

**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, February 23, 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, Mr. Matt Ellingson, Mr. Thomas Moon, and Mr. Brian Reininger

Absent: Vice President Denise Balsley, Secretary Collin Crull and Mrs. Amy Morris

**APPROVAL OF AGENDA**

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

VIII. C. Personnel Consent Non-Certified Hires      Move to XI. A. Executive Session  
The motion was carried by unanimous voice vote.

**AUDIENCE TO VISITORS**

Ms. Mary Maxey said she would like Middle School social studies to come back to a five-person team, and have it become its own class with its own teacher. She said her son didn't feel enough time was spent on social studies, and she would like it to return to the way it was last year.

Mr. Jim Anderson respectfully requested that the minutes of the January 20, 2015 Special Board meeting be changed to accurately reflect the actual information. He requested the second to the last sentence be struck and replaced with his exact wording. He also asked the Board to unanimously approve all facts about the stadium project that will be presented at the town hall meetings.

**APPOINTMENT OF SECRETARY PRO TEM**

Mr. Ward appointed Mr. Ellingson as Secretary Pro Tem.

**TREASURER'S REPORT**

Mrs. Zwart noted that seven months of treasurer's reports were provided this month, and she does not anticipate any changes. Mr. Ward thanked Mrs. Zwart.

## **SUPERINTENDENT'S REPORT**

Dr. Baule shared that Ms. Harkness's students wrote to soldier Thomas Tryggestad, son of NBHS teacher Carrie Weiffenbach while he was in basic training. He said when Thomas returned to the area, he visited the class and was a guest reader.

Dr. Baule said the chess team did very well at state and congratulated Dakodah Mrkvicka for receiving an individual medal for 6 wins out of 7 matches. He said the NBHS team finished 9th place in Class A.

He noted Brandon Briggs took 2<sup>nd</sup> place in the 126 weight class at the IHSA state championship. He stated he was impressed with this being his 4<sup>th</sup> win in the finals.

Dr. Baule thanked Immanuel Lutheran for sharing some of the coats from their winter clothing drive with North Boone schools. He shared that Keith Richard from Immanuel Lutheran was the Principal of the Day at PGE and NBMS on February 19<sup>th</sup>.

He thanked Lindsay Abbeduto and Melissa Geyman for organizing the February 13th Inservice day. Dr. Baule said Bob Edwards recently made a \$10,000 donation to the North Boone Education Foundation that provides for \$5000 to support dual programming with the Boone County Historical Society including paying for transportation costs. The other \$5000 will go towards the foundation's endowment. He noted that Mr. Edwards is a great supporter of North Boone and its programs.

Dr. Baule said he did not think we will have any issues from a technical standpoint for the PARCC testing, and shared the ISBE is continuing to struggle through the preparation for PARCC testing and that 11 of 26 states are taking the exam.

He provided a summary of some of Cashman Stahler's related experience with athletic projects.

Dr. Baule said SB16 is now SB1 and depending on the impact of that legislation, we could realize some increase in funding. He said they are now being told if the Governor's budget is approved as is, we might lose some Special Education and EC money, but may increase our GSA from 89% to 94%.

## **COMMITTEE REPORTS**

### **Policy Committee**

The next Policy Committee meeting is to be determined.

### **Business Services Committee**

A Business Services Committee meeting was scheduled for February 26, 2015, but was postponed until additional budget information is available from the state.

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

The Facility/Long Range Planning Committee met on February 4, 2015 at 4:30 and will plan to meet again prior to the next Board meeting.

**Curriculum, Instruction and Assessment Committee**

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

**CONSENT AGENDA**

A motion was made by Mr. Ellingson and seconded by Mr. Reininger to approve the consent agenda as presented. Mr. Ward asked for discussion and Mr. Moon asked if we were going to amend the minutes that Mr. Anderson mentioned. Mr. Ward said it should have been pulled before we amended the agenda. Dr. Baule said the Board could amend the minutes at a later date if they'd like. Mr. Ward said they could be put on the next agenda.

The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting January 26, 2015
- B. Minutes of the Special Meeting January 20, 2015
- C. Personnel

Site	Person	Position	Salary	Effective/End Date
<b>1. Certified – Hiring Correction</b>				
MES/CES	Sarah Myers	K-4 Math Interventionist	BA8, Step 1	1/20/14
<b>2. Certified - Retirement</b>				
NBHS	Kim Krawczyk	Math Teacher	N/A	End of 2018-2019 School Year
MES	Karin Taylor	Kindergarten Teacher	N/A	End of 2018-2019 School Year
<b>3. Non-Certified – Hire</b>				
MES	Laurie Chudoba	Special Education Teacher Assistant (5.75 hours)	TA30, Step 4	2/09/15
PGE	Andrea Sowers	Secretary	Secretary, Step 7	2/09/15
<b>4. Extra-Curricular - Hire</b>				
NBHS	Bob Brunshon	Head Softball Coach	Group II, Step 0	1/30/15
NBHS	Cindy Kastning	F/S Softball Coach (Shared Position/Split Stipend)	Group III, Step 1	2/06/15
NBHS	Mandie Morelock	F/S Softball Coach (Shared Position/Split Stipend)	Group III, Step 0	2/06/15
NBHS	Brad Smith	Girls Track Coach	Group II, Step 0	2/12/15
<b>5. Extra-Curricular - Resignation</b>				
NBMS	Kaitlyn Schak	Cheerleading/Dance Coach Football	N/A	6/02/15
NBMS	Kaitlyn Schak	Cheerleading/Dance Coach Basketball	N/A	6/02/15
<b>6. Volunteer - Indemnify</b>				
NBHS	Mike Hearn	Boys Track Volunteer	Indemnify	2014-2015 School Year
NBHS	Matt Protz	Baseball Volunteer	Indemnify	2014-2015 School Year

- D. Running Start Program Renewal
- E. North Boone Education Foundation Appointment
- F. Approval of Substitute Pay Scales
- G. Illinois Energy Contracts
- H. Chaperones for Field Trip to Costa Rica

### **UNFINISHED BUSINESS**

**A. Update on Payroll Audit**

Mr. John Morrissey stated he was engaged by the District at the end of August to review the payroll records. He provided the Board with a grid showing their progress. He said they were behind schedule due to illnesses, along with the complications with the transfer to the new system and the different pay groups. He said there was also a change in the way base salaries were presented and it created some complications. He shared there were issues with W2's, and said there are still some concerns but believes they are now 98-99% accurate and felt the W2 issues were tied to the Sungard transition and the way base salaries were reported. He said some of the IRS 941's are in error and will need some reconciliation. Mr. Morrissey said some IMRF October contributions need to be revised, and he will speak with IMRF as to the best way to correct. He does not believe there are any issues with the 2013-2014 TRS report. He said his preliminary thoughts are about process consistency and procedure documentation, and said management has asked them to help. He discussed the grid, which identified examples where employees are not in the correct step or lane, IMRF reporting issues, and instances where many of the extra-curricular stipends are not being paid correctly. Mr. Ellingson asked if once we get everyone more up to date with Sungard, if it should run more smoothly. Mr. Morrissey said Sungard is a reputable player in K-12 education, but it needs to be in the hands of a skilled craftsman. He said there will need to be cleanup of W2's, IMRF, 941's and IRS issues and it could take several months. Mr. Ward thanked Mr. Morrissey.

Mr. Carr thanked Mr. Morrissey and his team. He said he will make sure going forward that employees will get correct pay and benefits. He said the result of these errors are due to the combination of software transition and personnel changes. Mr. Carr said with Mr. Morrissey's help and the staff currently in place, he feels we are moving forward in the right direction. Mr. Carr stated the Business Office and District are devoted to ensuring accurate information is reported and will be entered into the system.

**B. Transitioning to Viking Mascot District Wide**

Mr. Reininger said he had received a lot of feedback from parents at Manchester and Capron elementary schools that they don't feel they were informed about the mascot change. Mr. Reininger said many Manchester parents weren't aware of the survey, so he would like to propose re-surveying parents. Dr. Belcastro and Mrs. Crawford both said they could sell spirit wear with the Viking as well as Poplar Grove Elementary and Capron Elementary spirit wear in their school colors. Mr. Reininger said there were concerns about painting over the Manchester Bobcat mascot, and said people are attached to that mascot. Dr. Baule clarified the original request came from the PGE PTO, and had asked all elementary principals to ask their PTO's for feedback. At that time, all the elementary PTO's responded that they were in favor of merging to the Viking mascot. A

survey was put out, and the vast majority voted for the Viking mascot. Dr. Baule offered to go through that process again if the Board wished. Mr. Reininger said Manchester feels they will be out voted by the larger schools. Dr. Baule said the past survey results showed the following percentages in favor of merging the mascot: CES 75%, MES 59%, PGE 80%. Dr. Baule offered to re-survey. The elementary Principals agreed to send a note home to students identifying the opportunity to take the survey again.

A motion was made by Mr. Reininger and seconded by Mr. Ellingson to re-survey the student population and parent community by having a survey re-address the issue of changing the mascots, with the results to be discussed at the next Board meeting.

The motion was carried by unanimous voice vote.

### **NEW BUSINESS**

#### **A. February 2015 Bills**

A motion was made by Mr. Reininger and seconded by Mr. Moon to approve February bills as presented.

Ayes: Mr. Ellingson, Mr. Moon and Mr. Reininger

Nays: *(none)*

Abstain: Mr. Ward

Motion passed 3-0, with one abstention.

#### **B. Preliminary 2015-2016 Staffing Plan and Budget**

Dr. Baule provided a draft of the 2015-2016 staffing plan which tied into the numbers provided by PMA and Mr. Carr. He said basically this plan would put us approximately \$40K to the black given the budget assumptions. He noted the Principals proposed is replacing the two remaining Reading Specialists and Math Interventionist by hiring a Reading Coach and a Math Coach. This recommendation was based on student data on the Reading Specialists. Dr. Baule said good practice in most districts use the Instructional Coach model, where the coach works with the teachers to ensure all the teachers have the necessary reading skills instead of just pulling students out and working with them in small groups. He said elementary Principals would like slightly more art staffing. They are also suggesting they hire another Social Worker, as it has been a request for the last five years and we continue to have more issues with students that need social and counseling services. He said they might consider creating a developmental kindergarten for students that are currently in our pre-school program, as it may relieve some stress from the life skills program at PGE. He noted there was a request tonight to go back to five-person teams for social studies, but that would end up creating really small classes, where we would add two teachers. Currently the social studies class sizes are pretty modest. He said we'd have to re-do the schedules and ask teachers to teach between grade levels. He also mentioned we would have to deficit spend to get one or two more teachers, as the average teacher costs \$55K with benefits. He anticipates having to hire another Special Education teacher to accommodate the number of Pre-K students. He said overall, we are looking at adding 2.9 teachers for next year. Mr. Ellingson asked Dr. Baule for the anticipated enrollment for next year and was told the projection was pretty flat, noting kindergarten is the biggest variable. Mr. Reininger asked what the social studies class size would be if the Middle School would returned to

a five-person team. Ms. Abbeduto thought the class size could be 18-22 and also said some things to consider were teachers have been working on scope and sequence all year and noted social studies is currently at 30 minutes, and they'd like to bump it to 40 minutes to provide for interventions. Ms. Abbeduto said the language arts teachers would then lose time with their students, and that they had found the extra time had been very beneficial. Dr. Baule said Reading and Math Coaches would work with all the teachers and teach the teacher strategies within the classrooms as opposed to pulling small groups out. Instead of impacting 20-40 students, Coaches could impact approximately 140 students.

Mr. Ward asked if data showed that Coaches can raise reading and math scores significantly. Ms. Abbeduto said in her research, that she reviewed the top 10 districts that were similar to ours, and they all had instructional coaching model, including 1:1 programs. Dr. Baule said lots of top tier schools moved in that direction ten years ago. Mr. Ward asked how a typical day for a Reading Coach would look. Ms. Abbeduto said each day would be different, as Instructional Coaches would be responsible for modeling lessons, meet with teachers as far as their professional development, meet with new teachers, since we don't have a Director of Curriculum, present at Institute Days and help to determine what interventions were needed, among many other things. She said teachers received formal training by EnVision, however, new teachers don't receive the formal EnVision training. Ms. Abbeduto said the Math Coach would be responsible for training the teachers in what EnVision offers, what technology is available to them and what interventions are needed for that math program. Mr. Moon said when struggling students are taken out for extra help, they can miss two or three things, since multiple subjects are intertwined with the way things are now taught. He felt this would make it difficult for the child to make up that missed time.

Mr. Ward asked if there was any other information desired before the next Board meeting. There were no responses.

**C. Informational Town Hall Meetings on Athletic Stadium Project**

Mr. Ward said they surveyed approximately 20 people and found three dates that were good to hold the informational meetings. Mr. Moon asked if they would review the presentation before the meetings. Mr. Ward said he didn't think it was going to be a formal presentation, but a PowerPoint could be created. Mr. Ellingson asked what would be presented at the meetings. Mr. Ward said the meetings were strictly informational and not pro either way. He said Baird will be on hand to answer any questions about bonds, Mr. Novak would try to be available to field questions on grounds and that Mr. Purvis would have a handle on the IHSA requirements to host events and what the current and future potential is for usage. He said they just tried to put together a panel that would try to answer any questions. Mr. Ward said we could have questions and answers at the end of each meeting.

Mr. Ellingson wants to make sure it's unbiased, and said Mr. Purvis has been on the planning committee forever, and that Mr. Cashman is for the stadium. He said he had

heard concerns from people that this will be represented without cons, and wants to ensure both sides will be addressed. Dr. Baule said the District can only share factual information, and individuals can make their own choice as to whether it's pro or con. Mr. Moon was concerned that there were 20 people surveyed to get these dates, but that all the Board members were not notified. Mr. Ward said it wasn't intended to be a Board meeting, but that Principals were surveyed to see when their buildings were available, and the architectural staff and Baird were asked their availability. Mr. Moon asked who called the meeting. Dr. Baule said at the January Board meeting, Mrs. Balsley had asked that several community informational meetings be held prior to the April election. Dr. Baule said if the Board does not want to hold the meetings that is their choice. Mr. Moon asked how many Board members were invited to be on the panel and said he was not invited. Mr. Ward said Mrs. Balsley and Mr. Crull were aware of the meetings and asked if Mr. Moon would like to be on the panel. He said they weren't planning on go through the formality of having Board meetings, but said if Mr. Moon wanted them to be Board meetings, we would have to have a quorum. He said in the past when they've held referendum informational meetings, but they were not Board meetings. Mr. Moon asked for a list of people that were invited to be on the panel, and he would then decide if he wanted to be on the panel, or if he'd like to be in the audience to ask questions. Mr. Ward said we will need to obey the Open Meetings Act, required by law. Mr. Moon said it's been a little underhanded all along. Mr. Ward said he resented that and said all meetings are public and have been posted. Mr. Ward said Mr. Moon could be on the panel if he'd like. Dr. Baule said the panel includes Mr. Purvis, Mr. Cashman, Mr. Carr or another Administrator to speak about the facility or finance questions and one or more of the Principals to answer any other questions. He said along with these people and the District Administrators, the turf representative and two bonds people were contacted regarding their availability for the meetings. Mr. Ward asked if anyone else would like to be on the panel. Dr. Baule said if the Board would like to post the meetings as Special Board meetings, we can, but if we don't post them ahead if time, only two Board members can attend. Mr. Moon said he'd like to be on the panel, and said he would like these meetings to be posted as Board meetings.

A motion was made by Mr. Moon and seconded by Mr. Ellingson to add the three dates as Special Board meetings.

The motion was carried by unanimous voice vote.

### **EXECUTIVE SESSION**

A motion was made at 7:51 p.m. by Mr. Ellingson and seconded by Mr. Moon 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, Mr. Matt Ellingson, Mr. Thomas Moon, and Mr. Brian Reininger.

A motion was made by Mr. Ellingson and seconded by Mr. Reininger to return to Open Session of the Board of Education, and was called to order at 8:26 p.m. by President Don Ward. Present: President Don Ward, Mr. Matt Ellingson, Mr. Thomas Moon and Mr. Brian Reininger.  
The motion was carried by unanimous voice vote.

**RECOMMENDATIONS FROM EXECUTIVE SESSION**

A motion was made by Mr. Ellingson and seconded by Mr. Moon to hire the non-certified staff as presented.  
The motion was carried by unanimous roll call.

**ADJOURNMENT**

A motion was made by Mr. Ellingson and seconded by Mr. Moon to adjourn the meeting at 8:28 p.m.  
The motion was carried by unanimous voice vote.

**PRESIDENT** \_\_\_\_\_ *Don Ward / S /*  
**Don Ward**

**SECRETARY** \_\_\_\_\_ *Collin Crull / S /*  
**Collin Crull**

**APPROVED: 3/16/15**