

**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, September 27, 2016

6:30 p.m.

**CALL TO ORDER AND ROLL CALL**

The Regular Meeting of the Board of Education was called to order at 6:31 p.m. by President Matt Ellingson.

Present: President Matt Ellingson, Vice President Joe Haverly, Secretary Tom Moon, Mary Maxey and Ed Mulholland. Present via phone: Brian Reininger

Absent: Don Ward (arrived at 6:35)

**APPROVAL OF AGENDA**

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

The motion was carried by unanimous voice vote.

**AUDIENCE TO VISITORS**

*(No Audience to Visitors)*

**PUBLIC HEARING ON 2016-2017 BUDGET**

*(No Comments)*

**TREASURER'S REPORT**

The Treasurer's Report was submitted to the Board.

**SUPERINTENDENT'S REPORT**

Dr. Greenlee noted the FY2016 compensation report had been uploaded and was also put on our website.

He provided details on the agreement with Coca Cola, and assured the Board that contracts over \$10K will require quotes and will be brought to the Board for approval. He noted we have been aggressive and conscientious in obtaining bids for the best prices and quality, and will continue that practice.

Dr. Greenlee thanked Crusader Clinic and Dr. Castillo-Clavijo for the EPI pens donated to our District, and was very appreciative for their generous donation.

Dr. Greenlee also included copies of the Curriculum Plan, Strategic Plan, Ten-Year Facilities Plan, and Administrative Initiatives that are priorities. He said at the October meeting, we will discuss the school improvement plans. Dr. Greenlee mentioned he will be traveling to Springfield for the Illinois Superintendent's conference to hear about state updates.

Dr. Greenlee and the Superintendent of Belvidere CUSD were invited to speak at the Community Building regarding the state of the schools. He shared a copy of his presentation with the Board.

Mr. Reininger asked if the school improvement plan might include air conditioning in the future for UE. Dr. Greenlee said he would defer to the Facilities Committee and make it a topic at the next meeting, but said there is existing duct work and they would have to investigate pricing.

Dr. Greenlee asked Mr. Hubert to speak to the vending machine state regulations. Mr. Hubert noted the some vending machines are on timers and are off during the day if they don't meet the defined state regulations of offering healthy selections. The machines that are available during the day have low calorie items or water. Health guidelines define what can be sold during the day and Mr. Hubert noted we are in compliance.

## **COMMITTEE REPORTS**

### **Policy Committee**

Mr. Ward reported that the Policy Committee met and will likely have another meeting within the next 30 days.

### **Business Services Committee**

Mr. Mulholland reported that the Business Services Committee had not met. The next Business Services Committee meeting is to be determined.

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

Mr. Moon reported that the Facility/Long Range Planning Committee had not met, but will likely meet in the next six weeks.

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

Mr. Haverly reported that the Curriculum, Instruction and Assessment Committee had not met, but will be meeting soon.

## **CONSENT AGENDA**

A motion was made by Mr. Haverly and seconded by Mrs. Maxey to approve the consent agenda as amended. Move B. Personnel, Item 1 to Executive Session.

The motion was carried by unanimous roll call.

- A. Minutes of the Regular Meeting August 23, 2016
- B. Personnel

Site	Person	Position	Salary	Effective/ End Date
<b>1. Certified - Hire</b>				
NBUE	Jacqueline Mohr	5 <sup>th</sup> Grade ELA Teacher	MA8, Step 8	9/14/16
<b>2. Certified - Transfer</b>				
NBUE	Matt Protz	5 <sup>th</sup> Grade ELA to 5 <sup>th</sup> Grade SS Teacher	N/A	9/19/16
<b>3. Certified – FMLA</b>				
NBHS	Emily Elms	English Teacher	N/A	8/26/16 – 12/20/16
NBUE	Georgianne Chromczak	Special Education Teacher	N/A	Extend original request to 2/2017
<b>4. Non-Certified - Hire</b>				
NBHS	Tennille Lee	Special Education Teacher Assistant (5.75 hours)	TA30, Step 1	9/12/16
District	Mike Timmerman	Bus Driver (2 routes)	\$26.00 per route	9/06/16
PGE	Christina Nino	Bilingual Teacher Assistant 26 hours per week	Per NBESS Schedule	9/12/16
PGE	Sarah Fleming	Special Education Teacher Assistant (5.75 hours)	TA120, Step 1	9/19/16
NBHS	Chad Grider	Special Education Teacher Assistant (5.75 hours)	TA120, Step 7	9/22/16
PGE	Karyn Caldwell	Teacher Assistant (Math Interventionist (5.75 hours)	Per NBESS Schedule	10/03/16
MES	Amber Livdahl	Special Education Teacher Assistant (5.75 hours)	TA30, Step 1	10/03/16
<b>5. Non-Certified – Leave of Absence</b>				
District	Robin Baker	Bus Assistant	N/A	8/17/16 – 2/17/17
PGE	Evelyn Rivera	Assistant Cook	N/A	9/08/16 – 10/17/16
NBMS	Robin Rosenbalm	Assistant Cook	N/A	11/02/16 – 1/03/17
<b>6. Non-Certified – Resignation</b>				
District	Tracy Markus	Bus Driver	N/A	9/09/16
PGE	Valerie St. Germain	Special Education Teacher Assistant	N/A	9/14/16
PGE	Christina Nino	Special Education Teacher Assistant 26 hours per week	N/A	9/12/16
PGE	Karyn Caldwell	Special Education Teacher Assistant (5.75 hours)	N/A	10/03/16
<b>7. Extra Curricular - Hire</b>				
NBHS	Tina Wallace	Dance Coach	Group IV, Step 0	2016-2017 School Year
NBHS	Taylor Rogers	Varsity Baseball Coach	Group II, Step 0	2016-2017 School Year
NBHS	Scott Brady	Head Girls Soccer Coach	Group II, Step 0	2016-2017 School Year
NBMS	Matt Protz	7 <sup>th</sup> Grade Boys Basketball	Group III, Step 0	2016-2017 School Year
NBHS	Mathew Yarc	Boys Freshman Basketball Coach	Group II, Step 0	2016-2017 School Year

<b>NBHS</b>	<b>Johnny Lammersfeld</b>	Head Drama Coach (Split Stipend 3 ways)	Group II, Step 0	2016-2017 School Year
<b>NBHS</b>	<b>Joseph Pienta</b>	Head Drama Coach (Split Stipend 3 ways)	Group II, Step 0	2016-2017 School Year
<b>NBHS</b>	<b>Deb Moore</b>	Head Drama Coach (Split Stipend 3 ways)	Group II, Step 3	2016-2017 School Year
<b>NBHS</b>	<b>Matilde Gleizes</b>	French Club Sponsor	Group VII, Step 0	2016-2017 School Year
<b>NBHS</b>	<b>Jason Geiger</b>	Spanish Club Sponsor	Group VII, Step 0	2016-2017 School Year
<b>NBHS</b>	<b>Jodie Embry</b>	Community Service Coordinator (Split Stipend)	Group VII, Step 0	2016-2017 School Year
<b>NBHS</b>	<b>Melissa Ford</b>	Community Service Coordinator (Split Stipend)	Group VII, Step 0	2016-2017 School Year
<b>8. Extra Curricular - Resignation</b>				
<b>NBMS</b>	<b>Ryan Kelley</b>	7 <sup>th</sup> Grade Boys Basketball	N/A	8/19/16
<b>NBHS</b>	<b>Scott Brady</b>	Asst. Girls Soccer Coach	N/A	8/30/16
<b>NBMS</b>	<b>Mike Winebrenner</b>	Track – Assistant Coach	N/A	9/7/16
<b>9. Extra Curricular - Volunteer</b>				
<b>NBHS</b>	<b>Darryl McCabe</b>	Head Swim Coach	Indemnify	2016-2017 School Year
<b>NBHS</b>	<b>Christine Kuspa</b>	Volunteer Swim Coach	Indemnify	2016-2017 School Year

- C. First Reading of Policies
- D. Appointment to North Boone Education Foundation Board
- E. Application for Recognition of Schools 2016-2017
- F. Running Start Program Renewal
- G. Renewal of Advertising Milestone Agreement with Poplar Grove State Bank

### UNFINISHED BUSINESS

**A. Approval of 2016-2017 Budget**

Mrs. Saunders highlighted the adjustments she made including moving one state aid payment out of the Education Fund and into the Operations and Maintenance Fund. She also adjusted salaries and insurance for new staff. Mrs. Saunders noted she will budget on the high side for Special Education tuition, and has also added roofing expenses in the Capital Projects and Life Safety.

A motion was made by Mrs. Maxey and seconded by Mr. Moon to approve the 2016-2017 Budget as presented.

The motion was carried by unanimous roll call.

**B. Bus Purchases**

A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to approve the purchase of three (3) used 2014 IC International school buses with 77 passenger seating from Midwest Transit at the cost of \$70,000 each, and trade old Blue Bird buses #29, #30 and #35 for a total trade-in value of \$12,900, as part of the bus rotation plan.

The motion was carried by unanimous roll call.

C. **Resolution providing for the issue of not to exceed \$1,000,000 General Obligation Refunding Bonds (Alternate Revenue Source) for the purpose of refunding certain of the District's outstanding General Obligation Bonds (Alternate Revenue Source), Series 2008A, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof**

Mr. Ellingson announced that the next item for consideration was the issuance of not to exceed \$1,000,000 general obligation alternate bonds to be issued by the District pursuant to the Local Government Debt Reform Act of the State of Illinois, as amended, for the purpose of refunding certain of the District's outstanding alternate bonds and that the Board of Education would consider the adoption of a resolution providing for the issue of said bonds and the levy of a direct annual tax sufficient to pay the principal and interest thereon. The President then explained that the resolution sets forth the parameters for the issuance of said bonds and sale thereof by designated officials of the District and summarized the pertinent terms of said parameters, including the specific parameters governing the manner of sale, length of maturity, rates of interest, purchase price and tax levy for said bonds.

Mr. Andy Arndt from Baird provided an update on the bond refunding and noted we would have a 2.63% interest rate, with a total debt service savings of approximately \$147K.

Mr. Moon read the following resolution:

RESOLUTION providing for the issue of not to exceed \$1,000,000 General Obligation Refunding Bonds (Alternate Revenue Source) of Community Unit School District Number 200, Boone and Winnebago Counties, Illinois, for the purpose of refunding certain of the outstanding General Obligation Bonds (Alternate Revenue Source), Series 2008A, of said School District, providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds and authorizing the sale of said bonds to the purchaser thereof.

A motion was made by Mr. Mulholland and seconded by Mr. Reininger to approve the resolution as presented.

The motion was carried by unanimous voice vote.

D. **Bond Restructuring Discussion**

Dr. Greenlee confirmed with Mr. Arndt that we could still capture savings by blending fees if we decide to move forward with this restructure.

Mr. Arndt provided examples of how we can add stability to the tax bill, similar as what we were trying to do with the CDB money. Mr. Ward suggested taking the \$328,577 that was proposed for the abatement in 2026 and move it up a few years. That scenario would have the community seeing a rate change in 2020-2021, but it would be less of an increase. He thought we might have additional building needs in the future and could blend the costs for those needs with a restructure. Mr. Ward said as a taxpayer, he would not like to pay another \$900K if we were to stretch out the payments. He felt we could stay where we're

at and see what the numbers look like in 2020-2021. He noted we could apply interest from the CDB that had not already been allocated. Mr. Arndt said this structure was put in place in 2008 with growth in mind. Mr. Arndt stated Mr. Ward was correct in that we could roll in future building needs any time. Dr. Greenlee said the Board had been concerned with growing the debt. Mrs. Maxey noted increasing the bond levy is not attractive to a builder or a buyer. Mr. Haverly asked Mrs. Saunders if she liked Mr. Ward's recommendations. Mrs. Saunders felt we may need to go out for bonding in the future. Mr. Ward asked Mrs. Saunders if the chart from Baird looked accurate. Mrs. Saunders said it looked good. Mr. Ward noted we could use interest gained to apply to abatements. Mr. Arndt stated the authority for new money expires December 2017.

**E. Course Equivalencies and Dual Credit Discussion**

Dr. Greenlee shared there have been several conversations regarding equivalencies, noting policies 6:300 and 6:310. He asked for direction to continue with parameters or change the guidelines, and noted Mr. Hubert will put together a committee for discussion. Dr. Greenlee said he'd like counselors and teachers on the committee. Dr. Greenlee asked the Board if they wanted to expand or restrict Running Start, Dual Credit and AP classes at North Boone. Mr. Ward said there could be a lot of unintended consequences if this is not done correctly. He noted if we increase Running Start, we could limit our number of AP classes. He felt if we choose one, something else may suffer. Mr. Ward said it's not that easy to solve and that maybe Mr. Hubert could speak better to the situation. Mr. Haverly noted in Policy and CIA meetings, it seems like we struggle with encouraging or discouraging Running Start. He also stated he has an issue with college courses only receiving .5 credit. He would like the Board to come up with overarching or end statements to direct the committees.

Mr. Moon asked if Mr. Hubert had data on how many classes we've cancelled due to lack of participants. Mr. Hubert thought there were two times we cancelled due to extremely low numbers. Mr. Mulholland felt we should look at whole picture and sees both sides of argument. Mrs. Maxey said in the experience of her children, college classes helped more than HS AP classes, and suggested tightening the Running Start parameters. Mr. Haverly noted Dual Credit and Running Start are very different and stated Dual Credit is not a set curriculum and does not cost the District. He suggested that we look at the data to see which Running Start students are succeeding. Mr. Ellingson felt if staying at North Boone takes away a chance for students to get valedictorian, it poses an issue, and said it's the Board responsibility to do what's best for kids. Mr. Hubert said he is interested in Project Lead the Way, which is an engineering program that introduces students to engineering, but comes at a cost. Mr. Mulholland would like to have conversations as to where we want to go in a few years, and have the Board establish goals. Mr. Moon suggested we mirror our program after other successful neighboring districts. Mr. Hubert noted we have two dual credit students, 18 Running Start students, and two Porter Scholars. He said he will continue to work with Mrs. Lilja and the Curriculum Committee to discuss short term and long term goals, and will bring more back in October.

## NEW BUSINESS

### A. September 2016 Bills

A motion was made by Mr. Reininger and seconded by Mrs. Maxey to approve the September 2016 bills as presented.

Ayes: Mr. Ellingson, Mr. Haverly, Mrs. Maxey, Mr. Moon, Mr. Mulholland and Mr. Reininger

Nays: none

Abstain: Mr. Ward

The motion passed 6-0, with one abstention

### B. Approval of Financial Software

Dr. Greenlee stated we are having continued problems with Sungard, including TRS issues and difficulty in getting the budget on the state form. He stated we are nearly due for another three year contract, with an expenditure rate of \$38K-46K per year in fees for support. Dr. Greenlee said he did not want to have to bring any more errors or fines to the Board, and his recommendation was to move forward with Decision Systems Payroll and Accounting Software. The total cost of the program is \$48,925 to be paid over three years. The first year of Decision Systems would be the \$16,308 and the conversion cost. Second and third year would be \$16,308 plus estimated cost of annual support \$5,750.00 for a total of \$22,058. Fourth year and thereafter would be the cost of support.

Dr. Greenlee said Mrs. Saunders knows Decision Systems well, and some of the Business Office staff looked at the software and said it appeared very easy to use. He said it will be a simple program to learn when we cross train in payroll, and noted there are other local districts such as South Beloit and Kinnikinnick that like the software and feel it was a solid program for their District. Mr. Mulholland asked for the transition timeline. Mr. LaVerne Ohlwine, owner of Decision Systems said they will be extracting data as soon as possible and run a parallel payroll. Mrs. Saunders said the goal to transition would be January 1, 2017. Mrs. Saunders added that Sungard fund balances were not correct and were out of balance, and stated they post daily instead of yearly. She shared that this is why the audit is not completed. Mr. Ward asked how many local staff were employed by Decision Systems. Mr. Ohlwine said it was just him and he is having someone come on board. Mr. Ward had reservations about the support we can expect from a company with a sole employee, and felt we may need a company with more redundancy. He asked what the succession plan was in the event something would happen. Mr. Ward suggested we may want to look at additional companies. Mr. Mulholland felt we had trusted Mrs. Saunders to this point and she has his support. Dr. Greenlee stated Mr. Ohlwine was bringing someone in and Mr. Ohlwine thought this person may be interested in becoming a partner. Mr. Ohlwine said he will make a commitment to our District.

A motion was made by Mr. Mulholland and seconded by Mrs. Maxey to approve the Decision Systems Financial Software package as presented.

Ayes: Mr. Ellingson, Mr. Haverly, Mrs. Maxey, Mr. Moon, Mr. Mulholland and Mr. Reininger

Nays: Mr. Ward

The motion passed 6-1

### **EXECUTIVE SESSION**

A motion was made at 8:38 p.m. by Mrs. Maxey and seconded by Mr. Mulholland 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; pending or imminent litigation 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 Matt Ellingson, Vice President Joe Haverly, Secretary Tom Moon, Mary Maxey, Ed Mulholland, Brian Reininger and Don Ward.

The Open Session of the Board of Education was called to order at 9:10 p.m. by President Matt Ellingson.

Present: President Matt Ellington, Vice President Joe Haverly, Secretary Tom Moon, Mary Maxey, Ed Mulholland, Brian Reininger and Don Ward

Absent: *(None)*

### **RECOMMENDATIONS FROM EXECUTIVE SESSION**

A motion was made by Mr. Moon and seconded by Mr. Mulholland to approve the setting up a NBEA sick bank to benefit Georgianne Chromczak for the remainder of the 2016-2017 school year, not to exceed 25 days. Certified staff can each donate one day.

The motion was carried by unanimous roll call.

A motion was made by Mr. Moon and seconded by Mrs. Maxey decline the recommendation to hire Jacqueline Mohr, effective September 14, 2016, and accept her letter of resignation for the 5th Grade ELA position, effective September 30, 2016.

The motion was carried by unanimous roll call.

### **ANNOUNCEMENTS & OTHER INFORMATION**

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



**ADJOURNMENT**

A motion was made by Mr. Moon and seconded by Mrs. Maxey to adjourn at 9:30 p.m.  
The motion was carried by unanimous voice vote.

**PRESIDENT**           *Matt Ellingson / S /*            
**Matt Ellingson**

**SECRETARY**           *Mary Maxey / S /*            
**Mary Maxey – Secretary Pro Tem**

**APPROVED: 10/25/16**