

**West Carroll Board of Education
Regular Meeting
December 15, 2010**

A public hearing for Truth in Taxation 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 regular meeting of the Board of Education was held immediately after the closing of the public hearing.

The meeting was called to order by President Boyd at 6:35 p.m.

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

Members Absent: Deb Klein

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

Others present: Justin Krusey, Mike Risko, Denise Noordhoff, Claudine Guenzler, Kris Corrigeux, Amanda Corrigeux, Bill McCune, Kristi McCune, and Media (Michael Miller, Bill Gengenbach, Bob Watson)

Public Hearing

Superintendent Mathers presented the 2010 tax levy. The total monies extended for the 2009 tax year, not including bond and interest, were \$5,471,115.55. The proposed levy for tax year 2010 is \$5,594,191. The amount has been revised from what was presented in the tentative levy the previous month. After receiving the 2010 district audit it was realized that the IMRF and social security funds were showing growing balances. The levy for these discretionary funds can be set at any amount that is necessary for the school district. Because of the fund balances Mr. Mathers recommended to lower the requested levy to help "pay down" these balances. All other fund levies are at a flat rate. The estimated rate for bond and interest is \$1.01 with an overall estimated tax rate of \$5.65. This is only a 2.3% increase over last year's extended levy. It was not necessary for the district to hold a Truth in Taxation Hearing but by doing so the tax payers of the district can see how responsible the Board is trying to be with their money. Boyd asked if there were any questions from the Board Members or members of the audience. There were none.

Motion by Kilpatrick to close the public hearing for Truth and Taxation and to begin the regular December meeting of the West Carroll Board of Education. Second by Sweeney. Roll call vote: 6 yes; Klein absent. Motion carried.

Consent Agenda

Superintendent Mathers reported that all funds (\$176,931) that were owed to the district for FY2010 have been received from the State of Illinois. Money for FY2011 being received is from general state aid and federal programs. The State has vouchered some of the funds but they have not been released for payment. The district is owed \$909,289.43. West Carroll has made a payment to the Regional Office of Education for preschool salaries. Eastland and Chadwick-Milledgeville will be remitting to West Carroll funds to cover first semester preschool expenditures. Each district will be reimbursed for these payments when money is received from the State.

- Minutes from the November 10, 2010; Regular Meeting.
- Minutes from the November 10, 2010; Regular Meeting, closed session.
- Financial reports, payment of bills, activity accounts, and FRIS report.
- Destruction of the closed session tape from the regular Board of Education meeting held on February 24, 2009.

Motion by Highland to approve the items of the consent agenda as presented. Second by Brigham. Roll call vote: 6 yes; Klein absent. Motion carried.

Public Comments

Krisi McCune asked to address the Board about a situation regarding her son, Kris. Boyd and Mr. Mathers explained to Mrs. McCune, due to privacy issues, the discussion should not be held in open session. Disciplinary issues must be addressed in closed session. Boyd advised Mrs. McCune to talk with Mr. Lamb first to try to come to an understanding. Lamb exited the meeting with McCune and her family to discuss the situation privately.

Correspondence

Two pieces of correspondence were handed out to Board Members. Diana Hoover, WC High School English instructor asked the Board for permission to organize and begin a SADD (Students Against Destructive Decisions) Chapter at the high school. Boyd directed Superintendent Mathers to include the discussion of a SADD Chapter on the agenda for January. The City of Mt. Carroll passed a resolution supporting the One Percent Sales Tax Initiative at their meeting on Tuesday evening. The City Council wanted the Board of Education to know of their support.

Administrative Reports

In the absence of Brad Field, technology director, Mr. Mathers gave a brief overview of his written technology report. It was noted that the server at WC Intermediate School "crashed" just before the Thanksgiving break. Boyd mentioned that this was the second month in a row that there had been server "trouble". He hopes that all precautions are being taken to keep the technology information safe.

Julie Katzenberger, Middle School principal, stated a nice group of students participated in the academic fair. Prizes were donated by the Savanna Women's Club and the WC FFA Chapter. The 8th grade students have taken the EXPLORE test and results should be available by late January. The Talent Show scheduled for Good Sam was cancelled due to an outbreak of flu at the nursing home. Mrs. Katzenberger thanked Joe Titus for conducting the Fall into Winter Concert and the Middle School choir will perform for the Mt. Carroll Rotary Club. The Middle School will hold an Adequate Yearly Progress dance for students that met or exceeded standards on the 2010 ISAT test. Approximately, 170 students will participate.

Pam Delp, special education and preschool director, reported the December child count has been finished. The district has 246 students with an active IEP, including speech only. This is 19 percent of the total student population. At one time, the district had 315 students with an IEP. She presented Board Members with a flow chart that shows how special education services are provided and the necessary steps that are taken for a child's benefit. Two of the preschool parent educators attended Perinatal Depression Screening training. They will provide this information to the rest of the preschool staff. The Santa workshops, a parent child interaction activity, have been well attended.

Robert Lamb, High School principal, and Monica Burkholder, assistant principal, had written reports included in the Board informational packet.

Jeanette Ashby, Primary and Intermediate principal, reported she has received very positive feedback on the winter concerts. Second grade students helped serve lunch at The Table. The Primary School has been having some problems with the telephone system and it is being worked on.

Craig Mathers, superintendent, reported attendance at 94.75%. This is over three points higher than last year at this time when the district had been hit by the "swine flu". Mr. Mathers provided the Board with information on the FOIA veto and other legislative updates to keep them abreast of the changes in Springfield. He will attend a luncheon with Representative Sacia and other area educational administrators on Friday. West Carroll Holiday Tournament information was provided to the Board. Mr. Mathers shared an interesting article, from the U.S. Today, regarding student poverty and achievement levels. He also provided them with information regarding the changes in the rules for the PSAE testing.

Board Committee Reports

The Board policy committee met on Thursday, December 9, 2010 to review PRESS recommendations, Issue 74, October 2010. The Exit Notes were provided for review.

Old Business

Consideration of a Resolution Requesting the Carroll County Board to Submit to the Voters of the County at the April 5, 2011 Consolidated Election the Question of Imposing Retailers and Service Occupation Taxes to be Used Exclusively for School Facility Purposes.

Mathers, Highland, J.C. Carey, and Mayor Stebbins met with Senator Jacobs regarding the one percent sales tax. Senator Jacobs' recommendation is to use legislation that is currently in place for sales tax. That option will be more helpful in the long term versus a short term solution (Palatine Oil). Brigham remarked that if the district was not allowed a different avenue for the sales tax initiative then the Board should move forward and let voters have the say even though that will not make the businessmen happy. Sweeney agreed with what Brigham had said. He said that he had talked with Stebbins regarding the sales tax. The Board's intention from the beginning was to refrain from having to raise property taxes by raising funding dollars from outside sources. Kilpatrick attended a session at the board conference regarding sales tax. The nine counties involved stated they did not see any reduction in sales from the additional tax. She feels the businessmen's concerns are exaggerated. Boyd stated he was not in favor of the tax initially because of the economic conditions that we are currently in but he feels the question needs to be on the ballot and the voters will be able to decide. Highland has been in favor of the initiative from the beginning but he does understand the concerns. Brigham stated this will be giving the tax payers a chance to protect themselves and Kilpatrick agreed. Atherton said because the district is not getting funds from the state this is a way to get money for projects. Let the voters decide. Boyd thanked Highland and Mathers. A lot of work has gone into this subject and he thanked them for doing the leg work to make sure everyone is well informed.

Motion by Highland to approve the resolution requesting the Carroll County Board to submit to the voters of the county at the April 5, 2011 consolidated election the questions of imposing retailers' and service occupation taxes to be used exclusively for school facility purposes. Second by Atherton. Roll call vote: 6 yes; Klein absent. Motion carried. Attachment.

2010 Tax Levy

The levy request is 102% of the 2009 levy extension. The corporate and property tax levy demonstrates an increase of 2.33%; \$123,075. The bond and interest levy shows an increase of 14.69%; \$150,647.

The majority of our funds are set at the maximum, legal limit allowed by School Code. Exceptions are TORT, IMRF, and Social Security where the district receives all the money levied. The bond &

December 15, 2010

interest tax rate will be set by the County Clerk based on outstanding bonds. The estimated total tax rate is \$5.65.

Motion by Boyd to approve the 2010 tax levy for West Carroll CUSD #314 as presented. Second by Brigham. Roll call vote: 6 yes; Klein absent. Motion carried.

New Business

Fiscal Year 2010 Financial Audit

Justin Krusey, from Benning Group, thanked the Board for allowing them to work with the district. He explained the opinion report. The audit is done on a regulatory basis and has been approved by ISBE but the audit has omitted numbers for post employment insurance purposes. He stated the district would have to hire an actuary to be able to figure out what dollar amount that this would entail. Thus they put their reasons in the report. Also noted in the opinion report is the deficit cash and fund balances in the operations and maintenance and transportation funds. All other opinions were of a positive nature. The auditor used to be allowed to move figures around to correct to budget balances and proper account numbers and clean-up budget line items. This is no longer the case. The district must be more cognizant of what accounts it is using. The district has done very well in remaining under budget in the education fund. The audit team is now required to split the funds within IMRF and social security. This will help to verify the totals for each. The audit shows the district could possibly increase TORT related salaries. They suggest the district look at the long term debt. It may be possible to refinance and get a lower interest rate on some of the outstanding bond issues. The interest earned in bond and interest must be moved out and placed within other funds. The driver education fees collected are now being treated like a levy in the auditing process. The audit showed the number of students went down by 58 which will make the operating expense per student increase. The Annual Financial Report profile designation is 3.6 out of 4.0 points. This is a very good recognition score for the district. Part of the management report is the account number and coding changes Benning will work with the district to correct. The district must strengthen the oversight process for the activity accounts of the schools. The scholarship funds should be on every activity financial report. The district needs to make a concerted effort to track the scholarship funds each month. Per state directive there are to be no deficit cash balances on June 30. Krusey asked if there were any questions. There were none. Krusey thanked the Board for letting him come and thanked the district office personnel for doing a good job. Boyd thanked Krusey and stated that the audit exceptions have been noted.

Motion by Boyd to approve the West Carroll School District 2009-2010 audit. Second by Sweeney. Roll call vote: 6 yes; Klein absent. Motion carried.

Policy Review/Updates

The policy committee reviewed the recommendations from PRESS, Issue 74, October 2010 and copies of the recommended policy updates have been included for Board review.

Motion by Highland to approve the first reading of PRESS, Issue 74 recommendations and updates to district board policies. Second by Kilpatrick. Roll call vote: 6 yes; Klein absent. Motion carried.

WCHS Curriculum Handbook

The curriculum handbook has been reviewed for changes and alignment to the State of Illinois transcript coding project. It is now a requirement to align course titles and descriptions to the new core standards and Race to The Top mandates. Lamb stated that only a couple of changes have been made. Classes for Foods III and Foods IV have been requested by staff and students and will be offered. Driver's education will have a change in the course name to align with the state.

Motion by Sweeney to approve the first reading of the 2011-2012 West Carroll High School Curriculum Handbook. Second by Brigham. Roll call vote: 6 yes; Klein absent. Motion carried.

Certificate of Employability

Lamb explained this is a program that is being coordinated with the Regional Office and Freeport High School. It is currently doing well in the Freeport District and Lamb hopes the Board will allow him to pursue it for next year. The program gives a graduate or senior a head start with local business to obtain a job. The school will partner with the businesses. Seniors must meet at least four of the designated criteria to be issued a certificate of employability. It is hoped that students with the certificate will be given a good look from the businesses. Criteria of the program includes: academics, attendance, assessments, and support from their classroom teachers. Lamb will meet with the businesses and explain the program. Highland stated that it sounds like a good program. Atherton asked if the program works in Freeport. Lamb stated that they feel that it does. Kilpatrick asked how long it has been in Freeport. This is the second year in Freeport. Kilpatrick asked if there have been any bad experiences with students and the certificates. As with any program there have been a few. Lamb stated this is not a guarantee. The teachers must give an honest report of the students. Atherton likes the idea. It is another tool for the students. Boyd feels the idea is good but doesn't want it to diminish the value of a graduation diploma. Lamb states that this program will bolster or enhance the diploma. General consensus of the Board is to move forward with the program plans.

West Carroll High School Prom

Prom is scheduled for Friday, April 29, 2011 at the Galena Territory. It is requested that the students who are participating in Prom be allowed to dismiss at 12:40 p.m. Lamb stated prom will be moved back to Saturday in the future. It is counter-productive for achievement to let students out early. Students will arrive at the Territory by charter bus. The photo session for parents will still be held at the high school.

Motion by Sweeney to approve a 12.40 p.m. early dismissal for students participating in prom activities on Friday, April 29, 2011. Second by Kilpatrick. Roll call vote: 6 yes; Klein absent. Motion carried.

Authorize the Submission of the ISBE Energy Efficient Grant for the Following Projects; West Carroll Middle School Roof Replacement and West Carroll Middle School Gym Lights

The ISBE Energy Grant process is different from other grants the district receives. This grant requires the architect to initiate the process online with Board approval and district support. The architect's responsibility is to verify the energy savings and final completion documents. The grant has a \$500,000 threshold - \$250,000 from the state and \$250,000 from district funds. Projects that have been designated are: Middle School roof, High School gym roof, Middle School gym lights, High School window replacement. All projects must show the evidence of energy cost savings. The savings on replacing the Middle School roof is estimated at \$2,080 per year. This is an opportunity to replace the roofs without needing to go to the tax payers for health, life/safety funds. Replacing the windows shows less of an energy cost savings. The recommendation is to do the Middle School roof replacement and gym light replacement. Boyd questioned how sound the funding from the state was for this project. Mathers stated uncertain at this time.

Motion by Kilpatrick to approve applying for the ISBE Energy Efficient Grant with matching funds to be reserved from health, life safety funds (\$190,000) and working cash funds (\$56,365). Second by Brigham. Roll call vote: 6 yes; Klein absent. Motion carried.

2011-2012 Strategic Action Input

Mathers has brought the 2010-2011 Strategic Action Plan for Board review. Only three items from the list have not been completed. The planned project list has not been completed because there have been no funds available to do any of the projects. District support groups will be invited to attend board meetings in the near future. The parent surveys at parent/teacher conferences did not get done but will be addressed during the next school year. The administration is currently working on district-wide Title I instruction. The Strategic Action Plan is a "roadmap" for the year. In beginning to plan for the next school year what direction would the Board like to see the administration take? Boyd stated the Board Members should be thinking about what they want to bring forward, collect their thoughts and then decide what to do. Kilpatrick said it would be helpful to met as a whole and plan together for next year. Boyd asked Mathers to send out some possible dates for a strategic planning session.

Closed Session

Motion by Boyd to move the regular meeting into closed session at 8:12 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. Second by Highland. Roll call vote: 6 yes; Klein absent. Motion carried.

The meeting returned to open session at 9:15 p.m.

Action on any Closed Session Items

Motion by Brigham to expel student 2011-01 for the remainder of the 2010-2011 school year and the whole 2011-2012 school year. Second by Highland. Roll call vote: 6 yes; Klein absent. Motion carried. Attachment.

Motion Sweeney to uphold the administrative decisions regarding out of school and transportation suspensions for students from West Carroll High School (4), Middle School (10), Intermediate School (4) as discussed in closed session. Second by Boyd. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Kilpatrick to approve the recommendation of the following as volunteer wrestling coaches at West Carroll High School: Kevin Powers, Tony Jackson, John McIntyre. Second by Atherton. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Highland to accept, with regret, the retirement of Beth Holland, WC Intermediate School cook assistant effective at the end of the 2010-2011 school year. Second by Brigham. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Boyd to accept, with regret, the retirement of Deta Gillen, WC Primary School classroom aide as of November 1, 2010. Second by Sweeney. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Atherton to accept, with regret, the resignation of Van Eno, evening custodian at WC Intermediate and Middle Schools. Second by Kilpatrick. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Brigham to accept, with regret, the resignation of special education one on one aide, Ami Cramer. Second by Highland. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Sweeney to accept, with regret, the resignation of Jessica Handel as 8th grade volleyball coach. Second by Boyd. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Kilpatrick to approve the recommendation to transfer Reena Handel from a three (3) hour to a five (5) hour school cook assistant position at WC Primary School. Second by Atherton. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Highland to approve recommendation for the employment of Judy Manning as a special education one on one aide. Second by Brigham. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Boyd to approve the recommendation for the employment of Jayne Sedivy as a bus driver for the Mt. Carroll shuttle route. Second by Sweeney. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Atherton to approve the recommendation to transfer Tammy Heitter from a non-instructional aide position to an instructional aide (7.25 hrs) at WC Primary School. Second by Kilpatrick. Roll call vote: 6 yes; Klein absent. Motion carried.

Motion by Brigham to approve the recommendation to employ AnnEtta Young as an instructional aide at WC Intermediate School. Second by Highland. Roll call vote: 6 yes; Klein absent.

Adjournment

Motion by Sweeney to adjourn the regular December meeting of the West Carroll Board of Education at 9:20 p.m. Second by Boyd. Roll call vote: 6 yes; Klein absent. Motion carried.

Sandra Aude
Recording Secretary

Michael D. Highland, Secretary
West Carroll Board of Education

David W. Boyd, President
West Carroll Board of Education