

**West Carroll Board of Education
Public Hearing – FY 2011 BUDGET
Regular Board Meeting
September 16, 2010
“BRIEFS”**

Public Hearing

A public hearing on the West Carroll Community Unit School District # 314, 2010-2011 school year budget was held at the WC Middle School Library/Media Center, 633 S. East Street, Mt. Carroll, Illinois.

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

Members present: David Boyd; Bill Sweeney; Mike Highland; Tim Atherton; John Brigham, and Bev Kilpatrick;

Member Absent: Deb Klein

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

Others present: Brad Field, Denise Noordhoff, LaMoine Aude, Claudine Guenzler, and Media (Bill Gengenbach, Samantha Pidde, Michael Miller, and Mike Nester)

The tentative budget has been on display for thirty (30) days at the District Office. A few changes have been made since the budget was originally presented. Additional revenue and expense have been included resulting in a (\$133,206) deficit at the end of the fiscal year. Superintendent Mathers stated the budget is very bare bones and is as accurate as can be predicted. Boyd commented the budgets for the last three to four years have been very good showing that the district is living within its means and he hopes that it will continue to do the same. Boyd asked if the Board had any additional questions. There were none. He then asked if the audience had any questions on the budget. There were none.

Adjourn - Public Hearing

The Board adjourned the Public Hearing on the FY2011 Budget at 6:33 p.m.

Convene - Regular Meeting

The regular meeting of the Board of Education of West Carroll C.U.S.D. #314 convened directly after the public hearing called to order by President Boyd at 6:33 p.m.

Members present: David Boyd; Bill Sweeney; Mike Highland; Tim Atherton; John Brigham; and Bev Kilpatrick

Member Absent: Deb Klein

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

Others present: Brad Field, Denise Noordhoff, LaMoine Aude, Claudine Guenzler, and Media (Bill Gengenbach, Samantha Pidde, Michael Miller, and Mike Nester)

Consent Agenda

Board Members approved the items of the consent agenda as presented.

- Minutes from August 19, 2010; Regular Meeting
- Minutes from August 19, 2010; Regular Meeting, Closed Session
- Financial Reports; Payment of Bills; and Activity Accounts
- Destruction of closed session tapes from the regular meeting on November 13, 2008 (1 tape)

Public Comments

A couple of individuals had contacted the District Office to speak to the Board regarding field trips. Clarification was made that community service field trips will be continued with some financial support; i.e. Good Sam (6th grade) and gleaning potatoes - Neumiller Farm (7th grade). The Stewards of the Upper Mississippi Refuge wanted to continue the environmental wild life field trips (5th grade – paid by grant funds last year). They were willing to offer financial support and would like to use their 15 passenger vans. As of January 1, 2010, 15 passenger vans used for student transportation have been outlawed. Traditional school buses are too large to travel in the areas where the students were transported with the vans. The group plans to meet and bring forth an alternative plan for field trips at a later date. Sweeney stated the music department will not be able to use the vans for their trips. Mathers stated that the music department has been notified of the issue. Mathers asked if there were any additional field trip questions. Kilpatrick questioned if the Middle School would have a problem scheduling Good Sam into their curriculum. Mrs. Katzenberger stated it would be worked out and the students would probably go during their Health classes.

Correspondence

A thank you card was received from the family of Bill Sparboe for the memorial sent in his name to the Mt. Carroll Public Library. A letter from Jennifer Dunk, Administrator of the Good Sam, was handed to Board Members thanking them for continuing the 6th grade field trips to the Good Sam and they have offered to fund the program for 2010-2011.

Administrative Reports

Julie Katzenberger, Middle School principal, reported that 63% of the students were represented at the Meet the Teacher and Coach Night. Middle School students have been tested by AIMSweb in reading comprehension and mathematical concepts and applications. Mrs. Katzenberger will begin to hold ISAT conferencing with each Middle School student and hopes to be finished by October 15. The Magazine Drive is almost completed. Middle School students will participate in an anti-bullying and anti-drug multi-media program “Dare to Move” on September 17. The bleacher project at the football field is almost completed, adding dirt and landscaping, and everything looks great. Mrs. Katzenberger attended a meeting today to discuss the county-wide institute day on November 12.

High School principal, Bob Lamb reported that Senior Recognition Night will be held at the second home football game on September 17. September 21 West Carroll is sponsoring “Volley for a Cure”. This is a conference activity in memory of Kim Alexander. Homecoming Week, October 12-15, is full of many planned activities. Freshman will participate in STAR testing next week for reading. This is part of the Freshman Transition Plan. It is hoped the data garnered from the test results will be helpful in bringing down the retention rate of freshmen. The Freshman Class failure rate for this nine week period has improved immensely from previous years. Letters are going home to parents notifying them that teachers will be available to work with freshmen students from 7:00-8:00 a.m. and 3:00-4:00 p.m. on certain days of the week.

Monica Burkholder, assistant High School principal, reported that Pearson/Prentice Hall will provide in-service training on September 20. This will allow teachers to ask questions regarding the new reading series after having used it for over a month. Pearson/Prentice Hall will hold training for English and special education teachers on essay grading. This program will be extended to more teachers after the initial training is completed (Train the Trainers). This essay program aligns with the ACT and PSAT essay standards. Review of the district Parent/Student Handbook and Extra-Curricular Handbook by the administration and Board Members will begin in October and teacher review will be held in December. The committee will begin to meet in January. If a Board Member has any comment or suggestion please contact Mrs. Burkholder by calling or e-mail.

Primary and Intermediate principal, Jeanette Ashby reported that each school has received a donation from the Target "Take Charge of Education Program". The district also collects Box Tops and Swiss Valley milk caps for the PTO. Highland asked if a promotion or information has been initiated for the Target program so more people are aware of the benefits to West Carroll. Mrs. Ashby stated that something hasn't been done for a couple of years but it would be a good idea. Informational literature is available from Target. Fifty-two students are in Beginners Band and the County Fire Safety House is scheduled to be at Primary and Intermediate Schools in early October.

Pam Delp, Director of Special Education and Preschool, is holding district wide special education staff meetings. Pete Smith, a supervisor from Northwest Special Education Cooperative, will be helping Mrs. Delp conduct these meetings. Sinnissippi Centers has received a new grant "The Community that Cares Project". Mrs. Delp is a member of the steering committee representing Carroll County and West Carroll school district. This is a four county program with the initial goal to begin building a more comprehensive, collaborative and integrated community based system of care for children, adolescents, and their families. Bert Smith, 3-5 Parent Educator, has been busily planning Parent Activity Nights for the preschool program. Mrs. Delp stated she has learned a lot about preschool in a very short period of time. She has more to learn but is very excited about the program and the direction it is going.

Brad Field, Technology Director, stated that parent requests for Skyward Home Access accounts for about one third of his work orders for the month. He feels that there has been a very good response from parents. Mr. Field feels the Skyward transition has been very positive. The switch out of all district copy machines took place on August 16. The district Technology Plan expires June 2011 but ISBE is requiring a "Quick Plan" be filed with the Regional Office of Education. Some students are asking to be able to access Skyward's student center. Mr. Field will be working on that in the future. Kilpatrick asked when the technology inventory will be completed. The inventory is being compiled and Mr. Field hopes to have a final copy by the October meeting.

Superintendent Mathers reported the staff attendance rate for 2009-2010 was 95.04%. He is very please with the percentage. Per the bargaining agreement the support staff must sign up for the Sick Leave Bank by October 1. The District Office has made a form template to be used for this purpose. Board Members were given the Alliance Legislative Report for review. Parent/Teacher Conferences are October 20-22. Mr. Mathers shared the conference schedule with the Board. There is an IASB, Northwest Division meeting scheduled for October 26 in Sterling. If any Board Member is interested in attending, they are to contact Superintendent Mathers. Persons interested in running for the Board of Education at the April 2011 Election can begin circulating nominating petitions September 21. Petitions must be accessed on-line and they will not be available until September 24.

Board Committee Reports

The Board Policy Committee met to review PRESS Issue 72 – July 2010 on September 1, 2010. Exit notes from the meeting were included in the Board member packets.

Old Business

Adopt 2010-2011 Year Budget

The budget hearing was held prior to the regular meeting and the final budget recommended for adoption was discussed. The adopted budget must be submitted to the Illinois State Board of Education by September 30. Preliminary budget numbers are stronger than anticipated. FY2010

funds received in FY2011 are not included in the revenue. It is anticipated the budget will have a (\$133,206) deficit that will be covered by fund reserves.

The Board of Education approved the 2010-2011 fiscal budget as presented.

Garbage/Waste Disposal Service

Bids for the district's garbage/waste disposal were opened on Thursday, September 9, 2010. Two companies bid; Moring Disposal and Allied Waste. Garbage costs through Allied last year were \$19,000. Both bids allow the district to reduce pick-ups and costs during the summer months. Due to different pick-up schedules Moring included extra containers to keep volume at the same level with fewer scheduled pick-ups. Both bids were very competitive with Moring Disposal being the lowest. Moring Disposal was contacted to determine the length of the contract and they stated the bid is good for two years with a 5% limit increase on year three.

Members of the Board approved a three (3) year contract with Moring Disposal with the third year increase not to exceed 5%.

Boardroom Plaques

Highland had suggested the district display plaques to honor members of the West Carroll Board of Education and those who have served as its' president. Mrs. Burkholder presented ideas for Board consideration. Option #1 is matted and framed and can be made by the school district. Option #2 is a perpetual plaque with engraved plates that is purchased from a vendor. The plaque to honor the president would be based on the same options. Highland favors option #1 with a logo in the center and a list of the names. Boyd feels option #1 makes more sense and allows for more flexibility. General consensus of the other members is to use option #1. Mike Nester asked where the plaque will be placed. It will hang on the wall by the District Office.

The Board approved the creation of plaques to honor the West Carroll Boards of Education and those who have served as president of the Board. District staff will be used to create the plaques.

New Business

Carroll County Sales Tax – Discussion Only

One item of the Strategic Action Plan was to try and raise additional revenue for the district. The one percent sales tax was previously discussed by the board and at that time tabled. Is the Board of Education interested in discussing this idea again? West Carroll has 54% of the county's student population. Fifty-four percent of the funds raised within the county will stay with West Carroll and the balance of funds raised will be distributed by law between Eastland and Chadwick/Milledgeville based on enrollment. Funds raised by this tax can be used on capital improvements within the district or used to offset the tax cost of previous bond and interest projects for capital improvements. The tax is placed on service items (restaurants, motels, etc.) and purchases, but not grocery store food, medicines, or anything that requires a title. Highland is in favor of the tax and feels it would be a great benefit to the district. Half of the funds could go towards rebating the bond and interest tax, the other half towards construction projects, or to be used as matching funds towards construction grants. If used to rebate tax rates it will benefit property owners of the school district. It is as good a time as any to pursue this issue and it will benefit the district in the long run. I think the district should go for the full one percent. Several counties in the state are utilizing the tax and it has been very beneficial to them. Sweeney stated that every county in Iowa collects the tax. I support the Clinton district every day that I go to work. That is how they built their swimming pool. Brigham likes that the tax can help to reduce the property tax rate. Kilpatrick thinks it is a good idea but doesn't think, economically,

it is the right time to do it. The district would be generating this one percent from sales of items not from income. Kilpatrick stated that was a good point. Boyd has been lukewarm to the idea of the tax, but if the business people are willing to help support he is willing to work with everyone to continue with the idea. He likes that everyone will be supporting the tax and not just one group.

ISBE Capital Grant

Concept 3 Architects are offering their services to assist West Carroll in securing a Capital Grant from ISBE. The grant has a three year window and is a dollar for dollar matching funds grant – Energy Efficiency Grant; \$250,000. Ideas that the grant could be used for are replacing high school windows, solar energy, geo-thermal energy, and a roof replacement cycle. Boyd stated the roof replacement cycle is a very good idea. The membrane roofs have only a 15 year life cycle and they will have to be replaced at sometime. He feels the roofing is a priority. Brigham feels the geo-thermal would be a good idea. Highland feels a better way to evaluate the projects would be what the cost is. All items on the list are worthy. Superintendent Mathers stated that George Kruse, maintenance, is checking the dates of all the roofs of the district. There is currently \$142,000 in health and life safety plus the incoming taxes. The district funding plan is almost there. Boyd feels being proactive will keep the building costs down. Highland would like the district to get the most bang for its buck with which ever project, long term, will benefit the district the most.

Recognition of Schools

The district must annually apply for Recognition of Schools from the Illinois State Board of Education. The report verifies that the district has policies in place to meet Illinois Administrative Code. The reports must be approved by the Board of Education and then forwarded to the Regional Superintendent of Schools for submission to ISBE.

The Board of Education approved the Application for Recognition of Schools for West Carroll High School, Middle School, Intermediate School, and Primary School.

Workman's Compensation Insurance

Current district insurance coverage will expire on December 1, 2010. Loss-run reports have been requested from the past insurance companies. The modification factor is unknown at this time until the history of claims is evaluated. The district has received premium savings due to limited claims in the past.

Board Members approved letting for bid the district's Workman's Compensation Insurance for December 1, 2010 – December 1, 2011.

Administrative Salary Compensation Report

Public Act 96-0434 and Public Act 96-0266 mandates districts to post an administrative salary and compensation report on their district website. The report must be posted by October 1, 2010.

The Board approved the Administrative Salary Compensation Report for posting on the district's website.

Beverage Vendor Contract

The current beverage contract with Coca-Cola expired at the end of August, 2010. Superintendent Mathers requested Coca-Cola and Pepsi-Cola to submit bids. Federal and state guidelines put a nutritional restriction (sugar and calorie content) on beverages allowed for sale within the schools. There is an \$8.00 - \$9.00 difference in cost per case between the two companies. Coca-Cola will allow for a price freeze for one year and company rebates have already been figured into the bid

price. Previously, the school district had to ask for price rebates. Coca-Cola will have to be used by all groups of the district.

Board Members approved a three (3) year Coca-Cola beverage contract, with an additional two year renewal option.

Board Policy Review/Adoption

The Board Policy Committee reviewed PRESS Issue 72, July 2010 and has given their recommendations for review and adoption. The updates focus on school boards, operations, personnel, instruction, students, and community relations. Policy 5:330 was minimized to let the Collective Bargaining Agreements provide the district's direction.

The Board of Education approved the review and adoption of policy updates as recommended by the Policy Committee from PRESS Issue 72.

National FFA Convention

The FFA advisors, with a group of students, have requested permission to attend the National FFA Convention October 19-23, 2010 in Indianapolis, Indiana. This is an overnight trip requiring Board approval.

The Board approved the FFA (identified students) and their sponsors to attend the National FFA Convention; October 19-23, 2010 in Indianapolis, Indiana.

Superintendent Mathers handed each Board Member a draft copy of the district pamphlet. He asked each of them to look the pamphlet over and provide any comments or feedback.

Closed Session

Board Members entered the regular meeting into closed session at 7:45 p.m. for the discussion of the appointment, employment, discipline, performance or dismissal or removal of specific employees (A); collective bargaining matters or consideration of salary schedules for one or more classes of employees (B); student discipline cases (E); and special educational programs or other matters relating to individual students (F).

The meeting returned to regular session at 8:58 p.m.

Action on Closed Session Items

Approved to uphold the administrative decisions regarding out of school suspension for students from West Carroll High School (3), Middle School (5), and Intermediate School (1) as discussed in closed session.

Approved, with regret, the resignation of Mary Rossow as an individual instructional aide at the West Carroll Primary School.

Approved, with regret, the resignation of Scott Gallentine as a West Carroll High School Football Coach.

Approved, with regret, the resignation of Diane Daggert, head secretary at West Carroll Middle School.

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Approved the recommendation to transfer Lucy Stinson from driving a regular bus route to the driving the NW Academy route.

Approved the recommendation to transfer Pat Sanchez from bus aide to driving regular route #15 and a noon preschool route.

Approved the recommendation to employ Kristie Byrnes as a special education bus aide.

Approved the recommendation to employ Reena Handel as an assistant cook at West Carroll Primary School.

Appointed Dawn Cole, Art Sipe, and Jerry Biederman as volunteer assistant softball coaches at West Carroll High School for the 2011 season.

Adjournment

The Board of Education adjourned the regular September meeting of the West Carroll Board of Education at 9:00 p.m.