

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

The Board of Education of North Greene Unit District No. 3, Greene and Scott Counties, Illinois, met in regular session on Wednesday, October 18, 2017, at 7:00 p.m. in the Administrative Education Center-Board Room, White Hall. Those answering roll call were: Vice-President Jeff Haskell, David Hallock, Cale Hoesman, Brenn Killion and Stacy Schutz; President Ed Ford and Member Pat Ford were absent. Superintendent Mark Scott, Secretary Barbara Neece, Treasurer Tiffany Mumford, Building Principals Jaclyn Kuchy and Amanda Macias, Transportation Supervisor John Davidson also were in attendance.

In the absence of President Edwin Ford, Vice-President Jeff Haskell conducted the meeting.

**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 September 20, as presented;

**PAYMENT OF BILLS--
FINANCIAL REPORTS;
PRINCIPAL REPORTS;
TRANSPORTATION
REPORT; FUND RAISERS**

Payment bills as listed;
Treasurer’s Report and Update for the month of October;
Principal Reports regarding upcoming events and recent activities;
the Transportation Report for the month of September; fundraising requests for the NGJH-8th Grade to sell St. Louis Cardinal calendars from October 20-November 3 and to host a Quarter Auction on November 5 to earn funds for the annual field trip to Chicago;
approve the FY18 Textbook/Electronic Curriculum Resources list;
acknowledge donations from the North Greene Junior High Boosters of \$1,200.00 to JH Boys Basketball activity, \$800.00 to Junior High Girls Basketball, \$800.00 to Junior High Volleyball, and \$450.00 to Junior High Cheerleaders and a donation from a “Go Fund Me” account for the High School STEM Guitar Club of \$187.01.

**TEXTBOOK/
CURRICULUM LIST;
DONATIONS--**

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

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

During the report of the treasurer, it was noted that the Treasurer’s Report reflected the seconded installment of property taxes as well as a payment made to CTS Group for work completed on the NGE renovation project from the Capital Projects fund and that the report did not reflect the third quarter health reimbursement payments but will be paid prior to the November board meeting.

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During the Principal reports, Jr.-Sr. High Principal Macias remarked that she and the guidance counselor are working to reach out to students to promote better attendance and participation in school activities, as well as an developing an initiative for school pride projects and campus clean up.

SUPERINTENDENT REPORT--

Superintendent Scott reported on the following items:

1. Fall Housing enrollment numbers were reviewed, noting an overall total enrollment of 871, approximately 15 students more than the previous year.
2. Reminded members of the IASB Fall Dinner meeting to be held at Jacksonville Middle School on October 26, beginning at 5:30 p.m.
3. Informed of a Three-Circle Ag Grant that would provide for an extended contract for 1.00 FTE teacher during the summer to provide agriculture services to students to include classroom instruction, FFA, SFA or SAE laboratory activities, and community work components. The grant would provide for 50 percent of the cost. and the district would receive a minimum of \$6,000 to a maximum of \$6,790. To apply it would require the number of students and businesses willing to participate, as well as support from the board. Following brief discussion, a board consensus was indicated in support of pursuing the grant.
4. A company has been found to perform random drug-testing of students per new policy approved by the board at the previous meeting. The charge would be \$39 per collection plus mileage trip fee for ten samples per month for nine months, totaling \$5,000. Superintendent Scott remarked that the policy language includes all extracurricular activities and wanted clarification of the boards intent. He also pointed out that discussion needs to be held regarding length of penalty for infractions and wanted to further discuss at the November meeting for final action on the board's desire of first offense penalty.
5. Gave information on a Fresh Fruits and Vegetables grant received that provides Pre-K through 6th grade students with fresh fruit and vegetable snacks twice per day.
6. Informed that the Pre-K and Early Childhood and Title I Rural Education grant amendments have been submitted for approval.
7. The new PAES Lab, (work and life skills class), has been initiated at the high school as planned and student thank you notes were presented to the members.
8. Plans are underway for the purchase and installation of a new wireless key fob system at the Jr.-Sr. High School for an approximate cost of \$6,300.00 , as was recently been installed at the elementary.
9. Prairie State Insurance Cooperative is requesting that the district have a formal appraisal of all district buildings to get them updated since it has been many years since one was performed. It is estimated that the cost would be \$3,100 and will be paid for from Tort Funds.

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10. FOIA Report—a request from American Watchdogs Inc. of Paris, Illinois, was responded to, providing documentation of credit card purchases made, copies of all debt currently held by the district and the payment structure of all outstanding debt on bonds and any lease/purchases, as well as superintendent contract information.

**CLOSED SESSION-
8:15 P.M. --**

A motion was made by Mr. Hallock, seconded by Mrs. Schutz, to go to Closed Session for the purpose of conducting a student disciplinary hearing per 5ILCS 120/2(c)(9).

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

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

RECONVENE-8:34 P.M.--

A motion was made by Mrs. Schutz, seconded by Mrs. Killion, to return to Open Session at 8:34 p.m.

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

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

ACTION/REPORT

**STUDENT DISCIPLINARY
HEARING--**

A motion was made by Mr. Hoesman, seconded by Mr. Hallock, that as a result of the student disciplinary hearing held during the closed session, Student A was found to have violated the school rules as justified by the evidence.

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

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

**EXPULSION HELD IN
ABEYANCE--**

A motion was then made by Mr. Hoesman, seconded by Mrs. Killion, that Student A was found to have violated the school rules such that they be expelled from North Greene Unit District No. 3 for the period from October 19, 2017, to the end of the 2017-18 school year. The expulsion is to be held in abeyance for Student A to enroll in the ROE Alternative Center for Education-Greene, with such student to be evaluated for determination of successful completion and improvement of behavior at the end of the 2017-18 school year for possible reenrollment in North Greene Jr.-Sr. High School for the fall of the 2018-19 school year.

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

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

AUDIT REPORT FY17-- Cindy Foote of Zumbahlen, Eyth, Foote & Flynn, Certified Public Accountants, presented the results of the financial audit for fiscal year 2017 for review. During the report she stated that as of June 30, 2017, the district cash balance was up approximately \$296,000 from the previous year and had an overall fund balance of \$2,344,179.00. The Equalized Assessed Valuation was up again over the prior tax year, therefore tax receipts were again increased. A Federal audit also was required due to the amount of funds received over \$750,000 in Federal Title monies. Audit findings reported concern for a need of segregation of bookkeeping duties with it noted that it is understood it would not be cost-effective to hire additional staff to do so. Another repeated finding reported was that the payroll should be reviewed and checked at the beginning of the year so that withholdings are set up correctly in the payroll software to prevent a need for manual revisions as the year progresses. It was suggested that each individual's payroll deductions and withholdings be double-checked for accuracy each payroll prior to issuance of checks and running reports. Though the over-payment of benefits and withholdings was significant in some cases, it was felt that the issues will be addressed by the administration and staff are being instructed to develop a process to prevent them in the future. Also noted was a need to amend the budget when expenditures exceed estimated revenues; though it was noted that some negative balances were the result of the state not disbursing funds to districts as promised. New emphasis is being put on activity funds and the auditor stressed that the funds are to be used solely on expenditures for students and not set up as a slush fund for other miscellaneous purchases that should be run through the Education Fund. Finally, it was reported that the district's financial profile status is in the "review" status, the same as the previous year.

Following review, a consensus was reached to accept the Audit Report for FY17 as presented.

AWARD BID FOR MEDIA CENTER RENOVATION--Following review of submitted bids for renovation of the Junior-Senior High Media Center to convert the area for classroom use, a motion was made by Mr. Hoesman, seconded by Mrs. Killion, to award the base bid to the low bidder, 4MC Corporation for the amount of \$49,500.00. It was noted that the bids came in approximately \$10,000 higher than anticipated, therefore, proposed alternate work was not accepted.

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

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

AWARD BID FOR SALE OF BLEACHER BOARDS A motion was made by Mr. Hoesman, seconded by Mr. Hallock, to award the bid for sale of North Greene Elementary old bleacher boards to the only bid submitted by Dale Coffman for \$851.00.

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

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

SALE OF PROPERTY-- It was noted that Mike Niehaus of Windsor Development Group informed the district that funding has been approved for the proposed housing project in Roodhouse and purchase of the Roodhouse Athletic field was intended, per the agreement reached with the Board on May 3, 2017, for closure by January 31, 2018.

NGE BUILDING PROJECT UPDATE-- Superintendent Scott reviewed some of the items remaining to complete the elementary renovation project such as some electrical wiring, HVAC install and calibration, bleacher installation, and kitchen equipment installation. It was reported that CTS expects to have everything completed and satisfactory by the end of December, 2017.

RENEW AGREEMENT FIRE ALARM INSPECTION-- Upon the recommendation of the superintendent, a motion was made by Mrs. Killion, seconded by Mrs. Schutz, to approve renewal of an agreement with TYCO/Simplex/Grinnell for fire alarm inspection and maintenance service for the Administrative Office Building, 250 East Sherman, White Hall, for \$2,176.28 and North Greene Elementary, Roodhouse, for \$2,830.32, effective for the period from November 1, 2017 to October 31, 2017.

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

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

DISTRICT REPORT CARD— The review of the District Report Card for 2017 was tabled due to the State not yet releasing the final completed reports.

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RESIGNATIONS/LEAVES-A motion was made by Mr. Hallock, seconded by Mrs. Killion, to accept the resignation of Tonda Anthony as Class Sponsor of the Class of 2018, effective September 28, 2017, and maternity leaves of absence for Parent Educator Sarah Schmidt effective for 8 weeks from approximately January 16, 2018, through March 8, 2018, and Elementary Physical Education teacher Blayre Petri, for 8 weeks from approximately January 24, 2018, through April 2, 2018.

**T. ANTHONY-CLASS
SPONSOR--**

LEAVES OF ABSENCE--

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

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

**EMPLOYMENT,
APPOINTMENT--**

A motion was made by Mrs. Killion, seconded by Mrs. Schutz, to approve the recommendation of the administration to approve the following employment and appointments:

- | | |
|---|--|
| Jr. High Student Council-
Vol. Assist. JH Boys B'ball-
Vol. Assist. JH Volleyball-
Athletic Trainer- | 1. Sarah Dean as Junior High Student Council Sponsor; |
| | 2. Robby Hawk as Volunteer Assistant Jr. High Boys Basketball Coach; |
| | 3. Stacey Mehrhoff as Volunteer Assistant Jr. High Volleyball Coach; |
| | 4. Employ Adele Cook as a contractual Athletic Trainer to be paid \$9,000 from funds provided through the NFL Grant, retroactive to September 28, 2017, through December 31, 2017, per terms and conditions of a written contract; |
| Class of 2018 Sponsor- | 5. Authorize the administration to appoint someone to fill the Class of 2018 Sponsor position following posting for 10 days. |

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

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

**DESIGNATION OF
DELEGATE TO IASB
CONFERENCE--**

It was consensus that President Ed Ford represent the Board as Delegate at the Joint Annual Conference in Chicago, November 17, 18, 19, to vote on submitted resolutions presented during the annual Delegate Assembly.

**RESOLUTION-WAIVER
OF LIMITATION ON
ADMINISTRATIVE
COSTS--**

A motion was made by Mrs. Schutz, seconded by Mrs. Killion, that as per a hearing held prior to the meeting at 6:30 p.m., a Resolution be adopted by the Board of Education to waive the limitation imposed on administrative expenditures per pupil for school year 2017-2018 as authorized by Section 17-1.5 of the School Code and the Superintendent be directed to notify the State Board of Education within 45 days of the date of this action, as attached.

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

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

SNOW REMOVAL AGREEMENT--

A motion was made by Mrs. Killion, seconded by Mrs. Schutz, to approve renewal of the Snow Removal Agreement with Ballard Brothers for the period from December 1, 2017 to November, 2018, at a cost of \$80.00 per hour.

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

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

CLOSED SESSION- 10:40 P.M.--

A motion was made by Mrs. Killion seconded by Mr. Schutz, to go to closed session at 10:40 p.m. to discuss Closed Session minutes for approval, and conduct the semi-annual review 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, per 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 ILCS120/2(c).

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

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

RECONVENE-11:15 P.M.- A motion was made by Mr. Hallock, seconded by Mr. Hoesman, to return to open session at 11:06 p.m.

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

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

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

Review of previous meetings closed session minutes was held by the committee and a motion was made by Mrs. Killion, seconded by Mrs. Schutz, to approve the recommendation to maintain confidentiality of the closed session minutes from July 20, 2016 to June 21, 2017, with the exception of the minutes of July 28, 2016 to be made available to the public, and to approve destruction of the verbatim recordings of closed sessions from July 2014, to December 16, 2015.

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

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

**MEMO. OF
UNDERSTANDING-
STIPEND POSITION--**

A motion was made by Mrs. Killion, seconded by Mrs. Schutz, to approve a memorandum of understanding as agreed between the North Greene Education Association, Local 3818 and Board of Education and Administration that a stipend position be created titled: Junior-Senior High Web Design Club and that it be added to section 9.11 section A Stipend/Stipend Positions of the Professional Negotiations Agreement, effective October 18, 2017, and that the position vacancy be posted per Article 2.16 of said Negotiations Agreement and be compensated at the annual rate of \$522.00.

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

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

ADJOURN-11:20 P.M.--

With no further business to come before the Board, Vice-President Haskell adjourned the meeting at 11:20 p.m.

Jeff Haskell, Vice-President

Barbara Neece, Secretary