

**Central Community Unit School District 301
Board of Education Minutes**

Where: Central High School Library
Date: September 19, 2016

Meeting: Regular
Time: 6:00 p.m.

Board Members Present

Gorman, Jeff	Y
Marlovits, Jan	Y
Penar, Mitch	Y
Perry, Maggie	Y
Rabe Laura	Y
Schmitt, Duane	N
Kellenberger, Jeff	Y

Administrators Present

Stirn, Todd	Y
Mongan, Esther	Y
Ahlstedt, Carrie	N
Bushman, Kristine	N
Diversey, Steven	N
Duffield, Tracie	Y
Haug, Matthew	Y
Jurs, Rebecca	Y
King, Jeff	N
Lewis, Kim	Y
McCastland, Kerrie	Y
Mirenda, Pamela	N
Paszt, Alex	N
Polowy, Dan	Y
Potsic, Mike	Y
Salamone, Julie	N
Schreiber, Jill	N
Schuth, Daniel	N
Testone, Chris	Y
Tobin, Brian	Y
Vaughn, Michelle	N
Walter, Carie	N

Roll Call Roll call was taken at 6:00 p.m.

Present: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Absent: Schmitt

Agenda Motion by Marlovits second by Perry to approve the agenda as presented.

Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Voting no: None
Absent: Schmitt

Consent Agenda Motion by Gorman second by Penar to approve the consent agenda as presented.

Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Voting no: None
Absent: Schmitt

- Bus Lease Motion by Marlovits second by Perry to approve the bus lease for two additional buses as presented.
- Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Voting no: None
Absent: Schmitt
- FY 17 Budget Motion by Gorman second by Perry to approve the resolution for the FY17 Budget as presented.
- Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Voting no: None
Absent: Schmitt
- Recognition of Schools Motion by Perry second Marlovits by to approve recognitions of Schools as presented
- Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Voting no: None
Absent: Schmit
- Overnight Trip Motion by Perry second by Marlovits to approve the FFA overnight trip as presented.
- Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Voting no: None
Absent: Schmitt
- Executive Session Motion by Marlovits second by Perry to adjourn open session at 7:05p.m.
- Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Voting no: None
Absent: Schmitt
- Open Session Motion by Perry second by Gorman to adjourn executive session at 8:40 p.m.
- Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Voting no: None
Absent: Schmitt
- Personnel Report Motion by Gorman second by Penar to approve the personnel report for September as presented.
- Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger
Voting no: None
Absent: Schmitt

Adjourn Motion by Perry second by Gorman to Adjourn at 8:50 p.m.

Voting yes: Gorman, Marlovits, Penar, Perry, Rabe, Kellenberger

Voting no: None

Absent: Schmitt

BOE Meeting

1. Roll Call
2. Pledge of Allegiance
3. Public Open Forum
 - 3.1 Recognition of Visitors –President Kellenberger and Dr. Stirn welcomed visitors and introduced new Technology Director, Brian Tobin.
 - 3.2 Public Comment – Public comments were received from Kathy Metcalfe regarding the lack of district communication with staff changes and comment from Lee Ann Larson concerning the district policy on transgender students and the use of locker rooms and restrooms.
 - 3.4 Correspondence and Recognition – No correspondence
- 4.0 Action Items
 - 4.1 Consent Agenda – Dr. Stirn reviewed revenues and expenditures. Revenues are at 3.99% excluding bond proceeds compared to 5.56% last year. Expenditures are at 11.24% compared to 10.71% a year ago. The district received impact fees for \$146,901.30 and transition fees in the amount of \$33,649.78 for 18 new home starts. The bills payable report is typical for September and large due to all summer invoices coming in. The auditor, Cheryden Juergensen from Eder, Casella and Company will join us at the October meeting to present the audit report.
 - 4.2 Additional Bus Lease – The transportation department is requesting to lease an additional 28 passenger school bus and a 21 passenger plus one wheelchair school bus. Currently all buses are in use and in the event of a change or breakdown they would be without a bus.
 - 4.3 Approve Resolution for the FY 17 Budget – The tentative budget has been on display for the past 30 days at the District Office. Some very minor adjustments were made to the original budget. Once the budget is approved copies go to the county clerk in DeKalb and Kane Counties and the Regional Office of Education.
 - 4.4 Approve the Application for Recognition of Schools – This application is an annual report the building principals complete. Dr. Stirn approves the report and submits it to the State Board of Education.
 - 4.5 FFA Overnight Trip – A memo and itinerary are included asking for approval for an overnight trip to the FFA National Convention in Greenfield, Indiana. Ryan Robinson informed the Board that administrators, staff members and board members are invited to attend the convention for one day at no cost. He has also arranged for free transportation for anyone interested in attending.

5. INFORMATION REPORTS

5.1 Committee Reports – CCC – Member Perry – The committee still has some grade level openings. The Teachers on Special Assignment “TOSA”s presented a new professional growth opportunity for teachers called Central University. The committee’s meeting dates were discussed, sub committees will meet monthly and the whole group will meet January and April. Some members still need to select the sub-committee they will serve on. The grading / homework sub-committee will develop a survey for key issues with homework and grading.

DLT – The first meeting of the year included discussion on the movie “Paper Tigers”, administrators and CEA are focusing on what the next steps should be to meet the needs of at-risk students. Teachers and staff members need to learn how to identify the at-risk students. One possible training could be for the psychologists attend faculty meetings to reveal what an at-risk student might look like. We need to take the lessons learned and put them to work. Committee members are checking with other districts to see how they used the information from the movie. DLT members also discussed the upcoming technology day; the day will begin with breakfast and various stations to allow staff to play with new technology. A key note speaker will address the attendees and breakout sessions will occur for the remainder of the day. Staff members will receive raffle tickets until lunch when raffle prizes will be awarded. Phase I and II of the high school expansion plan was shared with the committee and the referendum committee is now in place. The committee also discussed the Burlington Days Parade, Homecoming activities and that the calendar committee will meet prior to the next Board of Education meeting. There is now concurrence on the evaluation tool.

Foundation – Members participated in the parade, some foundation members have joined the referendum committee. The foundation and referendum committee walked together in the Burlington Days Parade. Some foundation members have visited the new Farm and Fleet in Elgin, Laura Rabe has met with the store manager and he is happy to work with our schools. Farm and Fleet has already offered some donations. Trivia night is November 12th the theme is Hollywood and tickets are now on sale. A DJ and photographer have been hired for the event. After the trivia night the boat will remain open for dancing. Registration is now open online and members will take registrations at the homecoming game. Pizza Wars is scheduled for February and is still in the works. A small business fair will take place with Pizza Wars allowing small area businesses to market their services.

5.2 Central University – The teachers on special assignment have been trying to increase professional development opportunities for staff members. The challenge has been finding time for the programs. Last year the TOSA’s began working through E-learn collaborative course work to learn how to build online professional development. The online PD will be accessible through Canvas and can assist staff with video, GAFE research and assessment skills. Professional development credits (1-3) will be earned and will not advance salary. Teachers can earn pins for all modules completed. The teachers will access “Central Mission Control” and select the course they want to use in their classroom and then share how it worked for them. The hours needed per module is still a work in progress and will be tweaked as they go. Projected launch is in January. Currently there are 16 different modules but there could be more. The modules are in canvas which will allow teachers to become more comfortable with Canvas and with this online version of PD staff can gain the professional development on their own.

- 5.3 Capital Project Update – Director Polowy – The fiber project is being completed at the Central Campus, preparations are in the work to connect east to west. The Attorney has prepared a letter for property owners to sign for the fiber to run through their easements. Director Polowy is anticipating the permits for Route 47 and the railroad tracks any time. The only permit outstanding is the Bowes Road railroad crossing. At CMS they are working on the boiler start up. Phase 4 of the new ventilator installation is in process. Teachers have been very cooperative with the changing of classrooms for the uninvent installation and built in cabinets. The univents and cabinets are projected to be completed by Columbus Day. The chiller start-up will be this year weather permitting. The air conditioning in the gym and cafeteria is working. The carpet in the HBT library is complete and most other projects have been completed. The duct work and air conditioning unit at the district office and paving and patch work have all been completed. The driveway at Lily Lake needs to be patched and Director Polowy is waiting on pricing. The exterior bid for Phase I of the high school will be opened September 30, 2016, an additional bid will go out in early October. The abatement at Plato Center is complete, next the building will be cleaned out and the maintenance shop will be moved to central campus. Destruction is scheduled for the week of October 3rd, pending utility disconnect. He is still working out the details and date for the Plato school event. Police and fire departments from the area have contacted Dan to schedule training inside and outside.
- 5.4 Academic Achievement News – Central High School had 30 students with AP scholar scores. The students consist of juniors and seniors who have met the required criteria.
- 5.5 Homecoming Events – The theme is Disney, the middle schools will mirror some of the events the high school holds. The week will end with the dance.
- 5.6 Public Act 97-256 Requirements: Administrator and Teacher Salary and Benefits – this is an annual requirement that must be posted by October 1 each year.
- 5.7 Public Act 97-0609 Requirements: Posting of IMRF Compensation Packages – this is also an annual requirement to post IMRF total compensation packages for employees earning over \$75,000 annually.
- 5.8 Enrollment Report – The District has increased 6 students since the 6th day enrollment report. A total of 233 new students have enrolled this year.

7. EXECUTIVE SESSION

- 7.1 Adjourn to Closed Session to hear information regarding:
“The appointment, employment, resignation, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee or against the legal counsel for the District to determine its validity [5 ILCS 120/2(c)(1)].
- a. One Chance Illinois requested information on the district’s policy for early entrance and accelerated programs.
 - b. Daniel Warrensford requested information on transportation director emails, transportation claim, FY 15 and 16 budgets and board agendas and minutes.
 - c. Laborers’ District Council Labor Management Cooperation Committee requested certified payroll records for Rocky Mountain Communications.

- d. Andy Martin requested salary and benefit information from 2009 to the present on a district employee.
- e. Gabriella Lauricella with Smartprocure requested copies of district purchase orders from May 2016 to the present.

7.2 Open Session

7.3 Action Items from Closed Session

A. Personnel Report

8. ADJOURN

Jeff Kellenberger, President

Janet Marlovits, Secretary

Next Meeting: October 17, 2016