

**West Carroll Board of Education
Reorganization/
Regular Meeting
April 21, 2011**

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

The meeting was called to order by Vice President Sweeney at 6:33 p.m.

Members Present: Bill Sweeney; Mike Highland; Tim Atherton; John Brigham; Bev Kilpatrick; and Mark Klein

Members Elect Present: Jerry Anderson; Dawn Rath (arrived at 6:40 p.m.)

Members Absent: David Boyd

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

Others Present: Brad Field, Diane Sweeney, Andrew Smith, Bruce Christensen, Don Enloe, and Media (Bob Watson, Michael Miller)

Presentation of New Members

Superintendent Mathers reviewed with the Board of Education the voting results of the April 5, 2011 election. Three candidates ran and were elected from Districts 2, 4, and 5. Districts 2 and 5 were write-in candidates. Total votes received for the candidates were: Dawn Rath, 41; Jerry Anderson, 148; and Mark Klein, 19.

The Board of Education declared Dawn Rath, Jerry Anderson, and Mark Klein elected to the West Carroll Board of Education.

Oath of Office

Superintendent Mathers administered the Oath of Office to Anderson and Klein. Board members Atherton, Brigham, Highland, and Kilpatrick also restated their Oaths of Office. Anderson and Klein were welcomed to the Board.

Reorganization of the West Carroll Board of Education

Board members appointed Superintendent Mathers as president pro-temp.

Members of the Board appointed Sandra Aude as recording secretary.

Rath entered the meeting at 6:40 p.m. Superintendent Mathers administered the Oath of Office to her and Rath was welcomed to the Board of Education.

Election of Officers

President

Mathers asked for nominations for president of the Board.

Board of Education nominated and elected Michael Highland as president of the West Carroll Board of Education.

Highland took this opportunity to thank Bill Sweeney and David Boyd for their hard work as members of the Board of Education for the last six years. Their expertise will be missed. Sweeney was presented with a plaque for his years of service by Superintendent Mathers.

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Vice President

Highland asked for nominations for vice president.

The Board nominated and elected Tim Atherton as vice president of the West Carroll Board of Education.

Secretary

Highland asked for nominations for secretary.

Board members nominated and elected Bev Kilpatrick as secretary of the West Carroll Board of Education.

Board Recording Secretary

Board of Education appointed Sandra Aude as recording secretary for the West Carroll Board of Education.

District Treasurer

Board members appointed Deana Aljets as treasurer for the West Carroll Board of Education.

Set Time and Location for Regular Meetings

The meeting dates for 2010-2011 were approved at the June 2010 meeting. After discussion the general consensus of the Board was to continue with the dates already posted for May and June and approve meeting dates for 2011-2012, with possible changes, at the June 2011 meeting.

Close the Reorganizational Meeting / Continue with the Regular Business Meeting

The Board closed the reorganizational meeting of the West Carroll Board of Education.

The Board proceeded with the regular meeting of the West Carroll Board of Education.

Consent Agenda

- 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)

Rath asked if the district has heard anything about state funding. Mathers stated that current legislation being presented would allow the state to borrow money to pay its bills. If this is approved school districts will receive funds owed by June 30th (end of the school year). If the legislation is not approved the funds will not be received until sometime within the next school year.

Board of Education approved the consent agenda as presented.

Public Comments

None

Correspondence

A letter received from the Savanna Chamber of Commerce was shared with the Board. Klein stated the Chamber will support any district projects and is looking at starting a scholarship.

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Administrative Reports

Jeanette Ashby, Primary/Intermediate Principal, reported that Gary Metivier was the guest speaker at the Intermediate Honor Flight Assembly. Fourth grade students will hold a Bike-A-Thon with all proceeds being donated to help fund the Honor flights. Author Craig Pierce will visit and talk with students at the Primary and Intermediate Schools. K – 5th grade staff are beginning to work together to plan for the next school year. Everyone is getting excited about the changes for the next school year.

Julie Katzenberger, Middle School Principal, congratulated Pat Foltz, English teacher at the Middle School for being the recipient of a full-ride scholarship for graduate studies at Ashford University. Ninety-five students will participate in 8th grade promotion on May 17. Mrs. Katzenberger thanked Carla Whitebread for directing the school play Romeo to Go. It was a delightful play enjoyed by all. Boys' and girls' track has begun with thirty-seven and twenty-eight participants, respectively, and both teams are doing very well.

Pam Delp, Special Education/Preschool Director, stated the district special education child count has been completed. The number of students with an IEP is 242. A small number of students, usually a dozen or less, will receive extended school year services (summer school) as directed by their IEP. Mrs. Delp explained how RtI has changed special education in the district. The district is using a method that identifies students who need help and puts interventions into place before the student is qualified for special education. RtI requires a student, if at all possible, to remain in the general education classroom with accommodations and supports in place to strengthen basic skills and help the student achieve. If this does not work for the student, the data collected will allow a clear determination to be made about special education placement for the student. Kilpatrick asked how long this process took before a student was placed for special education services. Delp stated that generally the process takes about eighteen weeks for less. Mrs. Delp has completed writing the Preschool for All Grant (\$667,000). This does not include grant funds for the parent educators. That requires another grant to be written. Tiny Tot Olympics will be held April 28. Funds from The All Our Kids Network were secured for this event. The preschool program received their compliance visit report from ISBE. The overall score was very good. The program will be revised to five days a week, as a result, of the compliance review. The preschool office and classrooms will be busy packing for the move to Thomson. This will be an opportunity for all early childhood programs operating within the district to coordinate with each. Mrs. Delp thanked the Board for their support of the programs despite the financial burden to the district. One hundred and sixty children were seen at the preschool screenings. The need for these programs is definitely there.

Robert Lamb, High School Principal, stated over sixty juniors are participating in the PSAE study sessions. He has been very pleased with this turn-out and hopes the results will show in the test scores. Prom will be celebrated at the Galena Territory on April 29. National Honor Society Induction and the Rotary Banquet for seniors is April 27. There are 90-95 scholarships being presented with \$140,000 being awarded. Graduation is May 15 with the hope of good weather for an outside ceremony. Kilpatrick asked if a baccalaureate was scheduled. Lamb stated it is May 11.

Monica Burkholder, Assistant High School Principal, congratulated the High School Music Program for receiving first place in the IHSA Class B Sweepstakes this year. They were actually in third place going into the organizational contest on Saturday. The spring concert and art show is May 10th at 6:30 p.m. Mrs. Burkholder also congratulated Zach Whitebread for receiving a first place on his record book in swine production. He will participate in national competition. The annual Student Council blood drive was April 15. One hundred forty-six pints of blood was donated.

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Brad Field, Technology Department, received confirmation from ISBE that the district's Technology Implementation Plan was approved. Mr. Field will attend a Tech Summit at Sauk Valley College on April 14. One topic to be discussed is the restructuring of the Microsoft Licensing Program. Mr. Field, Mr. Lamb and EarthWalk Communications have been working together to create a mobile computer lab with the donated computers. It is hoped to acquire a second lab resulting in two 16-bay mobile labs at the High School. Several projects are planned for the summer. Klein asked how soon the district would accomplish the one on one initiative. Field stated the district must do some infrastructure work as the first step. He hopes to look into that this summer. It will take one to two years getting ready to make the initiative a possibility and security management questions must also be addressed. Eastland will be going to the one on one initiative next year but they have spent two to three years preparing to do so. Mathers stated the district must meet three criteria: funding, security, and workability and we are working towards that. Highland stated maybe we should watch Eastland for a year and learn from their experience. Anderson said the district should be proactive especially if we will not have a choice in the future.

Craig Mathers, Superintendent, reported that student attendance was up 3% from the previous month. The Middle School had the highest rate. Exit notes from the Quality Circle meeting were highlighted and election results from across the state on resolutions on the April 5th ballot was shared. Mr. Mathers is very proud of the facility review received from the Regional Office of Education. With only four very minor violations it shows all the work the administrative team, custodians, and teachers put into the buildings. West Carroll High School received the Sportsmanship Award for boys' basketball. This is the top award in the area from the White Pines Officials Association. Legislative updates were discussed. There will be no new money and possibly less especially in transportation reimbursement. Forced consolidation is not happening this year. Senate Bill 630 will make districts consider teacher performance prior to finalizing reductions in staff. Evaluation ratings will be determined by student growth. The district and the union must agree upon a new evaluation instrument otherwise the district will be required to use the state evaluation instrument.

Board Committee Reports

The policy committee reviewed recommendations from the PRESS, February 2011, Issue 75. Items of discussion were board communications, open meetings act, social security numbers, and grade point averages. John Brigham, Jerry Anderson, and Mark Klein volunteered to be on the Transportation Committee. Some dates were discussed for New Board Member Orientation. Mr. Mathers will send an email with several dates to pick from.

Old Business

Parent-student Handbook

Board members approved the Parent-student Handbook for 2011-2012 as presented.

Extra-curricular Handbook

The Board approved the Extra-curricular Handbook for 2011-2012 as presented.

District Audit Bids

The district received three bids for financial auditing services. Benning Group LLC sent a letter stating they would match the low bid received to be able to retain our business. After discussion of the different bids received the Board decided that continuity and consistency of the auditing service would be of an advantage to the district.

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Members of the Board approved Benning Group LLC as district auditor provided they adhere to terms of the contract for three years.

Technology Bids

Two bids were received for technology/computers. Mr. Mathers and Mr. Field discussed the bids received and the amount of money the district has budgeted for this expense. The recommendation to the Board includes laptops to continue the set-up of mobile labs at the high school.

The Board approved the purchase of twenty (20) desktop and eleven (11) laptop computers from ByteSpeed LLC totaling \$24,021.

Bid on 1992 Ford Taurus Wagon

Two sealed bids were received for the station wagon that was deemed as surplus equipment.

Board of Education approved the sale of the 1992 Ford Taurus wagon to Phil Klein for \$ 255.00.

New Business

Purchasing Card

Bruce Christensen and Andrew Smith from US Bank presented a power point presentation on the use of a purchasing card and the benefits the district would see from using this service. The card will allow the district to streamline payments to vendors, reduce postage costs and secretarial time, reduce the cost of envelopes and checks, there is no annual fee, and using the program will generate an annual rebate based on the amount of funds processed with the card. After the presentation the Board discussed the program and had very favorable comments seeing no negatives to the district.

The Board entered into an agreement with US Bank for the use of a purchasing card.

Third Quarter Financial Update

Mathers presented the third quarter financial update of the district. As of March 30th the district has spend 73.55% of the budget. With the high energy and fuel costs the expense side of the budget is running better than anticipated. The majority of revenue has been received but the biggest deficits are in education and transportation due to the delay receiving funds from the State of Illinois.

IHSA Renewal

Board of Education approved the 2011-2012 IHSA membership renewal for West Carroll High School.

Property and Casualty Bids

It is time to let for bid the district's insurance policy which runs from July 1 – June 30. Mr. Mathers has made one change to the bid specifications by requesting bids for insurance coverage for one year and for three years. It is hoped that a three year option would see a decrease in premium rates.

The Board let for bids for district property and casualty insurance for FY 2012.

Health Insurance Assessment

The health insurance package provided for district employees has a combination of a \$500 deductible (employee) and an additional \$1,000 (district) that is self-funded. This option was chosen to realize cost savings on premiums by raising the deductible. This continues to be a wise financial decision for the district.

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Board Policy Updates

Members of the Board approved the first reading of Board policy updates from IASB, PRESS Issue 75.

2010-2011 School Calendar

The final 2010-2011 school calendar must be submitted to ISBE. Three snow days were used this year; February 1, 2, and 3. The last full day of student attendance is May 19, teacher in-service/staff breakfast is May 20, and the final day is May 23.

The Board approved the final 2010-2011 school calendar as presented.

Illinois Envirothon Competition – State Competition

The West Carroll High School Envirothon team placed first in competition at Highland Community College and will compete at the state level May 12-13 in Monticello, Illinois.

Board members approved the overnight trip of the WC High School Envirothon team to Monticello, Illinois on May 12-13, 2011.

Safety Plan Reviews

Annual reviews of each school and building safety plans must be conducted. A committee of administration, staff, parents, teachers, and law enforcement review the procedures that are in place in case of emergency. Each building is required to execute a specific number of fire drills and emergency weather drills to prepare students.

The Board approved the School Safety Plans as presented.

Purchasing Procedures

Klein asked for a review of the district's policies and practices of purchasing from local vendors. The district pursues and uses local vendors as much as feasibly possible but must also be financially responsible. All local businesses and/or agencies are given the opportunity to bid for services or supplies/materials used by the district. Klein thanked Mr. Mathers for clarification of this subject and hopes the district will continue to buy locally whenever possible.

Closed Session

Board of Education moved the regular April meeting into closed session at 8:41 p.m. for discussion of 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 April meeting returned to open session at 10:20 p.m.

Action on Closed Session Items - The Board of Education took the following action resulting from discussion during the Closed Session.

Upheld the administrative decisions regarding out of school suspensions, transportation suspensions, and extra-curricular suspensions for students from West Carroll High School (1), Middle School (12), Intermediate School (7), and Primary School (7) as discussed in closed session.

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Accepted, with regret, the resignation of WC High School Assistant Principal, Monica Burkholder effective June 30, 2011.

Accepted, with regret, the resignation of part time WC High School technology teacher, JorjAnn Fink effective at the end of the current school year.

Accepted, with regret, the resignation of Doris Grim, WC Middle School cook assistant effective at the end of the current school year.

Accepted, with regret, the resignations of Candace Silvius, WC High School National Honor Society advisor and Michael Spencer, WC Middle School 7th grade boys' and girls' basketball coach.

Approved Christine McIntyre as a volunteer WC High School track coach.

Approved the employment of district summer help as follows: Mowing; Alex Haffey, Don Kramer, George Delp, and Kathy VanBrocklin: Custodians; Barb Hamling, Travis Hartman, and TBD: Painting; Ron Kivisto, Kathy Raymond, and Dawn Beyer.

Approved the 2011/2012 paid coaching assignments for WC High School and WC Middle School as presented.

Approved the employment of Kim McLuckie as WC Middle School boys' basketball cheerleading advisor for the 2011-2012 school year.

Approved the employment of Ronald Sietz as WC High School English teacher and varsity girls' basketball coach for the 2011-2012 school year.

Accepted the retirement of Julane Bowman with a change in stipulations effective at the end of the 2010-2011 school year.

To post for a volunteer wrestling cheerleading sponsor.

Adjournment

The Board of Education adjourned the regular April meeting of the West Carroll Board of Education at 10:20 p.m.