

**September 17, 2009**  
**REGULAR MEETING**  
**“Board Briefs”**

A **Public Hearing** of the Board of Education, West Carroll Community Unit School District No. 314, was held in the WC High School Library/Media Center, 500 Cragmoor, Savanna, Illinois. President Boyd called the public hearing to order at 6:30 p.m.

Administration present: Superintendent Mathers  
Principals, Ashby, Delp, Katzenberger, and Lamb  
Members present: Boyd, Brigham, Highland, Kilpatrick, and Sweeney  
Members absent: Atherton, Klein  
Others present: Kris Yingling, Pam Watts, Scott Schneider, Paula Thoele, Scott Mattison, Brad Field, Media (Gengenbach, Nester)

**West Carroll District Budget for 2009-2010** was presented to the public. The preliminary budget was discussed at the August 20<sup>th</sup> meeting and placed on display for thirty (30) days. The budget presented is balanced with the safety net of funds from the district’s bond reorganization. There were no questions and/or comments from the public regarding the presented budget.

The Public Hearing was adjourned at 6:35 p.m.

The **Regular Meeting** of the Board of Education, West Carroll Community Unit School District No. 314, was held in the WC High School Library/Media Center, 500 Cragmoor, Savanna, Illinois. The meeting was called to order at President Boyd at 6:35 p.m.

Administration present: Superintendent Mathers  
Principals, Ashby, Delp, Katzenberger, and Lamb  
Members present: Boyd, Brigham, Highland, Kilpatrick, and Sweeney  
Members absent: Atherton, Klein (entered the meeting at 7:32 p.m.)  
Others present: Kris Yingling, Pam Watts, Scott Schneider, Paula Thoele, Scott Mattison, Brad Field, Media (Gengenbach, Nester)

The August 20, 2009; Regular Meeting Minutes, August 20, 2009; Regular Meeting, Closed Session Minutes, the district financial reports, and payment of bills as presented all were approved by the Board of Education.

Public Comments - None

Correspondence - A thank you note was received from Don Mathey and family on the passing of his mother and a thank you from Bev Atherton for her retirement gift.

Administrative Reports

Intermediate School Principal, Pam Delp reported that Beginning Band for the 5<sup>th</sup> grade students has begun. Approximately, one half of the class has signed up. Progress reports will be sent home with students on September 18<sup>th</sup>. September 21<sup>st</sup> is an in-service day for staff. The focus of the in-service is enVision Math and ISAT preparations. October 1<sup>st</sup> fourth grade students will participate in the annual Carroll County Soil and Water Conservation field day at Palisades State Park. Intermediate School pictures will be taken on October 6<sup>th</sup>. WCIS Safety team will meet on September 24<sup>th</sup> to review the Crisis Plan in preparation of any emergency situations and to make any changes needed to the plan. Kris Yingling and Lisa Wolfe are organizing a Thunder pep rally for Homecoming on October 2<sup>nd</sup>.

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Delp reported on district special education. All new special education staff members have gotten off to a good start. CPS trainings have been scheduled for paraprofessionals and certified staff. Bryan Kamper is a certified CPI trainer and will be teaching the staff. The new web based IEP software is up and running and all staff are excited and positive with the new process. October 9<sup>th</sup> – Institute day presentations for certified staff are ADHD and Making Inclusion Work. These topics will help to incorporate Rtl into the classrooms. The district has 266 students enrolled in special education services. This number is down 45-50 students from last year as the district is moving students into the general education programs.

Middle School Principal, Julie Katzenberger reported receiving a donation from the Take Charge of Education program and the Lewis family donated five boxes of books to the special education department of the Middle School. The Ministerial Association donated \$500 to offset the transportation cost of the Good Sam program and J.C. Carey and The Sunrise Café donated a limousine for the “Limo Lunch” for the top 3 magazine sellers. The magazine drive is ending and all proceeds will be used for academic incentives, field trips, and assemblies. On October 1<sup>st</sup> students will participate in an assembly, Balance of Power regarding peer relationships, bullying, and challenging students to reach their potential in life. The PTO will begin a fundraiser selling spring bulbs. This is the first year that the PTO has included the Middle School in their projects. PTO will meet on October 1<sup>st</sup> at 3:00 p.m. PTO also sponsored the West Carroll Idol Contest held on September 16. There are twenty-two 7<sup>th</sup> grade girls and twenty-two 8<sup>th</sup> grade girls participating in volleyball. Both 7<sup>th</sup> grade teams did very well in recent volleyball tournaments. Principal-Student ISAT conferencing is underway. It is her hope to meet with every Middle School student regarding his/her ISAT scores. Progress reports are being mailed and Parent-Teacher Conferences are scheduled for October 21, 22, 23. Katzenberger on behalf of the Middle School expressed their sincere condolences to the family of Jesse Zimmerman and the Primary School for their loss. She thanked staff members from the Middle School who were first responders and Emergency Medical Technicians the day of the accident.

Robert Lamb, High School Principal reported that all freshmen are taking Accelerated Reading tests. All test results will be distributed to staff. Progress reports are being mailed. September 21<sup>st</sup> – Institute Day will focus on the Freshman Transition Plan and Rtl. The WC Sports Boosters are changing their procedure on athletic purchases and the administration is putting a tighter lid on activity account purchases making the district more accountable for what is needed. The new transportation procedure for athletics is working well. This procedure allows students to ride home with another parent that has been given permission by the student's parents. The speech given by President Obama on September 8<sup>th</sup> was made available to those students that wished to watch. Homecoming Week is September 28<sup>th</sup> – October 3<sup>rd</sup> with the same procedures as last year. In appreciation for their service to the district High School faculty members presented board members with name signs, WC water, WC cups, and candy.

Jeanette Ashby, Primary School Principal reported enrollment numbers of 470 students. This includes pre-school. AIMSWeb testing is completed and grade level teams have met and developed plans. Author & Me Night was September 15. Author, Mary Casanova had programs at the Primary and Intermediate Schools. Ashby thanked the administrative team for their help in the death of first grade student, Jesse Zimmerman. The building Crisis Plan was put into place and everyone did an excellent job. She especially thanked Mr. Mathers for his guidance in this difficult situation. Superintendent Mathers stated that this was a very sad time for the district and community. The district's thoughts and prayers go out to the family. He stated that many staff members stepped up and worked well together in this situation. Progress reports will be mailed on September 18. Kindergarten held a Grandparents Day, 3<sup>rd</sup> grade participated in an Ag in the Classroom program, and 2<sup>nd</sup> grade will have a field trip to Camp Benson. Teachers will receive enVision Math training on September 21 and the fire safety house will be at the Primary School on October 5<sup>th</sup> and 6<sup>th</sup>. Ashby commented that more parents are picking up their students at school this year than in the past. The parking lot has become very congested and Ashby is

trying different things to keep the students safe. Orange cones have been set out to keep parents from parking in the loading and unloading zones and to keep students from walking between vehicles. Board members want to make sure Ashby is getting the support that she needs in implementing these safety issues. Highland expressed a thank you to Mrs. Ashby and the custodial staff of her building for their help in setting up an information table for the Retired Teachers Association at the recent Teachers' Retirement System meeting.

Brad Field, IT Department, reported he received 236 work requests and 193 have been finished. He is working hard to resolve issues with EdLine and parent problems. EdLine has a total of 1,354 parent accounts. 367 of those accounts have been activated. Field has received a lot of positive comments from parents in the community regarding EdLine. During parent/teacher conferences Field will hold an open lab to help parents with problems or questions. He will be at the Middle School on October 21, High School on October 22, and the Intermediate School on October 23.

Superintendent Mathers reported that West Carroll's membership to Illinois Association of School Boards has been renewed. Mike Highland has reached Master School Board Member – Level One status. He will receive this award on October 1<sup>st</sup> at the Northwest Fall Dinner meeting at the Freeport County Club. Mathers provided a print out to the board with enrollment figures and data for the current school year and for all previous years. Sixth day enrollment for FY10 was 1,286 and sixth day enrollment for FY06 was 1,449 showing a decrease of 163 students over the five year period. Student numbers for the Area Vocation Center were also provided. Legal updates from the district's attorneys were enclosed in the packet for board members. Mathers has been working with Coca-Cola on a district wide contract. The schools should receive a check for the case rebates after all contracts have been updated. The Illinois Department of Transportation has approved putting up two signs recognizing the 4<sup>th</sup> place finish of the Softball team in the 2009 State Tournament. The Village of Thomson and West Carroll are splitting the cost of the signs. The mayors of Mt. Carroll and Savanna have been contacted and they are also interested in the signs. Several neighboring school districts extended their sympathy in the death of Jesse Zimmerman and offered the use of their social workers, guidance counselors, and administration to help in any way possible.

#### Board Committee Reports - None

#### Old Business

Board members approved the **destruction of the Closed Session tapes** from December 10, 2007; Student Expulsion Hearing and December 20, 2007; Regular Meeting.

#### New Business

The district is required to adopt a formal budget and submit it to ISBE by September 30, 2009. Preliminary numbers look strong in the Education Fund. Transportation is demonstrating a positive cash flow for the first time. Operations and Maintenance continues to show deficit numbers.

The **2009-2010 School Year Budget** was approved as presented by Board members.

Scott Mattison, WCHS music department, gave a presentation to the Board requesting approval for the concert choir, concert band, and jazz band to take a four (4) day, three (3) night trip to Branson, Missouri. The trip will begin the Tuesday after Memorial Day. The initial cost estimate is \$469.00 per student but with fund raisers, etc. it is hoped the cost will be around \$400.00. The cost includes transportation, hotel, and meals. West Carroll students will receive musical instruction from professional conductors, perform for 20 – 25 minutes before the regular shows, and then attend the Branson show. Currently, there are

about 100 choir and band members. It is hoped that 50 will participate. Students will be required to submit a \$100.00 non-refundable commitment fee with their approval form. Mr. Mattison stated that this is a very good educational program and what they do with the kids is phenomenal. Boyd asked if the cost was doable for the students and what will be done if numbers warrant additional busing? If the students participate in the fund raising the cost should be affordable for the students. If enough students participate the group will rent vans for additional busing. Kilpatrick asked what liability issues there will be. This would be a school sponsored field trip and the district's insurance will cover the activity.

The Board of Education approved the **WC High School Music Department's over night field trip** to Branson, Missouri as presented.

Paula Thoele reported on the **Early Childhood** programs in West Carroll. There are programs for three year olds and up and a parent education program for birth to three. The pre-school programs fill in with the districts benchmark goals. The entire "B" wing of the Primary School is used for the pre-school programs and Head Start. Pre-school has been serving the area since 1986 and is a very important part of the development of children. The current programs serve all three school districts in Carroll County. There are 100 children in West Carroll, 60 children in Eastland, and 40 children in Chadwick/Milledgeville. Head Start (a federally funded program) serves 40 children. The Eastland program is trying a blended program with special education. Early Childhood received 90% of their funding this year. Delp stated that early intervention with children really works. She said you can really see the differences when you start the child find process.

Mrs. Delp introduced Pam Steinbaus from Ingersoll Wetland Center and WC Intermediate teachers Kris Yingling, Pam Watts, and Scott Schneider. They gave a presentation on the program with the National Wildlife Refuge that allows kids to keep in touch with the natural resources in the area. The Intermediate School has received a **Nature of Learning Grant** in the amount of \$10,000. Yingling, Watts, and Schneider explained to the board what projects the students are involved in and how much the students are learning as well as enjoying the programs. Delp thanked Steinhaus for all of her time and efforts with the program. Boyd thanked everyone on behalf of the Board for the wonderful presentation.

A district official must be appointed by the Board to review the preliminary audit findings within five (5) days of receiving the report from the auditors.

The Board appointed Superintendent Craig Mathers as the **district official to review the preliminary FY2009 Audit Report.**

The Board of Education approved the occupancy reports to be submitted to the Regional Office of Education at the August meeting. To finalize the health/life safety process and file all the proper paperwork there must be a Statement of HLS Completion. Boyd stated he was very impressed with the scope of work done and has received very positive feedback from staff.

The **Statement of Health/Life Safety Completion** at West Carroll Primary School, Middle School, and High School was approved.

The Board is required to annually apply for official ISBE recognition of schools. The report verifies that the district has policies in place to meet Illinois Administrative Code.

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

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The district's current workman's compensation insurance will expire on December 1, 2009. Superintendent Mathers is beginning the process to let for bids. Loss run numbers from our past insurance companies have been requested and the district has received its modification factor. Due to limited claims, our modification factor is 0.88. The normal factor is 1.0 which generates a 12% premium savings for West Carroll.

The Board approved Superintendent Mathers letting for bids for district **Worker's Compensation Insurance**.

During past insurance meetings the topic of **supplemental insurance** was discussed. Supplemental insurance would include additional accident insurance, cancer, disability, or others. Mathers was approached by AFLAC and First Benefit Group to offer this service to our employees. It would be an employee option with no costs being absorbed by the district. These supplemental insurances would be considered part of a wellness program. Highland asked if this type of insurance would be considered part of a cafeteria plan. How will these types of insurance affect the district going forward? A couple members of the Board are inclined to not allow supplemental insurance plans. After discussion the general consensus was to table this discussion until next month and allow Superintendent Mathers to gather more information and get answers to the questions asked.

New legislative changes to the Illinois School Code require school districts to post an administrative salary and compensation report on the school district web site. The information must be posted by October 1, 2009. A report on teacher salary and compensations must be posted by October 1, 2010. The new legislation also requires the district to post the collective bargaining agreements. Boyd voiced hesitation in complying with the legislation due to privacy issues.

Board members approved the **Administrative Salary, Compensation, and Benefit Report** to be posted on the West Carroll School District web site by October 1, 2009.

The Board entered **closed session** at 8:15 p.m. to discuss the appointment, employment, discipline, performance or dismissal or removal of specific employees; student discipline cases; and litigation, pending or probable. The meeting returned to open session at 8:51 p.m.

#### Action resulting from Closed Session Items

The Board accepted, with regret, the **resignation** of **Brad Charneski** as Fields and Grounds Supervisor and accepted, with regret, the **resignation** of **John Kovaka** as WC High School Varsity Volleyball Coach as of September 16, 2009.

Board members approved the transfer of **Bonnie Carter** to **Head Cook** at WC Primary School (Primary School full-time cook) and approved the transfer of **Jennifer Hebler** to WC Primary School **Full-time Cook** (WC High School part time cook)

The Board approved the employment of **Karen Phillips** as a **substitute bus driver**, **Scott Mattison** as WC High School **Drama Club Sponsor** for the 2009-2010 school year, and **Phil Worden** as WC High School **Freshman Basketball Coach** for the 2009-2010 school year.

A **4<sup>th</sup> personal day** for certified instructor, **Bill Timm** per negotiated contract was approved by the Board.

Board members **adjourned** the meeting at 8:55 p.m.

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