

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

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

Members absent: Deb Klein (arrived and entered meeting at 6:32 p.m.)

Administration present: Superintendent Craig Mathers; Principals Bob Lamb; Julie Katzenberger; and Jeanette Ashby

Others present: Christine Davis, Gary Gansemer, and Media (Bill Gengenbach, Michael Miller, and Mike Nester)

**Consent Agenda**

Motion by Highland to approve the items of the consent agenda as presented. Second by Sweeney. Roll call vote: 7yes. Motion carried.

- A. June 17, 2010; Regular Meeting Minutes
- B. June 17, 2010; Regular Meeting, Closed Session Minutes
- C. Financial reports, payment of bills, and activity accounts
- D. Destruction of Closed Session Tape; Regular Meeting, September 18, 2008

**Public Comments**

Boyd stated he received a telephone call and a nice letter from Judson Smith, Mt. Carroll, stating how awesome the picture of the FFA members in the paper was. Smith wished that all pictures of West Carroll students in the media would positively reflect the same.

**Correspondence**

A thank you card was received from Randy Steinbach in appreciation for 34 years of service to Mt Carroll and West Carroll.

**Administrative Reports**

Jeanette Ashby, WC Primary School principal, reported that the last student day for Summer School was July 1. The painting crew has been painting classrooms and the janitorial crew has been busy preparing the building for the new school year. She thanked both groups for their hard work. The Primary School has received an Illinois Reading Council Grant in the amount of \$3,000. This is the largest grant that the school has received. The Primary teachers will present their project idea at the 2011 Reading Conference in Springfield. The office staff has been getting ready for student registration – 795 registration packets were mailed out. They have also been working to convert all records to the new Skyward program. Mrs. Ashby thanked them for their support and dedication to the school.

Julie Katzenberger, WC Middle School principal, reported that Janis Jones wrote and received an Illinois Reading Council Literacy Support Grant in the amount of \$1,165. The project is titled "Pen Pals for Literacy". She will also present her project at the conference in Springfield. August 3 and 4 staff will attend Skyward "Train the Trainers" for secondary grade book training. Mrs. Katzenberger will attend a local AIMSweb manager training on August 9 and 10. She is looking forward to learning more about implementing AIMSweb universal screening at the middle school level. Scheduled on August 16 is Meet the Coaches at 4:40 p.m. and Meet the Teachers at 5:00 – 6:00 p.m. George Delp

and Alex Haffey have been working hard to keep the Middle School grounds looking very nice. Mrs. Katzenberger thanked them for their efforts. She thanked Jeff Holley and Brad Field for installing the new computers. She said the staff would be surprised and elated with the changes in the computers. Mrs. Katzenberger also thanked the West Carroll Youth Football Association for their work in changing the bleachers at the football field. She said it has made a big difference in the aesthetics and safety of the field. Superintendent Mathers commented that the group has done a great job with the bleachers. There is only a little skid loader work left to do and Mr. Mathers has worked a deal with Joel Ritchie to get the job done. The Massey/Purlee Basketball Camp was a huge success and the presenters were very happy with the turnout. They look forward to continuing the camp next year. WC High School will be hosting a 7 – on – 7 Passing Tournament at the Middle School on July 24. The Middle School yearbooks have arrived and will be distributed during registration. Mrs. Katzenberger thanked Mr. Holley and his 8<sup>th</sup> grade students who worked hard to create the yearbook.

Bob Lamb, WC High School principal, reported that everything is ready for registration. Fall sports begin practice on August 11 and Freshman Orientation is scheduled for August 17. Mr. Lamb is looking forward to this new endeavor that is part of the Freshman Transition Plan. Several staff members will attend the Skyward “Train the Trainers” in early August. These staff members will train the rest of the faculty during August 16 and 17 Institute Days. Several sport camps have been held by the athletic staff. The custodial staff has nearly finished cleaning the building and it will be ready for school to start. Mr. Lamb gave a big thank you to Andy Brotzman, maintenance director of grounds, for the great job on all the outside work that has been done at the high school. He is very happy with the ways things look. Mr. Mathers stated that Brotzman has done a wonderful job with all the school grounds and he makes sure that Mr. Brotzman is told that.

In the absence of Brad Field (technology department), Superintendent Mathers shared highlights of his written report. Mr. Field continues with the data conversion and training processes of Skyward. Staff is working with Skyward extensively and the response has been positive. Jeff Holley has been replacing computers at the Intermediate and Middle Schools. Two SMARTBoards are left to install at the Intermediate School. Mr. Field and Mr. Mathers have been discussing the need for independent internet connections at the Primary, Intermediate, and Middle Schools. Mr. Field is afraid that Skyward will bottle neck the internet at these buildings because it is a web based program. They will continue to discuss and plan so the district buildings will have the necessary bandwidth and security. The Tech Department will continue to work on inventory, servers, accounts, file management and general cleanup.

Superintendent Mathers furnished the Board with a list (by the month) of discussion items that will or may appear on the monthly meeting agendas. He felt the board would like to know what is coming up and these are items that you normally see every year. Additions and deletions to the list can be made as necessary. The HLERK – Extra Mile bulletin was included in the board packet for each member. Registration is scheduled for Tuesday, July 27; 8:00 a.m. to 6:00 p.m. and Wednesday, July 28; 12:00 to 6:00 p.m. at the Primary School. Registration confirmation has been received for the Triple I Conference; November 19-21. Board members will be staying at the Sheraton Hotel. He informed Board Members of the following important dates: August 11, High School sport practices begin; August 16 and 17, District Institute Days; and August 18, First Day with students. Mr. Mathers presented to the Board the Capitol Watch Newsletter regarding funding from the State of Illinois. The decrease of allocated funds is 3% under the 2010 level which is better than was expected. The foundation level will remain the same. The legislature has passed a bill that will allow the Comptroller until December 31 to pay funds owed for FY2010. The payment of funds from FY2011 is a guess. The impact on West Carroll will be transportation and mandated categorical funds. Preschool funding will not be hit as hard as was anticipated. WC High School did not meet AYP in all categories. Test

results show that the High School had nice increases in reading and math scores from the previous year but did not meet the state standards. The High School needs to keep the momentum going. They did not make AYP but everything has been put into place to help the students and it shows that it is working.

### **Board Committee Reports**

There have been no committee meetings. A group of community leaders have initiated discussions on facilities. Atherton volunteered to be part of a committee to discuss facilities and long term planning. Brigham stated he would also be on the committee. Boyd thanked both members for their interest.

### **OLD BUSINESS**

#### **2010-2011 Transportation Fuel Bids**

Two bids were received and opened for transportation fuel. The bids were competitive and it is recommended to purchase fuel from both companies.

Motion by Kilpatrick to accept the bid from Carroll Service Company for #2 diesel fuel (\$2.4035) at Mt. Carroll, Savanna, and Thomson and the bid for unleaded (89) Octane/Ethanol (\$2.317) at Savanna AND to accept the bid from Pearl City Elevator, Inc. for unleaded (89) Octane/Ethanol (\$2.301) at Mt. Carroll and Thomson. Second by Atherton. Roll call vote: 7 yes. Motion Carried. (Attachment)

#### **Hillcrest Family Services**

Boyd thanked Gary Gansemer, CEO, and Christine Davis of Hillcrest Family Services for coming to the meeting. Negotiations and many details have been covered with Hillcrest Family Services over the last four weeks so that a very successful relationship can be formed between the two entities. Superintendent Mathers also involved Mark Miller, Concept 3, so that any room changes that may be needed, meet code for the State of Illinois. District attorneys have created a document that will put a legal lease in place to cover both parties. Based on the operating cost per square foot it is recommended that the rental fee for 2010-2011 be \$20,000. Boyd asked the Board if there were any questions they wished to ask of Hillcrest; there were none. Gansemer stated that Hillcrest has focused on quality special educational services for twenty-two years and is very comfortable with the proposed agreement. It is a good contract that will foster a positive relationship giving the two parties an opportunity to work together. Highland stated it is a good opportunity for the district and sees no objection to moving forward. Atherton concurred and Boyd agreed wanting to make sure that attorneys from both sides have looked over the contract.

Motion by Boyd to contract with Hillcrest Family Services for classroom space at West Carroll Intermediate School for the 2010-2011 school year as presented. Second by Klein. Roll call vote: 7 yes. Motion carried.

#### **3<sup>rd</sup> Grade Swimming Lessons**

Mrs. Ashby provided highlights of the exit meeting with the Savanna Park District. She stated that there were many positive comments about this year's program. Having the students grouped by swimming ability worked very well and was beneficial to the program. It was recommended that the program be called "water safety" instead of lessons. They do not want to give parents a false hope that their child is learning to swim when that is not the case due to the number of students per instructors. It was recommended to move the date of the program back next year to be able to allow college students to help as guards and instructors. Moving the date will also allow the students to

continue to focus on school work instead of end of the year activities. Another recommendation is to have colored arm bands to show which students can or cannot be in the deep end of the pool. Letters will be sent home next spring to 2<sup>nd</sup> grade parents telling them about the 3<sup>rd</sup> Grade Water Safety Program so they can plan ahead. Sweeney asked if any parents held students back from participating. There was only one or two but that was due health issues. Boyd thanked Mrs. Ashby for supplying the written report. Highland asked if a notice was sent to 3<sup>rd</sup> grade parents with registration materials to remind them of the program. They did not but would have material available during registration times.

## **NEW BUSINESS**

### **Summer Driver's Education**

Mr. Lamb thanked the Board of Education for allowing the summer driver's education program. He stated that it was a wonderful opportunity for students and their parents. Classes began June 1 with 25 students participating. All students passed the class and 24 students passed the behind the wheel instruction. One student will receive additional driving time this fall. Students seemed happy with the class, as well as, Mr. Lamb and Mr. Venner, the instructor.

### **Summer School**

Ninety-five students in grades K-5 received extra instruction in the areas of reading and math to help maintain what the students have learned and help those who struggle to grow academically. Attendance was good with an overall rate of 90%. A bike and helmet were donated to the program and used as an incentive for attendance and completion of homework. All students received pre and post testing. All testing showed growth in the areas that were tested. Working with smaller groups the teacher can sit and read with each child and in math they can work on basic skills and strategies. It is a win – win situation for the students and it is hopeful that the students will maintain that level when they return to school in the fall. Klein stated it was nice having the information from the report. Ashby stated they hope to create better tests for data collection next year. Boyd stated that this is a good building block for AYP.

### **Board Meeting Dates: 2010 – 2011**

Setting and publicizing the meeting dates for the year allows the district to communicate with media, staff, and community in advance of the posted agendas. Because of the Triple I Conference in November, past practice of the Board has been to move the meeting ahead one week but the date this year falls on Veteran's Day. Legislation prohibits holding board meetings on federal holidays unless it is the regularly scheduled date. After some discussion the general consensus was to hold the meeting on Wednesday, November 10. Highland suggested holding board meetings at the other school buildings. For example: August at the High School library; September at the Middle School library; and October at the Intermediate School. All other meetings would be held at the Intermediate School library as usual, unless otherwise posted. This allows Board Members to tour the other buildings and it makes the meetings more accessible to the community. Kilpatrick was in favor of the idea and Boyd stated members will need to check the meeting schedule to make sure they are in the right place. A calendar was consulted to make sure there were no building schedule conflicts.

Motion by Klein to approve the regular meeting dates for the West Carroll Board of Education for 2010-2011 as presented. Second by Atherton. Roll call vote: 7 yes. Motion carried. (Attachment)

### **Snow Removal Bids**

Superintendent Mathers asked the Board to approve the letting of bids for snow removal for 2010-2011. The bids will be for WC High School and Primary School. District staff remove snow at the other buildings.

Motion by Sweeney to approve letting for bid the district snow removal for 2010-2011. Second by Brigham. Roll call vote: 7 yes. Motion carried. (Attachment)

### **2010-2011 Tentative Budget**

The tentative budget for 2010-2011 must be on public display for thirty (30) days before the public hearing for adoption. The September meeting is tentatively scheduled for September 16. Mr. Mathers is asking the board to approve putting the tentative budget on display August 16, 2010 to meet the statutory requirement.

Motion by Boyd to authorize the Superintendent to post the 2010-2011 tentative budget by August 16, 2010. Second by Kilpatrick. Roll call vote: 7 yes. Motion carried.

### **Early Childhood / Preschool**

The three schools that form the Early Step consortium have been meeting regularly to address many question marks in the program; new director, current fiscal year funding, and FY2011 funding being projected by ISBE. A school district must educate grades K-12 but preschool is an optional program. Districts are being told to plan for preschool funding at the FY2010 levels. Being a part of the consortium and because of the funding uncertainties; the Board discussed whether to continue the preschool program. A tentative budget has been put together. Most of the cuts were made to the parent educator program. The consortium wishes to use the funds to get to the students closer to school age. The superintendents feel it is a pretty good funding plan. A plan has also been put into place to stop the cash flow issue by each district paying quarterly payments for their programs. West Carroll has 50% of the program; Eastland has 25%; and Chadwick/Milledgeville has 25%. With this plan West Carroll will not be putting all of our district funds up front. Brigham and Highland stated that preschool is a good program and the district should continue with it. Sweeney concurred as long as the funding is there.

Motion by Klein to approve the continuation of the Early Step preschool based on projected funding levels. Second by Sweeney. Roll call vote: 7 yes. Motion carried.

### **Closed Session**

Motion by Sweeney to enter the regular meeting into closed session at 7:25 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); purchase or lease of real property or setting of a price for sale or lease of district property (D); and special educational programs or other matters relating to individual students (F). Second by Kilpatrick. Roll call vote: 7 yes. Motion carried.

The regular meeting returned to open session at 7:59 p.m.

### **Action on Closed Session Items**

Motion by Highland to approve the employment of Deb Manninen as WC Middle School 7<sup>th</sup> grade volleyball coach for the 2010-2011 school year. Second by Sweeney. Roll call vote: 7 yes. Motion carried.

Motion by Atherton to approve the employment of Amanda Thompson as a substitute teacher for the maternity leave of absence of Patti Adleman, WC Middle School. Second by Highland. Roll call vote: 7 yes. Motion carried.

Motion by Brigham to approve the employment of Doug Livengood as a substitute school bus driver. Second by Atherton. Roll call vote: 7 yes. Motion carried.

Motion Kilpatrick to approve the request of JorjAnn Fink (WC High School) for a maternity leave of absence per the collective bargaining agreement, Section 9.02; Item A. The leave will commence with the birth of her child and last for 6 or 8 weeks per her physicians' directive. Second by Brigham. Roll call vote: 7 yes. Motion carried.

Motion by Klein to approve the reassignment of administration for the 2010-2011 school year as follows:

- Jeanette Ashby; Principal of West Carroll Primary and Intermediate Schools (Pre-K – 5<sup>th</sup> grade)
- Pam Delp; West Carroll Special Education Director and Early Step to Success Pre-school Director

Second by Kilpatrick. Roll call vote: 7 yes. Motion carried.

### **Adjournment**

Motion by Boyd to adjourn the regular July meeting of the West Carroll Board of Education at 8:01 p.m. Second by Klein. Roll call vote: 7 yes. Motion carried.

Sandra Aude  
Recording Secretary

---

Michael D. Highland, Secretary  
West Carroll Board of Education

---

David W. Boyd, President  
West Carroll Board of Education