

**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, August 23, 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, Secretary Tom Moon, Mary Maxey, Ed Mulholland, and Don Ward

Absent: Vice President Joe Haverly (arrived at 6:35) and Brian Reininger

**APPROVAL OF AGENDA**

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

The motion was carried by unanimous voice vote.

**PUBLIC HEARING ON WAIVER OF ISBE RULE**

*(No Comments)*

**AUDIENCE TO VISITORS**

*(No Audience to Visitors)*

**TREASURER'S REPORT**

The Treasurer's Report was submitted to the Board.

**SUPERINTENDENT'S REPORT**

Dr. Greenlee thanked the Administrators and staff for getting the school year off to a good start. He noted the Institute Day included implementing the student growth piece of evaluations.

Dr. Greenlee expressed his appreciation for the generosity of the Chamber of Commerce and Blaine United Methodist Church for school supplies.

He shared that Laura Martinez from the IASB recommended the Board members complete an online survey for Board professional development. Dr. Greenlee asked if the Board wished to proceed with the IASB workshop, and several members said they were willing to participate in the survey.

## COMMITTEE REPORTS

### Policy Committee

Mr. Ward reported that the Policy Committee did not meet in August. He noted there was a new version of PRESS recently released, and a meeting may be scheduled in September.

### Business Services Committee

Mr. Mulholland reported that the Business Services Committee met on August 18, 2016. He shared that Andy Arndt from Baird was in attendance and presented options for bond refunding. The committee also discussed the audit review, software system, IRS and state audits, handling of early tax money, bus purchases, certified staff overloads and updates from the food service department. The next Business Services Committee meeting is to be determined.

### Facility/Long Range Planning Committee

Mr. Moon reported that the Facility/Long Range Planning Committee met on August 18, 2016 and noted the committee discussed summer accomplishments. The next Facilities/Long Range Planning Committee meeting is to be determined.

### Curriculum, Instruction and Assessment Committee

Mr. Haverly reported that the Curriculum, Instruction and Assessment Committee met on August 17, 2016 and discussed the K-4 report card changes, curriculum summary and alignment, equivalencies and weighted grades for outside classes. Mr. Haverly offered to work with the HS counselors to look at equivalent classes at Rock Valley College. The next Curriculum, Instruction and Assessment Committee meeting is to be determined.

## CONSENT AGENDA

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

The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting July 26, 2016
- B. Personnel

Site	Person	Position	Salary	Effective/ End Date
<b>1. Certified - Hire</b>				
NBMS	Tyler Lovgren	6 <sup>th</sup> Grade ELA Teacher	BA, Step 1	8/15/16
NBMS/ NBHS	Tim Schuring	Physical Education Teacher	BA, Step 6	8/15/16
NBUE/ NBMS	Megan Nilson	Guidance Counselor	MA, Step 0	8/29/16
<b>2. Certified - Resignation</b>				
NBHS	Ashley Ross	Spanish Teacher	N/A	End of 2015-2016 School Year
NBUE	Jean Perkins	5 <sup>th</sup> Grade Teacher	N/A	End of 2015-2016 School Year
NBUE	Lauren Deno	Special Education Teacher	N/A	8/14/16

<b>NBUE/ NBMS</b>	<b>Melissa Lule</b>	Counselor	N/A	8/11/16
<b>3. Certified – FMLA</b>				
<b>NBMS</b>	<b>Katharine Doering</b>	7 <sup>th</sup> Grade Science Teacher	N/A	9/26/16-10/28/16
<b>NBUE</b>	<b>Georgianne Chromczak</b>	Special Education Teacher	N/A	8/15/16 – 9/16/16
<b>PGE/ NBHS</b>	<b>Kelly Friesema</b>	Speech/Language Pathologist	N/A	Starting 11/30/16 for 10 weeks
<b>4. Non-Certified - Hire</b>				
<b>MES</b>	<b>Toni Crocker</b>	Special Education TA (5.75 hrs per day)	TA60, Step 1	8/15/16
<b>MES</b>	<b>Sue Henning</b>	Assistant Cook (4 hrs per day)	Assistant Cook, Step 6	8/15/16
<b>PGE</b>	<b>Brittany Sorensen</b>	Special Education TA (5.75 hrs per day)	TA30, Step 6	8/15/16
<b>CES</b>	<b>Courtney Kosch</b>	Special Education TA (2 hrs per day)	TA30, Step 1	8/15/16
<b>PGE</b>	<b>Ashleigh Hoffman</b>	Special Education TA (5.75 hrs per day)	TA30, Step 1	8/15/16
<b>NBHS</b>	<b>Christina Wagner</b>	Special Education TA (5.75 hrs per day)	TA30, Step 1	8/15/16
<b>5. Non-Certified - Resignation</b>				
<b>NBHS</b>	<b>Michelle Fitzpatrick</b>	Assistant Cook	N/A	8/3/16
<b>NBHS</b>	<b>Tracy Markus</b>	Special Education TA	N/A	8/12/16
<b>7. Extra Curricular - Resignation</b>				
<b>NBHS</b>	<b>Lynn Brody</b>	Head Boys Track Coach	N/A	8/2/16
<b>NBHS</b>	<b>Tony LaGrassa</b>	Chess Club Assistant	N/A	8/4/16

- C. Audit Proposal from Siefert & Co.
- D. Extra-Curricular Positions 2016-2017
- E. Appointment to the North Boone Education Foundation Board

### UNFINISHED BUSINESS

**A. Approval of Metasys ADS Upgrade**

Dr. Greenlee shared the Metasys ADS Upgrade was discussed at the August 18, 2016 Facilities meeting, with Randy Porter and Jim Novak present to answer questions. He said this is the software platform that runs Johnson Controls, which consists of the HVAC at NBHS, NBMS and PGE. Mr. Moon asked if the software was proprietary, and if not, why there weren't two bids.

A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to approve the Metasys Upgrade as presented at the cost of \$19,586.80, including material and labor.

Ayes: Mr. Ellingson, Mrs. Maxey, Mr. Moon, Mr. Mulholland, Mr. Ward

Nays: Mr. Moon

The motion passed 5-1

**B. Approval of Driver Education Waiver of School Code**

A motion was made by Mrs. Maxey and seconded by Mr. Mulholland to approve the Driver Education Waiver of School Code.

The motion was carried by unanimous roll call.

**C. Bond Refunding**

Andy Arndt from Baird was not yet in attendance.

A motion was made by Mr. Ward and seconded by Mrs. Maxey to move Item X.C Bond Refunding to Item XIV.

The motion was carried by unanimous voice vote.

**NEW BUSINESS**

**A. August 2016 Bills**

Mr. Moon asked about the threshold for the amounts paid to vendors without receiving a second quote. He noted Batteries Plus and GeoStar as examples. He would like to have waste disposal, heating and cooling suppliers, and others go to bid. Dr. Greenlee said he feels we are mindful of our expenses, but would address common practices at the September Board meeting.

A motion was made by Mr. Moon and seconded by Mr. Mulholland to approve the August 2016 bills as presented.

The motion was carried by unanimous roll call.

**B. Approval of FY2017 Tentative Budget**

Mrs. Saunders reviewed the tentative budget with the Board. She mentioned the only major change from when it was presented at the August 18, 2016 Business Committee meeting was the intention of moving a state aid payment to O&M. Mr. Mulholland thanked Mrs. Saunders for her work on the budget. Mrs. Saunders said she will highlight any adjustments for the September Board meeting.

A motion was made by Mr. Mulholland and seconded by Mr. Moon to approve the FY2017 Tentative Budget, including the change of moving a state aid payment to O&M.

The motion was carried by unanimous roll call.

**C. Class Sizes**

Dr. Greenlee explained the state adopted new Social Studies standards which are expected to be implemented by the 2017-2018 school year. He suggested hiring one teacher for Social Studies at the 5<sup>th</sup> grade level, as currently our class sizes are exceeding the current policy of 29 for each class. This addition would increase the budget, but would keep the same number of full-time, certified staff as last year. He said we may need to add a teacher in 5<sup>th</sup> grade next year based on current 4<sup>th</sup> grade numbers. Mr. Pearce suggested taking two minutes off each core class, which would take all five classes to 48 minutes each. He noted RtI students would be served during study hall. Dr. Greenlee felt since the state adopted standards, it is a good time to implement this change.

A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to approve the hiring of an additional 5<sup>th</sup> Grade Teacher for the 2016-2017 school year.

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

Nays: Mr. Ward

Abstain: Mr. Moon

The motion passed 4-1, with one abstention

**D. Early Tax Money**

Mrs. Saunders stated she spoke to Curtis Newport about his preference in holding early tax money until July 1. Mr. Newport said he does not like to hold money, that it should be deposited in a timely manner. Mrs. Saunders mentioned our financial profile could be affected as we may be able to receive better bond rates if we have more money in the bank. Mrs. Saunders also spoke to Michelle Jahr, our auditor, and she is not in favor of holding money. It was determine tax money would be deposited as it is received.

**EXECUTIVE SESSION**

*(No Executive Session topics)*

**RECOMMENDATIONS FROM EXECUTIVE SESSION**

*(None)*

**UNFINISHED BUSINESS**

**C. Bond Refunding**

Andy Arndt from Baird provided charts on outstanding bond debt, EAV structures and possible savings for bond refunding. He shared we could call in the Alternate Revenue Bonds for new savings of approximately \$15-20K per year. He noted the call date was January 2018. Mr. Ward asked if the refunding for savings handout should have the date of June 17, 2016, to show the data wasn't one year old. Mr. Arndt said that was an error and it would be corrected. Mr. Ward asked as a standalone, what expenses would be incurred to Baird and Chapman & Cutler. Mr. Arndt said Chapman & Cutler would likely receive \$9,800, Baird would receive \$20K and there may be approximately \$4K needed for an escrow agent such as a bank, and verifier, such as a CPA. Mr. Arndt stated all fees were included in the charts. Mr. Ward said he would like side by side comparisons on the outstanding Series 2008A Bonds. Mr. Arndt said we would need about one month timeframe if we decided to move forward, and noted the cost of issuance would be approximately 2.5%.

Mr. Arndt provided charts on what the impact would look like on \$100K with a flat EAV using the current structure vs. a flat EAV after the restructure. Mr. Ward said new properties would drive the individual tax bill down, noting new families will save money, but taxpayers that have been here all along will end up paying more money. Mr. Ward asked for an estimate of the standalone fees for the new issue. Mr. Arndt said Chapman & Cutler would have a \$30K fee, and Baird's fees would be 1.5% or \$70-78K. Mr.

Arndt noted to affect the next levy year, we would have to have this completed by the end of this year.

Mr. Ward suggested moving ahead with the Alternative Bond process. Mr. Arndt said some banks will give forward rate lock, and stated a BINA hearing is not necessary if we can show savings in every year. Mr. Ward confirmed with Mr. Arndt that fees on the larger bond sale would be paid from bond proceeds, and would be paid at closing.

Mr. Ellingson asked for direction. Mr. Mulholland suggested getting started with the Alternative Bond sale. Mr. Ward felt we should move forward with the Alternative Bonds, and make a decision at the September Board meeting as whether to blend them to save fees and save money to taxpayers.

A motion was made by Mr. Ward and seconded by Mr. Mulholland to proceed with the preliminary procedure for restructuring the Alternative Bonds.

The motion was carried by unanimous roll call.

#### **ANNOUNCEMENTS & OTHER INFORMATION**

**A. FOIA Log**

#### **ADJOURNMENT**

A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to adjourn at 7:52 p.m. The motion was carried by unanimous voice vote.

**PRESIDENT**           *Matt Ellingson / S /*          

**SECRETARY**           *Thomas Moon / S /*          

**APPROVED: 9/27/16**