

**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, July 23, 2019  
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 Tom Kinser.

Present: Brian Haselhorst, Vice President Tom Kinser, Secretary Mary Maxey, Ed Mulholland and Carl Rudy. Present via phone: President Joe Haverly  
Absent: Tom Moon

**APPROVAL OF AGENDA**

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

The motion was carried by unanimous roll call.

**AUDIENCE TO VISITORS**

Mr. William Randall addressed the Board concerning the substitute rate for summer custodians. He stated there were several substitute custodians that had been with the District for a number of years doing the summer cleaning. He noticed the substitute rate for custodians was the same amount, whether they had been here one year or twenty years. He asked if the District would look into having a rate just for summer custodians or possibly increasing the substitute pay for custodians.

**TREASURER'S REPORT**

Ms. Geyman stated the Treasurer's report was as presented.

**SUPERINTENDENT'S REPORT**

Dr. Greenlee noted the state changed the calendar requirements, therefore he built in two emergency days in the calendar, and will forward the revised calendar to the staff.

He shared the Manchester roof work is underway, and will hopefully be done next week.

Dr. Greenlee stated there appears to be a blocked storm drain that is leaking into the high school library and cafeteria. Facilities will need to break concrete in a 3' x 5' area in order to figure out the origin and address the issue. The project is expected to be completed next week at a cost of approximately \$3,000-\$5,000.

He mentioned we had about 2/3 of the families already registered online.

Dr. Greenlee also invited the Board to review the Tri-Conference materials and RSVP accordingly.

### COMMITTEE REPORTS

#### Policy Committee

Dr. Greenlee said the second reading and approval of policies is on tonight's agenda. There is not another Policy Committee meeting planned at this time.

#### Business Services Committee

Mr. Mulholland stated the Business Committee met on July 16, 2019 to discuss the tentative budget, potential substitute issues and substitute rates. He felt this could be an opportunity to increase our substitute pay and therefore improve the fill rates.

#### Facility/Long Range Planning Committee

Dr. Greenlee said the Facilities Committee had not recently met.

#### Curriculum, Instruction and Assessment Committee

Dr. Greenlee noted there were no upcoming CIA Committee meetings scheduled.

### CONSENT AGENDA

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

The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting June 25, 2019
- B. Personnel

Site	Person	Position	Salary	Effective/ End Date
<b>1. Certified - Hire</b>				
NBHS	Wes Timpe	Special Education Teacher	BA, Step 0	8/12/19
NBHS	Diana Vlase	French Teacher	MA, Step 1	8/12/19
NBMS	Alishia Franklin	7 <sup>th</sup> Grade ELA Teacher	BA, Step 0	8/12/19
HS/PG	Jeanette Troha	Speech Language Pathologist	MA24, Step 14	8/12/19
<b>2. Certified - Resignation</b>				
NBHS	Daniel Nitz	Special Education Teacher	N/A	End of 2018-2019 School Year
NBHS	Julia Lightbody	ELL Teacher	N/A	7/17/19
<b>3. Non-Certified – Hire</b>				
PGE	Sasha Moore	Special Education Teacher Assistant (5.75 hours)	TA30, Step 2	8/13/19
District	Kathy Prince	HR & Bookkeeping Specialist	\$33,000 including IMRF	8/08/19
<b>4. Non-Certified - Resignation</b>				
NBHS	Aracely DelReal	Bilingual TA	N/A	7/15/19

<b>5. Extra-Curricular - Hire</b>				
NBHS	Meredith Fleming	JV Volleyball Coach	Group II, Step 0	2019-2020 School Year
NBHS	Tonya Zeilinger	Freshman Volleyball Coach	Group II, Step 0	2019-2020 School Year
<b>6. Extra-Curricular – Resignation</b>				
NBHS	Ryan Kelley	Varsity Baseball Coach	N/A	7/15/19

- C. Appointment of Hearing Officers
- D. Appointment of School Treasurer

**UNFINISHED BUSINESS**

**A. Substitute Rates**

Ms. Geyman shared a presentation that addressed average absences, absences by reason, average substitute fill rate and proposed rates for 2019-2020. An incentive bonus was proposed to encourage substitutes. Mr. Mulholland asked if substitutes still receive surveys on how well lesson plans were prepared. Ms. Geyman will follow up with Frontline on the feedback question. Mr. Kinser would like to reward substitutes for working on short notice. Ms. Geyman will research if that can be tied into the Frontline system. She will bring back two versions of the plan in August, showing how we fit within new money, how we fit with the NBESS contract and also try to incorporate Mr. Kinser’s ideas. The Board elected to table the topic until the August Board meeting.

**B. Board Goals**

Dr. Greenlee stated many of the things that he is working on are initiatives that have been driven by the District, which follow the Strategic Plan. He said many of his goals filter down and will affect what we are doing with the Curriculum Director, Business Manager, Special Education Director and Principal goals. Principal goals will then have an impact on school improvement plans, etc. He has targeted improving instructional leadership and collaboration across all our buildings and grade levels. He is also investigating and will provide a plan for students with social/emotional needs. Dr. Greenlee is also targeting technology and will continue to work on the long term plan to include more detail on how to support the classroom instruction, how we use the data to improve and impact student achievement, and how to create a path for professional development. He also will be continuing the curriculum process and development for science, math and begin ELA. Dr. Greenlee said he was open to ideas and suggestions.

Mr. Haverly will work with Dr. Greenlee to incorporate his goals into the evaluation tool and will bring it to the August meeting. Mr. Haverly and Dr. Greenlee will ensure the goals are measurable. Mr. Kinser suggested seeking support and gauging interest from at least a few Board members to ensure it is worthwhile to begin researching major projects. Mr. Mulholland would like to receive a constant flow of feedback to make sure Board decisions are working. Dr. Greenlee said he could have key Administrators report any project updates at Board meetings. Mr. Rudy said it was an opportunity to incorporate some of that information in weekly Superintendent emails. Dr. Greenlee felt some of his goals fall under committee work. Mr. Kinser likes Dr. Greenlee’s idea about giving an update even without actual committee meetings. Mr. Haverly would like an in depth plan on each bullet item and a portfolio to follow the process. Mr. Haverly will work with Board

members on their interests in these goals. Mr. Kinser felt it would be helpful to have more consistent communication as goals and projects are being developed. He also would like a high level view of what student security measures we already have in place, and suggested setting a potential goal related to security, including discussions about resource officers, police sub-stations, etc. He really liked the idea of retaining our existing committee structure, but with supplemental updates from Administration between committee meetings. Mr. Haverly will plan to draft a document, solicit input to create a final list, and bring an approved and finalized plan, along with the evaluation tool for approval in August. Mr. Rudy said this gives us an opportunity to frame the conversations with our committees, and shape the discussions.

### **NEW BUSINESS**

**A. July 2019 Bills**

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

The motion was carried by unanimous roll call.

**B. Second Reading and Approval of Policies**

A motion was made by Mrs. Maxey and seconded by Mr. Rudy to approve the Second Reading and Approval of Policies as presented.

The motion was carried by unanimous roll call.

**C. Approval of Consolidated and District Plan**

Dr. Greenlee said this process was new this year, as we used to file all Title and Special Education grants separately, and now we incorporate them all into a consolidated plan. Ms. Geyman updated the Board on the process and gave a presentation on the plan. She described the different types of Federal grants. Ms. Geyman stated they referenced data from the CEC audit, reviewed Board goals, the strategic plan, professional development and student achievement. Dr. Greenlee clarified there was another application submitted separately for the Pre-K grant.

A motion was made by Mr. Haverly and seconded by Mrs. Maxey to approve the Consolidated and District Plan as presented.

The motion was carried by unanimous voice vote.

**D. Approve Activity Accounts**

Ms. Geyman stated each school maintains a bank account for student activities, which are broken down into different activities. The addition and deletion of activities from each account will now need to be Board approved. Ms. Geyman presented the recommendations for the 2019-2020 school year, which basically include adding a few accounts for new activities and deleting old class accounts.

A motion was made by Mrs. Maxey and seconded by Mr. Rudy to approve the Activity Accounts as presented.

The motion was carried by unanimous roll call.

**E. Tentative Budget**

Ms. Geyman gave a presentation on the draft budget and provided revenue and expenditures by fund. She noted the tentative budget will go to vote at the August meeting, and a public hearing on the budget and vote to approve the budget will be at the September Board meeting.

Mr. Kinser noticed his property taxes grew by more than the CPI. He'd like to keep the budget increase to CPI, and stated if there was a need to increase, such as additional buses needed last year, he would like the Administration to justify the increase.

**F. Review of Transportation Serious Safety Hazards**

The Illinois Department of Transportation's Hazardous crossing criteria now considers the addition of the following Capron Elementary areas: East Street and IL Rt 173 from Ogden Street to 2<sup>nd</sup> Street, Capron village south of IL Rt. 173 from Grove and Ogden to Wooster St., East Street and 173 from Ogden Street to 173 and Wooster Street and 173. It is the Board's discretion as to whether to approve these, and if approved, the District can collect transportation reimbursement. Dr. Greenlee felt we needed some time to look into this and explore the addition of the Capron Elementary hazardous crossings. It was determined that there needed to be further research, so the Board elected to table this topic until the August Board meeting.

**EXECUTIVE SESSION**

*(none)*

**RECOMMENDATIONS FROM EXECUTIVE SESSION**

*(none)*

**ANNOUNCEMENTS & OTHER INFORMATION**

- A. FOIA Log
- B. Student Activity Reports

**ADJOURNMENT**

A motion was made by Mrs. Maxey and seconded by Mr. Mulholland to adjourn at 7:56 p.m. The motion was carried by unanimous voice vote.

**PRESIDENT**                     *Joe Haverly / S /*                    

**SECRETARY**                     *Mary Maxey / S /*                    

**APPROVED: 8/20/19**