

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, January 26, 2015
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 Don Ward.

Present: President Don Ward, Vice President Denise Balsley, Secretary Collin Crull, Mr. Thomas Moon, Mrs. Amy Morris and Mr. Brian Reininger
Absent: Mr. Matt Ellingson

APPROVAL OF AGENDA

A motion was made by Mr. Moon and seconded by Mrs. Balsley to approve the Agenda as amended.

XI. New Business: Move to X.

The motion was carried by unanimous roll call.

**PRESENTATION AND ACCEPTANCE OF 2013-2014 AUDIT REPORT
BY SIEPERT & CO., LLP**

Mr. Gary Meier from Siepert distributed copies of the audit to the Board. He noted several state and local compliance issues. He said our financial profile has a score of 3.4 out of 4.0 and we were at 3.8 two years ago. He said the audit was difficult this year as we didn't have a good general ledger. He stated several findings were a result of inconsistent staff and noted the cash and investments were not reconciled. Mr. Meier told the Board that staff did not follow certain procedures, but felt the findings should go away with the staff that is now in place. He felt that segregation of duties is a problem and it is difficult to provide all checks and balances with this size of staff. Mr. Meier noted the District had not completed a fraud risk assessment and recommended forming a committee to include the Board and the Business Manager to see if there are ways to better handle procedures. Mr. Meier will provide information as to how to begin that process. He noted he made suggestions and recommendations to the Business Office.

Mrs. Balsley had a question about page 32, where it states if line 9 is greater than 5%, to check a box below, and it is 21%, but none of the boxes were checked. She asked if the District should amend the budget, since the box was not checked. Mr. Meier said it was an oversight and he can provide a revised schedule to the State Board. Dr. Baule thanked Mr. Meier for completing the audit.

A motion was made by Mrs. Balsley and seconded by Mr. Reininger to accept the 2013-2014 audit report with the change to page 32.

The motion was carried by unanimous roll call.

AUDIENCE TO VISITORS

Mrs. Terri Devine, former payroll assistant, felt the personnel consent agenda was incorrect. She said she was fired last Friday, and asked that the actual termination date be put on the consent agenda.

TREASURER'S REPORT

Mr. Ward said Mrs. Zwart is still working on beginning balances and we should receive a treasurer's report soon.

SUPERINTENDENT'S REPORT

Dr. Baule said he had the opportunity to tour the Boone County Historical Society Museum with Bob Edwards. He thanked Mr. Edwards and the Community Foundation of Northern Illinois for donating \$10,000 for the endowment of the Education Foundation and to support programming for NB with the BCHS. He invited the new Director of the BCHS to speak at the February 13 in-service to interested teachers, and encouraged everyone to visit and take the tour.

Dr. Baule met with one of Congressman Kinzinger's field representatives to discuss the potential impact of federal legislation on K-12 Education.

Dr. Baule said the ISBE is continuing to struggle through the preparation for PARCC testing. He shared that the PARCC testing will take an immense amount of time and noted the HS has asked for a waiver. If the test is taken online, it will take three weeks of time, which will have a huge impact on instruction. Mr. Ward asked for the expected timeline for test taking. Dr. Baule said at the HS level the exam is broken into pieces, and a 90 minute test doesn't work with real schedules. He noted that PARCC will take one month of instruction where ISAT's took a couple of weeks. He said there is talk that the new Governor will eliminate PARCC and go to New Balance.

He shared that we had received ten responses to our survey published in the December 2014 newsletter.

Dr. Baule noted we had some observers at NBMS & UE to review our instructional program. The NBUE is serving as a control in a study being underwritten by Amplify which is providing integrated curriculum to a similar district in Michigan. They will return for a second visit in the spring.

He said the payroll audit has been delayed due to illness at The Morrissey Agency. He said the field work is done and records have been reviewed. Dr. Baule and Jeff Carr put together an RFP for a procedure manual.

Dr. Baule shared the transportation department has expanded their activity bus schedule and provided field trip and athletic trip statistics. He said the Elevate Program brings high school students to Belvidere North, and returns them to their homes. This program runs Mondays and Wednesdays. The 4:15 activity route started on Tuesdays and has expanded to include both Tuesday and Thursday.

He said Senate Bill 16, now known as SB1, was going to change the funding formula, and is being worked to provide a more equitable formula, which could be tied to the pension cost shift.

COMMITTEE REPORTS

Policy Committee

The next Policy Committee meeting is to be determined.

Business Services Committee

The next Business Services Committee meeting will follow the Governor's address.

Facility/Long Range Planning Committee

The next Facility/Long Range Planning Committee meeting will be February 4, 2015 at 4:30.

Curriculum, Instruction and Assessment Committee

The next Curriculum, Instruction and Assessment Committee is to be determined.

CONSENT AGENDA

A motion was made by Mrs. Balsley and seconded by Mr. Moon to remove Terri Devine's name from the personnel consent agenda and move it to Executive Session, and approve the Consent Agenda as amended.

The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting December 15, 2014
- B. Personnel

Site	Person	Position	Salary	Effective/End Date
1. Certified – Hire				
MES/CES	Sarah Myers	K-4 Math Interventionist	BA, Step 8 Should be BA8, Step 1 and will be corrected at 2/23/15 meeting	1/20/15
PGE	Lauren Moneysmith	K-4 Math Interventionist	BA, Step 0	1/20/15
2. Non-Certified – Resignation				
MES	Sarah Myers	Special Education Teacher Assistant	N/A	1/19/15
CES	Tamara Grandt	Special Education Teacher Assistant	N/A	1/21/15
3. Non-Certified – Leave of Absence				
PGE	Evelyn Rivera	Assistant Cook	N/A	1/31/15 – 3/30/15 Extension of Previous Leave Request
4. Non-Certified - Dismissal				
District	Terri Devine	Payroll	N/A	1/23/15

- C. Board of Education Regular Meeting Schedule
- D. Overnight Field Trip Request – Chess Club
- E. Overnight Field Trip Request – Senior Class

NEW BUSINESS

A. January 2015 Bills

A motion was made by Mrs. Morris and seconded by Mr. Crull to approve January Bills as presented.

Ayes: Mr. Crull, Mr. Moon, Mrs. Morris, Mr. Reininger

Nays: *(none)*

Abstain: Mrs. Balsley and Mr. Ward

Motion passed 4-0, with two abstentions.

B. Five Year Projections

Mr. Greg Kubitz, Senior Financial Consultant with PMA, provided an update on projections for the District. Mr. Kubitz said North Boone was a winner with SB16, and will hopefully have the same experience with SB1. Dr. Baule said assumptions may change between now and May 30, and noted the pension cost could shift could be per capita or by payroll numbers. One PMA scenario shows the pension cost shift increasing .5% per year starting in FY16, and increasing by an additional .5% each year after, with each .5% costing \$40.5K. A second scenario showed if the state only made two categorical payments instead of three, we would lose approximately \$230K for each payment not received.

UNFINISHED BUSINESS

A. Stadium Project

Mr. Ward said one of the reasons this is on the agenda is to narrow the scope so the District and voters can have a better understanding of the project. Dr. Baule said some of the questions from the committee and public surveys include the amount of seating and security fencing, and he said the committee still feels concessions and bathrooms should remain a high priority. Dr. Baule said it had been mentioned that Harvard used volunteer labor, but actually the trade work was performed by licensed tradesmen. He also mentioned the field surface has been a topic of conversation, and noted basically injuries are down with artificial turf and it can be used for everyone. He shared it is likely less expensive to maintain turf instead of hiring an additional 1.5 grounds people. Dr. Baule said the proposal includes an eight-lane, all-weather track which would enable us to host conference meets. Mr. Purvis noted all visitor seating would be re-used and Boosters may choose to purchase another set of bleachers. With a \$4.5M project, there are concessions or restrooms included, but if bids come in lower, Boosters may be willing to fundraise for concessions. Concept F shows home bleachers for 1558, with peer schools averaging 600 in visitor bleachers. Mr. Purvis said Byron, Oregon and Stillman are similar in size and said they generally have a fill rate of 75-80% capacity, especially during playoff and good seasons. Mr. Ward asked for the average attendance. Mr. Purvis gave an example of the 2010 season with games selling at 881, 1108, 653, and 1312 and in 2012, the attendance records show 700, 840, 910, 1381 and 819.

Mrs. Morris asked Mr. Cashman to walk us through a timeline. Mr. Cashman said they would need about three months to complete the design, finalize the location, and grading, and two-three months for construction documents, which would equal five months before we were ready to bid. Mr. Reininger asked for a projection of costs for the next five months. Mr. Cashman said it would be approximately \$200K to get to bidding, and that is 75% of total services with bidding at 5%, construction at 20%, for a total of \$277K. Mrs. Morris asked about price fluctuations. Mr. Cashman said these are 2013 numbers, and it is a concept drawing, so they would need to update estimates. Mr. Purvis noted Mendota's bids for an \$8M project came in at \$6M. Mr. Crull asked if we will incur extra costs if we wanted to re-bid. Mr. Cashman said there would be no extra costs. Mr. Moon asked Mr. Cashman for a list of recent projects over the last ten years. Dr. Baule noted that before they selected Cashman Stahler, they looked at their facilities. Mr. Ward asked if they could identify some of the issues and concerns and asked if the Board could decide on the some things tonight. Mr. Ward asked where Cashman Stahler would be by April 1, 2015. Mr. Cashman said they would be in the design development phase and would be at 35% of the project, and at 70 days they would be at \$96K. The study applied to the fee is approximately \$25K. Mr. Cashman predicted substantial completion would be late fall or early winter and noted heavy rain could delay the earth work. He said it could be late 2015, and mentioned the faster it's done, the more economical. Mr. Moon felt with the amount of earth to move, there was no way Cashman Stahler could complete this project in 2015.

Mrs. Balsley made a motion and was seconded by Mr. Crull to set the parameters of the stadium to include the location being east of the high school on District owned property, a complete, multi-use stadium including but not limited to use by football, band, soccer, track, softball, baseball and PE classes, where the track will meet qualifications to host an IHSA track meet and the complex would include concessions, restrooms, lights and bleachers, not to exceed \$4.5M to be paid for by school facilities sales tax funds.

The motion was carried by unanimous roll call.

EXECUTIVE SESSION

A motion was made at 8:58 p.m. by Mr. Reininger and seconded by Mr. Crull 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 Don Ward, Vice President Denise Balsley, Secretary Collin Crull, Mr. Thomas Moon, Mrs. Amy Morris and Mr. Brian Reininger.

A motion was made by Mr. Reininger and seconded by Mrs. Morris to return to Open Session of the Board of Education, and was called to order at 9:24 p.m. by President Don Ward. Present: President Don Ward, Vice President Denise Balsley, Secretary Collin Crull, Mr. Thomas Moon, Mrs. Amy Morris and Mr. Brian Reininger.
The motion was carried by unanimous voice vote.

RECOMMENDATIONS FROM EXECUTIVE SESSION

A motion was made by Mrs. Balsley and seconded by Mr. Crull to dismiss Terri Devine effective January 23, 2015.
The motion was carried by unanimous roll call.

A motion was made by Mrs. Balsley and seconded by Mrs. Morris to give Kelly Holsker a \$1K bonus for working on the CDB grant.
The motion was carried by unanimous roll call.

ADJOURNMENT

A motion was made by Mrs. Balsley and seconded by Mr. Crull to adjourn the meeting at 9:25 p.m.
The motion was carried by unanimous voice vote.

PRESIDENT _____ *Don Ward / S /*
Don Ward

SECRETARY _____ *Matt Ellingson / S / Pro tem*
Collin Crull

APPROVED: 2/23/15