

**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

Monday, August 22, 2011

6:30 p.m.

**CALL TO ORDER AND ROLL CALL**

The Regular Meeting of the Board of Education was called to order at 6:33 p.m. by President Don Ward.

Present: President Don Ward, Vice President Denise Balsley, Secretary Tom Kinser, Treasurer Laura Zwart, Mr. Collin Crull and Mr. Glen Gratz

Absent: Mrs. Amy Morris

**AUDIENCE TO VISITORS**

*(No Audience to Visitors)*

**APPROVAL OF AGENDA**

A motion was made by Mrs. Balsley and seconded by Mrs. Zwart to approve the Agenda. The motion was carried by unanimous voice vote.

**STAFF REPORT**

Early Childhood Extended Education – Summer 2011

Ms. Kim Moore gave an overview, of the Early Childhood Extended Education held four hours every day for three weeks this past summer at Poplar Grove Elementary. She explained that although the Special Education Department focuses on all students who are identified through their IEP, six North Boone students were identified for this summer program. Four students in different grades also attended from the Belvidere summer school program. The goal of this year's Extended School Year was to "Reduce the amount of regression between school years in children with special needs." Ms. Moore described how a student's regression in both academics and social skills can be tracked. Mrs. Moore expressed her gratitude to Dr. Sharon Olds and Mr. Matt Klett for their assistance in making this project a success. Funding for this project came from the ARRA stimulus funds, which had to be used by June 30<sup>th</sup>.

Summer School Report

Mrs. Christine Troller reviewed this year's summer school for grades 5-12. Many high school students worked daily even through it wasn't required, thus putting them in a much better position for graduating. Much of the success of this program was because of Mrs. Deb Torrison's dedication and persistence. She continued to follow up with parents and guardians all summer. The deadline to complete this program was extended from August 1 to August 10.

This program paid for itself, and they hope to continue it next summer. Since progress is reflected in MAPS, the students' progress can be tracked. They did find that more communication is needed between parents of students in 5<sup>th</sup> - 8<sup>th</sup> grade going into summer school and their teachers. The current teachers can look in Campus II to see what their students achieved this year in summer school.

### **SUPERINTENDENT'S REPORT**

Dr. Baule stated that last year the district received \$5.1M in General State Aid; this year it will be approximately \$4.4M. However, the state has still not clarified whether the poverty grant is included in this number. The district will receive at least \$175,000 less than anticipated.

Dr. Baule expressed Dr. Old's appreciation to the number of students who helped put their new playground equipment together. All of the funds for this new equipment came through the generosity of donors.

Dr. Baule reported that this was the first year area bands participated at the Boone County Fair, and it was a huge success by the number of people who paid to attend Wednesday's Battle of the Bands contest. The district also had the opportunity to make some money from the band contest. Many positive comments were made about the district's administrators' presence at the fair.

The ACT numbers for the 2011 graduating class are positive this year and have increased significantly. It is unknown how the class of 2012 scores will compare, depending on how ACT determines them. College readiness has gone up and an average of 4% more of our students meet or exceed the norm. A summary report was provided to the Board.

Dr. Baule reported that the 6<sup>th</sup> day enrollment was about the same as last year. However, the district was unable to accommodate all of the 3<sup>rd</sup> grade voluntary transfers to Poplar Grove Elementary.

To date, families of approximately ten students living within 1½ miles of their school are paying for transportation.

Teacher Institute Day on August 16 went well as did the new staff orientation on August 15. The teacher spent the majority of the day preparing for the new year and Ms. Moore reviewed procedures with the special education assistants

Dr. Baule reported that the first day of school on August 17 went very well; however, he could understand the anticipation on the part of many students, especially those new to the schools. He did note that the current transportation system is inadequate for the district's needs.

A group from Growth Dimensions attended the Belvidere Chamber meeting on August 18. They expect an unemployment rate of up to 13% and have noticed an increase in homeless families in Boone County, as is the school district.

Dr. Baule noted that *My College Options* asked staff to talk to students about their options after high school, and the students at North Boone generally felt prepared for college after high school.

In response to requests by some Board members to have Board meeting packets available earlier than the Thursday before a meeting, Dr. Baule cautioned that some items would not be able to be

brought to the Board for consideration in a timely manner and other things would be delayed in order to work on the packet. However, administration will endeavor to post the Board packet the Monday prior to the meeting.

Mrs. Balsley suggested that job descriptions have a date of issue typed in a prominent place.

## **COMMITTEE REPORTS**

### **Policy Committee**

Mrs. Balsley reported that the Policy Committee did not meet this summer. The next Policy Committee meeting is scheduled for Tuesday, September 6, 2011 at 3:30 p.m.

### **Business Services Committee**

Mrs. Zwart reported that the Business Services Committee last met on August 8, 2011. The next Business Services Committee meeting is scheduled for Tuesday, September 6, 2011 at 5:30 p.m.

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

Mr. Ward reported that the Facility/Long Range Planning Committee last met on August 18, 2011. The next Facility/Long Range Planning Committee meeting is scheduled for Tuesday, September 6, 2011 at 4:30 p.m. Mr. Ward explained that there are some timelines on any potential sales of bonds that have to be met before November 7. Ms. Linda Bobert will be at this meeting to talk about the bonds and the bond schedule.

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

Mr. Gratz reported that the Curriculum, Instruction and Assessment Committee did not meet in August. The next meeting date is to be determined.

### **Other Committee Reports**

Mr. Kinser reported that the Technology Subcommittee did not meet in August. The next meeting date is to be determined.

Mr. Ward reported that the Special Education Board met this evening. An update on the budget was given and that board hired additional staff. Two new life skill programs in grades K-4 and at the high school will be added this fall for the North Boone district. Kelly Lough will be the teacher in this program. Stimulus funds will be used to buy classroom materials and SmartBoards. The families are appreciative that their children are now attending classes in the district. He invited the North Boone Board members to visit these new classes. The next step would be more of a supportive program for the upper and middle schools for the special education students. Approximately ten special education students are coming back to the district from Belvidere this year, and additional students will be transitioned back next year. The next Special Education Board meeting is scheduled for Tuesday, October 4, 2011.

Mrs. Zwart reported that the Community Involvement Committee last met on August 4, 2011. The Committee is selling season passes now, and she was pleased to see the renewal of the athletic Milestone Agreement with Poplar Grove State Bank on tonight's agenda. The next

Community Involvement Committee meeting will be held at the high school on Wednesday, September 7 at 5:30 p.m.

### TREASURER'S REPORT

The Treasurer's Report was submitted to the Board.

### CONSENT AGENDA

A motion was made by Mrs. Balsley and seconded by Mr. Crull to approve the Consent Agenda. The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting July 25, 2011
- B. Minutes of the Special Board Meeting August 2, 2011
- C. Personnel

Site	Person	Position	Salary	Effective/End Date
<b>1. Hire: Certified</b>				
Manchester	Kendra Schutt	0.5 Kindergarten Teacher	BA+8, Step 0	August 15, 2011
NBHS / NBMS	Amy Velez	0.8 Spanish Teacher	BA+24, Step 3	August 15, 2011
<b>2. Resignation: Certified</b>				
Capron	Allison Kreuz	ELL Teacher	N/A	August 9, 2011
<b>3. Hire: Non-Certified</b>				
Capron/Manchester	Siobain Daughenbaugh	Assistant District Nurse	Step 1	August 22, 2011
Capron	Sheri Sager	Early Childhood Assist.	TA60, Step 1	August 16, 2011
Manchester	Sarah Atayde	Bilingual Assistant	TA 90, Step 3	August 16, 2011
Manchester	Tracy Marcus	Teacher Assistant (3 hrs.)	TA30, Step 1	August 16, 2011
NBUE	Jennifer Loomis	SpEd Assistant (5 hrs.) (in addition to .25 music teacher position)	TA120, Step 1	August 16, 2011
NBHS	Dustin Berthold	SpEd Assist (3.25 hrs.) (in addition to .6 math teacher position)	TA120, Step 1	August 16, 2011
NBHS	Amber O'Mary	Special Education Assist	TA120, Step 1	August 22, 2011
Transportation	Angel Saso	Bus Driver	\$24.25/Route	August 18, 2011
<b>4. Resignation: Non-Certified</b>				
NBMS	Judy Fredberg	Assistant Cook	N/A	June 8, 2011
<b>5. Recall: Non-Certified</b>				
NBMS	Shawn Izzo	Assistant Cook (4.5 hrs.)	Step 5	August 17, 2011
<b>6. Hire: Extra-Curricular</b>				
Capron	Elizabeth Stout	Mentor	Group VI, Step 0	2011-2012 School Year
NBUE	Molly Lilja	Mentor	Group VI, Step 0	2011-2012 School Year
NBMS	Brenda Kamholz	.75 Lunch Supervision	Group II, Step 4	2011-2012 School Year
NBMS	Scott Aska	Band	Group VII, Step 0	2011-2012 School Year
NBMS	Krystal Kniep	FB/BB Cheerleading/Dance	Group VI, Step 0	2011-2012 School Year
NBMS	Lisa Zimmer	Vocal Music	Group VII, Step 0	2011-2012 School Year
NBHS	Mary Maxey	Freshman Class Advisor	Group VI, Step 0	2011-2012 School Year
NBHS	Deborah Moore	Head Drama Coach	Group II, Step 0	2011-2012 School Year

<b>7. Resignation: Extra-Curricular</b>				
<b>NBMS</b>	<b>Scott Aska</b>	Vocal Music	N/A	August 17, 2011
<b>NBHS</b>	<b>Scott Aska</b>	Vocal Music w/Musical	N/A	August 17, 2011
<b>NBHS</b>	<b>Dustin Berthold</b>	Freshman Class Advisor	N/A	August 16, 2011
<b>8. Increased Hours: Non-Certified</b>				
<b>NBHS</b>	<b>Michele Johnson</b>	Special Education Assist. (from 6 to 7 hrs./day)	N/A	August 16, 2011
<b>9. Leave</b>				
<b>NBHS</b>	<b>Sonia DelReal</b>	Bilingual Assistant	N/A	8/16/1 to 9/23/11

- D. Renewal of Advertising Milestone Agreement with Poplar Grove State Bank
- E. Farmland Rental Agreements
- F. Motor Vehicle Fuel and Related Products Bid FY12-01
- G. Custodial Supplies Bid FY12-02
- H. Copy Paper Bid FY12-03
- I. Bakery/Bread Products Bid FY12-04
- J. General Groceries Bid FY12-05
- K. Appointment of Hearing Officers
- L. Modification of *'A La Carte Prices*
- M. Overnight Field Trip Request – Cross Country

**UNFINISHED BUSINESS**

*(No Unfinished Business)*

**NEW BUSINESS**

**A. August 2011 Bills**

Mr. Kinser expressed concern about a bill for computers, stating that Policy 4:60 requires three quotes and Board approval for bills in the amount of \$10,000 or more. There was no reply when asked if he or any other Board member wanted to pull that particular bill. Mr. Kinser requested that this policy be followed in the future for any bill in the amount of 10,000 or more.

A motion was made by Mr. Kinser and seconded by Mrs. Zwart to approve the August 2011 Bills except the bill from Paragon Development Systems (PDS) in the amount of \$84,020.

Ayes: Mrs. Balsley, Mr. Crull, Mr. Gratz, Mr. Ward, Mrs. Zwart

Nays: *(none)*

Abstain: Mr. Kinser

Motion passed 5-0, with one abstention.

A motion was made by Mrs. Balsley and seconded by Mr. Gratz to approve the bill from Paragon Development Systems (PDS) in the amount of \$84,020 as presented.

Ayes: Mrs. Balsley, Mr. Crull, Mr. Gratz, Mr. Ward, Mrs. Zwart

Nays: Mr. Kinser

Motion passed 5-1.

**B. Approval of FY2012 Tentative Budget**

Mrs. Nelson informed the Board that notice of a hearing date for 6:30 p.m. on September 26, 2011 on the FY2012 budget would be published in the August 23<sup>rd</sup> Belvidere Daily Republican. Two minor changes have been made to the budget since the last Business Services Committee meeting, i.e., reductions in both the General State Aid (GSA) and the Transportation claim. The GSA has been reduced and the state has extended the timeframe for the transportation payment to December. Approval of the FY2012 Budget is required by September 30, 2011.

A motion was made by Mrs. Zwart and seconded by Mr. Crull to approve the FY2012 Tentative Budget.

The motion was carried by unanimous roll call.

**C. Selection of District Architect**

Dr. Baule reiterated that the district requested proposals from twelve firms, ten proposals were received, and the interview team selected the Cashman Stahler Group located in Lombard, IL from a selection narrowed down to four. The Facilities-Long Range Planning Committee has also met with Messrs. Steve Cashman and Greg Stahler.

A motion was made by Mrs. Balsley and seconded by Mrs. Zwart to approve the Cashman Stahler Group as the district's new architectural firm with the fee schedule as presented.

The motion was carried by unanimous roll call.

**EXECUTIVE SESSION**

A motion was made at 7:49 p.m. by Mrs. Balsley and seconded by Mr. Gratz to recess to Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; collective negotiating matters; or other matters provided for pursuant to §2(c) of the Open Meetings Act.

The motion was carried by unanimous roll call.

The following members were present: President Don Ward, Vice President Denise Balsley, Secretary Tom Kinser, Treasurer Laura Zwart, Mr. Collin Crull and Mr. Glen Gratz. Mrs. Amy Morris was absent.

The Open Session of the Board of Education was called to order at 10:10 p.m. by President Don Ward.

Present: President Don Ward, Vice President Denise Balsley, Secretary Tom Kinser, Treasurer Laura Zwart, Mr. Collin Crull and Mr. Glen Gratz

Absent: Mrs. Amy Morris

**RECOMMENDATIONS FROM EXECUTIVE SESSION**

*(No Recommendations from Executive Session)*

**ANNOUNCEMENTS & OTHER INFORMATION**

**A. Student Activity Fund Reports**

**ADJOURNMENT**

A motion was made by Mrs. Zwart and seconded by Mrs. Balsley to adjourn the meeting at 10:12 p.m. The motion was carried by unanimous voice vote.

**PRESIDENT** \_\_\_\_\_  
**Don Ward**

**SECRETARY** \_\_\_\_\_  
**Tom Kinser**

**APPROVED:** \_\_\_\_\_