

**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, April 18, 2018, at 7:00 p.m. in the Board Room of the Administrative Education Center, White Hall. Those answering roll call were: President Edwin Ford, Members, David Hallock, Jeff Haskell, Cale Hoesman, Brenn Killion, and Stacy Schutz; Member Pat Ford was absent. Superintendent Mark Scott, Secretary Barbara Neece, Treasurer Tiffany Mumford, Principals Jaclyn Kuchy and Amanda Macias, Transportation Supervisor John Davidson, and Building Maintenance Director Vance Dirksmeyer also were in attendance.

**STATEMENT FROM
GUESTS-**

Junior High teacher Twila Prunty and junior high students who recently participated in a local Money Fair were present to address the Board regarding selection to participate in a Money Fair at the Federal Reserve Bank in Chicago on April 27 and 28, 2018, as a result of their first place finish in the local fair. Due to the late notice of the opportunity, it was not possible to get the overnight trip request on the agenda for board approval. It was, therefore, requested that the Board consider by consensus to allow the students to attend the event and stay overnight. A consensus was reached to allow the trip.

**CONSENT ITEMS:
MINUTES;
BILLS;
REPORTS OF TREAS.,
PRINCIPALS,
TRANSPORTATION &
BUILDING & GROUNDS;
RENEWAL OF
IESA MEMBERSHIP;
FUNDRAISERS;**

A motion was made by Mr. Haskell, seconded by Mrs. Killion, to approve the following consent agenda items: Minutes of the regular meeting of March 21, 2018, as presented; payment of bills as listed; Treasurer's Report for March and Update for the month of April; Building Principal reports of recent activities and events; Transportation Report and Buildings and Grounds Report for the month of March; renewal of membership with the Illinois Elementary School Association for 2018-2019 school year and pay dues of \$75.00 and \$55.00 per activity participation; Fundraising activities for the High School Boys Basketball team to host a Summer Basketball Camp for boys and girls 3rd grade through 12th grade, June 5, 6, and 7 from 8:00 a.m. to 5:00 p.m. with proceeds to benefit the Boys Basketball activity fund; and Class of 2021 to host a car wash and sell pork chop and ribeye sandwiches on June 2, 2018, to earn funds for prom 2020 and senior trip 2021;

**DESIGNATION OF
SURPLUS PROPERTY--**

Approve request to designate a list of items stored in the Administrative Education building as surplus property and dispose of by scrapping non useable items after allowing teachers to first go through the storage area and select any items for possible use in their classrooms;

DONATIONS/GIFTS--

Acknowledge donations by Roodhouse Chapter BU, PEO of \$200 to the district to assist with the required provision of female hygiene products to students, and a total of \$1,525 in individual donations to the North Greene Elementary PBIS fund for Student of the Month awards.

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

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

**CLOSED SESSION-
7:20 P.M.--**

A motion was made by Mr. Haskell, seconded by Mr. Hoesman, to go to Closed Session at 7:20 p.m. for the purpose of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district as per 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057.

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

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

RECONVENE-8:15 P.M.—A motion was made by Mr. Haskell, seconded by Mrs. Schutz, to reconvene to open session at 8:15 p.m.

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

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

ACTION/REPORT--

There was no action or report made on matters discussed during the closed session.

**SUPERINTENDENT
REPORT--**

Superintendent Scott gave reports on the following items:

1. Reminded members to file their Statement of Economic Interest with the County Clerk by May 1;
2. Reminded committee members of the upcoming meeting of the the Parent-Teacher Advisory Committee on May 2 at 6:00 p.m., to review student discipline policies and procedures and Title I Plans for discussion of revisions for 2018-19
3. Informed that teacher David McGraw was offering to coordinate a trash recycling program with students and will be directed to coordinate the project with the building maintenance director
4. Reviewed preliminary results of the recent 5 Essentials Survey which indicates that the district performs lowest in innovation. It was stated that the district's Leadership Team is looking into and determining ways to increase content of the district's Science program.
5. ESSA is providing \$236,000 in additional monies in six payments, two in April, May, and June which can only be used for new teachers.

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A report will be provided to guide the district in finding where needs are in order to determine best use of additional funds. The new assessments will compare individual students to their own growth instead of using a comparison from one year to the next of different students at a particular grade level. It also was noted that absenteeism and tardies are a major issue and need improvement.

6. Questions of regarding whether the high school had a list of weighted courses prior to the current year have been asked and though they were discussed by the board, it was reported that there was never previous action taken to approve the list, therefore they were not documented. Discussions later during the meeting will be brought to the board for approval of specific courses to be weighted for applying toward GPA.
7. FOIA Report was given on a response that was made to an attorney for the Sargent Shriver National Center on Poverty Law providing requested information on whether the district had a school resource officer or a memorandum of understanding agreement in place with local law enforcement for provision of one.
8. Board members David Hallock and Cale Hoesman were determined to distribute certificates at the 8th grade promotion ceremony and Stacy Schutz and Ed Ford will present the diplomas at the high school graduation ceremony.

JR-SR HIGH 1957 WING RENOVATION--

Discussion and review was held regarding updates to the planned projects for the proposed renovation of the Junior-Senior High 1957 wing. The anticipated costs are estimated to cost no more than \$3.6 million and are to include LED lighting in the 1957 wing at a cost of \$75,000, new HVAC system-\$785,000, \$180,000 in LED lighting in the 2002 wing, asbestos abatement of ceiling material-\$180,000, new flooring-\$170,000, restroom upgrades at \$130,000, new roof at \$140,000, doors at \$132,000, paint gym ceiling-\$51,000, lockers and locker room remodel-\$240,000, new bells, phone and intercom system to tie in with the 2002 wing system, and new windows at \$366,000. Superintendent Scott requested the board's opinion of items to keep or eliminate from the proposed list. He reminded them that the 2002 wing bond payments will be paid off in the next couple of years which alleviate a large increase to the property tax payments for individual taxpayers. Consensus was to continue plans for performing the planned scope of work items as reviewed for the upcoming project.

2018-19 CALENDAR AMENDMENT--

Superintendent Scott reported that the Calendar for 2018-2019 as adopted by the board at the regular meeting in March was discovered to be short one day when being entered for submission to the state for approval. Therefore, it was recommended to add an institute day on August 13 to make total number of calendar days equal 185, as required. Student attendance days planned would remain at the planned 175.

Following discussion, a motion was made by Mrs. Schutz, seconded by

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Mrs. Killion, to amend the Official Calendar for 2018-2019 by adding a teacher institute day to the beginning of the year on August 13, to make a total of 185 calendar days.

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

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

POLICY REVISIONS--

Following review and second reading of proposed revisions to board policy and administrative procedures, a motion was made by Mrs. Schutz, seconded by Mr. Hallock, to approve second reading and adopt the recommended revisions as presented to the following: 2:260-Uniform Grievance Procedure, 4:40-Incurring Debt, 4:40-AP Preparing and Updating Disclosures, 5:20-Workplace Harassment Prohibited, 5:20-E-Resolution to Prohibit Sexual Harassment, and 5:170-Copyright.

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

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

**ADJOURN SINE DIE--
9:20 P.M.--**

At this time, President Ed Ford requested a motion for adjournment *sine die* of the current board in order for reorganization and election of officers for the coming year, 2018-19.

A motion was made by Mr. Haskell, seconded by Mr. Hoesman, to adjourn *sine die* at 9:20 p.m.

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

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

**ROLL CALL--
9:22 P.M.--**

With Member Ed Ford serving as President Pro-Tem, roll call was heard at 9:22 p.m. with all members present with the exception of Member Pat Ford.

**ELECTION OF
OFFICERS--
PRESIDENT-**

President Pro-Tem Ed Ford called for nominations for office of President to serve a one-year term. Member Hoesman nominated Stacy Schutz, seconded by Member Killion. With no further nominations being heard, nominations were closed and member Stacy Schutz was determined elected as President for the ensuing term of one year.

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VICE-PRESIDENT- Upon Mrs. Schutz assuming the chair, nominations were called for the office of Vice-President for the ensuing one-year term. Member Ed Ford nominated Member Cale Hoesman, seconded by Member Haskell. With no further nominations heard, Member Hoesman was declared elected as Vice-President for the ensuring term of one year.

APPOINTMENT OF SECRETARY AND TREASURER-- A motion was then made by Mr. Ed Ford, seconded by Mr. Haskell, to reappoint Barbara Neece as Board Secretary and Tiffany Mumford as Treasurer for the 2018-19 fiscal year.

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

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

MEETING SCHEDULE/ A motion was made by Mr. Hoesman, seconded by Mrs. Killion, to reestablish the meeting schedule as the third Wednesday of each month at 7:00 p.m. to be held at the North Greene Administrative Education Center, in the Unit Office area Board Room, 250 East Sherman Street, White Hall, Illinois, and send appropriate notice to local news media as required.

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

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

AUDITOR-- A motion was made by Mrs. Killion, seconded by Mr. Ed Ford, to reappoint the auditing firm of Zumbahlen, Eyth, Surratt, Foote & Flynn, Ltd., Jacksonville, Illinois, as district financial auditors and direct them to conduct the annual audit of the financial accounts for fiscal year 2018, as required.

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

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

RESIGNATIONS-- A motion was made by Mr. Haskell, seconded by Mrs. Killion, to accept the following resignations:
NaRetta Forrester as High School Guidance Counselor, effective end of the day, April 20, 2018;
Sheryl Vinyard, due to retirement as Nurse Aide, effective the end of the

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day May 31, 2018, and pay retirement bonus of \$1,500.00 for over 20 years of service.

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

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

**RESIGNATION OF
BOARD MEMBER-
PAT FORD--**

Following presentation of a letter of resignation, as motion was made was by Mr. Ed Ford, seconded by Mr. Hallock, to accept the resignation of Board Member Pat Ford, effective immediately, due to a conflict with current employment.

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

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

**DISCUSSION OF
SUMMER MAINT.
PROJECTS--**

Brief discussion was held regarding planned summer maintenance projects to be completed. With the proposed renovation project expected at the Junior-Senior High, staff will be emptying the 1957 wing of the building in preparation. Recent renovation completed at the Elementary, was reported reduce major projects planned for that building other than routine cleaning and floor refinishing. Projects mentioned were installation of handrails at North Greene Elementary, possible sealing of asphalt parking lots and playgrounds and installation of an icemaker. A more detailed list will be provided for review at the regular meeting in May.

**DISCUSSION OF FEE
SCHEDULE FOR 2018-19**

—Superintendent Scott reported that he was not recommending any increase in the regular fees and charges for the coming school year but did propose the board consider adding an annual technology fee. The fee would help to offset the cost of repairs to technology used by students and provide for replacement batteries and chargers cost. It was suggested the fee be somewhere between \$5.00 to \$20.00 per student. Junior-Senior High Principal Macias discussed that P.E. uniforms be required to be worn and presented information from a company to provide them at a cost of \$8.99 each. She felt the required uniform would reduce the incidences of students not participating in P.E. due to the lack of ability to bring or provide appropriate clothing. Another suggestion was to add a reduced Senior Citizen admission fee for athletic events at the Junior High level. Further discussion regarding adopting a fee schedule and adding the suggested new items will be held at the regular meeting in May.

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ENERGY PURCHASE AGREEMENT

Superintendent Scott presented an agreement for purchase of electric commodities with AEP Energy for two years and termination of the current agreement with Constellation Energy, effective September, 2018. The reason for the change was due to better rates being negotiated and offered through AEP.

A motion was made by Mr. Ed Ford, seconded by Mrs. Killion, to approve recommendation to terminate agreement with Constellation Energy and enter a two-year agreement with AEP Energy for provision of electric energy commodity, effective September, 2018.

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

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

HUMAN RESOURCE SERVICE AGREEMENT-

Information was provided by Superintendent Scott regarding the need for development of required job descriptions for each position that the district has not had time to accomplish as well as other human resource tasks that are very time-consuming. He presented a proposed agreement from Bushue HR, Inc., to accomplish some of the needed tasks and recommended board consideration for approving entering into an agreement for a three-year term at a cost of \$6,780 for the period beginning May 1, 2018 to April 30, 2019, \$6,900 from May 1, 2019 to April 30, 2020, and \$7,020 from May 1, 2020 to April 30, 2021, to be paid from Tort Immunity funds. Some of the services Bushue may provide are employee handbooks, handling of unemployment claims reporting, creation of job descriptions, reporting of liability and workers compensation claims, safety and risk management, background screening, mandated online trainings, FMLA leaves, among other human resource services.

Following discussion, a motion was made by Mrs. Killion, seconded by Mr. Hoesman, to approve entering into a three-year agreement with Bushue HR, Inc., effective May 1, 2018, to provide human resource services at a cost of \$6,780 for 2018-19, \$6,900 for 2019-2020, and \$7,020 for year 2020-2021.

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

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

**CLOSED SESSION-
10:36 P.M.--**

A motion was made by Mr. Hoesman, seconded by Mr. Hallock, to go to closed session at 10:36 p.m. to discuss Closed Session minutes for

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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), as amended by P.A. 93-0057; Student disciplinary cases, 5 ILCS 120/2(c)(9); 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 session minutes, 5 ILCS 120/2(c)(11).

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

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

RECONVENE-12:08 A.M.- A motion was made by Mr. Ed Ford, seconded by Mrs. Killion, to return to open session at 12:08 a.m.

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

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

ACTION/REPORT-
CLOSED SESSION
MINUTES --

Action to approve closed session minutes was tabled until the next regular meeting.

EMPLOYMENT OF
PERSONNEL--

A motion was made by Mr. Haskell, seconded by Mr. Ed Ford, to approve recommendations for personnel appointment, employment, and compensation as follows:

RESOLUTION OF
HONORABLE DISMISSAL
PARENT EDUCATOR--

Resolution Reference the Honorable Dismissal of Certain Education Support Personnel, 1-Parent Educator, as a result of uncertain grant funding, Tonya Elliott, effective the end of the last scheduled work day for the 2017-2018 school year;

CONFIRM EMPLOYMENT
OF PAYROLL CLERK-
GROUNDSKEEPER-

Confirm employment of Karen Schroeder as Payroll/Benefits Clerk effective April 3, 2018;
Confirm employment of George Pruiett as Part-time, temporary Groundskeeper to work no more than 20 hours per week at \$8.75 per hour, effective April 3, 2018 through the end of the growing season;

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POST SUMMER MAINTENANCE POSITIONS-- Post positions for employment of four part-time, temporary Summer Maintenance workers to work 20 hours per week for 12 weeks, to begin late May, early June and run through mid-August at \$8.75 per hour;

POST SUMMER SCHOOL POSITIONS- Post a position for one teacher for the Primary Special Education Extended Summer session, August 6, through 10, from 8:00 a.m. to 3:30 p.m. and post a position for one paraprofessional one-to one special education classroom aide for the Primary Special Education extended school year to work August 6, through 10, from 8:00 a.m. to 3:30 p.m.;

POST EXTRACURRICULAR POSITIONS FOR 2018-19 Post positions for filling the vacant extracurricular stipend positions for the 2018-19 school year;

POST SPEC. ED. COORD.- Post a position for a full-time Special Education Coordinator/Supervisor with a Type 75 administrative license for 2018-2019 school year;

POST ELEM. SCHOOL SOCIAL WORKER- Post a position for a full-time Elementary School Social Worker for the 2018-2019 school year;

POST TWO K-6 ELEM. TEACHERS- Post positions for two Elementary Self-Contained Classroom teachers for 2018-2019 school year.

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

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

APPROVE VOL. ASST. BASEBALL COACHES-- A motion was made by Mr. Hoesman, seconded by Mr. Hallock, to approve Brennan McMillen, Cody White, Jremy Sharrow, Todd Staats, and Eddie Ford as volunteer assistant high school baseball coaches for 2017-2018, pending receipt of all required paperwork and background checks.

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

Hoesman, yea	Killion, yea
Hallock, yea	E. Ford, yea
Haskell, abstain	Schutz, yea

EMPLOY GUIDANCE COUNSELOR-- A motion was made by Mr. Haskell, seconded by Mrs. Killion, to employ Amber Ford as High School Guidance Counselor, for the remainder of the 2017-2018 school year on a prorated 9.5 month contract, effective May 4, 2018 through June 8, 2018, and for a full 9.5 month contract for the 2018-2019 school year beginning August 7, 2018 through June 3, 2019.

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

Haskell, yea	Hallock, yea
Killion, yea	Hoesman, yea
E. Ford, yea	Schutz, abstain

**BOARD MEMBER
REPLACEMENT-**

It was reported that a consensus was reached to direct the secretary to publish a notice requesting individuals to write a letter of interest to the board regarding filling the vacant seat of member of the board of education until the non-partisan election in April, 2019, with a deadline of May 9 at 5:00 p.m.

ADJOURN-12:15 A.M.--

With no further business to come before the Board, President Schutz adjourned the meeting at 12:15 p.m.

Stacy Schutz, President

Barbara Neece, Secretary