

**Board of Education
Regular Meeting
BRIEFS
March 17, 2011**

The regular meeting of the Board of Education of West Carroll Community Unit School District No. 314 was held in the WC Intermediate School Library/Media Center, 801 South Street, Thomson, Illinois.

The meeting was called to order by President Boyd at 6:30 p.m.

Members present: David Boyd; Bill Sweeney; Mike Highland; Tim Atherton; Bev Kilpatrick; Mark Klein
Members Absent: John Brigham, Boyd left at 9:05 p.m.

Administration: Superintendent Craig Mathers; Principals Robert Lamb; Monica Burkholder; Julie Katzenberger; Jeanette Ashby; Special Education/Preschool Director Pam Delp

Others present: Donna Stuver, Jerry Anderson, Tom Casey, Emily Bressler (arrived at 7:10 p.m.), and Media (Bob Watson, Bill Gengenbach, Michael Miller, Samantha Pidde)

Consent Agenda

The Board approved the consent agenda as presented.

- Minutes from the February 17, 2011; Regular Meeting
- Minutes from the February 17, 2011; Regular Meeting, Closed Session
- Financial Reports, payment of bills, activity accounts, and FRIS report
- Destruction of closed session tape from the Regular Meeting, May 21, 2009 (1 tape)

Public Comments

Tom Casey spoke in support of Mark Bressler and the music program as it currently is at West Carroll. He stated that Mr. Bressler has had an extremely positive affect on his children. With the possible retirement of a music teacher after the next school year Mr. Casey hopes the Board will think about keeping the music program as it is and that Mr. Bressler would be the replacement for the retired teacher.

At 7:15 p.m. Emily Bressler was invited to speak in support of the music department of West Carroll. She asked the Board to consider the past state awards won by the music department and the number of students who have received college scholarships of varying amounts for music. She is extremely proud of the success of the music students at WC High School. Students need to learn basic music education from the general music programs. If they have not learned this information the students are not as successful at the 5th grade level when they begin working with band instruments. With a possible cut of a music teacher students will receive less general music education. Students excel by receiving individual lessons up through the high school level. The music department is a team and works as a team to make the district look good and make the kids feel good about what they have accomplished. One less music teacher will weaken the entire program. Bressler presented a petition with 319 signatures, of parents and students, who do not want to see any of the music program cut. She thanked the Board for letting her speak. Boyd thanked Bressler and the music department stating they have been complimented on their efforts on several occasions.

Correspondence

Boyd read an email received by Superintendent Mathers from a parent, Karen Mon. The email was in support of Mark Bressler. She stated that Mr. Bressler was very active in the extra-curricular music activities, put in additional time of his own, and was very involved with the students of the district. She also feels that band lessons are very important to the beginning band program.

Administrative Reports

Robert Lamb, high school principal, reported there 107 athletes out for spring sports. Seven PSAE study sessions have been planned for the juniors. The high school faculty has been discussing the possible addition of a twenty-five minute study hall daily. Currently, there is one twenty-five minute period per week. Generally, this is the time when all clubs meet. The proposed scheduled would include four actual study halls with the fifth being used as a study hall or for club meetings. The addition of these study halls would hit into the Freshman Transition Plan. Study hall would be at the beginning of each day. The downside of this proposal is three minutes would have to be cut from each class period. It is hoped this will cut down on the student failure list. Highland asked with Rtl moving to the high school for math and English would this impact the shortened class periods. The study hall time would be used as the intervention time. Kilpatrick asked if twenty-five minutes would be enough time for any significant intervention. She was assured that it definitely would be. The recommended Rtl time is fourteen minutes.

Monica Burkholder, assistant high school principal, congratulated the FFA Parliamentary Procedure team that took first place at Section I competition and will be going to the state competition on March 26. Twenty-three student record books were entered into the Section I level March 16. Five record books have been selected to participate in state competition and it is possible that two will go onto nationals. The Servant Leadership Team is working on a "Hears and Hands for Hunger" project. Students use the money raised to purchase food and materials to package meals for impoverished youth. The packages are put together at Highland Community College and last year over 44,000 meals were sent to children in Haiti. It is amazing what these students can accomplish with the funds raised. For \$0.25 one meal can be supplied for a child. The Quiz Bowl team won the W.C.C.I. tournament that was held earlier this afternoon. Congratulations to them.

Jeanette Ashby, intermediate and primary school principal, reported that the WC High School SADD Chapter presented a program for the elementary students on bus safety and safely walking home. Mrs. Ashby is currently working on preparations for summer school. The Science Fair was a huge success with over ninety participants. Water safety class information will be going home with the 3rd grade report cards. Swimming test dates are April 27 and 28 and classes will begin May 9.

Julie Katzenberger, middle school principal, stated ISAT testing has finished and the students did very well. Mrs. Katzenberger is hopeful on the results of the testing. Middle School is gearing up for the "Battle of Books". There are also teacher teams this year. She thanked the coaches from the winter sports. Bidy Basketball was recently held at the Middle School and was a huge success. Clifford the Dog was also present. Practice has begun for the play "Romeo to Go". Carla Whitebread is the director and the performance is scheduled for April 13 and 14.

Pam Delp, special education and preschool director, and Mrs. Ashby attended a workshop on Section 504 plans. The workshop distinguished the difference between 504 plans and IEP's. She said it was a very good workshop. The district has received \$310,000 from the state for the preschool program. The preschool teachers met with the kindergarten teachers to articulate the program. Eastland and Chadwick/Milledgeville have completed their preschool screenings. West Carroll screenings are scheduled for March 24 and 25. There are ninety-six appointments currently scheduled. Mrs. Delp has begun the work on the preschool grant for next year. The State has gone to a competitive grant bidding process. The district is planning as if there will be a preschool program next year.

Brad Field, technology director, had a total of 121 work orders for the last month with only 29 left open. Many of the work orders were closed with the completion of the 3 – Year Technology Plan and the Skyward student picture project. The Technology Plan has passed the peer review process. It

was recommended to make some minor changes in the goals to identify more measurable outcomes. He is waiting for State approval or recommendations for changes for them. Mr. Field is getting ready for summer projects consisting of putting into place new computers for teachers and the office at the Primary School. Highland asked about the IHSA Program listed on his work orders. This is a project that has been spear headed by Jeff Holley and Paul Tobin for hardware and athlete code of conduct software through IHSA. Boyd asked how the server capacity was. Field stated there are some problems with servers at the Primary and High School. The servers were not made big enough and need to be cleaned more often of old unused information. The storage capacity will be cleaned out this summer but it is not really a big issue.

Craig Mathers, superintendent, reported that February student attendance was not very good; 92.28%. The flu bug had hit the district. The Exit Notes from the health insurance committee meeting were included as an informational item in the Board packet. Mr. Mathers received an email from Laurie Miller who stated that three insurance renewals from their company had decreased rates from the previous year. So it is hopeful that our district will do the same. Several legislative issues and updates were highlighted. Forced consolidation – the governor still wants to reduce the State to 300 school districts. A committee has been put together to study pension reform. Senator Jacobs has sponsored a 1% “home rule” bill. There is a proposed bill that will require all members of the Board to pass FOIA training. Legislators continue to fight about the budget proposal. It looks like transportation will loose 93 million dollars putting transportation at only a 20-25% reimbursement level. Boyd stated the loss of transportation funds is a direct conflict with forced consolidation. It does not leave districts with a whole lot of options. Mr. Mathers has written several letters to the governor and legislators regarding several issues and 1% “home rule”. The district received a letter from Merri Berlage, JoDavie County Legislative Committee regarding support for some changes to the Prevailing Wage Act. Area superintendents are waiting for more information on this before deciding on any action. The husband of an alumnus from Mt. Carroll High School, Jolean Olson, is donating 20 laptop computers to West Carroll High School. A presentation of the computers will be made on Tuesday. The district is very thankful of this generous offer. Sweeney asked what affect forced consolidation would have on sports. In a meeting with Representative Jim Sacia, he stated that fifteen years Winnebago and Pecatonica tried to consolidate – it did not work. It is hard to “kill” the mascot. It will also mean that kids will be on busses longer.

Board Committee Reports

The district has received a new PRESS release from IASB; February 2011, Issue 75. Superintendent Mathers asked which Board Members would like to be on the committee. Kilpatrick and Highland said they would like to continue on the committee. A meeting date will be set.

Old Business

Auditor Request for Proposal

Superintendent Mathers has created a Request for Proposal (RFP) for the district’s auditing services. The previous auditors have provided the district with a very good analysis of the financial records, but the Board wishes to ensure a competitive price for this service is being obtained. Mathers anticipated possibly receiving at least three bids.

Board members approved the auditing service Request for Proposal and to let for bid as presented.

New Business

Parent-student Handbook

Mrs. Burkholder presented the 2011-2012 Parent-student Handbook for review. The changes that have been made are aligning the handbook to Board policy. An issue within the handbook concerns using community service as a punishment for student misbehavior. The administration has checked out the district's liability concerns and it would be necessary for someone to supervise the student. If this section is removed from the handbook it may be necessary to realign Board policy 7:190. This is an alternative for discipline and the committee felt it was necessary to have direction from the Board. Boyd stated because this wording is in the policy doesn't mean it has to be utilized. Klein asked for clarification of the idea behind this policy. Out of school suspensions are not under the district liability umbrella, whereas, community service would be under district liability. Highland suggested deleting this item from the handbook, check out the district liability further, and what costs would be involved in supporting community service. If it is feasible include the community service next year. The use of community service must be defined better before it is included in the handbook. Highland asked if it would be possible to have signed agreements between the district and the groups who would be willing to participate. Kilpatrick asked if any other districts use community service. Burkholder stated her research shows not many do at this time but one district uses Focus House for out of school suspensions. General consensus of the board was to defer and delete the community service policy from the handbook for this year. Boyd wanted clarification of the use of cell phones by bus drivers that it is for emergency use and not to be used while driving. He was assured that was the case as the point aligns with Board policy.

The Board of Education approved the first reading of the 2011-2012 Parent-student Handbook omitting the community service section.

Extra-curricular Handbook

Mrs. Burkholder stated the only change to the extra-curricular handbook was concerning the collection of athletic uniforms. IHSA guidelines, when available, will be inserted directly into the handbook as written.

Members of the Board approved first reading of the 2011-2012 Extra-curricular Handbook as presented.

2011-2012 Registration Fees

Due to the economic conditions of the community Superintendent Mathers recommends that there be no changes to registration fees.

The Board approved school fees for 2011-2012 as presented.

Summer Driver's Education

Mr. Lamb informed the Board that there is still a need to provide summer driver's education classes due to the large number of students that may take the class. It is most likely that the need will always be there unless a class size would fall below 90 students.

Summer School Staff and Summer Work Crew

It is time to post for the positions of summer school employees, paid by the Title One grant, and additional summer custodians, buildings and grounds, and paint crew personnel. The same number of positions will be available as previously hired, unless the number of students for summer school would warrant more teachers.

Board members approved the posting of the summer school staff and summer work crew as presented.

Proposed 2011-2012 School Calendar

After many hours of discussion with the AVC, area superintendents, Eastland, Chadwick/Milledgeville, and Quality Circle two options for a proposed calendar for 2011-2012 was presented to district staff for a vote. The only difference between the two calendars is a week long spring break in option number 2. Major changes in the calendar being proposed are a county-wide in-service on November 11th (Veteran's Day), a spring break in April 2012, and the Wednesday before Thanksgiving as a non-attendance day. Kilpatrick feels the district should observe Veteran's Day, a legal federal holiday, with no in-service and no student attendance. Boyd stated that Veteran's Day, as a holiday, was a contract issue with support staff but that has been corrected. Kilpatrick stated this is the last federal holiday that hasn't been changed and we should honor it for its purpose. Katzenberger also feels we should honor Veteran's Day. Highland stated the calendar for the following school year be changed back to honoring Veteran's Day and possibly the issue could be added to Board policy.

The Board of Education approved the 2011-2012 school calendar, Option #2, as presented.

District Technology Plan

There are two major parts to the technology plan; data analysis and an action plan. Data shows three areas of concern: meeting AYP, professional development, and parent involvement. Special education/low income students make it difficult to access the groups. The district is 20% below the state average of teachers with master's degrees. With distance learning or online studies this fact can be changed. Skyward was used to judge parental use. The district must promote or market this resource to parents. Sixty-five percent of the student body has a Skyward home account set up but only fourteen percent of the accounts are actually being used. The action plan is a guideline for district technology as requirements change and technology evolves. The technology plan is a work in progress. The district will continue to work toward AYP, increase profession development, parental involvement, and on the student level it is necessary to excite them and embrace them in technology. Klein said the district needs a "how to" or basic workshop for parents. Show them step by step how to use Skyward. The district has done this, to an extent, during parent/teacher conferences the last couple of years. Kilpatrick asked if Field has considered adding electronic tablets or IPADS for student use. Field stated that upgraded infrastructure is necessary for the use of these devices. Atherton asked why the district is considering the purchase of desktops if it wants to go to notebooks. Field said once again the district does not have the infrastructure necessary for this technology. Highland stated if the district needs to move forward why purchase desktops over laptops. Field stated laptops are a good idea but the district is on the last cycle to replace all the desktop computers in the district before it looks at changes to student computers. Boyd asked how the donated computers will relate to the district replacement cycle. The donated machines are a different make and they are only a year old.

Technology Bids

An annual bid is not required for technology purchases but by doing so the district continues to get good competitive prices on needed materials. The bid specification is competitive and includes the request for a 5 year warranty.

The Board approved to let for bid the computer specifications as presented.

AVC Update

The AVC continues to receive funding from the State because of the requirement of receiving federal funding but the federal government is not funding vocational education in the current budget. A year may make a difference in the financial status of the AVC. Projected AVC enrollment numbers for from each district were presented to the Board. West Carroll will be moving back to the morning session. The enrollment numbers do not include students from RAP who will be participating in AVC. Klein stated the AVC is a very important program and is very necessary for the district. Mathers stated it may be necessary to investigate more educational options.

Bus Lease

Superintendent Mathers has been considering the bus needs for 2011-2012 and contacted Central States about the current lease. Central States Bus Sales presented a proposal that would benefit the district.

Members of the Board accepted the Central States proposal: Trade seven (7) district 2011 busses for seven (7) new 2012 busses and sell two (2) district 2009 busses for \$88,000.

School Wagon - Bid to Purchase

The district has a 1992 Ford Taurus Wagon that is not currently being used due to the condition of the vehicle. Someone has approached the district offering \$200 for the vehicle. General consensus of Board is to sell it.

The Board approved listing the 1992 Ford Taurus as surplus district equipment to be put up for sale.

Closed Session

Board members moved the regular March meeting into closed session at 8:15 p.m. for items A - appointment, employment, discipline, performance or dismissal or removal of specific employees; B - collective bargaining matters or consideration of salary schedules for one or more classes of employees; D - purchase or lease of real property or setting of a price for sale or lease of district property; and E - student discipline cases.

The regular March meeting returned to open session at 9:20 p.m.

Action - Closed Session Items

The Board of Education took the following action on items of discussion from closed session.

Strategic Action Plan

A Strategic Action Plan is a way to demonstrate the district's direction, goals, and focus for the next school year and the future.

Approved the Strategic Action Plan for 2011-2012 as presented.

Budget Reduction Plan

Approved the 2011 - 2012 Budget Reduction Plan as altered.

Personnel Action

Approved the re-employment of the following first year full-time non-tenured certified staff for the 2011-2012 school year: Paula Jones.

Approved the re-employment of the following second year full-time non-tenured certified staff for the 2011 – 2012 school year: Zach Adams, Sheri Blake, Pat Foltz, Michael Spencer.

Approved the re-employment of the following third year full-time non-tenured certified staff for the 2011 – 2012 school year: Denise Brotzman, MaLinda Cropper, Judy Fitzpatrick, Judy Mathers, Renee White.

Approved the re-employment of the following fourth year full-time certified staff for the 2011 – 2012 school year granting them tenure: Mark Bressler, Patricia Kelley, Chandra Paschal.

Approved the re-employment of the following part-time non-tenured certified staff for the 2011 – 2012 school year: Ron Henze.

Approved the re-employment of the following part-time tenured staff for the 2011 – 2012 school year: Sue Gerlach, JorjAnn Fink.

Accepted the resignation, with regret, of Diana Hoover, WCHS English teacher, effective at the end of the 2010 – 2011 school year.

Accepted the resignation, with regret, of Dave Degarmo, WCHS Social Studies teacher effective at the end of the 2010 – 2011 school year.

Accepted the resignation, with regret, of Tara Adams, WCHS Special Education teacher effective at the end of the 2010 – 2011 school year.

Accepted the resignation, with regret, of part-time non-tenured staff effective at the end of the 2010 – 2011 school year: Paul Tobin; WC High School Athletic Director, Sylvia Schneider; WC Intermediate School Art Instructor.

Accepted the resignation, with regret, of Dave Baisden as West Carroll High School head football coach effective immediately.

Accepted the resignation, with regret, of Travis Findlay as West Carroll High School girls' basketball coach.

Accepted the resignation, with regret, of Doug Livengood as Mt. Carroll shuttle bus driver.

Eliminated the position of the Literacy Coach at West Carroll Primary School.

Eliminated the position of athletic clerk at West Carroll High School.

Approved the resolution authorizing the honorable dismissal of educational support personnel employees due to reduction in force: Deb Gallentine – Clerical Clerk, Teresa Bauer – Classroom Aide, Becky Wilson – Classroom Aide, Tammy Heitter – Classroom Aide, Sherry Allen – Classroom Aide, AnnEtta Young – Classroom Aide, David Hoyer – Custodian, Deb Morhardt - Cook Assistant, Chris Mason - Cook Assistant, Michelle Krantz - Non-Instructional Aide, Elisha Brown - Non-Instructional Aide, Sherrill Reusch – Classroom Aide, Jeff Holley – Bus Shuttle Driver (remains a teacher), Lucy Stinson – Bus Driver, Pat Sanchez – Bus Driver, Jessica Kness – Bus Driver, Jayne Sedivy - Bus Driver.

Approved the renewal of tenured, certified staff, in that all faculty, except those specifically named in other personnel action at this meeting, be re-employed for an assignment to be determined by the administration for the 2011 – 2012 school year.

Approved the renewal of educational support personnel, in that all educational support personnel, except those named in other personnel action at this meeting, be re-employed for an assignment to be determined by the administration for the 2011 – 2012 school year.

Approved the reassignment of staff for 2011 – 2012 as presented:

- a. Christie Grim from WCIS head secretary to WCMS secretary
- b. Deb Cottral from WCMS secretary to WCHS secretary
- c. Reena Handel reduction in hours from 5 to 3 hours daily
- d. Martha Bull from second grade to first grade teacher
- e. Keta Foltz from Literacy Coach to 3rd grade teacher
- f. Kathleen Folsom-Johnson reduced hours from 7 to 3 hours daily
- g. Jennifer Hebler reduced hours from 7 to 5 hours daily
- h. Ruby Johnson head cook at WCMS to WCPS cook
- i. Jodi Purlee from WCMS science to WCHS science teacher
- j. Transfer Jack Roemer from WCHS counselor to WCPS counselor
- k. Transfer Wendy Bradley from WCIS custodian to WCIS/WCMS custodian.
- l. Transfer Mike Rowson from WCMS 7th grade math to 6th grade math/PE teacher
- m. Transfer Patricia McIntyre from WCMS 6th grade math/social studies to 7th grade math teacher
- n. Transfer Bryan Kamper from WCIS EXCEL to WCPS EXCEL/Resource Room
- o. Transfer Shelly Falls from WCIS head cook to WCMS head cook
- p. Transfer Renita Bellich from WCIS cook to WCHS cook
- q. Transfer Lauri Biederman from WCIS to WCPS classroom aide
- r. Transfer Barb Hamling from WCIS to WCPS classroom aide
- s. Transfer Kim Sturtevant from WCMS to WCPS classroom aide
- t. Transfer Jeanine Bielema from WCPS/WCIS library aide to WCMS classroom aide
- u. Transfer Dawn Wiebenga from WCIS to WCMS classroom aide
- v. Transfer Kathy VanBrocklin from WCIS to WCHS classroom aide
- w. Assign Bill Timm to WCMS 6th and 7th grade science teacher
- x. Assign Zach Adams to WCMS 7th and 8th grade science teacher
- y. Assign Joe Guilinger to WC Middle School PE teacher
- z. Assign Jeff Holley to WCMS Business & Keyboarding and 7th grade social studies teacher.

Adjournment

The Board of Education adjourned the regular March meeting of the West Carroll Board of Education at 9:30 p.m.