

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, May 22, 2018

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 Vice President Joe Haverly.

Present: Brian Haselhorst, Vice President Joe Haverly, Tom Kinser, Secretary Mary Maxey and Ed Mulholland.

Absent: President Matt Ellingson and Tom Moon

APPROVAL OF AGENDA

A motion was made by Mr. Kinser and seconded by Mr. Haselhorst to approve the Agenda as amended.

Move New Business Item X.M-Additional Hours - Library Assistant to Item X-A.

Move Consent Agenda Item VIII.B-Personnel to after Item XI-Executive Session.

The motion was carried by unanimous voice vote.

AUDIENCE TO VISITORS

(none)

TREASURER'S REPORT

Ms. Geyman stated the Treasurer's report was as presented, and noted she had met with the Treasurer on Monday, May 21, 2018.

SUPERINTENDENT'S REPORT

Dr. Greenlee acknowledged we had several celebrations this month including eighth grade promotion, baccalaureate and high school graduation. He shared the high school fishing team qualified for state and the baseball team won their regional championship. Dr. Greenlee stated NBEA hosted a breakfast to celebrate the retirements and milestone anniversaries of our staff. Dr. Greenlee thanked everyone for their efforts in coordinating these events.

Dr. Greenlee told the Board the 15 year old high school well pump and motor were failing and said the initial quote was \$17,000 to repair. He noted Mr. Novak is in the process of obtaining other quotes, but their concern was pressure changes could break the pipes. Dr. Greenlee asked for approval to bring this repair to the next meeting.

COMMITTEE REPORTS

Policy Committee

Mrs. Maxey noted the Policy Committee had not met and there is not a meeting scheduled.

Business Services Committee

Mr. Mulholland said the Committee met on May 8, 2018 to discuss student fees, utility contracts and the health insurance renewal.

Facility/Long Range Planning Committee

Mr. Kinser noted the Facilities Committee had met on May 8, 2018 and reviewed summer projects, bid documents and listened to a presentation on renewable energy.

Curriculum, Instruction and Assessment Committee

Mr. Haverly stated the CIA Committee had not met and the next meeting is to be determined.

CONSENT AGENDA

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

The motion was carried by unanimous roll call.

A. Minutes of the Regular Meeting April 24, 2018

B. ~~Personnel~~

Site	Person	Position	Salary	Effective/End Date
1. Certified – Hire				
District	Liz Saveley	K-1 Summer School Teacher (3.5 hours/day for 4 days/week)	\$25.00/hour plus TRS	5/29/18 – 6/28/18
District	Carrie Norder-Pagan	K-1 Summer School Teacher (3.5 hours/day for 4 days/week)	\$25.00/hour plus TRS	5/29/18 – 6/28/18
District	Sarah Korpan	ELL Summer School Teacher (3.5 hours/day for 4 days/week)	\$25.00/hour plus TRS	5/29/18 – 6/28/18
District	Cindy Maten	ELL Summer School Teacher (3.5 hours/day for 4 days/week)	\$25.00/hour plus TRS	5/29/18 – 6/28/18
District	Kristi Gerl	Pre-School Special Education Summer School Teacher (3 hours/day for 4 days/week)	\$25.00/hour plus TRS	6/5/18 – 6/28/18
District	Elaine Ahrens	Elementary Special Education Summer School Teacher (3 hours/day for 4 days/week)	\$25.00/hour plus TRS	6/5/18 – 6/28/18
NBHS	Sarah French	Homebound Tutor (One hour per day when school is in session)	\$25.00/hour plus TRS	4/26/18 – 5/21/18
District	Becky Giesecke	ESY Tutor (12 hours total)	\$25.00/hour plus TRS	Summer 2018
NBHS	Richard Williams	Tutor (One hour per day until coursework requirements satisfied)	\$25.00/hour plus TRS	May-June 2018
NBMS	Katelyn Kurczewski	7 th Grade ELA Teacher	BA, Step 0	8/16/18
PGE/ NBMS	Tyler Jensen	PE Teacher	BA, Step 2	8/16/18

NBMS	Elise Olson	Special Education Teacher	BA, Step 0	8/16/18
NBHS	Taylor Neuschwander-Thurrow	PE Teacher	BA, Step 2	8/16/18
2. Certified – Resignation				
NBMS	Ashley Doetch	Special Education Teacher	N/A	4/29/18
NBHS	Lori Wineland	English Teacher	N/A	End of 2017-2018 School Year
3. Certified – FMLA				
PGE	Megan Laing	2 nd Grade Teacher	N/A	8/16/18 – 9/17/18
4. Non-Certified – Hire				
District	Glenda Ford	Early Childhood Summer School TA (3.0 hours/day for 4 days/week)	Per NBESS Schedule	6/5/18 – 6/28/18
District	Ofelia Lee	Summer School Secretary (3.5 hours/day)	Per NBESS Schedule	6/7/18 – 6/28/18
District	Maria Nino	ELL Summer School TA (3.5 hours/day for 4 days/week)	Per NBESS Schedule	5/29/18 – 6/28/18
District	Christina Nino	ELL Summer School TA (3.5 hours/day for 4 days/week)	Per NBESS Schedule	5/29/18 – 6/28/18
District	Jackie Goodman	K-1 Summer School TA (3.5 hours/day for 4 days/week)	Per NBESS Schedule	5/29/18 – 6/28/18
District	Donna Thomas	K-1 Summer School TA (3.5 hours/day for 4 days/week)	Per NBESS Schedule	5/29/18 – 6/28/18
District	Wendy Spence	Summer School Library Asst. (35 total hours–Backpack Program)	Per NBESS Schedule	6/5/18 – 7/25/18
District	Terri Weiser	Summer School Library Asst. (24.5 total hours)	TA120, Step 3	6/5/18 – 7/25/18
5. Non-Certified - Resignation				
PGE	Sarah Fleming	Special Education Teacher Assistant (5.75 hours)	N/A	End of 2017-2018 School Year
District	Steven Guthrie	Grounds/Maintenance	N/A	5/25/18
NBMS	Stacey Alvarez	Secretary	N/A	5/31/18
6. Non-Certified - Retirement				
MS/UE/ District	George O'Malley	Assistant Custodian	N/A	11/20/18
7. Extra-Curricular - Hire				
NBHS	Kathleen Podraza	Senior Class Advisor	Group V, Step 6	2018-2019 School Year
NBMS	Kelly Hanaman	Student Council Advisor	Group IV, Step 0	2018-2019 School Year
8. Extra-Curricular - Resignation				
NBHS	Jason Geiger	Freshman Class Advisor	N/A	5/1/18
NBHS	Matt Derrickson	Freshman Boys Basketball Coach	N/A	5/9/18

- C. Approval of IASB Annual Dues
- D. Addition of Elementary Summer School Paraprofessional

UNFINISHED BUSINESS

A. Second Reading and Approval of Policies

A motion was made by Mrs. Maxey and seconded by Mr. Mulholland to approve the second reading and approval of policies as presented.

The motion was carried by unanimous roll call.

B. Student Fees

The Business Committee met and recommended that the Board approve the student fee payment plan and outstanding fee collection process. Ms. Geyman noted we do not have the authority to add late fees to the outstanding balances, but shared the plan structure which states at the time of registration if a family would like to use a payment plan option then they will pay \$20 per student. All families have until October 31st to pay their payment plan fees and outstanding student fees, and from November 1st to December 31st, the District Office will send out letters to families as a 'last call' before turning the accounts over to collections. In January a list of families with outstanding fees over \$50 will be shared with the Vander Financial, LLC collection agency, which will retain 35% of fees collected and return the remainder to the district.

A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to approve the student fees and outstanding fee collection process as presented.

The motion was carried by unanimous roll call.

C. Upper Elementary Math Intervention

At the last Board meeting Mr. Pearce had proposed a math intervention program. The Board encouraged him to expand the program and bring back a plan to encompass more students. Mr. Pearce refined the presentation, reviewed the cost feasibility and added another tutoring layer, which would be less costly than hiring math interventionists. He proposed a three week math intervention block for grades 5-8 that will take place during the study hall time. Students that are struggling in math will get an additional 33 minutes of math per day for a three week period, and he also recommended tutoring on Tuesdays and Thursdays with a licensed teacher. Mr. Haverly said he felt that at the last Board meeting there were items approved that he felt should have gone through the Curriculum Committee. He said he'd likely vote no until he knew for sure that this plan has been discussed with all faculty, and could be sure we have looked at all our options. Mr. Haverly felt the proposal should go back to the Curriculum Committee. Mr. Pearce said he stands behind and supports the proposal, and has spoken with some teachers, including the math teachers, Mrs. Lilja and Dr. Greenlee. Mr. Mulholland said he was unaware this had not gone through the Committee structure. Dr. Greenlee stated the initial concept was discussed at the Curriculum Committee and the proposal grew from the last Board meeting. A motion was made by Mr. Haselhorst and seconded by Mrs. Maxey to approve the Math Intervention Program as presented.

Mr. Haverly asked for discussion. Mrs. Lilja noted that Mrs. Jodie Rogers, a middle school math teacher was in the audience. Mrs. Rogers stated she felt like math had taken a back seat in the past, and using study hall time would be perfect to bridge those gaps.

Ayes: Mr. Haselhorst

Nays: Mr. Haverly, Mr. Kinser, Mrs. Maxey and Mr. Mulholland

Abstain: none

The motion failed 4-1.

The Board elected to have this proposal sent back to the CIA committee for review and approval.

NEW BUSINESS

M. Additional Hours – Library Assistant

Dr. Greenlee proposed the current 5.75 hour library assistant position at the Upper Elementary and Manchester to become a full time 7 hour position. He felt with the additional time at the two schools, it will provide extra academic support for students, as currently our librarians help support reading and the library programs at all schools. He noted this extra student contact time will bring Manchester and the UE to about 1.25 extra hours per day to help with students that need academic support or interventions, bringing Manchester and the UE similar support that is currently at Capron and Poplar Grove. The total additional cost was estimated at \$10,000 - \$15,000.

A motion was made by Mrs. Maxey to approve the additional hours for the Library Assistant as presented. The motion failed due to the lack of a second.

Mr. Haverly asked Mr. Mulholland for his insight and how he felt about the proposal. Mr. Mulholland thought we should try to retain as much of experienced staff as we can, and was supportive of bringing back positions that qualify for insurance.

A motion was made by Mrs. Maxey and seconded by Mr. Haselhorst to approve the additional hours for the Library Assistant as presented.

Ayes: Mr. Haselhorst, Mr. Haverly, Mr. Kinser and Mrs. Maxey

Nays: none

Abstain: Mr. Mulholland

The motion passed 4-0, with one abstention.

A. May 2018 Bills

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

The motion was carried by unanimous roll call.

B. Phone System Upgrade

The phone system project will upgrade the eight virtual servers to the current version. This plan also includes tying into the overhead paging at the High School so they can page from any phone in the building instead of the single phone located in the front office. Mr. Randy Porter, Network Manager was present to field questions regarding the phone upgrade. He noted other competitors had wanted to charge for bidding the project, however, the Board requested additional quotes be gathered prior to making a decision. The Board decided to table the topic until additional quotes were presented.

C. Approval of Capron Roof Bid

The bids for the Capron roof were opened on April 24, 2018. Weatherguard Roofing was the low Base Bid at \$238,400.

A motion was made by Mr. Mulholland and seconded by Mr. Haselhorst to approve the low Base Bid of \$238,400 from Weatherguard Roofing for the Capron Roof project.

The motion was carried by unanimous roll call.

D. Approval of PGE Restroom Remodel Bid

The bids for the Poplar Grove Restroom Renovation were opened on May 1, 2018. Schmeling Construction had the lowest Base and Alternate 1 Bids for a total of \$88,339. A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to approve the low Base and Alternate 1 Bid of \$88,339 from Schmeling Construction for the PGE Restroom Remodel.

The motion was carried by unanimous roll call.

E. Resolution to Prohibit Sexual Harassment

The State Officials and Employees Ethics Act, 5 ILCS 430/70-5(a), requires school districts to adopt an ordinance or resolution establishing a policy to prohibit sexual harassment.

A motion was made by Mrs. Maxey and seconded by Mr. Mulholland to approve the Resolution to Prohibit Sexual Harassment the ELL Summer School program as presented. The motion was carried by unanimous roll call.

F. Health Insurance Renewal

It was recommended that the Board approve the renewal of the Health/Life/Dental/Vision Insurance as proposed and provided by Arthur J. Gallagher & Co.

A motion was made by Mr. Haselhorst and seconded by Mrs. Maxey to approve the insurance plan from Arthur J. Gallagher & Co. as presented.

The motion was carried by unanimous roll call.

G. 6-12 Math Series Adoption

The Middle School Math Curriculum Committee chose HMH *Go Math* 6-8 as the recommended new math series for adoption. The HMH Algebra 1, Geometry, Algebra 2 published by Houghton Mifflin Harcourt is recommended for adoption as our high school math series. Mr. Hubert said the cost of professional development was included in the high school quote, however the quantity and degree of professional development for grades 6-8 is to be determined. Ms. Geyman and Mrs. Lilja said they removed the \$14,000 professional development amount until they could determine if all the training was necessary. Mrs. Lilja noted some of the training was for getting started, and we had already had the trainer out twice for the pilot which was free of charge. She stated Ms. Gieseke was also willing to do some in house training and one on one training. Ms. Gieseke said she had received feedback from all the 6-8 math teachers and noted they were all involved continually throughout the process, including Special Education. She had asked the teachers when they'd like to see professional development and was told they'd like to have their training during institute days. Ms. Gieseke stated the \$14,000 proposal included way more than that, and was too costly. They are trying to get pricing on institute day training. Mr. Haverly asked if there was a reason this didn't go through the Curriculum Committee. Dr. Greenlee stated the Committee was aware they were reviewing textbooks, and had hoped the Board would take the Math Curriculum Committee's recommendation, as they have completed all the research and legwork. Mr. Hubert noted if the materials weren't ordered soon, it would be likely we would not receive the materials until September or October.

A motion was made by Mrs. Maxey and seconded by Mr. Haselhorst to approve the 6-12 math series as presented.

The motion was carried by unanimous roll call.

H. Utility Contracts

It was recommended that the Board approve an electric contract with Ballard Engineering Inc. of Rockford, and to lock in a fixed electric price for three years. It was also recommended to approve a gas contract with Vanguard Energy Services, L.L.C. of Naperville for three years. The recommendation included locking in a fixed rate for 75% and using market value for 25% for the gas contract. Quotes for gas and electric were obtained from four companies. The Director of Business Services will work with each company to lock in the price once approval has been obtained. All quotes were lower than the rate that we are currently locked in for so the district will see utilities saving in the future.

A motion was made by Mrs. Maxey and seconded by Mr. Mulholland to approve Ballard Electric for a fixed rate for three years for electric, and Vanguard for gas for a three year term with 75% fixed and 25% market.

The motion was carried by unanimous roll call.

I. AP Courses

In March, the Curriculum Committee discussed giving students in AP courses the option to take the AP exam. Currently the District requires all students to take the AP test and often encourages student to take AP courses to expose them to the rigor of a college course. The Committee recommended allowing the AP tests to be optional for students. The following recommendations that emerged from those discussions were: 1) Plan and budget for professional development in District as well as provide outside opportunities for AP teachers. 2) Review criteria and course options for student placement in AP courses. 3) Make AP exams optional for students. 4) Consider smaller class sizes for running AP courses.

A 2018-2019 Board goal is to raise the percentage of students passing AP tests. The administration met with the AP teachers at the high school on May 2, 2018 to discuss the challenges and possible solutions towards achieving that goal. Mr. Nick Augustine and Mrs. Kathleen Podraza, AP teachers stressed the importance of encouraging students to experience the rigor and their desire to work with each student to help them understand the content.

A motion was made by Mrs. Maxey and seconded by Mr. Kinser to allow students enrolled in AP courses the option of taking the AP exam.

The motion was carried by unanimous roll call.

J. Renewable Energy

Dr. Greenlee noted that at the Facilities Committee on May 8, 2018, Mr. Teague Dickey from Iconic Energy had given a presentation on renewable energy. The installation costs would be roughly \$1.5M, and payback was within 3-5 years, with a total out of pocket cost of \$250,000-\$300,000. Mr. Kinser thought the presentation was very good, and would like to have other interested companies provide quotes as well. He suggested asking the Business Department if it was possible to come up with the \$1.5M.

K. Hiring of Bilingual Teacher

It was recommended the addition of a bilingual teacher to the ELL teaching staff in order to meet the requirements set forth by the state. In 2017, the proficiency score was raised to an overall composite of 4.8. As a result, the number of students achieving proficiency has decreased, in turn increasing the number of students that remain in the program.

A motion was made by Mrs. Maxey and seconded by Mr. Haselhorst to approve the hiring of a Bilingual Teacher at the Upper Elementary.

The motion was carried by unanimous roll call.

L. New Groundskeeper Job Description

It was recommended that we adjust the job description and the hours to more accurately reflect how this currently vacant groundskeeper position is being used. This position was originally approved as a 24 hour a week position, but over the last three years, the hours have averaged full time and qualified for insurance. This position is currently with NBESS, but if approved would move to a District non-bargained employee. NBESS is in agreement that this it should become a District position. This change also allows for flexibility to take care of the grounds as well as assist with maintenance, transportation, or District custodial needs. We would ask this employee to have a CDL license and also licenses to apply turf products. The salary range was proposed at \$30,000 to \$35,000 with IMRF.

A motion was made by Mrs. Maxey and seconded by Mr. Haselhorst to approve the new Groundskeeper Job Description as presented.

The motion was carried by unanimous roll call.

M. ~~Additional Hours~~ ~~Library Assistant~~

EXECUTIVE SESSION

A motion was made at 9:22 p.m. by Mrs. Maxey and seconded by Mr. Haselhorst to recess to Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, the placement of individual students in special education programs and other matters relating to individual students, collective negotiating matters between the public body and its employees or their representatives; 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: Brian Haselhorst, Vice President Joe Haverly, Secretary Mary Maxey, Ed Mulholland and Tom Kinser.

The Open Session of the Board of Education was called to order at 10:35 p.m. by Vice President Joe Haverly.

Present: Brian Haselhorst, Joe Haverly, Mary Maxey, Ed Mulholland and Tom Kinser.

RECOMMENDATIONS FROM EXECUTIVE SESSION

A motion was made by Mrs. Maxey and seconded by Mr. Mulholland to approve up to 6.5 sick bank days for Donna Sremaniak, contributed from NBESS members for the remainder of the 2017-2018 school year.

The motion was carried by unanimous roll call.

Consent Agenda

C. Personnel

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

The motion was carried by unanimous roll call.

ANNOUNCEMENTS & OTHER INFORMATION

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

ADJOURNMENT

A motion was made by Mrs. Maxey and seconded by Mr. Kinser to adjourn at 10:40 p.m.

The motion was carried by unanimous voice vote.

VICE PRESIDENT *Joe Haverly / S /*

SECRETARY *Mary Maxey / S /*

APPROVED: 6/26/18