

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, September 19, 2023
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, Secretary Brian Haselhorst, Judy Hutchinson,
Vice President Mary Maxey and Treasurer Nan Schilling.
Absent: Joe Haverly and Becky Self.

APPROVAL OF AGENDA

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

The motion was carried by unanimous roll call.

AUDIENCE TO VISITORS

Taylor Michelin, a parent and resident of Candlewick, spoke in regards to the backup of buses that she had noticed at the guard gate into the subdivision. This was due to the Candlewick Association now requiring the buses to either have transponders or go through the guard shack daily. She wanted to thank the Board and staff for listening to her concerns regarding this situation and rectifying the issue swiftly. Transponders have now been installed on the buses and they are able to go safely in through the gate without delay.

PUBLIC HEARING ON 2023-2024 BUDGET

Mr. Mulholland asked if there was anyone that would like to address the Board in regards to the 2023-2024 Budget. There was no one.

TREASURER'S REPORT

(none)

SUPERINTENDENT'S REPORT

Dr. Greenlee recognized the Unified Track Team. He congratulated them on another amazing year and asked them to come forward to receive certificates from the Board. Coach Melissa Ford gave a quick summary of their season. The team took First Place in both Regionals and State.

The District’s e-learning plan is due to be renewed with the State. Kari Neri is currently working with the admin team to make sure that our plan matches in regards to our current needs for snow days/school closures. This will be presented at the C.I.A. Committee Meeting on September 27th and once the committee agrees, the plan will be brought to the Board for approval.

In regards to enrollment numbers, there was a formula error in the program which showed there were 400 extra students enrolled. That has been corrected and the updated report has been distributed to the Board members.

COMMITTEE REPORTS

Policy Committee

The next Policy Committee meeting is September 27, 2023 at 3:45 p.m.

Business Services Committee

A Business Services meeting was held on September 12, 2023 in regards to the FY24 Budget. The Budget and the HVAC Labor Change Order were discussed at the meeting and have been added to tonight’s agenda for Board approval. The next meeting will be held on November 7, 2023 at 6:00 P.M.

Facility/Long Range Planning Committee

The next Facility/Long Range Planning Committee meeting will be held on October 10, 2023 at 6:00 p.m. There are some engineers that will be coming with concepts for the athletic fields. Another meeting might be added in October for additional concepts and then the committee will do a SWOT analysis exercise on all of the concepts.

Curriculum, Instruction and Assessment Committee

The next Curriculum, Instruction and Assessment Committee meeting will be held on September 27, 2023 at 4:45 P.M.

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 - August 15, 2023
- B. Minutes of the Business Services Committee Meeting - September 12, 2023
- C. Personnel

Site	Person	Position	Salary	Effective/ End Date
1. Certified - Hire				
PGE	Cathy Gregory	Special Education Teacher	BA, Step 10	08/21/2023
MS	Brian Polky	Counselor	MA, Step 10	09/11/2023
2. Certified - Resignation				

3. Certified - FMLA				
CES	Jordyn Lott	1 st Grade Teacher	N/A	09/28/2023-11/24/2023
HS/MS	Jason Geiger	Spanish Teacher	N/A	Intermittently 08/17/2023-05/26/2024
PGE	Courtney Zuidema	Social Worker	N/A	04/01/2024-end of school year
PGE	Lisa Schultz	Special Education Teacher	N/A	12/04/2023–12/26/2023
MES	Molly Lilja	Principal	N/A	11/03/2023-11/17/2023
CES	Liz Saveley	3 rd Grade Teacher	N/A	09/13/2023 - TBD
4. Non-Certified - Hire				
CES	Daniel Gamino	Bilingual Paraprofessional	Para 60, Step 0 \$15/hour plus IMRF	09/19/2023
CES	Jessica Shrontz	Pre-K TA (PT)	Para 60, Step 0 \$15/hour plus IMRF	08/23/2023
MS	Olena Levchenko	Paraprofessional	Para 120, Step 7 \$18.24/hour plus IMRF	08/21/2023
HS	Alexus Garbacz	Paraprofessional	Para 60, Step 1 \$15.30/hour plus IMRF	09/14/2023
HS	Christina Johnson	Assistant Custodian	Asst Cust, Step 1 \$15.81/hour plus IMRF	TBD
5. Non-Certified - Resignation				
PGE	Karen Berringer	Paraprofessional	N/A	08/14/2023
PGE	Lorrie Wetta	Paraprofessional	N/A	08/14/2023
PGE	Isabelle Seipts	Paraprofessional	N/A	09/11/2023
6. Non-Certified – Transfer				
UE	Justine Venegas	From Para 5.75 hours to Para 7.0 hours	N/A	08/15/2023
7. Non-Certified – LOA/FMLA				
HS	Laura Lewandowski	Paraprofessional	N/A	LOA 10/06/2023-11/01/2023
District	Andrea Sowers	Executive Assistant to the Superintendent	N/A	FMLA 09/19/2023-09/27/2023
8. Extra-Curricular - Hire				
MS	Taryn Christensen	Football Cheerleading/Dance	Group VI, Year 1	08/15/2023
MS	Taryn Christensen	Basketball Cheerleading/Dance	Group VI, Year 1	08/15/2023

HS	Jennifer Riley	Freshman Class Advisor	Group V, Year 1	08/21/2023
MS	Abigail Hopkins	Play/Drama Assistant	Group IV, Year 2	08/22/2023
MS	Taylor Anderson	Student Council Sponsor	Group VI, Year 3	08/23/2023
9. Extra-Curricular - Resignation				
HS	Ben Doyle	Assistant Baseball Coach	N/A	08/14/2023
MS	Abigail Hopkins	MS Choir	N/A	08/22/2023

D. Group VIII Program Request

Discussion:

- There was no discussion needed.

The motion was carried by unanimous roll call.

UNFINISHED BUSINESS

A. FY23 Budget Recap

Stacey Corder presented the FY23 approved budget as submitted to the ROE. This is the same that was presented at last month’s Board Meeting. Next she presented the unaudited FY23 budget ending balances. Ms. Corder explained the sheet line by line. It was requested by the Business Committee to have a breakdown on funds received from July 1, 2023 – August 31, 2023 that are actually for FY23. Ms. Corder presented a spreadsheet of these amounts which was taken directly from the State’s reports.

Discussion:

- How will we account for the FY23 funds received in FY24? In the FY24 Budget revenue projections that will be presented, none of this money will be included in those numbers because it is not money for the District to spend in this year. It is money that will be put back into those fund balances for items that were paid for last year. Ms. Corder noted that 95% of our Federal Grants are reimbursable. We receive the funds after we have shown that the expense has been made.
- Is the District still waiting on the Title funds? Yes, the FY23 Title Grants approvals did not come through until July 2023, which was after the Fiscal Year was complete. All expenditure reports have been submitted. We are waiting on processing and then submittal of payment.
- Clarification was made as to when comparing the budgeted to actual that, at this moment, the District is negative \$1.5 million on the budget. Ms. Corder did also add that, per the Business Committee’s request, we have looked into what would be required to have a forensic audit done. She did contact two agencies. One firm did not respond and the other stated that the process usually comes in three phases. The first phase is an investigation of the books, programs, devices, computers, etc. The second phase would dive deeper into

things if something turns up out of the ordinary. In the third phase, if it did get that far, would be witness testimony of any findings. The rates are at \$200 per hour which would amount to a \$7,000 cost for a 60-day audit turnaround, \$15,000 for a 30-day turnaround and \$24,000 if the audit was needed sooner. A forensic audit is usually not done unless something shows up on the regular audit that is out of the ordinary and out of those, usually only 1% are sent to a forensic audit unless there is a reason to believe fraud or embezzlement. A printout from this firm was included in the Board members' folder for their review. This topic will be brought back to the Business Services Committee for a recommendation.

B. Approval of FY24 Budget

As required by law, the 2023/2024 District's Tentative Budget must be approved by the Board prior to the public hearing in September. The Tentative Budget has been on display since the August Board Meeting in the District Office. The Business Committee did review the unaudited version of the FY23 Budget and the Proposed FY24 Budget. Ms. Corder presented the FY24 Budget and it is recommended that the Board approve this budget.

A motion was made by Mrs. Maxey to approve the FY24 Budget as presented and was seconded by Mrs. Hutchinson.

Discussion:

- Mrs. Schilling stated her thoughts on the FT24 Budget, as the Treasurer. In regards to the Treasurer Reports that have not been approved for FY24, Ms. Corder stated that we cannot present any reports any until June's report is approved. Ms. Corder also stated all of the ways that she plans on closely monitoring expenditures for this school year.
- A question was asked about the \$3 million increase in revenues and how that amount came to be. This is due to a large lump of ESSER funds that have not yet been received.

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

Nays: Mrs. Schilling

The motion was passed by with a 4-1 vote.

C. Strategic Plan Update

Kari Neri presented an update on Goals 1 and 2 for our District's Strategic Plan which include student achievement and learning conditions.

Under Goal 1, Strategy 1 the focus is on building the MTSS structure as a district. The focus of the MTSS Team is on building Tier 2 and possibly Tier 3 Structures this year. In

November, Solution Tree will provide on-site professional learning to the MTSS Team and Instructional Coaches.

Under Goal 1, Strategy 2 the School Leadership Teams will share their goals with the District Leadership Team this month. The building-level teams will complete a self-assessment and share 2 focus areas with their principals this month.

Under Goal 1, Strategy 3 in regards to curriculum. For high school math, resource samples have been collected for initial review for a new curriculum as this is the last year with resources for our current curriculum. For K-4 Literacy, this year is Year 1 of Implementation-Collaborative Literacy. There is a professional learning scheduled for October. Mrs. Neri has been sitting in on several classes already to see how it is being used and how each grade is doing with it. Also included in Strategy 3, Mrs. Neri provided the MAP data from the 22/23 School Year for Grades K-8.

One question asked about Goal 1 was in regards to 5th grade math MAP Scores. Last year there was a concern on the scores for 5th grade math. What was done last year to help bump those scores up? Mrs. Neri stated that one of the Upper Elementary School improvement strategies was to have all students use IXL which is an online program that is used in several of our schools for extra skill practice. This was done in both the fifth and sixth grade levels. This was implemented for 20 minutes a week last year. This will be continued this year while also adding, just for fifth grade, an extra math class taught by the math teacher one day a week. The focus will be on the common areas where struggles have been noted. Strategies used in this class are different than in the normal daily class.

For Goal 2, Strategy 1 is all about equitable and rigorous learning conditions across our district. This strategy is where the instructional coaching fits in the best. This year they are still offering the Student-Centered Cycles and the teachers will have the option to continue to do this. There is a second option for the teachers this year as well. It is called an Impact Cycle and focuses on the work of Jim Knight. The focus areas include: Classroom Management, Student Engagement, Differentiated Instruction, Assessment Creation and Small Group Instruction. Also, with Strategy 1 for learning conditions is co-teaching in Grades 5-12. For the Middle School, this is Year 2 of implementation. For the Upper Elementary and the High School, this is Year 1 of implementation. The initial training was completed in April 2023. The second training will be in October 2023 with the third training being held in February 2024. All of the coaching is provided by the ROE.

For Goal 2, Strategy 2 is all about our Social Emotional Learning. This year, all of the teachers across the District will receive training in the Daily Life of Classrooms. This includes integrating SEL into their daily instructional practice. It is a 6-hour training that will be broken up between the October and February Institute Days.

Questions:

- How many of our teachers are utilizing the instructional coaches? Last school year, there was approximately 35 coaching cycles completed across the District with a

couple of them being repeat teachers using the coaches. Ideally, a coach is only able to handle 10-12 cycles for the entire year.

D. HVAC Change Order

Dr. Greenlee stated that we have received the final labor change order from Hartwig on the HVAC Phase I project. At this time, it is asked that the Board approve this change order in the amount of \$77,812.35. Greg Stahler and Mike Zelek worked very hard to verify that all of Hartwig's upcharges were documented. The original quote for the additional labor was expected to be as high as \$90,000.

A motion was made by Mrs. Maxey to approve the final labor change order from Hartwig as presented and Mrs. Hutchinson did second the motion.

Discussion:

- It was noted that the \$35,000 contingency was not used and that amount will be deducted from the final amount of \$77,812.35.

The motion was carried by unanimous roll call.

NEW BUSINESS

A. September 2023 Bills

A motion was made by Mrs. Hutchinson to approve the September 2023 bills as presented and seconded by Mrs. Maxey.

Discussion:

- There was no discussion needed.

The motion was carried by unanimous roll call.

B. Annual Required Website Compensation Reports

Ms. Corder stated that districts are required by school code to annually update our website with the Certified Teachers and Administrator contracts and benefits as well as any IMRF employees whose salary and benefits combine to equal over \$75,000. It is best practice to bring it to the Board so that they are aware that the website is being updated and that we are complying with orders. Ms. Corder will be asking Jerry Rudolph to upload to the website tomorrow.

EXECUTIVE SESSION

(none)

RECOMMENDATIONS FROM EXECUTIVE SESSION

(none)

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 7:15 p.m. The motion was carried by unanimous roll call.

PRESIDENT Ed Mulholland /s/

SECRETARY Brian Haselhorst /s/

APPROVED: 10/17/2023