

**North Boone Community Unit School District No. 200**  
Minutes of the Regular Meeting of the  
Board of Education  
North Boone Upper Elementary Library  
6200 North Boone School Road, Poplar Grove, Illinois 61065  
Monday, July 27, 2009  
6:30 PM

**CALL TO ORDER AND ROLL CALL**

The Regular Meeting of the Board of Education was called to order at 6:34 p.m. by President Don Ward.

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

Absent: *(None)*

**SPEAKERS**

Dr. Brodnax introduced Mr. Bob Edwards, who developed a Tennis Camp this summer for students of all ages. Mr. Edwards acknowledged Ex-Mayor Roger Day for his vision in previously locating two, new tennis courts next to the Village Hall in Poplar Grove. He informed the Board that 115 children attended Tennis Camp, and he hired two instructors from Chicago. Mr. Edwards thanked Dr. Brodnax for her enthusiasm and assistance in getting the word out about Tennis Camp. He expressed the desire to have another tennis camp next summer. Mr. Edwards noted that he and Dr. Brodnax would be meeting with a representative from the USTA to explore the possibility of starting a tennis program at North Boone.

**AUDIENCE TO VISITORS**

*(No Audience to Visitors)*

**APPROVAL OF AGENDA**

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

- IX. Consent Agenda, Item H. Consideration of North Boone Transportation and Administration building, Change Orders in the amount of \$1,034.00: Contractor Claims. Move to X. Unfinished Business, Item A.
- XI. New Business, Item C. 2009-2010 Personnel Items. Move to XII. Recommendations from Executive Session.

The motion was carried by unanimous roll call.

## **REPORTS – ADMINISTRATIVE REPORTS**

### **A. Summer Progress – Maintenance, Grounds, Technology and Facilities**

Mrs. Nelson reported that the summer grounds and maintenance crew have completed the elementary schools, upper elementary and middle school, and are now finishing at the high school. The grounds crew has also been working at the Transportation/Administrative Center leveling the soil and taking care of general maintenance. It is anticipated that the number of ground crew needed can be reduced soon.

Dr. Brodnax distributed a chart indicating the status of technology projects. Mrs. Lindstrom reported that summer cleaning and repair of computers is near completion, and Power School has been upgraded to include the additional reports required by the state. Computers have been reassigned to each school on an equitable basis. The copiers are being upgraded, various programs are running smoothly, and the library system is developing nicely.

### **B. August Activities**

Dr. Brodnax reported summer school is now in its second week, and attention to the specific needs of each student is occurring at the desired level.

Dr. Brodnax called attention to the district website where she has asked everyone to cast their vote for their favorite District Theme. Students and staff were invited to submit items for the 2009-2010 District Theme, 32 submissions were received and they were narrowed down to the seven shown on the website. The poll will close on Wednesday, July 29.

The following activities are scheduled for August:

August 11-17 – Student Registration

August 12 –Leadership Team Retreat

August 20 – New Staff Orientation

August 21 – All Staff Institute

August 24 – First day of school and All Staff Luncheon & Assembly

### **C. Update and Comments about State Financial Situation and Impact of Timing**

Dr. Brodnax reminded everyone that the state has cut some of the grant monies, some in the range of 50%. However, the ARRA stimulus funds are beginning to be opened up by the state, and more information is beginning to come in.

## **COMMITTEE REPORTS**

### **Policy Committee**

Mrs. Balsley reported that the Policy Committee last met on June 1, 2009. A written report was submitted to the Board. The next meeting date has not yet been scheduled.

**Business Services Committee**

Mrs. Zwart reported that the Business Services Committee last met on July 20, 2009. A written report was submitted to the Board. The next meeting is scheduled for Monday, August 17 at 5:30 p.m.

**Facility/Long Range Planning Committee**

Mr. Crull reported that the Facility/Long Range Planning Committee last met on July 20, 2009. A written report was submitted to the Board. The next meeting is scheduled for Monday, August 17 at 6:00 p.m.

**Curriculum, Instruction and Assessment Committee**

Mr. Gratz reported that the next C.I.A. Committee: Curriculum, Instruction, Assessment was scheduled for Thursday, October 8 at 3:30 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.

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

Nays: *(None)*

Abstain: Mr. Gratz

Motion passed 6-0, with one abstention.

- A. Minutes of the Special Meeting June 22, 2009
- B. Minutes of the Regular Meeting June 22, 2009
- C. Minutes of the Special Meeting July 20, 2009
- D. Current Bills
- E. Personnel

Site	Person	Position	Salary	Effective/ End Date
<b>1. Non-Certified Transfer</b>				
NBHS	Cheryl Lindberg	Front Office Secretary to Guidance Counselor’s Secretary (w/remaining hours as Front Office Secretary)	No Change	August 3, 2009
<b>2. Non-Certified Hiring</b>				
NBMS	Maureen Glickenger	Teaching Assistant-Special Education	TA 120, Step 3	August 21, 2009
NBUE	Barbara Brinkman	Teaching Assistant – Reading	TA 120, Step 0	August 21, 2009
<b>3. Non-Certified Resignations</b>				
NBHS	Kay Rudolph	Assistant Custodian	N/A	July 1, 2009

<b>4. Extra Curricular Hiring</b>				
<b>NBHS</b>	Glen Gratz	Chess Club Volunteer	Indemnified	2009-2010 School Year
<b>5. 2009-2010 Mentors</b>				
	Barb Carter	Mentor	Group VI	2009-2010 School Year
	Jill Grove	Mentor	Group VI, Step 1	2009-2010 School Year
	Sandy Jacobs	Mentor	Group VI	2009-2010 School Year
	Sandy Kleckler	Mentor	Group VI, Step 3	2009-2010 School Year
	Ann Mylin	Mentor	Group VI, Step 3	2009-2010 School Year
	Suzie Parris	Mentor	Group VI, Step 0	2009-2010 School Year
	Cheryl Peterson	Mentor	Group VI, Step 2	2009-2010 School Year
	Mikel Pruitt	Mentor	Group VI	2009-2010 School Year
	Linda Stevens	Mentor	Group VI	2009-2010 School Year
	Kellie Townsend	Mentor	Group VI, Step 1	2009-2010 School Year
	Diane Vermett	Mentor	Group VI	2009-2010 School Year

- F. Consideration of Disposal of Item #00082, Old Broken Wooden Teacher’s Desk and Item #00964, Old Science Demonstration Table from Poplar Grove Elementary
- G. Consideration of Renewal of One Year Contract for Driver Education Instruction for 2009-2010 School Year with DRIVE-RIGHT School of Driving, Inc.

**UNFINISHED BUSINESS**

**A. Update on Transportation / Administrative Center**

Mr. Moon reported that a punch list has been made to confirm completion. Repairs will be made to the concrete in the bus area on Friday, July 31. The administration area should be ready for occupancy next week and the transportation area sometime after that.

*(Mrs. Zwart left at 6:55 p.m.)*

A motion was made by Mrs. Balsley and seconded by Mr. Gratz to approve North Boone Transportation and Administration Building, Change Orders in the Amount of (\$1,034.00).

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

Nays: Mr. Kinser

Motion passed 5-1.

**B. Update on North Boone Middle School Kitchen Renovation**

Mr. Verdun reported that the demolition work is complete. The floor repair has been started and the equipment should be here in approximately two weeks. The renovation is expected to go as scheduled and the work completed before school starts.

**C. Strategic Plan**

Dr. Brodnax reported that the Strategy areas of curriculum, technology, facilities, school/community involvement and student support services are articulated in all the schools’ K-12 improvement activities and staff development. The budget planning process is correlated to the strategic plan priorities.

**D. Consideration of Optional Computer Consortium for Dell Volume Purchase Agreement**

The Regional Office coordinated an optional source for best pricing on technology items. It is a computer consortium that includes Kinnikinnick, South Beloit, Winnebago, Rockton, Harlem, Belvidere and Carpentersville. They have agreed-upon bids just like the state. This is an optional source to purchase computer equipment.

*(Mrs. Zwart returned at 7:13 p.m.)*

A motion was made by Mrs. Balsley and seconded by Mr. Ellingson to enter into an optional consortium agreement with Dell.

The motion was carried by unanimous roll call.

**NEW BUSINESS**

**A. Consideration of 2009-2010 Athletic Training Contract with Beloit Memorial Hospital**

Dr. Brodnax informed the Board that Beloit Memorial Hospital had offered to provide athletic training at no cost.

A motion was made by Mrs. Zwart and seconded by Mrs. Balsley to enter into an athletic training contract with Beloit Memorial Hospital.

The motion was carried by unanimous roll call.

**B. 2009-2010 Tentative Budget and Correlation with the Strategic Plan**

Dr. Brodnax stated that administration had been working since January on fact finding relative to the 2009-2010 budget. A Board work session was held July 20, and on July 21, the ISBE announced the level of funding for grants and categorical funds.

Mrs. Nelson distributed a summary of the changes in the Tentative Budget and a revised Tentative Budget containing the updated information. She then reviewed the result of those changes in the Tentative Budget.

The general consensus of the Board was to reserve approval of the Tentative Budget until the next Board meeting in August in the event there are additional changes or information from the state.

**EXECUTIVE SESSION**

A motion was made at 8:00 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; 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: President Don Ward, Vice President Denise Balsley, Secretary/Treasurer Laura Zwart, Mr. Bradley Crull, Mr. John Ellingson, Mr. Glen Gratz, and Mr. Tom Kinser.

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

Present: President Don Ward, Vice President Denise Balsley, Secretary/Treasurer Laura Zwart, Mr. Bradley Crull, Mr. John Ellingson, Mr. Glen Gratz, and Mr. Tom Kinser.  
Absent: *(None)*

### **RECOMMENDATIONS FROM EXECUTIVE SESSION**

A motion was made by Mrs. Balsley and seconded by Mrs. Zwart to add one additional hour for the Head Cook and ½ hour for the Assistant Cook at Poplar Grove Elementary; two additional hours for secretarial staff at North Boone High School beginning the day they report for work in August.

The motion was carried by unanimous roll call.

A motion was made by Mrs. Balsley and seconded by Mr. Gratz to hire Gerald Rudolph III for the position of Computer/Electronic Information Technician at \$15.00 per hour effective July 22, 2009.

Ayes: Mrs. Balsley, Mr. Crull, Mr. Ellingson, Mr. Gratz, Mr. Ward  
Nays: Mr. Kinser, Mrs. Zwart  
Motion passed 5-2.

A motion was made by Mrs. Balsley and seconded by Mr. Gratz to hire Linnea Lerch for the position of Computer/Career Education Teacher at North Boone Middle School, BA, Step 6 effective August 21, 2009.

The motion was carried by unanimous roll call.

A motion was made by Mrs. Balsley and seconded by Mr. Ellingson to table Revising Job Descriptions for Facilities Coordinator, Transportation Director and Transportation/Administration Center Secretary, and Transportation Dispatcher/Route Planner Job Description and Position.

The motion was carried by unanimous voice vote.

### **ANNOUNCEMENTS & OTHER INFORMATION**

- A. **Enrollment**
- B. **Discipline Reports**
- C. **Student Activity Fund Reports**
- D. **District Activities Calendar**
- E. **Student Handbooks**
- F. **Freedom of Information Act Log**

## ADJOURNMENT

A motion was made by Mrs. Balsley and seconded by Mr. Crull to adjourn the meeting at 10:21 p.m. The motion was carried by unanimous voice vote.

**PRESIDENT**                     *Don Ward*                    /S/  
**Don Ward**

**SECRETARY**                     *Laura Zwart*                    /S/  
**Laura Zwart**

**APPROVED:**           8-24-09