

**West Carroll Board of Education  
Regular Meeting  
August 17, 2011**

The regular meeting of the Board of Education of West Carroll Community Unit School District No. 314 was held at the West Carroll Middle School Library/Media Center, 633 South East Street, Mt. Carroll, Illinois.

The meeting was called to order by President Highland at 7:00 p.m.

Members present: Jerry Anderson; Tim Atherton; John Brigham; Mike Highland; Bev Kilpatrick; Mark Klein; Dawn Rath

Members absent: Rath left meeting at 9:27 p.m. and returned at 9:57 p.m. Anderson left the meeting at 10:00 p.m.

Administration: Superintendent Craig Mathers; Principals Robert Lamb; Clint Cowman; Julie Katzenberger;

Others present: Pat Sanchez, Karl Popkin, LaMoine Aude, Brad Field, Mary Jo Kelley, Patricia McIntyre, Ed Bochniak, Joyce McCready, Melinda Appel, Aaron Appel, Teri Houzenga, Angela Apple, Brad Tuftee, Jennifer Rice, Mindy Williams, Tami Duggan, Kim Gengenbach, Scott Gengenbach, Chris Keckler, Linda Starr, Kim LaShelle, Ashley Boardman, Angela Tuftee, Korey Aljets, Deana Aljets, other members of the public, Media (Bill Gengenbach, Michael Miller, Bob Watson)

**Consent Agenda**

- Minutes – July 20, 2011; Regular Meeting
- Minutes – July 20, 2011; Regular meeting, Closed Session
- Financial Reports; Payment of Bills; Activity Accounts; FRIS Report
- Destruction of Closed Session Tape – Regular Meeting, October 15, 2009 (1 tape)

There are no activity account reports from the High School, Middle School, or Primary School due to the auditors having the materials for review during the district audit. Financial information will be available for review at the September meeting. An extremely high JoCarroll Energy bill for the Primary School was due to a misreading of the meter. A corrected bill is being sent.

Motion by Klein to approve the items on the consent agenda as presented. Second by Kilpatrick. Roll call vote: 7 yes. Motion carried.

**Public Comments**

Several community members from Thomson were in attendance to voice transportation concerns. Mrs. Tuftee concerned with her kindergarten student getting on the bus at 6:00 a.m. She quoted some statistics regarding the number of hours of sleep a child needs to function. She also quoted the Illinois School Code that a school district should try to limit the time of a student on the bus to one hour. She feels the students will be on the bus an excessive amount of time. Another parent asked the school board to revisit the bus routes and rework them. She stated Thomson is not asking for anything extra; they feel everyone should be treated the same in all towns. Mrs. Rice asked how the school expects to get anything out of children who have spent all this time on the bus. The bus time will cut into all their extra-curricular activities. Mrs. Gengenbach asked why her child will be going to Mt. Carroll, which is out of the way to get school in Savanna. The time that students spend on the bus will affect the sports. Another parent stated she just wanted the Board to be fair; losing the Thomson shuttles is the last straw. Someone asked when was the decision made to eliminate the shuttles without Board approval. It is not fair – Thomson has given up enough. Other comments made were:

The transportation routes need to be changed. If the law would be changed to an hour the school would have to make the change. It is not good for education. A parent stated her child will not ride

Page 2

August 17, 2011

the bus due to being picked on. Her child has been traumatized on the bus. Another parent said kids will be exhausted and she is concerned about medical problems on the long bus rides. Another commented; Look at how many days the students will have to stand in the dark to meet the bus. What is it going to take to make a change? Mrs. Aljets asked that the Board monitor attendance and monitor test scores to see if the long bus rides reflects on these two areas. She expects a lot of her children and she will be losing time to work with them due to time on the bus. Another parent commented that not all parents can transport their kids to school. Another parent stated the school expects students to perform at their highest level but they can not perform at their highest capability if they are on the bus at 6:00 a.m. One parent asked why there was no meeting with the parents to discuss the elimination of the shuttles. They feel Thomson is always getting shorted. A parent stated the school district was on the early watch list for academics. This will not help. The kids are hurting. They do not want to go to school and I do not blame them. How will kids waiting at the bus stop know if a bus does not go or is late? Another parent stated they will be taking their kids out of the district. People will make the change. A parent asked if medical supplies will be on the bus (epi pins). Her child has a peanut allergy. Who will take care of the students if someone gets ill (car sickness)?

Superintendent Mathers stated that some of the routes have been re-evaluated and reworked shortening them by ten minutes. The district will not move preschool children from bus to bus. They will ride their bus to school. The bus stop has been moved away from A-V Auto Sales and another bus stop has been moved from the corner to in front of the Intermediate School. Transportation continues to be evaluated. A possible solution would be to have a later start time for school. Everything will be seriously looked at after the first run with students on Friday. Highland informed the audience that nothing would be done this evening. It is possible that some changes could be made by the next meeting. It is not a promise that changes will be made but everything will be looked at but no changes will be acted upon this evening. Highland confirmed that the parents are interested in reinstating shuttles in Thomson at 7:20 a.m. and they are asking for two buses, one to Mt. Carroll and one to Savanna. Klein stated he understood their concerns but this is not something new in the district. Students have been getting on the bus at 6:10 a.m. since the district started. The Board will discuss the situation and do the best they can. Mrs. Rice commented that maybe the Board should look at other ways to make cuts.

### **Correspondence**

Superintendent Mathers has received correspondence and phone calls on the 2011-2012 bus routes. A letter was received from Jerry "Duke" Hebler, Thomson Village President, regarding residents concerns about the bus routes. Some changes have been made to accommodate some of the concerns. Karl Popkin has received many phone calls. Some Board members said they had also received phone calls. The major concerns are the 6:10 a.m. bus pick-ups and no shuttles from Thomson.

### **Administrative Reports**

Julie Katzenberger, Middle School principal, thanked members of the Board for participating in the Back to School night held earlier in the evening. She handed out brochures on Rtl to all the parents in attendance. The annual magazine fundraiser will begin on August 31 through September 16. She highlighted some of the staff changes at the Middle School.

Robert Lamb, High School principal, reported that all athletic teams had been practicing for a week. Freshman Orientation is Thursday, August 18 at 6:00 p.m. He thanked the custodial staff for all their hard work over the summer in getting the building ready. It looks really nice. Anderson asked if the freshman would be kept in their own wing of the high school like last year. Lamb stated they would and he will have statistics later in the year regarding the Freshman Transition Plan.

Page 3

August 17, 2010

Clint Cowman, assistant High School principal, met with all coaches from all sports on August 3. This gave him an opportunity to meet everyone and set forth his expectations as the athletic director with the staff. The fall sports Parent Meeting was August 8. There were over 192 student athletes and parents present. Mr. Cowman thanked Deb Cottral and Pam Hebler for organizing all the information and forms for the athletes to allow the first day of practice to begin on a good note.

Superintendent Mathers highlighted some items from Jeanette Ashby, Primary principals' report. On August 18 the Primary School staff will go to Camp Benson for some team building activities. The Primary teachers held a pajamapalooza on August 2. They enjoyed some pizza and social time before working in their classrooms at 12:00 midnight. This was an idea brought forth by Amber Findlay. Mrs. Ashby has talked with Metform about sponsoring a web based math intervention program. Metform is making a one year commitment of \$2,400 for the program. If the school can provide evidence of progress from using the program Metform will sponsor the program for the next school year as well.

Mr. Mathers highlighted from Pam Delp's report, director of Special Education/Preschool, that a training schedule for paraprofessional has been established. All training will be conducted on the early out days for staff development during the school year. West Carroll has been successful in receiving another preschool grant "Prevention Initiative Birth to Three" in the amount of \$120,000. The parent educators are ready to begin their programs.

Brad Field, technology director, reported that all summer projects were nearing completion. Everything should be ready for the first day of school. Mr. Field and several other staff members attended the 1:1 Initiative Conference in July. He stated it was an outstanding conference and a lot of good information was received. The iFiber project through the Blackhawk Hills RC & D is moving ahead of schedule. Tentative Carroll County installation could begin as soon as summer 2012. Mr. Feld is getting a cost analysis on what band width will be needed by the district. Several families asked about their Skyward accounts and several new families signed up for an account. Mr. Field extend his great appreciation to the custodial staff and how well they work with the technology department over the summer

Craig Mathers, superintendent, reported that Stockton CUSD #206 has submitted a letter to formally withdraw from the JoDaviess Carroll Area Vocational Center at the end of the 2011-2012 school year. The matter is now in the hands of the Regional Board of Trustees. The district must hold a public hearing for waiver modifications for school holidays and Drivers Education. The hearing needs to be held prior to working on the calendar for the 2012-2013 school year. Performance Evaluation Reform Act (PERA) and Senate Bill #7 affect the retention and dismissal of staff based on their job performance evaluations. There are some real complex ideas coming out of the law. The district will need to form a committee to look at the evaluation ratings of the teachers. Each teacher will have an IEIN number to use instead of their name. This committee must be in place by December 1. Seniority will be the last tie breaker in keeping a staff member. There is a lot of information to learn about this bill and some very complex components that must be put into place. There are four new ratings and a new evaluation instrument must be implemented. If the district does not create a new evaluation

instrument within 180 days of working on a new evaluation instrument, the district must default to the State of Illinois instrument (which has not been developed yet). Fifty percent of the student growth must be included in the teacher evaluations. The High School PSAE scores show the students did not make AYP in reading (51%) or math (39.8%) but the ACT scores show a significant increase in the composite score from 19.3 to 19.8. Reading is up from 19.5 – 20.4 and English from 18.2 to 19.5. This is a significant jump. It shows that students cared about the ACT testing.

Page 4  
August 17, 2011

Mr. Mathers reminded the members of the Board that they must complete the annual on-line training for the Open Meetings Act. The Alliance Report mentions that legislatures have passed a bill requiring school districts to be in attendance a minimum of five hours on the first and last day of the school year. The Governor may veto the last day requirement because school district calendars are already in place for this school year but it will change for the next school year.

### **Board Committee Reports**

Negotiations and the Policy Committee - PRESS Issue 76, June 2011 will be discussed later in the meeting. Highland reported that he attended a New Presidents Workshop and that Anderson and Rath attended a Board Member Boot Camp Workshop through the IASB in Springfield. The workshops were very informative and they all received their certificates for the Open Meeting Act and FOIA training. Highland reminded members that new leadership training is a requirement of all Board members each year. Superintendent Mathers informed members they must receive training on PERA and Senate Bill #7. The Board can not vote legally on teacher retentions or dismissals without the training.

### **8. Old Business**

#### **Snow Removal Bids**

The district received two bids for snow removal that were opened on Wednesday, August 10, 2011. The district has had positive relationships with both bidders. The bid for this year is to remove snow at three (3) locations; High School, Primary School and Intermediate School plus the Mt. Carroll bus garages.

Motion by Anderson to accept the bid from Zickau Construction Company for snow removal for the 2011-2012 school year as presented. Second by Highland. Roll call vote: 7 yes. Motion carried.

### **9. New Business**

#### **AVC status presentation**

Joyce McCreedy, Director of the JoDaviess Carroll Area Vocational Center and the Eagle Ridge Delivery System, provided an update on the programs at AVC and current trends in vocational education. The AVC has served over 9,000 students since it began in 1972 and currently receives students from six area schools. The Board of Control is comprised of one member of each member school (superintendent or board member) and the Regional Superintendent. Eighty percent of the funding is from tuition and assessments from each school and twenty percent is generated from state and federal grants. The AVC has received all of its' funding for the last fiscal year. College credit can be received from Highland Community College through classes taken at the AVC. Other community colleges are being looked at for credit possibilities. AVC training is for juniors, seniors, and some adults. Statistics show that 60% of AVC graduates continue on with schooling and 85% of students who took vocational classes increased their math skills. Mrs. McCreedy is a strong believer in the

value of career and technology education. Those skills are very necessary. West Carroll has 24 juniors and 20 seniors enrolled this school year. A program has been initiated so the students attending the Alternative School will also attend the AVC. This is a great concept for those students. Mr. Lamb will also provide information on the Certificate of Employability and the initiation process for WC High School. It is imperative to get a quick start and information out to students prior to multiple absences since attendance is a major criteria area.

Page 5  
August 17, 2011

Stockton School District has filed a letter of intent to withdraw from the Area Vocational Center. Working with six different schools it is hard to make everyone happy and to work together to bring these opportunities to the students. The Regional Board of Trustees will set a hearing date possibility in January or February of 2012. The AVC must gather data for the hearing. Klein asked what the reason for their withdrawal was. McCready stated it was finances. They feel the tuition and assessment is too much. They feel they can provide the same services in their home district for the same cost or less. Their withdrawal will increase the cost for West Carroll approximately \$40,000. This will affect all the other member districts. The last school to withdraw was East Dubuque several years ago. Their reason was administrative differences. The AVC Board is trying to bring them back to the AVC.

Mrs. McCready is member of the Workforce Development Coalition. This group knows that business people have the need for skilled members for their workforce so they are trying to partner business with education to create a better workforce. Every school in Stephenson County has adopted the Certificate of Employability. The Coalition is trying to bring Carroll and JoDavie's schools into the fold. The Certificate of Employability is an additional tool for students to take with them to job interviews. The students who receive the Certificate may take a third test that will allow them to receive the National Career Readiness Certificate. One student in Stephenson County received this award. The requirements for the Certificate of Employability will be presented to the senior class. The requirements include academics, attendance, and teacher recommendations. The Certificate will give the students a step in the door for interviews. Students may retake the test part of the Certificate to receive a higher score. The retake tests may be taken at Highland or the AVC. Juniors will be informed ahead of time to prepare for the testing and Certificate process.

### **Carroll County Housing Authority Drainage**

Last fall Ed Bochniak spoke with the Board regarding a drainage problem south of the Carroll County Housing Authority. He is in the process of finalizing the easement agreement for signatures. Bochniak and Mathers have talked with Kevin Promencshenkel (Poopy's) and Merle Long (Haunted Forest Group) to make sure all parties are coordinated on the tile being installed to control the water run off. Mr. Mathers stated if the wooded area is no longer owned by the school a few years down the road the CCHA will move the drainage tile. The easement is waiting for plat and legal descriptions. Those items they should have within a two weeks. The CCHA would like to get bids in early September and hopefully start the project in early October. The project should take 7-10 days to complete. After some discussion Superintendent Mathers stated the district must have the legal description of the property to make a formal approval. The general consensus of the Board is to table until September for approval of the project.

### **2011-2012 Tentative Budget**

In putting together the tentative budget with the uncertainty of the teacher's contract the original tentative budget showed a deficit of \$1,536,455. In putting of more realistic numbers the actual budget shows a deficit of \$1,171.00. Funds delayed from the State of Illinois for FY2011 are not included in the budget. Early tax funds distributed in FY2011 are included in the FY 2012 budget. Last March the Board accepted a budget reduction plan expecting a possible \$400,000-\$500,000 deficit. Since that time, expected revenue has declined: General State Aid, (-) \$507,000; Transportation, (-) \$240,000; Federal Grants, (-) \$137,000; levy equalized assessed value, (-) \$103,000.

Motion by Klein to set the FY 2012 Budget Hearing for 6:30 p.m. on September 21, 2011 at West Carroll High School. Second by Kilpatrick. Roll call vote: 7 yes. Motion carried

Page 6  
August 17, 2011

### **Bond Disclosure Statements**

A requirement of the district is to annually file bond disclosure statements with the Securities and Exchange Commission. William & Blair has done this service for the district in the past.

Motion Brigham to approve William & Blair as the dissemination agent in regards to continuing bond disclosure requirements on behalf of West Carroll CUSD #314. Second by Atherton. Roll call vote: 7 yes. Motion carried.

### **New Board Policies**

The Board Policy Committee met on August 16 to discuss PRESS policies, Issue 76, June 2011. New policies deal with personnel technology use at school and diabetes care for students.

Motion Highland to approve the first reading of the policy updates from PRESS, Issue 76 as recommended. Second by Anderson. Roll call vote: 7 yes. Motion carried.

### **School Field Trips**

Highland suggested the elimination of all district field trips except for the 8<sup>th</sup> grade field trip to Springfield, Illinois. He feels the cancellation of the trips could pay or recoup the cost to be able to provide one shuttle bus for Thomson. The estimated cost per year for field trips without the transportation reimbursement is \$72,000. The district currently has no spare buses to use for shuttles. Next school year additional cuts will have to be made and the cuts will involve people. Cutting of the field trips will off set the shuttle costs. If you allow the classes or groups to raise money for field trip costs that money cuts into the reimbursement formula for transportation. What about FFA, band/choir, and contests. Will those be cut? Those are competitive activities. The eliminating of field trips is a very complex subject. Where will the money to run shuttles come from? Shuttles are a tough topic and will be a tough decision to make. The time problem is because West Carroll is 218 square miles and because 56% of West Carroll students are on free or reduced meals the district is mandated to serve breakfast to the student body. Once a student gets to school there is a 25-30 minute time period for breakfast. All these factors impact the start time to pick-up students. Anderson stated the Board must trust their superintendent. He asked Mr. Mathers to bring to the Board more information and his recommendations. The general consensus of the Board is to table the discussion on field trips until next month and allow the transportation committee to meet and discuss the shuttles. The transportation committee is Brigham, Anderson, and Klein. Once a meeting date is set the Committee as a Whole may meet.

### **Hillcrest Contract Addendum**

Due to low numbers of students enrolled at Hillcrest, they have approached West Carroll about having administrative oversight for emergency situations or IEP meetings. Mrs. Delp has been asked to accept emergency responsibilities along with the superintendent. Addendum B outlines this request from Hillcrest and sets an hourly wage for services purchased from West Carroll.

Motion by Atherton to approve Addendum B to the Hillcrest Family Services contract. Second by Anderson. Roll call vote: 7 yes. Motion carried.

### **Closed Session**

Motion by Kilpatrick to go into closed session at 9:27 p.m. for the 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; and E. student discipline cases. Second by Brigham. Roll call vote: 7 yes. Motion carried.

Page 7

August 17, 2011

The Board of Education returned the regular meeting to open session at 9:40 p.m.

Discussed three students who broke the athletic code and what punishment they have been given.

Discussed employee resignations, employments, recall/employments, volunteer coaches, and position transfers.

Discussed the recall/employment of a bus driver.

Discussed the transportation wage/benefit package.

Discussed negotiations and the setting of a mediation date.

### **Action on Open Session Discussion**

Motion by Kilpatrick to uphold the administrative decisions regarding extra-curricular suspensions at West Carroll High School (3). Second by Atherton. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Highland to accept the resignation of Robert Buel, WC High School Business teacher. Second by Rath. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Brigham to accept the resignation of Jenna Fisher, district speech and language pathologist. Second by Klein. Roll call vote 6 yes; Anderson absent. Motion carried.

Motion by Highland to accept the resignation of Shelly Christensen, WC Middle and High School nurse. Second by Kilpatrick. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Atherton to accept, with regret, the resignation of Diane Calhoun, cooks' assistant, WC High School. Second by Brigham. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Rath to employ Kathy Stines as 5/8 business/technology teacher and Yearbook Advisor at WC High School and district website director for the 2011-2012. Second by Brigham. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Klein to employ Kelsey Holmes as nurse for the WC Middle and High School for the 2011-2012 school year. Second by Highland. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Kilpatrick to employ Christine McIntyre as assistant track coach at WC High School for the 2011-2012 school year. Second by Atherton. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Highland to recall and employ Deb Morhardt as a cooks' assistant at WC Primary School for the 2011-2012 school year. Second Rath. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion to Brigham to recall and employ Becky Wilson as a full time EXCEL aide at WC High School for the 2011-2012 school year. Second by Klein. Roll call vote: 6 yes; Anderson absent. Motion carried.

Page 8  
August 17, 2011

Motion by Highland to recall and employ Teresa Bauer as a full time EXCEL aide at WC High School for the 2011-2012 school year. Second by Kilpatrick. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Atherton to accept the following as volunteer assistant football coaches at WC High School for the 2011-2012 school year: Matt Floming, Dustin Hayden, and Ron Bull. Second by Klein. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Rath to approve transferring Kathy Van Brocklin from an instructional aide at WCHS to an aide for an individual student at WC Primary School for the 2011-2012 school year. Second by Brigham. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Klein to approve transferring Kathleen Folsom-Johnson from the WCPS cafeteria to a 5 hour cooks' assistant position at WC High School for the 2011-2012 school year. Second by Highland. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Kilpatrick to approve transferring Reena Handel from a 3 hour position to a 5 hour cooks' assistant position at WC Primary School. Second by Highland. Roll call vote: 6 yes; Anderson absent. Motion carried.

Motion by Brigham to approve the recall and employment of Pat Sanchez as afternoon Regional Alternative Program bus driver. Second by Rath. Roll call vote: 5 yes; Atherton no; Anderson absent. Motion carried.

Motion by Brigham to accept the three year wage/benefit package for the West Carroll transportation department as presented. Second by Highland. Roll call vote: 6 yes; Anderson absent. Motion carried.

### **Adjournment**

Motion by Highland to adjourn the regular August meeting of the Board of Education at 10:23 p.m. Second by Atherton. Roll call vote: 6 yes; Anderson absent. Motion carried.

Sandra Aude  
Recording Secretary

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Beverly Kilpatrick, Secretary  
West Carroll Board of Education

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Michael D. Highland, President  
West Carroll Board of Education