

**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, IL 61065

Tuesday, May 14, 2024

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 Ed Mulholland.

Present: President Ed Mulholland, Joe Haverly, Secretary Brian Haselhorst, Judy Hutchinson, Vice President Mary Maxey, and Treasurer Nan Schilling.

Absent: Tom Kinser

**APPROVAL OF AGENDA**

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

Discussion:

Mrs. Schilling voiced her concern over Items H, I, J and K under New Business. Mr. Mulholland stated that they are those items are just for discussion purposes.

Ayes: Mr. Haselhorst, Mr. Haverly, Mrs. Hutchinson, Mrs. Maxey, and Mr. Mulholland

Nays: Mrs. Schilling

**AUDIENCE TO VISITORS**

Mr. William Randall spoke to the Board about transparency and the positive changes that he has noticed.

**TREASURER'S REPORT**

The Treasurer's Report is as presented.

Discussion:

Mrs. Schilling noted that she did meet with Stacey Corder and the numbers are looking better from her stand point. She is still a little concerned in regards to the fund balances.

Mrs. Schilling spoke with Solutions Bank and was able to get the interest rate raised a half of a point on the Money Market Account. Currently, the checking account does not gain interest but this can be changed over to an account that does and she recommends having this done.

## **SUPERINTENDENT'S REPORT**

Dr. Greenlee spoke in regards to the Unified Basketball Team as they received 4<sup>th</sup> in State this year. The team was introduced and presented with certificates from the Board of Education. He noted that the Unified Track Team will be heading to the State Competition next week as well.

A Facilities and Long-Range Committee Meeting has been scheduled for Tuesday, May 21, 2024 at 6:00 p.m. at the District Office to discuss the HVAC Phase I project.

Dr. Greenlee stated that the concerns with emails and notifications not going out to the public from SchoolBoard.net have been rectified and should be working smoothly. Further training on the program will be happening within the next few weeks to handle troubleshooting in the future.

Upcoming activities to note include:

- May 19, 2024 – High School Baccalaureate
- May 20, 2024 – High School Graduation
- May 21, 2024 – Facilities-Long Range Planning Committee Meeting
- May 22, 2024 – Middle School Promotion
- May 23, 2024 – Last day of School
- May 24, 2024 – Teacher Institute Day and Retirement and Recognition Celebration
- June 3 – 28, 2024 – Summer School

## **COMMITTEE REPORTS**

### **Policy Committee**

Mrs. Maxey stated that a Policy Committee Meeting was held on May 8, 2024. The first reading of these policies will be presented at the June Board Meeting as there was not adequate time to have them included for the May Board Meeting.

### **Business Services Committee**

Mrs. Hutchinson stated that the next Business Committee Meeting is scheduled for June 11, 2024.

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

Mr. Haselhorst stated that the next Facility/Long Range Planning Committee's next meeting date has been scheduled for Tuesday, May 21, 2024 at 6:00 p.m. at the District Office.

### **Curriculum, Instruction and Assessment Committee**

Mrs. Hutchinson stated that the next C.I.A. Committee Meeting was held on May 8, 2024. The Curriculum Resources that are up for adoption were discussed and will be presented at tonight's meeting for approval.

## **CONSENT AGENDA**

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

A. Minutes of the Regular Board Meeting – April 15, 2024

B. Personnel

<b>Site</b>	<b>Person</b>	<b>Position</b>	<b>Salary</b>	<b>Effective/ End Date</b>
<b>1. Certified - Hire</b>				
District	Lori Wos	Elementary Summer School Teacher (4 hours/day for 5 days/week)	\$25/hour plus TRS	June 3-28, 2024
District	Judy Lange	Summer School Social Worker (2 days/week for 3.0 hours/day)	\$25/hour plus TRS	June 3-28, 2024
District	Letitia Taylor	Summer School Occupational Therapist (2 days/week for 3.0 hours/day)	\$25.00/hour plus TRS	June 3-28, 2024
District	Jeanette Troha	Summer School Speech Therapist (2 days/week for 3.0 hours /day)	\$25/hour plus TRS	June 3-28, 2024
District	Elaine Ahrens	UE Summer School Teacher (4 hours/day for 5 days/week)	\$25/hour plus TRS	June 3-28, 2024
District	Amanda Hahn	UE Summer School Teacher-Online Program (3.5 hours/day for 5 days/week)	\$25/hour plus TRS	June 3-28, 2024
<b>2. Certified - Resignation</b>				
HS	Nicholas Pierson	Social Studies Teacher	N/A	05/24/2024
UE	Jhemia Simon	Special Education Teacher	N/A	05/24/2024
<b>3. Certified - Transfer</b>				
UE/MS /HS to CES/ MES/ PGE	Johnny Lammersfeld	Elementary Music Teacher	Per NBEA Schedule	08/12/2024
<b>4. Certified - Recall</b>				
MS	Alexis Bishop	ESL Teacher	Per NBEA Schedule	08/12/2024
<b>5. Certified – FMLA/LOA</b>				
UE	Jessica Wanfalt	Special Education Teacher	N/A	08/12/2024 – 12/20/ 2024
MES	Alexis Bishop	3 <sup>rd</sup> Grade Teacher	N/A	08/12/2024 – 11/20/ 2024
CES/ MES/ PGE	Jill Briscoe	K-4 Tech Teacher	N/A	05/01/2024- 05/24/2024
<b>6. Non-Certified – New Hire</b>				
District	Daniel Gamino	Elementary Summer School EL Paraprofessional (3.5 hours/day for 5 days/week)	Per NBESS Schedule	June 3-28, 2024

District	Nathan Havlovic	Bus Driver	\$33.00/Route	TBD
District	John Pohlman	Bus Driver	Reinstated at past amount	04/16/2024
District	Erik Hanaman	UE Summer School Paraprofessional (3.5 hours/day for 5 days/week)	Per NBESS Schedule	June 3-28, 2024
<b>7. Non-Certified – Resignation</b>				
District	Jamie Carollo	Food Services Director	N/A	05/08/2024
HS	Christina Johnson	Assistant Custodian	N/A	05/24/2024
District	Patricia Carranza	Bus Aide	N/A	05/23/2024
<b>8. Non-Certified – FMLA/LOA</b>				
HS	Vicki Nelson	Assistant Custodian	N/A	Intermittently
<b>9. Extra-Curricular – Hire</b>				
MS	Anthony Libit	Assistant Track Coach	Group 5, Year 1	Second half of Season
<b>10. Extra-Curricular – LOA</b>				
MS	Retha Dreyer	Assistant Track Coach	N/A	Second half of Season

C. Group VIII Program Request

Discussion:  
*(none)*

The motion carried by unanimous roll call.

**UNFINISHED BUSINESS**

A. Finance Update

Ms. Corder presented a Finance Update for April 2024. In regards to revenue, the District is on target with revenue coming in as expected for the major areas. With regards to Grants, we do need to make sure that money is spent in order for receive the reimbursements from the State, or this money will be lost.

In regards to the expenses, Ms. Corder stated that with the current YTD total, we are on target to come in under budget.

Discussion:  
*(none)*

B. Approval of High School Life Skills Restroom

Dr. Greenlee stated that on Thursday, May 9, 2024, the bid opening for the addition of the High School Life Skills Restroom was held here at the District Office with Greg Stahler. Three bids were submitted and Ringland-Johnson, Inc. did meet all of the specifications and was the lowest

bidder at \$185,500.00. He is recommending that this bid proposal be approved. The work would be completed over the Summer. Ms. Corder did add that a School Maintenance Project Grant was written for the amount of \$50,000 and it was awarded for this project and is not reflected in the \$185,500.00 amount. This project will also be included on FY25's budget.

A motion was made by Mrs. Maxey and seconded by Mr. Haverly to approve the bid proposal from Ringland-Johnson, Inc. for the addition of the High School Life Skills Restroom.

Discussion:

Mrs. Hutchinson expressed her concern regarding change orders.

Mrs. Schilling asked if there was language in the contract to enforce the bid amount. The Board Attorney, Mr. Nemanich, stated that any change orders over \$10,000 will need Board approval.

Mr. Haselhorst asked that all Board Members be contacted should any issues arise during construction.

The motion carried by unanimous roll call.

C. Approval of Van Purchase

Dr. Greenlee stated that an RFP was submitted for the purchase of a new minivan for the District. No bids were received. In turn, he asks that the Board grant the administration the authority to purchase a minivan fitting the following criteria:

- Used 1-2 years old
- Mileage – under 30,000
- Color – Black, Grey or Charcoal
- Radius – 100 miles
- Drive – AWD

A motion was made by Mrs. Hutchinson and seconded by Mr. Haverly to allow administration the authority to purchase a minivan not to exceed \$50,000.

Discussion:

Mr. Haselhorst inquired as to where the RFP's are posted. We use the Boone County Journal. He suggested possibly using a different paper. That is something that is being looked into. Right now, the Journal is the most cost-effective option as the pricing for the Rockford Register Star and for the Boone County Shopper are significantly more expensive and would need to be taken into account.

The motion carried by unanimous roll call.

D. Approval of Tractor Purchase

On Monday, May 13, 2024, the bid openings on the RFP for the purchase of a tractor and loader was held at the District Office. Two proposals were received. AHW did come in at a lower price

for the specifications that were requested. The recommendation is for the Board to approve the purchase of the John Deere tractor and loader from AHW./

A motion was made by Mrs. Maxey and seconded by Mrs. Hutchinson to approve the purchase of the John Deere tractor and loader from AHW as presented.

Discussion:

For clarification on the bid tabulation sheet, for DeKalb Implement's bid, the second section should say Loader, not Tractor.

Mrs. Hutchinson asked for a definition of a loader. It is the front-end bucket that attaches to the tractor.

Mrs. Schilling noted that the first proposal that was received from AHW a couple of months ago showed a trade in on our current tractor. Ms. Corder stated that for RFP's you cannot include a trade in value. This will be coming shortly to offset the cost and will be brought to Business Services and then the Board Meeting.

Ayes: Mr. Haselhorst, Mr. Haverly, Mrs. Hutchinson, Mrs. Maxey, and Mrs. Schilling  
Abstain: Mr. Mulholland

The motion carried with 5 Ayes and 1 Abstention.

E. Approval of Refinishing High School Gym Floor

Dr. Greenlee stated that Mr. Nolen has received three different quotes for having the gym floor at the High School refinished. This work has been discussed at our Facilities/Long-Range Planning Committee meetings as a summer project. The floor is one year past it's due date to be refinished. Stalker Sports Floors is being recommended as they are the company that installed the gym floors when the High School was built and have a top-notch reputation and stand behind their work. For clarification, this did not need to go out to RFP as the project amount is less than \$50,000.00.

A motion was made by Mrs. Maxey and seconded by Mrs. Hutchinson to approve Stalker Sports Floors to refinish the High School Gym Floor as presented.

Discussion:

Mrs. Schilling asked if this work was already done when Butch Peters Court was added to the floor. No, just that portion was added last year. The entire floor was not refinished.

Mrs. Hutchinson asked how often does the floor need to be finished? It is recommended that it be done every 20 years and is currently 1 year past due. The Middle School floor was completed last year. There is yearly preventative maintenance done on the gym floors.

The motion carried by unanimous roll call.

F. Appointment of Treasurer

Dr. Greenlee recommended that the Board approve Cathy Nelson as the District Treasurer. Cathy holds an MBA in Educational Finance and has over 30 years of experience in school business offices. She has held business positions in Rockford, Harlem, North Boone, McHenry County Co-op, and Crystal Lake School Districts. Cathy brings a wealth of experience and knowledge from the school business side of schools. It is also recommended that she be paid \$425 per month (\$5100 per year) for her services.

A motion was made by Mrs. Maxey and seconded by Mr. Haverly to approve Cathy Nelson as the Board Treasurer.

Discussion:

Mrs. Schilling inquired as to why a CPA was not hired as indicated at the last meeting. Mrs. Maxey had stated last month that her recommendation was for a CPA, but a CPA was not available. Was Ms. Nelson the only person that was looked at for this position? Dr. Greenlee stated that she was the top candidate on his list and when he reached out to her, she was very receptive. Is she a CPA? No but she holds an MBA (Masters in Business) in Educational Finance.

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

Nays: Mrs. Hutchinson and Mrs. Schilling

The motion carried with 4 Ayes and 2 Nays.

G. Attorney General Claims

Mr. Mulholland, in an effort to keep transparent with the public, wanted to give an update on the three complaints that were submitted to the Attorney General. All of the documentation has been included as a matter of public record. Included in these were a violation of the Open Meetings Act, removal of live streamed meetings, Administration at Board Meetings, and conversations between board members. He noted that while there is still work to be done, we are in compliance in regards to the Open Meetings Act per the Attorney General's documentation.

Mr. Haverly asked as to the status of the first claim dated April 3, 2024. The information was provided to the Attorney General and it was requested by them that Mr. Randall reach out with further information if necessary. It has not yet been closed.

The claims dated April 18, 2024 and April 22, 2024 have been closed.

**NEW BUSINESS**

A. May 2024 Bills

A motion was made by Mrs. Maxey to approve the May 2024 bills as presented and was seconded by Mr. Haselhorst.

Discussion:

An invoice from Ceroni Plumbing was questioned. This update will be brought to the Facility/Long-Range Planning Committee Meeting.

Also, an invoice was written as a refund in the description.

Ayes: Mr. Haverly, Mrs. Maxey, and Mr. Mulholland  
Nays: Mr. Haselhorst and Mrs. Schilling  
Abstain: Mrs. Hutchinson

The motion carried with 3 Ayes, 2 Nays and 1 Abstention.

#### B. Approval of 2024-2025 Lunch Fees

Ms. Corder stated that every year we are supplied with what the State calls the Paid Lunch Equity Calculator which supplies you with your target lunch rate. Our target rate is \$3.85. North Boone is currently lower than that number. There are several options – 1) increase our price by a minimum of \$.10, 2) if you choose to not raise your price, a waiver must be filed with the State, 3) meet the target price, or 4) meet somewhere in between. Ms. Corder is recommending that the Board approve the \$3.25 amount, which is \$.25 above the current pricing knowing that we will gradually work on getting close to, if not meeting, the targeted lunch rate. Not being at the target price, any difference between reimbursement and our cost along with the money generated from the families, the District will need to utilize the fund balance to cover the food expenses through out the year. Per the State, adult meals have to be a minimum of \$.40 above the student meals. Milk will also be increased this year as this is just above our cost.

A motion was made by Mrs. Maxey and was seconded by Mr. Haselhorst to approve the 2024-2025 Lunch Fees as presented.

Discussion:  
(none)

The motion carried by unanimous roll call.

#### C. Approval of Yearly Chromebook Renewal and North Boone High School Wi-Fi Access Point Refresh

Dr. Greenlee stated that this renewal is continuing with our yearly rotation for computers/chrome books. With that in mind, the North Boone Tech Department, in order to stay within our 4-year replacement cycle, would like to refresh the 5<sup>th</sup> and 9<sup>th</sup> grade devices. And to stay within the 5-to-6- year schedule, refresh the 4<sup>th</sup> grade devices. Doing so would require the purchase of 350 Dell 3120 Chrome Books.

The North Boone High School Access points are next in line for a refresh which replaces 7-year-old devices. The new access points will create a greatly improved Wi-Fi environment for our students and staff. The Tech Department has obtained 15 Aruba 535 AP's through a grant, but will still need an additional 25 to complete the school refresh.

Several quotes were received and ITSavvy, who the District has done business in the past, came in the lowest at \$127,825.00.

A motion was made by Mrs. Maxey and seconded by Mr. Haverly to approve the proposal from ITSavvy as presented.

Discussion:

Mrs. Schilling asked if an RFP was done for these items? Per the Board Attorney, tech equipment is one of the few exceptions to the RFP rule.

The motion was carried by unanimous roll call.

D. Approval of Special Education Administrative Assistant

Dr. Greenlee noted that the District Office Administrative team has been reviewing our processes, protocol, staffing and efficiency with regards to our Special Education Department and the rising costs associated with it. They have been focusing on multiple strategies in an effort to try to contain costs and maximizing our funding. Recently, Stacey Corder and Kim Maville attended a conference with other school districts and came up with this idea which will help maximize Medicaid money/reimbursements.

The addition of the Special Education Administrative Assistant would be to act as a financial liaison between the Special Education Department and the Business Department. This individual would be responsible for maintaining the special education expenditures and Medicaid in order to maximize the District's reimbursement. This individual would ensure that all of the Medicaid minutes are submitted, which is the only way a District will receive their money from the State. Currently, our paraprofessionals are busy working with students and do not have access to computers at all times to enter this information correctly. All of the related services positions that are involved with special education, their time is more valuable working with the students. This position would also ensure that everything is being coded correctly for all of the different areas.

Currently, Huntley School District does have this position on staff. Ms. Corder has been in contact with them and provided them with our student count in special education. Last year, we received \$12,000 in fee for service. According to Huntley, based on the student count provided, we should easily be receiving between \$200,000 and \$300,000.

This position would be grant-funded for the first year with the plan to move to district-funded, using the additional reimbursement that the position will secure.

A motion was made by Mr. Haverly and seconded by Mr. Haselhorst to approve the addition of a Special Education Administrative Assistant as presented.

Discussion:

Mr. Haselhorst inquired as to the salary. Around \$50,000.

Mrs. Hutchinson is concerned with our budget deficit and is this the time to add positions when teachers were just RIF'd? Ms. Corder stated that the District had over \$400,000 in over spending

last year with at least \$350,000 of it being for special education outplacements. A majority of those outplacements could have been reimbursable to help offset those costs. The State was not billed for the Medicaid students for approximately \$200,000-\$300,000. We can also do claims for our students that are in District for related services. We currently have about 165 students receiving special education services.

Whose responsibility is it to track these services and minutes? It really depends on the service being provided. They are being put in as timely and as complete as possible but because their priority is servicing the students, more often than not the billing comes last.

How would these minutes then be communicated to the Administrative Assistant in a timely fashion and how will it then be coded correctly? This is will be worked out between Ms. Corder and Ms. Maville when training the individual and one of the qualifications is to have experience in an education setting. Once someone is on board, they will all work together to find the best process in getting these minutes submitted. This will save time as the related services would not have to be logging into a system and entering their information and entering it correctly.

Mrs. Schilling is also concerned with the deficit and the budget for this year to add another position. Were any avenues looded at in house prior to this position? Yes, current positions were looked into but there was no down time for those individuals to keep up with this on a continual basis.

Mr. Haselhorst suggested keeping it to a one-year contract and possibly reviewing it again next year.

Mr. Haverly understands the concerns but feels that Dr. Greenlee and the Administration has done their research and they believe it is a needed position.

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

Nays: Mrs. Hutchinson and Mrs. Schilling

The motion carried with 4 Ayes and 2 Nays.

#### E. Curriculum Adoption

##### 1. K-4 ESL

Mrs. Neri presented the K-4 ESL Curriculum from National Geographic Reach Higher Program for adoption. Nicole Difford and her team did spend a lot of time this year reviewing several different curriculum options. This has been vetted through the C.I.A. Committee and comes at a purchase price of \$14,163.60 for all materials and comes under the amount that Mrs. Neri had budgeted (\$20,000) for the 24/25 school year.

A motion was made by Mrs. Hutchinson and seconded by Mr. Haverly to approve the K-4 ESL Curriculum as presented.

Discussion:

Mr. Haverly inquired as to Open Stacks for this curriculum? Per Mrs. Neri stated not for this curriculum. (Open Stacks means the text book is online.)

Mrs. Schilling asked if this was vetting at the Committee Level? Yes, at the May 8, 2024 meeting.

The motion was carried by unanimous roll call.

## 2. 6-8 Math

Mrs. Neri stated that the 6-8 Math Curriculum was also presented at the C.I.A. Committee meeting on May 8, 2024. The team recommended going with Reveal Math by McGraw Hill at the cost of \$52,211.90 for six years of consumable and online resources. This also came under the budgeted amount (\$60,000) for the 24/25 school year.

A motion was made by Mrs. Hutchinson and seconded by Mr. Haverly to approve the 6-8 Math Curriculum as presented.

Discussion:  
(none)

The motion was carried by unanimous roll call.

## F. Approval of Bus Purchases REDACT

Dr. Greenlee stated that it is recommended that the Board approve the purchase of 2 busses from Midwest Transit for \$199,782 and the trade-in of 3 buses. The overall cost to the District would be \$163,782 for this transaction. This fits in with our yearly rotation of our bus fleet and has been budgeted and shared with the Business Committee (redacted). Three vendors were contacted for quotes. Midwest Transit is a bus dealer that the District has worked with regularly, is local and provides us with service on repairs and warranties. It also has buses that fill the specific needs of what is required for the State of Illinois. The other two vendors either did not have inventory to meet our specifications or were older in years.

A motion was made by Mrs. Hutchinson and seconded by Mr. Haverly to approve the purchase of 2 buses and trade in of 3 buses with Midwest Transit as presented.

Discussion:

Mrs. Hutchinson inquired as to which Business Committee meeting this was included? That was incorrect and will be redacted.

Mr. Haverly does believe buses have been mentioned but not with specifics.

Mr. Haselhorst asked if it qualifies for State reimbursements? Yes it does.

The motion was carried by unanimous roll call.

G. Disposal of Transportation Van

A motion was made by Mr. Haverly and seconded by Mrs. Hutchinson to approve the disposal of the 2009 Caravan as presented.

Discussion:

The motion was carried by unanimous roll call.

H. Request for Proposals

This discussion was tabled for a future meeting.

I. Administration at Board Meetings

J. Live Streaming of Meetings

K. Progressive Discipline of Board Members

L. FOIA

**EXECUTIVE SESSION**

A motion was made at 8:12 p.m. by Mrs. Hutchinson and seconded by Mrs. Maxey to recess to Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity. However, a meeting to consider an increase to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2 (c)(1).

The motion was carried by unanimous roll call.

The following members were present: Secretary Brian Haselhorst, Joe Haverly, Judy Hutchinson, Vice President Mary Maxey, President Ed Mulholland and Treasurer Nan Schilling. Also present: Dr. Greenlee and Ms. Corder

A motion was made at 8:54 p.m. to resume Open Session by Mrs. Maxey and seconded by Mr. Haselhorst. The motion was carried by unanimous roll call.

Present: Brian Haselhorst, Joe Haverly, Judy Hutchinson, Mary Maxey, Ed Mulholland and Nan Schilling.

**RECOMMENDATION FROM EXECUTIVE SESSION**

A motion was made by Mr. Haselhorst and seconded by Mr. Haverly to approve to accept the retirement of Superintendent, Dr. Michael Greenlee, effective at the end of his contract following the 2024/2025 school year.

Ayes: Mr. Haselhorst, Mr. Haverly, Mrs. Hutchinson, Mr. Mulholland, and Mrs. Schilling  
Nays: Mrs. Maxey

The motion passed 5-1 with no abstentions.

**ANNOUNCEMENTS & OTHER INFORMATION**

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

**ADJOURNMENT**

A motion was made by Mrs. Maxey and seconded by Mr. Haselhorst to adjourn at 8:56 p.m. The motion was carried by unanimous voice call.

**PRESIDENT** Ed Mulholland /s/

**SECRETARY** Brian Haselhorst /s/

**APPROVED: 06/18/2024**