a .5 PE teacher if we change the position of the AD. Mr. Ellingson said he felt most everyone would like to see Social Studies return.

Dr. Greenlee noted we still need to do something with the notebooks. Mr. Moon suggested having a policy on how to dispose of unused assets. Mr. Haverly said he'd like to beef up the curriculum, and would like the Curriculum, Business and Policy Committees to meet.

**J. Summer School Library Program**

The purpose of the program is to give students an opportunity to continue their positive reading momentum throughout the summer by having both libraries open as well as Books on Wheels where we will deliver the libraries to the students. All district students will be served by having the Capron and Poplar Grove libraries opened twice a week. The Books on Wheels bus will travel to low income areas of our school district including the Capron and Poplar Grove Trailer Parks. This program will require a total of about 96 hours of librarian staff. This equates to around \$2,500 for salaries and about \$200 for materials. Mr. Haverly asked if the library assistants would need more hours to serve more families. Mrs. Rush felt that the time currently allotted was sufficient.

A motion was made by Mr. Mulholland and seconded by Mr. Moon to approve the Summer School Library Program as presented.

The motion was carried by unanimous roll call.

**EXECUTIVE SESSION**

A motion was made at 9:38 p.m. by Mrs. Maxey and seconded by Mr. Mulholland to recess to Executive Session to discuss 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; and collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

The motion was carried by unanimous roll call.

The following members were present: President Matt Ellingson, Vice President Joe Haverly, Secretary Tom Moon, Mary Maxey, Ed Mulholland and Don Ward.

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Mrs. Saunders joined Executive Session at 10:03 p.m.  
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A motion was made by Mrs. Maxey and seconded by Mr. Haverly to return to Open Session of the Board of Education, and was called to order at 10:38 p.m. by President Matt Ellingson. Present: President Matt Ellingson, Vice President Joe Haverly, Secretary Tom Moon, Mary Maxey, Ed Mulholland and Don Ward.

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Mr. Ward left at 10:40 p.m.  
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**RECOMMENDATIONS FROM EXECUTIVE SESSION**

A motion was made by Mr. Moon and seconded by Mrs. Maxey to approve the following for the 2016-2017 school year:

<b>Certified – Hire</b>				
MES	Molly Lilja	District Curriculum Coordinator and Manchester Principal to be	\$69,000 (including TRS)	July 1, 2016
MES	Matt Klett	Interim Principal at Manchester		July 1, 2016

The motion was carried by unanimous roll call.

A motion was made by Mr. Moon and seconded by Mrs. Maxey to approve the 8<sup>th</sup> Grade ELA job share for Ashley Boyer and Linnea Lerch for the for the 2016-2017 school year.

The motion was carried by unanimous roll call.

A motion was made by Mr. Moon and seconded by Mrs. Maxey to approve the NBESS contract effective through June 30, 2019.

The motion was carried by unanimous roll call.

**ADJOURNMENT**

A motion was made by Mrs. Maxey and seconded by Mr. Haverly to adjourn at 10:42 p.m.  
The motion was carried by unanimous voice vote.

**PRESIDENT** \_\_\_\_\_  
**Matt Ellingson**

**SECRETARY** \_\_\_\_\_  
**Thomas Moon**

**APPROVED:**