

October 15, 2009 REGULAR MEETING

The **Regular Meeting** of the Board of Education, 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 at 6:30 p.m. by President Boyd.

Administration present: Superintendent Mathers

Principal: Ashby, Burkholder, Delp, Katzenberger, and Lamb

Members present: Boyd, Brigham, Highland, Kilpatrick, Klein, and Sweeney

Members absent: Atherton

Others present: Brad Field, Melissa Geary, Carol Geary, Jaron Ferguson, Theresa Collins, Tully McAuliffe, Media (Bill Gengenbach, Michael Miller, Mike Nester)

Board members approved the items of the **consent agenda** as presented:

- A. September 17, 2009, Regular Meeting Minutes
- B. September 17, 2009, Regular Meeting, Closed Session Minutes
- C. Financial Reports
- D. Payment of Bills

Public Comments - None

Correspondence - Thank you notes were received from Marna Geerts and from Michelle Konrardy's family. The Board and Administration extend their condolences to each family in their recent loss.

Administrative Reports

Julie Katzenberger reported on recent donations to the West Carroll Middle School. Mr. and Mrs. Amardeep Dandona donated \$750.00 through the ExxonMobil Educational Alliance Program and a parent, Ron Carson donated \$440.00 to purchase new pompoms for the Middle School cheerleaders. The PTO is involving the students in their Spring Bulb sales. The money raised from this venture will fund the Middle School's attendance incentive program. Parent-Teacher Conferences are scheduled for October 21, 22, and 23. Parents will be able to receive EDLINE training on Wednesday, October 21. Katzenberger commented on the very good article regarding EDLINE that was in the local papers. The first quarter student recognition assembly will be October 27. The Middle School peer tutoring program will begin the week of October 26 during study halls. Mrs. Katzenberger, Patti Adleman, Mike Rowson, and Zach Adams attended a workshop on Rtl – Leadership Series. Middle School volleyball has concluded for the year. Katzenberger thanked Coaches Baisden, Rein, Biederman, and Steinbach for their patience and persistence in working with the students. Boys' basketball began practicing on October 14 with their first game scheduled for October 24. Katzenberger extended congratulations to the 8th grade boys' football team for winning their conference and she thanked the West Carroll Youth Football Association for their dedication to the youth of our district.

Principal Bob Lamb reported that testing dates for PSAT, ASVAB and PLAN have been scheduled. Parent-Teacher Conferences are scheduled for October 21 – 23. Conferences are based on a walk-in schedule but High School staff will make personal contact with all the parents. The Health Department inspected the kitchen at WC High School and received a perfect score of 100%. The fall sports seasons are coming to an end with Regional Volleyball scheduled for October 26-31. The fall play is November 6, 7, and 8 and the High School will be presenting "The Clumsy Custard Horror Show". The school district in cooperation with the Savanna Police Department will host a Town Hall Meeting on October 26, 6:30 p.m. in the High School gymnasium. Chief Moon and district administration are trying to alleviate the worries of parents and community members in the wake of recent gang activity rumors and violence within the area. Lamb stated that the weather did not cooperate with Homecoming activities but otherwise things went very well.

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Monica Burkholder, assistant principal, reported that the High School staff is working hard to address the achievement gap at the high school and move toward achieving AYP. She is excited about the progress the staff is making in creating ideas, preparing the students, and the team work involved. She is seeing the development of some very good things.

Jeanette Ashby reported that the Fire Safety House was at the Primary School. She thanked the local Fire Departments for their participation in this project. The scheduled fire drill at the Primary School was cancelled due to inclement weather but will be rescheduled in the near future. Parent-Teacher Conferences are scheduled for October 21, 22, and 23. The Primary School is striving for 100% participation. The Primary School is having "Wear a Word Day" on October 30. Students are to choose a word and dress as that word for the day. The National Honor Society from the High School will be helping with prizes and judging. Ashby congratulated the WC Primary kitchen staff for the perfect score from the Health Department inspection. She thanked the PTO for their continued support of the school district. The PTO purchased head phone connectors for the computer lab. Ashby reported the recent Teacher In-Service was well received and the sessions on inclusion were very good. The presenters did an excellent job.

Pam Delp reported on the Teacher In-Service on October 9. The speakers were through Northwest Special Education in cooperation with Northern Illinois Association. Subjects covered were Strategies for Helping Students with ADHD and Making Inclusion Work. Mrs. Delp stated she would be attending the Illinois Principal Association conference October 19 and 20. WC Intermediate School will celebrate Red Ribbon Week, October 19-23. The students will make Drug Free posters and have them displayed in the building. She thanked Jack Roemer for heading this project. Parent-Teacher Conferences are scheduled for October 21-23. The teaching staff is expected to get 100% participation. Report cards and ISAT results will be given to parents during conference times. There are 47 Intermediate students participating in band. The annual Veteran's Day program will be November 10 at 1:30 p.m. Mrs. Delp extended an invitation to all board members as well as members of the community to attend this great event. The Intermediate School will hold its' annual Open House and Art Show on November 17, 5:00 – 7:00 p.m. The Book Fair will also be held that evening.

Special Education Updates – Teachers are working hard on the student caseloads and Mrs. Delp continues to hear positive things about the new web based IEP program. The first turn around of correcting the Child Count lists is finished. Mrs. Delp held a Timely and Meaningful Consultation meeting on October 8. This meeting was geared toward parents who reside within our district but either home school or send their children to private school. This is a requirement of the Child Find process. The district is responsible for letting these parents know that funds are available to assist parents in the cost of special education services. The district allotment is \$1,079 and will be used on a first come first serve basis. Mrs. Delp and district staff continue to attend workshops regarding Rtl. She is excited about the progress the district is making in Rtl. Mr. Boyd asked Mrs. Delp if the restructuring of the instructional aides for special education was working out? Mrs. Delp said things are working out very well. The teachers and the teacher aides are going into the regular classroom for more instruction.

Brad Field had 125 work orders this past month. There are 74 orders open with 28 being due to EDLINE. Alert Now was used to cancel Homecoming activities. There are 1,568 contacts through Alert Now. Field will hold open lab times during the Parent-Teacher conferences for EDLINE. He will walk parents through the process. He hopes to increase the use of EDLINE. Currently, 28% of the parents take advantage of EDLINE. The Middle and High School has the largest use. Mr. Field continues to get positive feedback from parents on EDLINE. He discovered that he had to reactivate student accounts when they move from building to building. EDLINE codes and instructions are going out with report cards. He thanked Anita Stott for her help in updating information for EDLINE. Mr. Field is trying to work out an issue brought forth from Quality Circle. Teachers would like to know when the work orders they submit to Mr. Field are completed. He is looking into a website that he will be able to use that will notify

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staff when the work order has been completed. Mr. Boyd asked to make sure that meeting minutes are being distributed to staff so they are aware of information within them. Kilpatrick asked Field if he has a report on how long it takes to finish a work order. He currently does not have such a report.

Superintendent Mathers shared the monthly attendance rates. He congratulated the office staff and teaching staff of each building for continuing to get their students to school. If there is no formal opposition the district should know the results of the Driver's Education Waiver by the end of November. Mr. Mathers presented the meeting notes from Quality Circle, reported the Regional Alternative Program will host an Open House on October 20, and shared with the Board the information that was sent to parents from the High School Department on the Music Trip to Branson in 2010. The school, police department, and states attorney are all working together to bring information to parents during the Savanna Town Hall Meeting on October 26. The district has been notified by the Illinois State Board of Education that it has disproportionate special education services. The Behavior/Emotional Disorder program is underrepresented with white students. The district must do an assessment of services offered and report the findings to ISBE. Mr. Mathers supplied the Board with the Regional Volleyball schedule being held at Byron High School, exit notes from the 403(b) committee meeting, legislative updates, and notification that ISBE is eliminating the funding for the Parent Guardian Transportation Reimbursement Program. Mr. Mathers noted that all of the kitchens within the district school buildings received a 100% score from the Carroll County Health Department. Mr. Mathers commended Cindy Weems, cafeteria director for doing a very good job and keeping everything running smoothly. Mr. Boyd referred to an item within the Quality Circle notes regarding late starts on school days. He said the Board discussed this issue about a year ago. He would like to make sure the staff has all the information from previous discussions.

Board Committee Reports

There are two sets of PRESS documents ready for review on the updates for the Board Policy Manual (July and September, 2009). Committee to meet and review policies will be Boyd, Highland, Kilpatrick, and Mathers. Mr. Mathers will set a date and e-mail everyone.

It was decided to develop a transportation committee. Board members Brigham and Sweeney will join Mr. Mathers and LaMoine Aude, transportation director to discuss bus leasing, district vehicles, and other matters pertaining to transportation. A meeting date will be scheduled in the near future.

Old Business

Board members approved the **destruction of Closed Session tapes** of the Regular Meeting – January 17, 2008 and the Special Meeting – January 23, 2008 (total - three tapes).

Superintendent Mathers updated the Board on the **conclusion** of the 2009 **health/life safety project** at the High School, Middle School, and the Primary School. The district has not released the 5th and final payment per Concept 3's instructions. There were very few change orders resulting in only \$3,709 over the original project bid. One of the major items remaining is that the door lock cores have not arrived. HVAC levels at the High School are being adjusted and an electrical outlet was not connected that runs a large piece of equipment in the Industrial Arts Room. Boyd asked how the high school staff was handling the door problem. Principal Lamb and Burkholder stated that there were some frustrations about not being able to access the building but for the most part things were going fairly well.

New Business

The building principals presented a power point program to show the Board how well district students are doing academically per **spring 2009 testing scores**. The Primary and Middle School made AYP

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(Adequate Yearly Progress) but the Intermediate and High School did not. This is the second year in a row that the High School did not make AYP resulting in the need to create a School Improvement Plan. The district has received a RESPRO grant in the amount of \$4,750 to help with accessing improvement ideas. The administration and staff have been busy creating and implementing ideas to raise student achievement levels. One area is the amount of minutes that students spend on the core subjects of reading and math. As the students grow older and move from building to building the amount of time spent on certain subjects becomes less. This could result in some of the lower test scores. Boyd commended the principals for not focusing on the negative and looking forward. He also liked the correlation of improving teacher's knowledge with improving the student's knowledge. He agreed that the amount of time spent on math is an area that needs to be looked at. Highland felt it was a very positive presentation, that the administration has developed good strategies, and put some time and work into the presentation.

The **District Report Card** has been received from ISBE. The report cards demonstrate how the district compares versus the State average in many areas i.e. student backgrounds, instructional settings, finances, academic performance, performance on state assessments, and AYP. The School Report Cards are available to the community in any school office.

Melissa Geary, with assistance from Carol Geary, gave the Board a presentation regarding the **Illinois Collation for Community Service**. She is working for AmeriCorps VISTA. The ICCS has received a grant and has hired Melissa to create a mentoring opportunity for students, to assist in the development of a community center, and to provide activities/field trips for community families in Thomson. She is currently looking for office space. There is possible space available in the Intermediate School that she might be able to use. She is expecting to need the space two days per week. Highland asked if this opportunity was limited to Thomson residents only. Currently, the answer is yes because Thomson was identified with the most need for these types of services. It is hoped that in the future that other communities maybe included. Geary will be applying for more grants to include more services. Boyd felt this needs to be placed on the agenda for a future meeting. Sweeney questioned is it not already an agenda item? Kilpatrick asked how this will be perceived in the other communities of the district. The general consensus is that the Board needs to discuss this openly. Would this be a one year program requiring an intergovernmental agreement? It was decided to table the discussion until further information was available and would be placed on the agenda for discussion.

Superintendent Mathers presented the **first quarter budget update**. The update shows the Board the percentage of expenditures in each fund against the approved budget totaling 29.3%. The major funds of Education, Operations and Maintenance, and Transportation show expenditures of 23.8%.

Scott Mattison takes several students to Illinois State University for the Illinois High School Theater Festival field trip. This is an annual trip that requires Board approval because it is an overnight trip. The past experiences have been very positive and the WCEF helps defray part of the costs.

The Board moved to approve the Illinois High School Theater Festival field trip to Bloomington-Normal on January 7, 8, and 9, 2010.

The WCYFA is requesting permission to replace the shingles on the Crow's Nest at WCMS. The proposal is to tear off the existing shingles, replace the paper and shingles, and use WCYFA funds to support the estimated cost of \$1,500.00. Andy Hughes, employed by Construction Plus, would organize and supervise the project. If new sheeting is needed, the workers would replace it. The WCYFA would like to donate this opportunity to the West Carroll District and finish the project yet this fall. Boyd stated that the association is very active and easy to work with.

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Board members approved the **donation of materials and labor by the WCYFA** (West Carroll Youth Football Association) to replace the shingles on the WC Middle School Crow's Nest.

The Board **entered into Closed Session** at 8:25 p.m. for the discussion of the appointment, employment, discipline, performance or dismissal or removal of specific employees and student discipline cases.

Boyd left the meeting at 9:20 p.m. The Board of Education meeting returned to regular session at 9:35 p.m.

Action on Closed Session Items

The Board accepted, with regret, the **retirement of Melody Charneski** and the **resignation of Harry R. Charneski** as non-instructional aides at WC Primary School

Board members **employed Kathleen Folsom-Johnson** as a part time cafeteria cook assistant at WC High School, **Craig Cross** as the varsity volleyball coach for the remainder of the 2009 Season, and **Tammy Heitter** as a non-instructional aide at West Carroll Primary School.

Board members approved the following **volunteer coaches** for the 2010 WC High School softball season: **Jerry Biederman, Dawn Cole, and Art Sipe.**

Adjournment

The meeting was adjourned at 9:37 p.m.

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