

**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, June 28, 2016  
6:30 p.m.

**CALL TO ORDER AND ROLL CALL**

The Regular Meeting of the Board of Education was called to order at 6:32 p.m. by President Matt Ellingson.

Present: President Matt Ellingson, Secretary Tom Moon, Mary Maxey, Ed Mulholland, Brian Reininger and Don Ward  
Absent: Vice President Joe Haverly

**APPROVAL OF AGENDA**

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

XIII. Consent Agenda: Move the following item to XVI. Executive Session

B. Personnel

1. Certified Hire: NBHS – Chris Shank – Special Education Teacher

Move the following items to XV. New Business as Items C & D, respectively:

A. Minutes of the Regular Meeting May 23, 2016

D. Resolution of Prevailing Wages

The motion was carried by unanimous voice vote.

**AUDIENCE TO VISITORS**

*(No Audience to Visitors)*

**PUBLIC HEARING ON 2015-2016 BUDGET**

*(No speakers on 2015-2016 Budget)*

**PUBLIC HEARING ON TRANSFER OF FUNDS FROM TRANSPORTATION TO O&M**

*(No speakers on Transfer of Funds from Transportation to O&M)*

**PUBLIC HEARING ON RESOLUTION ON DRIVER'S EDUCATION FEES**

*(No speakers on Resolution on Driver's Education Fees)*

**PUBLIC HEARING ON WAIVER OF SCHOOL CODE**

*(No speakers on Waiver of School Code)*

## **PUBLIC HEARING ON ADMINISTRATIVE COSTS**

*(No speakers on Administrative Costs)*

### **TREASURER'S REPORT**

The Treasurer's Report was submitted to the Board.

### **SUPERINTENDENT'S REPORT**

Dr. Greenlee stated that there was further development on the state budget that sounded like progress was being made in Springfield. Governor Rauner has proposed a budget that would fully fund education for the first time since 2009. He expressed his hope that it would be passed so schools can open in time.

Information about the recent ISBE district audit was sent to the Board. The district should receive approximately \$8,600 from ISBE for reimbursement to the Transportation Fund

The Regional Office of Education also reported that their recent Technical Assistance Visit revealed that the district is in full compliance with state law and ISBE rules and regulations.

Dr. Greenlee acknowledged the generous donation by the Belvidere Chamber of Commerce for text book.

Dr. Greenlee reported that the custodians are moving along on schedule in cleaning the facilities for the upcoming school year. Roofs on two schools (NBMS and NBUE) are being replaced. The roof at North Boone Upper Elementary was completed as of today. Plans are being made to blacktop areas around the schools before school begins. The electrical at Poplar Grove Elementary was struck by lightning and the district is still working with our insurance.

Dr. Greenlee thanked Don West for working with Julia Saunders and him in reviewing the Transportation Handbook. They reviewed at the handbook policies and practices and spoke with Mr. West at length about transportation. The next step will be to put together a committee to update the handbook.

### **COMMITTEE REPORTS**

#### **Policy Committee**

Mr. Ward reported that the Policy Committee did not meet in June. The next Policy Committee meeting is to be determined.

#### **Business Services Committee**

Mr. Mulholland reported that the Business Services Committee did not meet in June. 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 did not meet in June. He stated that he anticipated meeting over the summer. The next Facility/Long Range Planning Committee meeting is to be determined.

**Curriculum, Instruction and Assessment Committee**

Mrs. Maxey reported that the Curriculum, Instruction and Assessment Committee did not meet in June. The next Curriculum, Instruction and Assessment Committee meeting is to be determined.

**CONSENT AGENDA**

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

The motion was carried by unanimous roll call.

A. ~~Minutes of the Regular Meeting May 23, 2016~~

B. Personnel

Site	Person	Position	Salary	Effective/End Date
<b>1. Certified – Hire</b>				
District	Sarah Korpan	ELL Summer School Teacher (7 hours per day)	\$25.00/hour plus TRS	7/18/16 – 8/4/16
NBHS	Joseph Pienta	Social Studies / English Teacher	BA, Step 2	8/15/16
NBHS	Jason Geiger	Spanish Teacher	MA32, Step 7	8/15/16
NBHS	<del>Chris Shank</del>	<del>Special Education Teacher</del>	<del>MA, Step 0</del>	<del>8/15/16</del>
<b>2. Certified – Resignation</b>				
PGE	Brad Breakfield	3 <sup>rd</sup> Grade Teacher	N/A	End of 2015-2016 School Year
<b>3. Certified – Leave of Absence</b>				
CES	Emily McWilliams	Special Education Teacher	N/A	8/15/16 for 8 weeks
<b>4. Non-Certified – Hire</b>				
NBUE	Jamie Figueroa	Special Education Teacher Assistant (5.75 hours)	TA60, Step 1	8/15/16
PGE	Laurie Hollis	Assistant Cook (2 hrs/day)	Assistant Cook, Step 3	8/15/16
MES	Julie Jones	Building Secretary	Secretary, Step 7	8/01/16
<b>5. Non-Certified – Resignation</b>				
NBHS	Kristi Garman	Counselor Assistant	N/A	6/30/16
PGE	Lauren Pate-List	Special Education Teacher Assistant	N/A	End of 2015-2016 School Year
<b>6. Non-Certified – Termination</b>				
CES	Guadalupe Davila	Bilingual Assistant	N/A	6/22/16

<b>7. Extra Curricular – Hire</b>				
NBHS	Patrick Freeman	Varsity Volleyball Coach	Group I, Step 0	2016-2017 School Year
NBHS	Aaron Sullivan	HS Athletic Director	\$5,000 plus TRS	2016-2017 School Year
<b>8. Extra Curricular – Resignation</b>				
NBHS	Mike Ross	Athletic Director	N/A	5/25/16
NBHS	Kristen Kotch	Varsity Volleyball Coach	N/A	End of 2015-2016 School Year
NBMS	Brenda Kamholz	8 <sup>th</sup> Grade Girls Volleyball Coach	N/A	End of 2015-2016 School Year
NBHS	Matt Brinkmeier	Girls Track Coach	N/A	End of 2015-2016 School Year

- C. Membership in IHSA
- ~~D. Resolution of Prevailing Wage~~
- E. Renewal of Workman’s Comp, Property, Liability, Auto, Umbrella Insurance
- F. BOE Regular Meeting Schedule 2016-2017
- G. Approval of Resolution of Driver’s Education Fees
- H. Approval of Application for Waiver of School Code

**UNFINISHED BUSINESS**

**A. Approval of Health Insurance Agreements**

Dr. Greenlee recommended that the Board accept the Arthur J. Gallagher & Co. proposal to renew the health/life/dental/vision insurance at a 6.4% increase in premiums, down from a 13% increase last year.

A motion was made by Mrs. Maxey and seconded by Mr. Moon to approve the Health/Life/Dental/Vision Insurance through Arthur J. Gallagher & Co.

The motion was carried by unanimous roll call.

**B. Approval of Student Handbook 2016-2017**

At Dr. Greenlee’s recommendation, attorney Scott Nemanich reviewed the Student Handbook. Mr. Nemanich suggested some changes in order to be certain the handbook meets the requirements of Senate Bill 100.

A motion was made by Mr. Moon and seconded by Mrs. Maxey to approve the Student Handbook 2016-2017.

The motion was carried by unanimous roll call.

**C. Amendment to Budget**

Dr. Greenlee informed the Board that new line item adjustments have been added to the budget make it more true to the actual expenses for the year.

A motion was made by Mrs. Maxey and seconded by Mr. Moon to approve the Amendment to the Budget.

The motion was carried by unanimous roll call..

**D. Approval of Resolution of Transfer of Funds from Transportation to O&M**

Dr. Greenlee stated that the Operations and Maintenance Fund has been low and therefor recommended that \$500,000 be transferred from the Transportation Fund to O&M.

A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to approve the Resolution of Transfer of Funds from Transportation to O&M.

The motion was carried by unanimous roll call.

**E. Approval of Administrative Costs Waiver**

ISBE contacted Dr. Greenlee requesting that the account through which the Special Education Director, Melissa Geyman, is paid be corrected to reflect Administrative costs rather than Special Education costs. The results caused Administrative costs to exceed 5% which requires a waiver.

A motion was made by Mrs. Maxey and seconded by Mr. Moon to approve the Administrative Costs Waiver.

The motion was carried by unanimous roll call.

**F. High School Recommendations for 2016-2017**

Dr. Greenlee informed the Board that the Curriculum Committee met in April and discussed a college course one student was taking at another high school that had weighted grades. From that discussion, Mr. Hubert was asked to work with the counselors and staff and make recommendations to the Board on how the district can determine class rank in the most fair manner.

Mr. Hubert advised that as part of his research on how schools in the area administer weighted grades, a survey was sent out to staff for input on GPA, valedictorian/salutatorian and outside credits. A committee was formed to discuss the survey results. For the most part, the committee felt that several things should stay the same, but a couple things that were questioned were 1) why use 7<sup>th</sup> semester to calculate GPA, and 2) whether to allow students to earn weighted credit from off-campus classes. The committee felt that the only way to calculate all credits to include 8<sup>th</sup> semester GPA would be to move graduation back one week but keep seniors last day as usual. One drawback is that an area television station needs to know “top of the class” students by the beginning of May.

Mr. Ellingson inquired whether colleges require 7<sup>th</sup> or 8<sup>th</sup> semester GPA. Mr. Hubert stated that some colleges use year-end results for student ranking but most students have already been accepted at colleges by that time.

Mr. Mulholland inquired whether “top of the class” information could be gotten from PowerSchool. Mr. Hubert stated that this question had been asked about PowerSchool and they were informed that PowerSchool was not able to pull this information. In order to do this, various information would have to be downloaded from PowerSchool and then entered into a spreadsheet; however, a student who takes a heavier class load is actually penalized. Dr. Greenlee added that Randy Porter is going to look at PowerSchool and see if there is a way to streamline this information.

Mr. Hubert assured Mr. Mulholland that the purpose of this is not to discourage students from taking more weighted courses. The purpose to limiting the number of college courses a student may take is to make it a more level playing field for all students so that all students have an equal opportunity to be class valedictorian/salutatorian.

North Boone students receive ½ credit per class each semester. Three semester-long courses at Rock Valley College would equate to a year-long course at North Boone. However, it is not always the case that it takes a North Boone student a year to equal a semester class at a college. Each college decides how credit hours are determined. For example, an engineering class at Hononegah is not weighted but students also have the opportunity to take a college engineering class.

After reviewing the survey results, the committee recommended to Mr. Hubert that students who take a class off campus to earn weighted credit and there is an exam available to earn college credit (whether or not the exam is taken), those students should be given weighted credit.

Mr. Ward suggested that all students who take AP classes be required to take the test for that class in order for it to be weighted. He asked for a report on how many students who take an AP class take the test.

Dr. Greenlee suggested that the Policy Committee review Policy 6:310 for any necessary changes.

Mr. Moon also suggested contacting Hononegah to find out how they determine course equivalency.

Mr. Hubert stated that he could not find a policy on retaking a course. At present, if a student fails a class, the student may not retake that class. Mr. Hubert felt that the reason some students are not performing well is that they are just not putting in the time and effort. However, the committee felt strongly that a student should be able to retake a core course at least once. This would not apply to electives.

The Board agreed to send this item to Policy Committee.

## **NEW BUSINESS**

### **A. June 2016 Bills**

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

The motion was carried by unanimous roll call.

### **B. Transportation for 2016-2017**

Dr. Greenlee stated that at the last Board meeting, he was asked to look into zero hour transportation. The cost of running four buses to Capron Elementary, Poplar Grove Elementary, Manchester Elementary and Candlewick would be \$4,150 of which approximately half of this cost would be reimbursed. He estimated that there are approximately 25 students who may use zero hour transportation.

Mr. Hubert stated that over 30 surveys were handed out and the majority of students who might use zero hour transportation are band students. He did not know how many students would use this transportation and could think of only two students with whom he spoke who are not taking band because of zero hour. There are so many variables that it would be hard to determine how many students would actually take advantage of zero hour transportation.

Mrs. Saunders wondered whether there were buses available that could be used for zero hour and still return in time to fill the routes as they would have to be at the high school at 7:20 a.m. She had several concerns such as where the students would wait in the winter when they get to the pickup points, etc. It may also be difficult to get drivers to take these routes because of their uncertainty.

Mr. Ward inquired how many times would the buses need to come back empty before this route would be stopped. Dr. Greenlee stated that as soon as the buses start coming back empty he would bring it to the Board's attention.

A motion was made by Mr. Mulholland and seconded by Mr. Moon to approve zero hour transportation for one year and evaluate its need after that year.

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

Nays: Mr. Ellingson, Mr. Reininger, Mr. Ward

The motion failed 3-3.

**C. Minutes of the Regular Meeting May 23, 2016**

Mr. Ward noted that the signature page needed to be changed as Secretary Moon was absent at the May 23, 2016 meeting.

A motion was made by Mr. Ward and seconded by Mr. Moon to amend the Minutes of the Regular Meeting May 23, 2016 for the signature of Secretary Pro Temp.

The motion was carried by unanimous voice vote.

**D. Resolution of Prevailing Wages**

Mr. Ward recommended that the Board not participate in this Resolution.

A motion was made by Mr. Moon and seconded by Mr. Reininger to approve the Resolution of Prevailing Wages.

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

Nays: Mr. Ward

The motion passed 6-1

**EXECUTIVE SESSION**

A motion was made at 7:43 p.m. by Mrs. Maxey and seconded by Mr. Moon 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 Matt Ellingson, Mary Maxey, Secretary Tom Moon, Ed Mulholland, Brian Reininger and Don Ward.

.....  
Vice President Joe Haverly joined Executive Session at 8:07 p.m.  
.....

The Open Session of the Board of Education was called to order at 8:22 p.m. by President Matt Ellingson.

Present: President Matt Ellington, Vice President Joe Haverly, Secretary Tom Moon, Mary Maxey, Ed Mulholland, Brian Reininger and Don Ward  
Absent: (None)

### RECOMMENDATIONS FROM EXECUTIVE SESSION

A motion was made by Mr. Moon and seconded by Mr. Reininger to approve wage increases for non-bargaining certified and non-certified as presented.

Ayes: Mr. Ellingson, Mr. Haverly, Mrs. Maxey, Mr. Moon, Mr. Mulholland, Mr. Reininger  
Nays: Mr. Ward  
The motion passed 6-1

A motion was made by Mr. Moon and seconded by Mrs. Maxey to approve the job description for Attendance/Athletic Secretary.

Ayes: Mr. Ellingson, Mrs. Maxey, Mr. Moon, Mr. Mulholland, Mr. Reininger, Mr. Ward  
Nays: (None)  
Abstain: Mr. Haverly  
The motion passed 6-0, with one abstention

A motion was made by Mr. Moon and seconded by Mrs. Maxey to approve hiring Carrie Norder-Pagan as a Third Grade Teacher at Poplar Grove Elementary as per the NBEA contract.

Ayes: Mr. Ellingson, Mrs. Maxey, Mr. Moon, Mr. Mulholland, Mr. Reininger, Mr. Ward  
Nays: (None)  
Abstain: Mr. Haverly  
The motion passed 6-0, with one abstention

A motion was made by Mr. Moon and seconded by Mrs. Maxey to approve hiring Chris Shank as a Math Teacher at North Boone High School effective August 15, 2016.

The motion was carried by unanimous roll call.

### ANNOUNCEMENTS & OTHER INFORMATION

- A. **Enrollment**
- B. **FOIA Log**
- C. **Student Activity Fund Reports**

**ADJOURNMENT**

A motion was made by Mr. Mulholland and seconded by Mr. Reininger to adjourn at 8:28 p.m.  
The motion was carried by unanimous voice vote.

**PRESIDENT** \_\_\_\_\_ *Matt Ellingson /S/*  
**Matt Ellingson**

**SECRETARY** \_\_\_\_\_ *Tom Moon /S/*  
**Tom Moon**

**APPROVED: 7/26/16**