

**ROLL CALL
AND RECOGNITION
OF GUESTS--**

The Board of Education of North Greene Unit District No. 3, Greene and Scott Counties, Illinois, met in a regular session on Wednesday, December 20, 2017, at 7:00 p.m. in the Administrative Education Center Board Room, White Hall. Those answering roll call were: Vice-President Jeff Haskell, Members Pat Ford, David Hallock, Cale Hoesman, Brenn Killion, and Stacy Schutz. President Ed Ford was absent. Superintendent Mark Scott, Secretary Barbara Neece, Bookkeeper Tiffany Mumford, Principals Amanda Macias and Jackie Kuchy, Maintenance Director Dale Coffman and Transportation Supervisor John Davidson also were in attendance.

**CONSENT ITEMS:
MINUTES;**

A motion was made by Mrs. Schutz, seconded by Mrs. Killion, to approve the following consent agenda items: Minutes of the regular meeting of November 15, 2017, and special meeting of November 1, 2017, as presented;

**BILLS;
FINANCIAL REPORTS;
PRINCIPAL REPORTS;
BUILDING & GROUNDS
& TRANSPORTATION
REPORT;FUNDRAISERS;**

approve the list of bills for the month for payment as presented; Treasurer’s Report for the month of November and the December Update; Principal Reports regarding upcoming events and recent activities; Buildings and Grounds Report and the Transportation Report for the month of November as presented; approve fundraising activities for the Class of 2020 to host a painting class and bake sale on February 11, 2018, at 2:00 p.m. in the Jr.-Sr. High School Commons to earn funds for Prom 2019 and Senior trip 2020 and Class of 2019 to host a Super Saturday event on February 17, 2018 from 12 noon to 10:00 p.m. in the Jr.-Sr. High Commons and West Gym to earn funds for Prom 2018 and Senior trip 2019.

The President put the motion to a vote and the following roll call resulted:

- | | |
|-----------------|--------------|
| Schutz, yea | Hallock, yea |
| Killion, yea | Hoesman, yea |
| P. Ford, yea | Haskell, yea |
| E. Ford, absent | |

During reports, the Treasurer noted that the last payment of property taxes had been received and was reflected in the reports. During the Buildings and Grounds report, Maintenance Director Coffman reported that the contractors were scheduled to complete work in the Elementary kitchen over the holiday break and floors were to be re-waxed and buffed.

**SUPERINTENDENT
REPORT--**

- Superintendent Scott gave reports on the following items:
- A. Correspondence received was reviewed;
 - B. Review of IASB Annual Conference attended workshop sessions by those members attending the conference;
 - C. Reported that the master schedule for the high school was being reviewed for possible redesign to contain 7 periods rather than 8, in

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order to accommodate longer instruction time per period. With current policy requiring 28 credits to graduate, it would be necessary to reduce the graduation credit requirements to 25-26 in order for the proposed 7-period schedule to work. The current State graduation credit requirement is 16. The additional time per period was felt to be necessary as the new Math curriculum requires more instructional time to complete a daily lesson. The proposed period instruction time would go from 42 minutes to approximately 46 minutes. There was also discussion of considering advanced-placement and dual credit course options. A consensus was requested to authorize further study of the plan to adjust the daily schedule to the seven periods, with no objections being voiced.

- D. Information was shared of a program called NISL (National Institute for School Leadership) with training for the district principals that will be funded through a partnership with DOT Foods and the Tracy Foundation. The program will require Principals to be in training two days per month for 16-18 months with the superintendent filling in at the buildings as necessary during their absence. It was felt the program training would be beneficial in helping to improve instruction. The district's principals have agreed to participate in the program which won't start until winter 2019.
- E. Discussed the need of several renovation projects in the 1957 wing of the Jr.-Sr. High School such as restroom renovation, flooring, windows, air-conditioning, and ceiling material concern. Due to the ongoing maintenance performance agreement with Johnson Controls that includes those items, a new RFP would not be needed and there would be no additional cost under the current contract to amend the agreement as long as part of the work is done. Johnson Controls will be developing a proposal of cost estimates of desired projects for further discussion at a future meeting for consideration.
- F. An administrative Compliance Review will be conducted by the ROE in January.
- G. Reported that for every grant received by the district a monthly performance report is now required to be filed by the district to verify how the district is using the funds.
- H. Lack of substitute teachers, aides, cooks, and custodians in order to fill the numerous absences of staff.
- I. A report of a recent FOIA request for School Board Legal Liability policy information was given.

ADOPTION OF LEVY--

A motion was made by Mr. Hoesman, seconded by Mr. Pat Ford, to accept the recommendation of the Superintendent to adopt a Certificate of Tax Levy for 2017, requesting dollar amounts necessary for the various funds as follows and noted that due to an increase less than 105 percent of the aggregate dollars extended, minus bond and interest, for the year 2016, a public hearing was not required to be held prior to adoption:

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Education Fund	\$1,310,080
Operations & Maintenance	356,000
Transportation	142,400
Working Cash	35,600
IMRF	150,000
FICA	150,000
Fire Prevention & Safety	35,600
Tort Immunity	260,000
Special Education	28,480
Leasing	<u>35,600</u>
TOTAL, Less Bond & Interest	\$ 2,503,760

The President put the motion to a vote and the following roll call resulted:

Hoesman, yea	Killion, yea
P. Ford, yea	Schutz, yea
Hallock, yea	Haskell, yea
E. Ford, absent	

BOARD POLICY REVISIONS--

A review of proposals for revisions to Board Policy and Procedures was held for second reading, followed by a motion made by Mrs. Killion, seconded by Mr. Pat Ford, to approve second reading and adopt the revisions as recommended to Board Policies and Administrative Procedures as follows: 2:260, 4:10, 4:15, 4:80, 4:110, 4:150, 4:170, 5:10, 5:20, 5:90, 5:100, 5:200, 5:220, 5:240, 5:250, 5:290, 5:330, 6:20, 6:50, 6:60, 6:140, 6:150, 6:280, 6:300, 6:310, 6:340, 7:10, 7:15, 7:20, 7:70, 7:150, 7:180, 7:190, 7:250, 7:260, 7:270, 7:275, 7:305, 7:340; and approve revisions to Policy 7:240, Conduct Code for Participants in Extracurricular Activities, and related administrative procedures for instituting a drug and alcohol testing program to begin in January, 2018.

The President put the motion to a vote and the following roll call resulted:

Killion, yea	Hoesman, yea
P. Ford, yea	Schutz, yea
Hallock, yea	Haskell, yea
E. Ford, absent	

RISK MANAGEMENT PLAN--

Superintendent Scott recommended that the District Risk Management Plan, as approved for Fiscal Year 2017, be renewed for Fiscal Year 2018 with minor updates due to administrator changes and duties designated to the superintendent secretary. He explained that the plan allows for the use of Tort Immunity Fund monies to be expended to offset certain costs that typically are paid from Education, Operations and Maintenance, and/or Transportation funds. Due to the district's ability to levy funds as needed in the Tort Immunity Fund, a Risk Management Plan is required to be developed setting out the percentages of allowable expenses planned to be used for such costs. A list of salaries proposed to be paid from Tort is included in the Plan.

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A motion was made by Mr. Pat Ford, seconded by Mr. Hallock, to approve renewal of the Risk Management Plan for Fiscal Year 2018 with minor changes as noted.

The President put the motion to a vote and the following roll call resulted.

P. Ford, yea	Killion, yea
Hallock, yea	Schutz, yea
Hoesman, yea	Haskell, yea
E. Ford, absent	

BUILDINGS & GROUNDS

UPDATES--

ROODHOUSE ATHLETIC
FIELD SALE--

Superintendent Scott informed the members that the sale of the Roodhouse Athletic Field property was scheduled to close as planned in January based on verbal notification from Mike Niehaus of Windsor Development Group that funding was received.

NGE RENOVATION
CHANGE ORDERS--

A change order for CTS Group to install a required exhaust fan and dryer vent in the teacher workroom was added for a cost of \$4,406.00 and an amendment to the Health-Life Safety Survey will be submitted for expenditure of funds.

RESIGNATIONS--

Lisa Wojcik--

Dale Coffman--

A motion was made by Mrs. Killion, seconded by Mr. Hoesman, to accept the resignation of Lisa Wojcik as a Paraprofessional Teacher Aide, effective November 24, 2017, and the resignation due to retirement of Dale Coffman as Buildings and Grounds Maintenance Director, effective March 30, 2018, following 15.5 years of employment and pay retirement bonus of \$1,500.

The President put the motion to a vote and the following roll call resulted:

Killion, yea	P. Ford, nay
Hoesman, yea	Hallock, yea
Schutz, yea	Haskell, yea
E. Ford, absent	

**EMPLOYMENT/
APPOINTMENT--**

A motion was made by Mrs. Killion, seconded by Mr. Pat Ford, to approve recommendations made for appointment/employment of personnel for 2017-18, as follows:

PLAY DIRECTOR.--

VOL. ASST. COACHES--

EMPLOY SPEC. ED.
PARAPROFESSIONAL--

1. Cindy Carlson Rice as High School Play Director, with volunteer helpers Beth Burrus, Lesa Jackson, Barb Neece, Pam Painter, Jamie Roberts, Brandon Roberts, and Karen Voigts;
2. Jason Hinsey as volunteer Assistant 6th Grade Boys Basketball Coach;
3. Paige Crawford as volunteer Assistant High School Girls Basketball Coach;
4. Confirm employment of Bradi Rulo-Blair as a Paraprofessional Special Education Teacher Aide at North Greene Jr.-Sr. High, effective retro-active to December 13, 2017.

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The President put the motion to a vote and the following roll call resulted:

Killion, yea	Hoesman, yea
P. Ford, yea	Schutz, yea
Hallock, yea	Haskell, yea
E. Ford, absent	

GRADUATION DATES-- A motion was made by Mr. Hallock, seconded by Mrs. Killion, to approve the recommendation of the administration to set the dates for the 2018 High School graduation ceremonies for Friday, June 1, at 7:00 p.m. and Jr. High promotion ceremonies on Thursday, May 31, at 7:00 p.m.

The President put the motion to a vote and the following roll call resulted:

Hallock, yea	P. Ford, yea
Killion, yea	Hoesman, yea
Schutz, yea	Haskell, yea
E. Ford, absent	

DISCUSSION OF WAIVER OF SCHOOL CODE-ANNUAL STATEMENT OF AFFAIRS-- Superintendent Scott proposed consideration by the Board for authorizing seeking legislative approval for waiver of a School Code mandate requiring the school district to publish annually a financial statement of affairs in a local newspaper. The requirement costs the school district approximately \$850.00 annually, which could be saved with approval of the waiver to allow for posting the report on the district's website. In order to apply for the waiver a public hearing will be necessary. Following discussion, consensus was reached to authorize seeking the proposed School Code mandate waiver and schedule a special meeting for 5:30 p.m. on January 4, 2018, for conducting the public hearing and post such notice as required.

ESTABLISH ACTIVITY FUND-UNIFIED SPECIAL OLYMPICS-- With previous board approval for district students and volunteer staff to participate in a Unified Special Olympics Basketball program, it was requested that an activity fund for Special Olympics Unified Basketball be established in order to deposit donations and expend funds in support of the activity.

A motion was made by Mr. Pat Ford, seconded by Mr. Hallock, to approve establishment of an Activity Fund for Special Olympics Unified Basketball as requested.

The President put the motion to a vote and the following roll call resulted.

P. Ford, yea	Killion, yea
Hallock, yea	Schutz, yea
Hoesman, yea	Haskell, yea
E. Ford, absent	

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**CLOSED SESSION-
8:34 P.M.--**

A motion was made by Mrs. Schutz, seconded by Mrs. Killion, to go to closed session at 8:34 p.m. to discuss Closed Session minutes for approval, per 5 ILCS 120/2 (c)(21); The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District including hearing testimony on a complaint lodged against an employee to determine its validity, as per 5 ILCS 120/2(c)(1); Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees, 5 ILCS 120/2(c)(2); and Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes, per 5 ILCS 120/2(c).

The President put the motion to a vote and the following roll call resulted:

Schutz, yea	Hallock, yea
Killion, yea	Hoesman, yea
P. Ford, yea	Haskell, yea
E. Ford, absent	

**RECONVENE-
10:05 P.M.-**

A motion was made by Mrs. Killion, seconded by Mrs. Hallock, to return to open session at 10:05 p.m.

The President put the motion to a vote and the following roll call resulted:

Killion, yea	Schutz, yea
Hallock, yea	P. Ford, yea
Hoesman, yea	Haskell, yea
E. Ford, absent	

**ACTION/REPORT—
CLOSED SESSION
MINUTES--**

Review of the closed session minutes for approval was tabled to the next regular meeting.

**EMPLOY-HEAD SOFTBALL
COACH--**

A motion was made by Mrs. Killion, seconded by Mr. Hallock, to approve employment of Nathan Roberts as Head High School Softball Coach for 2017-18 school year.

The President put the motion to a vote and the following roll call resulted:

Killion, yea	Schutz, yea
Hallock, yea	P. Ford, yea
Hoesman, yea	Haskell, yea
E. Ford, absent	

**APPROVE POSTING FOR
1-1 SPECIAL ED. AIDE--**

A motion was made by Mrs. Schutz, seconded by Mrs. Killion, to approve posting a position for a Paraprofessional 1-1 Special Education Aide for a

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student at the Jr.-Sr. High School, and authorize the administration to employ a qualified individual following posting for 10 days.

The President put the motion to a vote and the following roll call resulted:

Schutz, yea	Hallock, yea
Killion, yea	Hoesman, yea
P. Ford, yea	Haskell, yea
E. Ford, absent	

ADJOURN-10:15 P.M.-- With no further business to come before the Board, Vice-President Haskell adjourned the meeting at 10:15 p.m.

Jeff Haskell, Vice-President

Barbara Neece, Secretary