

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, November 23, 2009
6:30 p.m.

CALL TO ORDER AND ROLL CALL

The Regular Meeting of the Board of Education was called to order at 6:33 p.m. by President Don Ward.

Present: President Don Ward, Vice President Denise Balsley, Secretary/Treasurer Laura Zwart, Mr. Bradley Crull, and Mr. Glen Gratz (arrived at 6:40 p.m.), Mr. Tom Kinser
Absent: Mr. John Ellingson

SPEAKERS

(No Speakers)

AUDIENCE TO VISITORS

(No Audience to Visitors)

APPROVAL OF AGENDA

A motion was made by Mrs. Balsley and seconded by Mrs. Zwart to approve the Agenda
The motion was carried by unanimous voice vote.

REPORTS – ADMINISTRATIVE REPORTS

A. North Boone Middle School Teen Workshop

Mrs. Allison Louis and Mrs. Sara Istad presented their plan to conduct a teen workshop for middle school students on April 29, 2010. The last time a workshop of this nature was given was in 1999. Their goal is to address the difficult issues faced today by middle school students, and they have asked community members, organizations and area professionals to participate. The keynote speaker is Mr. Greg Speck, Youth and Family Communicator for Bethel University in St. Paul Minnesota, who will speak on relationships and making positive choices now and later in life.

This workshop will be held like a regular school day with classroom teachers. The session topics are the top 20 topics chosen by the students from a larger list, and the students will choose nine of these topics from which seven will be assigned to them.

This mandatory workshop is for students only, and lunch will be served.

B. Certificate of Accomplishment

Mrs. Nelson introduced Mr. Tom Easley, Transportation Mechanic, and explained the difficult process required in order to earn the distinction of Master Bus Technician.

The Board of Education presented a Certificate of Accomplishment to Mr. Easley in recognition of his work to merit the Master Bus Technician certification.

C. NBCUSD e-Report Card Results and Trends

Dr. Brodnax presented a report on the e-Report Card released by the State Board of Education on October 30, 2009. She noted that the AYP (Adequate Yearly Progress) percentage expectations have increased from 62.5% in 2007-2008 to 70% for 2008-2009 and 77.5% this school year. Although the AYP report only includes students enrolled as of May 1, 2008, the e-Report Card covers all students in the district. Dr. Brodnax then summarized the results and trends of the e-Report Card.

D. North Boone Middle School – e-Report Card Results and Action Plan

Mr. Kevin Finnegan distributed a document showing a five-year review of the middle school percentages of students meeting or exceeding compared to state averages as well as percentage comparisons to other area schools. The middle school has made adequate yearly progress for the last five years. In order to give additional assistance to students, a guided study program was implemented this year. These results were also used to place students in either the Honors Reading class or the Reading Strategies class to better prepare students for high school and beyond.

COMMITTEE REPORTS

Policy Committee

Mrs. Balsley reported that Policy Committee last met on November 2, 2009. A written report was submitted to the Board. The next Policy Committee meeting was scheduled for Monday, January 4, 2010 at 6:30 p.m.

Business Services Committee

Mrs. Zwart reported that the Business Services Committee last met on November 16, 2009. The next Business Services Committee meeting was scheduled for Monday, December 14, 2009 at 5:30 p.m.

Facility/Long Range Planning Committee

Mr. Crull reported that the Facility/Long Range Planning Committee last met on November 16, 2009. The next Facility/Long Range Planning Committee meeting was scheduled for Monday, January 11, 2010 at 6:00 p.m.

Curriculum, Instruction and Assessment Committee

Mr. Gratz reported that the C.I.A. Committee last met on November 17, 2009. A written report was submitted to the Board. The next C.I.A. Committee: Curriculum, Instruction, Assessment meeting was scheduled for Thursday, January 14, 2010 at 3:45 p.m.

Other Committee Report

(No Other Committee Report)

TREASURER’S REPORT

Mrs. Zwart stated that the Treasurer’s Report was submitted to the Board.

CONSENT AGENDA

A motion was made by Mrs. Balsley and seconded by Mr. Kinser to approve the Consent Agenda.

The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting October 26, 2009
- B. Minutes of the Special Meeting November 2, 2009
- C. Personnel

Site	Person	Position	Salary	Effective/ End Date
1. Non-Certified Hiring				
NBUE	Kenneth Washburn	Assistant Custodian (2:30-6:30 p.m.)	Step 1	November 24, 2009
2. Non-Certified Resignation				
PGE	Laurie Hollis	Assistant Custodian	N/A	November 27, 2009
3. Extra Curricular Hiring				
NBMS	Brenda Kamholz	Boys Basketball Coach	Group III, Step 3	2009-2010 School Year
NBHS	Phil Baker	JV Baseball Coach	Group III, Step 2	2009-2010 School Year

- D. Consideration of Policy – 2:100, Board Member Conflict of Interest
- E. Consideration of Policy – 2:240, Board Policy Development
- F. Consideration of Policy – 2:260, Uniform Grievance Procedure
- G. Consideration of Policy – 5:220, Substitute Teachers
- H. Consideration of Policy – 6:15, School Accountability
- I. Consideration of Policy – 6:310, Credit for Alternative Courses and Programs, and Course Substitutions
- J. Consideration of Policy – 7:190-3 5-8 Discipline Code
- K. Consideration of Policy – 7:190-4 High School Discipline Code
- L. Consideration of 1st Reading – 2:20, Powers and Duties of the School Board
- M. Consideration of 1st Reading – 2:40, Board Member Qualifications
- N. Consideration of 1st Reading – 2:110, Qualifications, Term, and Duties of Board Officers
- O. Consideration of 1st Reading – 2:150, Committees
- P. Consideration of 1st Reading – 3:40, Superintendent
- Q. Consideration of 1st Reading – 4:30, Revenue and Investments
- R. Consideration of 1st Reading – 4:40, Incurring Debt
- S. Consideration of 1st Reading – 4:100, Insurance Management
- T. Consideration of 1st Reading – 4:110, Transportation
- U. Consideration of 1st Reading – 4:140, Waiver of Student Fees
- V. Consideration of 1st Reading – 5:30, Hiring Process and Criteria
- W. Consideration of 1st Reading – 5:90, Abused and Neglected Child Reporting
- X. Consideration of 1st Reading – 5:100, Staff Development Program

- Y. Consideration of 1st Reading – 5:120, Ethics
- Z. Consideration of 1st Reading – 5:250, Leaves of Absence
- AA. Consideration of 1st Reading – 5:280, Duties and Qualifications
- BB. Consideration of 1st Reading – 5:330, Sick Days, Vacation, Holidays, and Leaves
- CC. Group VIII Program Request – Shelia Andrews – North Boone Upper Elementary – After School Tutoring
- DD. Group VIII Program Request – Jeanine DuBois – North Boone Middle School – Constitution Review
- EE. Group VIII Program Request – Matt Klett – Capron Elementary – ISAT Enrichment
- FF. Consideration of Ag/FFA Field Trip Request: January 29-30, 2010 for Made for Excellence Conference in Schaumburg, IL
- GG. Consideration of Property/Liability/Auto/Umbrella Insurance Renewal

UNFINISHED BUSINESS

A. Update on Transportation / Administrative Center

Mrs. Nelson reported that the only outstanding item is the concrete repair in the bus barn.

B. Update on North Boone Middle School Kitchen Renovation

Mrs. Nelson reported that the renovation work is complete. The project will be closed as soon as the operating and maintenance warranty data is received.

NEW BUSINESS

A. North Boone High School:

- **State PSAE Results**

Mrs. Troller and her team (Allison Clinite, Jennifer Natzke, Tracy Peed, Deb Torrison, and Mike Wesbecher) presented a thorough report on the PSAE results and the High School: School Improvement Plan (SIP). The PSAE is comprised of ACT related questions and Reading and Math WorkKeys. The data indicated that the students tended to fall short on the ACT portion.

- **Consideration of Required High School: School Improvement Plan (SIP)**

A SIP plan is required because the high school has not met AYP for last two years. The team presented an overview of how the Plan was written. They explained how the Action Plan had to be directly related to the AYP areas that the high school did not make. They also went into detail on the key factors their research found that impacted the data and their objectives to increase the achievement level.

A motion was made by Mrs. Balsley and seconded by Mr. Gratz to approve the North Boone High School Improvement Plan (SIP).

The motion was carried by unanimous roll call.

B. Current Bills

A motion was made by Mrs. Balsley and seconded by Mr. Crull to approve Current Bills.

Ayes: Mrs. Balsley, Mr. Crull, Mr. Kinser, Mr. Ward, Mrs. Zwart

Nays: *(None)*

Abstain: Mr. Gratz

Motion passed 5-0, with one abstention.

C. PowerSchool: Visit Update

Mr. Paulsgrove, Mrs. Lindstrom and Mrs. Nelson presented a report on the three-day visit by Mr. Tim Staal, PowerSchool service representative, to review and problem solve the issues encountered with the student management software. In preparation for this visit, the district compiled and presented the District's PowerSchool issues to Mr. Staal. General and specific concerns were addressed by the group during the visit and presented to the Board. Mr. Paulsgrove felt that, overall, the PowerSchool visit proved to be very enlightening and many issues were resolved.

D. Consideration of Bus Assistant Job Description

Mrs. Nelson explained that a bus assistant job description was necessary because of issues encountered with a special education student on the bus. The student's case manager recommended that a bus assistant be added for the safety of the bus driver and students. This position would only work in the Transportation Department for a maximum of 3 hours per day on student attendance days only. The Board requested that the Bus Assistant Job Description be amended to include the following language: "As required by the student's IEP for approximately three hours per day on student attendance days."

A motion was made by Mrs. Balsley and seconded by Mr. Kinser to approve the Bus Assistant Job Description as amended and position.

The motion was carried by unanimous roll call.

E. Consideration of Establishing the Date for a Hearing on the 2009 Tax Levy

A motion was made by Mrs. Balsley and seconded by Mrs. Zwart to schedule a Special Board Meeting at 6:15 p.m. on Monday, December 14, 2009.

The motion was carried by unanimous voice vote.

EXECUTIVE SESSION

A motion was made at 8:53 p.m. by Mrs. Balsley and seconded by Mr. Crull to recess to Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; 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 Don Ward, Vice President Denise Balsley, Secretary/Treasurer Laura Zwart, Mr. Bradley Crull, Mr. Glen Gratz, and Mr. Tom Kinser. The following Board member was absent: Mr. John Ellingson.

The Open Session of the Board of Education was called to order at 10:40 p.m. by President Don Ward.

Present: President Don Ward, Vice President Denise Balsley, Secretary/Treasurer Laura Zwart, Mr. Bradley Crull, Mr. Glen Gratz, and Mr. Tom Kinser
Absent: Mr. John Ellingson

RECOMMENDATIONS FROM EXECUTIVE SESSION

A motion was made by Mrs. Balsley and seconded by Mr. Kinser to approve the 2nd Quarter Leave for Pat Jones as follows: ½ days (mornings) effective 11-16-09 to be paid as sick leave. The motion was carried by unanimous roll call.

A motion was made by Mrs. Balsley and seconded by Mr. Gratz to approve the following effective July 1, 2009:

Christine Troller, High School Principal	6%	220 days	\$129,829.00
Jacob Hubert, High School Assistant Principal	3%	200 days	\$68,238.00
Mike Greenlee, Upper Elementary Principal	3%	200 days	\$99,020.00
Matt Klett, Capron Elementary Principal	3%	200 days	\$85,696.00
Kristi Crawford, Manchester Elementary Principal	3%	200 days	\$99,020.00
Sharon Olds, Poplar Grove Elementary Principal	3%	200 days	\$99,020.00

Plus travel expense reimbursement of \$200 for nine months and \$100 for August. Plus a \$9000 district pool of money for extended formal education reimbursement prorated up to \$250 per credit hour.

The motion was carried by unanimous roll call.

A motion was made by Mrs. Balsley and seconded by Mr. Crull to approve the following administrative salaries effective July 1, 2009:

Cathy Nelson, Business Manager	3%	261 days	\$97,985.00
Claudia Lindstrom, Director of Technology	3%	261 days	\$67,980.00
James Novak, Facilities Coordinator	3%	261 days	\$55,116.00
Ed Mulholland, Transportation Coordinator	3%	261 days	\$60,230.00
Konrad Weiss, Computer Networking Specialist	3%	261 days	\$40,788.00
Brian, McGovern, Computer Technician	3%	261 days	\$32,136.00
Tom Easley, Transportation Mechanic	3%	261 days	\$36,763.00
Dianne Mulligan, Executive Secretary	3%	261 days	\$46,350.00
Mary Walraven, Bookkeeper	3%	261 days	\$30,145.01
Barbara Sager, Nurse	3%	183 days	\$34,818.82
Sheila Foley, Nurse	3%	180 days	\$18,581.97
Salena Kinser, Nurse	3%	180 days	\$18,581.97

Ayes: Mrs. Balsley, Mr. Crull, Mr. Gratz, Mr. Ward, Mrs. Zwart

Nays: (None)

Abstain: Mr. Kinser

Motion passed 5-0, with one abstention.

ANNOUNCEMENTS & OTHER INFORMATION

- A. **Enrollment**
- B. **Discipline Reports**
- C. **Student Activity Fund Reports**
- D. **District Activities Calendar**

ADJOURNMENT

A motion was made by Mrs. Zwart and seconded by Mr. Gratz to adjourn the meeting at 10.46 p.m. The motion was carried by unanimous voice vote.

PRESIDENT _____ *Don Ward* /S/
Don Ward

SECRETARY _____ *Laura Zwart* /S/
Laura Zwart

APPROVED: 12-14-09