

**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, February 27, 2012

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 Don Ward.

Present: President Don Ward, Vice President Denise Balsley, Secretary Tom Kinser, Treasurer Laura Zwart, Mr. Collin Crull, Mr. Glen Gratz and Mrs. Amy Morris

Absent: *(None)*

**AUDIENCE TO VISITORS**

Sherry Timm, stated that she has lived in the district all her life, and her children went to North Boone schools. She asked the Board to consider some things that are going on in the district such as a suggestion tonight to eliminate the transportation secretary and hire someone to answer phones four hours a day. She then listed what the transportation secretary does during the day. She felt the transportation secretary actually saves the district money by doing dispatching alone. She requested that the Board table this matter. She added that the Transportation Department needed the secretary and would fall apart without her. She then read a note from the present transportation secretary that stated what she does for the district.

**APPROVAL OF AGENDA**

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

**SUPERINTENDENT'S REPORT**

Dr. Baule recognized Kristi Crawford, Principal at Manchester Elementary, who was nominated for the Puri Outstanding Administrator Award. Also, Brandon Briggs, freshman at North Boone High School won the state wrestling championship in the 106 lb. weight class. North Boone sophomore, Gus Eisele, was chosen as the alternate to go down state.

Dr. Baule announced that the Curriculum Committee will soon review the grading recommendations; namely, to move away from the current 7% scale and go to the 10% scale. The middle school scale puts our students at a disadvantage. Dr. Belcastro and Mr. Hubert will present their recommendations at the next Curriculum Committee meeting.

Dr. Baule added that the Math Committee is also working to pilot two new math series. Since the 6<sup>th</sup> grade is currently designed as a self-contained classroom, the staff feels that the Connected Math series could be overwhelming for lack of the prep time they would otherwise have if the class moved to subject oriented schedules as in the middle school.

Mr. Hubert added that the Committee does not have any recommendations at this time. One series is being piloted at this time and the other series will be piloted after spring break.

Dr. Baule expressed his gratitude to Dr. Sharon Olds for her work in organizing the School Improvement Day (SIP) scheduled for this coming Friday. The day will begin with an overview of the new dismissal process. Senate Bill 7 made significant changes in the Reduction in Force (RIF) process. He also invited those Board members who might be available to attend. Historically, honorable dismissal by RIF was done by seniority. Now it must be done by evaluation first and seniority is only a tiebreaker, and there are some caveats to that.

Dr. Baule noted that parent attendance at the parent/teacher conferences was very sparse. If parent low turnout continues, administration will review holding these conferences during the day. The question is whether it is good use of an instructional day when few parents attend during the day.

Now that the majority of our technology needs have been addressed, Dr. Baule felt that the scope of work previously required by TechCare could be reduced significantly. A recommendation will be made to the Board in April. Also, approximately a little over 1/3<sup>rd</sup> of the shuttles in the district are considered poor and the remaining computers that have been budgeted for need to be ordered. Next to be replaced is the small sub-notebooks as they are at the end of their natural life.

Dr. Baule presented an update on the Teacher Retirement System (TRS) and the potential impact of proposed new changes by the state. TRS' view on moving from 9% to 13½% staff members contribution would increase their pension long-term because the way the rules are structured is that the employees have to get back at least as much as they put into TRS. Obviously, just raising the contribution is not going to work, and the governor is expected to present a proposal on April 17. No one expects the state to levy for TRS and the cost may be passed on to the school districts.

This year, the General State Aid (GSA) was prorated 4% to 5%. Under the governor's current plan, our district will only get about 92% of the anticipated GSA claim.

Dr. Baule announced that the district received a \$99,000 check from an Energy Grant to pay for the windows at Poplar Grove Elementary. He thanked Mrs. Nelson and Mr. Novak for their hard work on this project. Also, the district was once again nominated for the Monsanto Grant, and Mrs. Lenser is working hard to be successful on this grant as well.

## **COMMITTEE REPORTS**

### **Policy Committee**

Mrs. Balsley reported that the Policy Committee did not meet in February. The next Policy Committee meeting date is to be determined.

### **Business Services Committee**

Mrs. Zwart reported that the Business Services Committee last met on January 30, 2012. The next Business Services Committee meeting date is to be determined.

Mrs. Zwart added that based on the *status quo*, the district may have about a \$700,000 loss for the year. The Committee feels the district will have to make some reductions but may not be able to cut enough to balance the budget.

Dr. Baule added that the recent survey results are that some staff said the district should use some of the reserves to cover most of the budget deficit and don't try to balance the budget. Approximately 2/3<sup>rd</sup>s of the Committee and 1/3<sup>rd</sup> of the community said to balance the budget. Administration needs to work with the Board to develop a list of potential reductions in order to balance the budget.

Mr. Ward said it looked as though some reductions could be made that wouldn't greatly affect the students in the classroom, but amount of necessary cuts to balance the budget would impact the students. He felt he could support using a small amount of reserves to get the district through a couple years.

Dr. Baule estimated that the district has approximately \$8M in reserves. The reserves were increased this past year because of a one-time 3<sup>rd</sup> tax payment in the same fiscal year. The Committee suggested using \$350,000 of that reserve for the following year.

Mrs. Zwart noted that the Committee also wanted to see what kind of cuts would have to be made in order to balance the budget.

Mr. Ward polled the Board members to see if anyone wanted to see a balanced budget only. The majority of the Board felt they would like to see what kind of cuts it would take to balance the budget but thought it would most likely not be possible to make such Draconian cuts.

Dr. Baule reminded the Board that the district was still in line to receive approximately \$13M from the Capital Development Board. He suggested that the Board start thinking about how they would like this money to be divided among the district funds.

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

Mr. Ward reported that the Facility/Long Range Planning Committee did not meet in February. The next Facility/Long Rang Planning Committee meeting was scheduled for Monday, March 12, 2012 at 3:30 p.m. He expected that roofing and Manchester cafeteria bids would be ready to go out by that time.

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

Mr. Gratz reported that the Curriculum, Instruction and Assessment Committee did not meet in February. The next Curriculum Committee meeting was scheduled for Thursday, March 8, 2012 at 3:45 p.m.

### **Other Committee Reports**

Mr. Kinser reported that the Technology Subcommittee did not meet in February. The next meeting date is to be determined.

Mrs. Zwart reported that the Community Involvement Committee did not meet in February. The next Community Involvement Committee meeting date was tentatively scheduled for Wednesday, March 7, 2012 at 5:30 p.m. at the high school.

**TREASURER’S REPORT**

The Treasurer’s Report was submitted to the Board.

**CONSENT AGENDA**

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

The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting January 23, 2012
- B. Personnel

Site	Person	Position	Salary	Effective/End Date
<b>1. Certified – FMLA</b>				
NBHS	Jennifer Natzke	Mathematics Teacher	N/A	2/13/12 thru end of 2012 School Year (using remaining sick days)
<b>2. Certified – Retire</b>				
Capron, Manchester & PGE	Arlene Cook	Art Teacher	N/A	End of 2011-2012 School Year
NBUE	Louise Glon	Phys Ed Teacher	N/A	End of 2015-2016 School Year
<b>3. Certified – Resignation</b>				
NBHS	Jennifer Natzke	Mathematics Teacher	N/A	End of 2011-2012 School Year
NBHS	Lucia Rose	Spanish Teacher	N/A	End of 2011-2012 School Year
<b>4. Non-Certified - Transfer</b>				
NBHS	Kathy Prince	Transfer from Assist Custodian to Seasonal Grounds (6 hrs./day)	Step 3	March 5, 2012 thru End of Fall Sports Season
<b>5. Non-Certified – Recall</b>				
NBHS	Art Pankhurst	Assistant Custodian (4 hrs./day)	Step 3	March 5, 2012 thru End of Fall Sports Season
<b>6. Extra-Curricular – Hire</b>				
NBHS	Katie Hampton	Head Soccer Coach – Spring	Group II, Step 0	2011-2012 School Year
<b>7. Extra-Curricular – Resignation</b>				
NBHS	Lucia Rose	Foreign Language Club Sponsor (Spanish)	N/A	End of 2011-2012 School Year

- C. February 2012 Bills
- D. Acceptance of Donations

**UNFINISHED BUSINESS**

**A. 2012-2013 Discipline Code**

A motion was made by Mrs. Balsley and seconded by Mrs. Zwart to approve the 2012-2013 Discipline Code.

The motion was carried by voice vote.

## NEW BUSINESS

### A. Preliminary 2012-2013 Staffing Plan

Dr. Baule stated that he anticipated enrollment to decrease at Capron Elementary and Manchester Elementary next school year, but additional bilingual support would be necessary at Manchester. Also, as Capron becomes rich in diversity, the district is working to make sure the teaching staff is properly certified as ESL teachers. However, in reviewing pre-school at Capron together with the anticipated budget cuts, this is a program that is not mandated and could be eliminated.

As changes take place in the Boone County Special Education Cooperative and the remaining students at Belvidere return to North Boone, our district may have to add a special education records clerk. Also, since staffing needs can change at any time in special education, we will have to closely monitor any staffing requirements that may arise.

It is anticipated that, based on enrollment, staffing at the high school will be reduced by 1.5 FTE. Half of that change is due to the change in the PE staffing level identified in the new NEBA contract. Dr. Baule did not anticipate offering AP music.

The district is trying to provide for common planning time at the 5-6 grade level as well as computer instruction.

A motion was made by Mrs. Balsley and seconded by Mr. Gratz to approve the Preliminary 2012-2013 Staffing Plan minus the following listed under "District":

- A few other administrative changes and some slight restructuring based upon budget direction from the Board.

The motion was carried by voice vote.

## EXECUTIVE SESSION

A motion was made at 7:40 p.m. by Mrs. Balsley and seconded by Mrs. Morris to recess to Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees; student discipline; collective negotiating matters; 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 Tom Kinser, Treasurer Laura Zwart, Mr. Collin Crull, Mr. Glen Gratz and Mrs. Amy Morris.

The Open Session of the Board of Education was called to order at 10:17 p.m. by President Don Ward.

Present: President Don Ward, Vice President Denise Balsley, Secretary Tom Kinser, Treasurer Laura Zwart, Mr. Collin Crull, Mr. Glen Gratz and Mrs. Amy Morris

Absent: *(None)*

### **RECOMMENDATIONS FROM EXECUTIVE SESSION**

A motion was made by Mrs. Balsley and seconded by Mr. Gratz to employ Jacob Hubert as North Boone High School Principal effective July 1, 2012.

The motion was carried by unanimous roll call.

A motion was made by Mrs. Balsley and seconded by Mrs. Zwart to accept the recommendation of the Hearing Office for Student 2012-04.

The motion was carried by voice vote.

A motion was made by Mrs. Balsley and seconded by Mrs. Zwart to approve the second year leave for Mrs. Pam Boens for the 2012-2013 school year.

The motion failed unanimously.

A motion was made by Mrs. Balsley and seconded by Mrs. Morris to approve Mrs. Pam Boens and Mrs. Erin Roth job sharing a kindergarten class at Manchester Elementary for the 2012-2013 school year.

The motion was carried by unanimous roll call.

A motion was made by Mrs. Balsley and seconded by Mr. Crull to approve the Resolution Directing the Issuance of a Notice to Remedy for staff member 2012-01

The motion was carried by unanimous roll call.

A motion was made by Mrs. Balsley and seconded by Mrs. Zwart to approve changing the suspension of employee 2012-01 from paid to unpaid.

The motion was carried by unanimous roll call.

A motion was made by Mrs. Balsley and seconded by Mrs. Morris to hire Ashlee Smith as a Mathematics Teacher at North Boone High School effective February 27, 2012.

The motion was carried by unanimous roll call.

### **ANNOUNCEMENTS & OTHER INFORMATION**

A. **Enrollment**

B. **FOIA Log**

C. **Student Activity Fund Reports**

**ADJOURNMENT**

A motion was made by Mrs. Zwart and seconded by Mr. Ward to adjourn the meeting at 10:22 p.m. The motion was carried by unanimous voice vote.

**PRESIDENT** \_\_\_\_\_ *Don Ward* /S/  
**Don Ward**

**SECRETARY** \_\_\_\_\_ *Tom Kinser* /S/  
**Tom Kinser**

**APPROVED:** 3-19-12