

BROWN COUNTY COMMUNITY UNIT SCHOOL DISTRICT NO. 1
Mt. Sterling, Illinois
December 17, 2014

The Truth in Taxation public hearing for the tax levy was held on Wednesday evening, December 17, 2014 at 5:50 p.m. in the Brown County School Board Office at 503 NW Cross Street, Mt. Sterling, Illinois.

The following members were present: Blakeley, Kackley, Koch, Krupps, Meservey and Miller. McCaskill arrived at 5:53 pm.

1. The public hearing is open.
2. The following comments were made:
Mrs. Phillips showed a powerpoint to explain the tax levy process.

Public Comment speakers: none

3. Motion by Meservey, seconded by Koch, to close the tax levy hearing at 6:06 p.m.

The regular meeting of the Board of Education was held on Wednesday evening, December 17, 2014, at 6:07 p.m. in the Board of Education Office at 503 NW Cross Street, Mt. Sterling, Illinois. The meeting was called to order by President Philip Krupps. The minutes were recorded by Erica Buhlig, Secretary.

On roll call, the following members answered present: Blakeley, Kackley, Koch, Krupps, McCaskill, Meservey, Miller.

Public Comment: none

1. Motion by Kackley, seconded by Koch, to approve the consent agenda.

Roll call: Blakeley, yea; Kackley, yea; Koch, yea, Krupps, yea; McCaskill, yea; Meservey, yea; Miller, yea.
Motion carried.

Correspondence: none

Committee Reports: Krupps requested a technology meeting in the future.

2. Motion by Koch, seconded by Blakeley, to accept the tractor bid of Mt. Sterling Implement Co for a New Holland Powerstar 4.75 Cab Four Wheel Drive Tractor with a 60 mo. lease at 2.95% APR with a \$1.00 buyout for \$47,186.00

Roll call: Kackley, yea; Koch, yea; Krupps, yea; McCaskill, yea; Meservey, yea; Miller, abstain; Blakeley, yea.

Motion carried.

Audit Report provided by A, B, N, G, PC and discussed by Mrs. Vicki Phillips:
Superintendent Phillips asked the Board Members is they would like to have the Auditor, Kathy Shupe, present at the January meeting for an overview of the audit and findings. The board responded favorably to this request, therefore, Kathy Shupe will be invited to be a speaker at the January BOE meeting.

3. Motion by Krupps, seconded by Miller, to approve the audit report as provided by Arnold, Behrens, Nesbit & Gray, PC.

Roll call: Koch, yea; Krupps, yea; McCaskill, yea; Meservey, yea; Miller, yea; Blakeley, yea; Kackley, yea.

Motion carried.

Tax Levy discussion: President Krupps commended the BC BOE on its past wise use of district funds and courage to make difficult decisions at times to put the district in a place where a reasonable levy request can be made by the school district.

Board Member Miller asked Superintendent Phillips about the percentage of increase of aggregate level if the growth of the EAV is at 10% as expected. Superintendent Phillips responded with the explanation that if that would be the case the Aggregate Levy Increase would actually be a decrease of 1.76%.

4. Motion by Miller, seconded by Kackley, to adopt the Certificate of Tax Levy.

Roll call: Krupps, yea; McCaskill, yea; Meservey, yea; Miller, yea; Blakeley, yea; Kackley, yea; Koch, yea.

Motion carried.

5. Motion by McCaskill, seconded by Koch, to approve to keep closed session minutes through November 2014 closed due to confidentiality as per Section 2.06 of the Open Meetings Act.

Roll call: McCaskill, yea; Meservey, yea; Miller, yea; Blakeley, yea; Kackley, yea; Koch, yea; Krupps, yea.

Motion carried.

PRESS Plus Board Policy Second Reading and discussion: After discussion, it was decided that it would not be necessary for each building to maintain a supply of epi-pens because qualified and capable EMS services are available within minutes of each school should a student or adult have need of such medication.

6. Motion by Meservey, seconded by Blakeley, to approve PRESS Plus Board Policy Issue 87; Policies # 2:140, 2:140E, 4:45, 4:110, 4:120, 4:130, 4:150, 5:10, 5:185, 5:220, 5:250, 6:20, 6:60, 6:110, 6:280, 6:300, 6:310, 6:340, 7:50, 7:100, 7:270, as presented.

Roll call: Meservey, yea; Miller, yea; Blakeley, yea; Kackley, yea; Koch, yea; Krupps, yea; McCaskill, yea.
Motion carried.

Discussion Regarding (rankings) information at this link

<https://k12.niche.com/rankings/public-school-districts/best-overall/s/illinois/>

President Krupps stated that Brown County CUSD #1 has the potential of providing a premier level of education to students Brown County and it is an appropriate goal for the Board of Education to expect and set a goal to become listed on this rating/ranking of the Best Public School Districts in Illinois within the top 25 by the year of 2016. President Krupps reminded the Board and Staff Members that we have outstanding leadership, teachers, and community and can meet this goal. He explained that there are currently two districts within the top 100 of this list from downstate who have professional collegial acquaintances of his, and he sees no reason why BC can't think or imagine being in the top 25.

7. Motion by Koch, seconded by Kackley, the BC BOE adopts the goal of being recognized as a top 25 school in the state of Illinois at the conclusion of the 2016 school year as presented by Nich.More. Information can be learned about this Rankings organization: <https://niche.com/about/company/>.

Roll call: Miller, yea; Blakeley, yea; Kackley, yea; Koch, yea; Krupps, yea; McCaskill, yea; Meservey, yea.
Motion carried.

The request from the BCEA to the BC BOE to consider providing a stipend for BCHS Cheerleading Sponsor to be paid as two stipends—one for basketball and one for football rather than the one stipend that it is now being paid was tabled for further discussion during the upcoming negotiations with the BCEA for the continuing of the current Collective Bargaining Agreement.

Administrators Reports and Raising Expectations in Brown County: Mr. Kris Gallaher updated the board on two different Tracy Family Foundation grant requests that are coming up after the first of the year. One will be a request for an extension of the two-year 1:1 teacher training program that was implemented in 2013. This program has been of great benefit to the teachers that have been included so far and has helped them to properly prepare for and use an influx of technology in their classroom in an appropriate way. The extension of the program will allow the remaining teachers in the district to participate. The second request will be for the district's annual SMART Board training which is held each summer. Mr. Gallaher also made the board aware of changes made to the federal E-rate program which the district utilizes to offset the cost of telecommunications expenses.

Mr. Ben Ellefritz reported that they are wrapping up some service projects at the schools. This year our staff and students took part in donating money for the "adopt a family", participated in soap/shampoo drive, as well as participated in our local food drive. We also helped Action Brown County by collecting items to send to soldiers for Christmas. It is always great to give students an opportunity to give back because in the end it is always so rewarding for them.

Mrs. Vicki Phillips reported to the board on the following:

Marketing Plan -- Tuesday I met with Jeanne Fernandez, former Marketing Specialist for DOT Foods, regarding developing a marketing plan for the district with the \$5000 provided to the district and SMS from TFF for this purpose. Our first step is to design a Marketing Team This team will consist of a person from each of the schools (could be principal but doesn't have to be), a parent, union representative, a community person, superintendent, and marketing consultant. It is important not to have the committee be too big, but yet representative of the important players. If you have a strong opinion of who you think the parent and/or community member should be, please let me know. I have some ideas, but am open to your thoughts as well.

Our first meeting will take place in mid to late January with Jeanne leading the group in order to develop a marketing plan that is owned by us, designed by us, and will work for us.

Skyward Training -- The Board of Education Office staff recently completed a week-long training to refine staff's knowledge and skills while redesigning the set-up of the Skyward Financial System to work more efficiently and effectively. It seems like it has been a very productive five days.

HVAC -- TRANE has responded with urgency to our needs as much as I could ask since the letter of concern was sent to them by our attorney. We are all waiting for Ameren to change over the gas line connector which they thought they were going to do on Wednesday of this week, but had to cancel due to a medical emergency on the part of a family member of an Ameren employee. In the meantime, the boilers have been reprogrammed to be able to run only one at a time

which keeps the level of gas pressure needed at an acceptable level for the size of our current gas pressure connection. Once this is completed, we *think* all our problems will be solved. Chad, Sandi, the principals, and I will be keeping a very close eye on any issues that may come up.

Professional Development -- I recently attended an Administrator's Academy (licensure requirement) regarding Legislative Involvement of Superintendents. I have always been a bit of a legislative junkie, so this was an interesting academy for me to attend. Even though Senate Bill 16 will need to be resubmitted for it to be considered, and will have a new bill number when it does, it will, most likely, also have new contents. It is important we continue to pay close attention to the discussions around this topic of fair, equitable, and adequate school funding.

Financial Management – In an effort to be sure the district's funds/resources are being conservatively managed, two new "Notices of Change of Practice" have been provided to staff. One is regarding the charging of ancillary supplies needed by custodians. The other is regarding food expenses for staff when they are traveling. Below are "cut and pastes" of these notices:

- ✓ *In an effort to contain costs on professional development trips, the following is now effective:*
 1. *Up to \$20 for dinner reimbursement (but exact amount including tip if the total is less than \$20)*
 2. *Up to \$10 for lunch reimbursement (but exact amount including tip if the total is less than \$10)*
 3. *Up to \$10 for breakfast reimbursement (but exact amount including tip if the total is less than \$10)*

No reimbursement for alcoholic beverages. If a meal is paid in the registration fee of the meeting or conference, there will be no additional reimbursement for the meal. Receipts must be provided in order for reimbursement to be made to the employee.

AND

- ✓ *Brown County School District personnel have been in the practice in the past of purchasing cleaning supplies and other items as needed. Employees are asked to limit this past practice of purchasing supplies and other items by building custodians on an "as needed" basis throughout the year. Instead, starting December, 2014, each month BOE Office Staff will make an order for the supplies needed. So, employees should inform BOE Office staff of items needed in the upcoming month(s), so staff can make the purchases of these items in bulk. All requests for routinely used cleaning supplies or equipment should be made to BOE Office Staff for order at the end of each month.*

If a custodian or other employee has an item that they have run out of and need before the next order is received, please check with one of the other

buildings' custodians to see if they have extra of that item that can be used while waiting for the order to arrive. If none is available, then acquiring the item to fill in the gap is acceptable in an occasional situation. However, it should not be the regular, common practice any longer. Also, custodians should no longer charge any item above \$50 at Kassing Lumber or any other vendor without pre-approval of the Superintendent or her designee.

Community Programs -- Recently some of our staff and I met with two different community groups who wish to interact with the school more:

- ✓ Starting in mid January, Timewell Baptist Church will begin handing out “snack packs” to PK-Grade 4 students to take home on Friday evenings to insure that they have snacks for the weekend. Childhood hunger is an ongoing issue throughout the world including the United States, so the school district has committed to work with Timewell Baptist Church to assist them in handing out the snack packs and storing the snack packs before distribution. Also, the elementary school will serve as a site for the volunteers to “fill” each snack pack and organize for the school to distribute.
- ✓ The Mt. Sterling Library Board would like to be more involved with the school, so we met with members of the Library staff and board to discuss how this could be done. Our first step will be to help the librarian to understand how she can assist students log on to their Haiku account when they are on library computers. In this way students can have access to the various software packages that we have subscriptions to for them to use while they are at home or anywhere that they have internet access. These are educational programs that are connected to our Go Math and Fountas and Pinnell Reading curriculums.

Bullying Committee -- I recently mentioned to the Mt. Sterling Chief of Police Norris that I would like to join together with him to address issues of bullying. Because bullying has been in the news so much in the last few years, there are times when people automatically turn to bullying as reason for something that has occurred. Sometimes bullying has taken place and needs to be addressed, but sometimes the situation is really not a bullying situation even though it may be categorized in the person's mind as that. To effectively address bullying, as requested by BOE President Krupps at a board meeting this past fall, I plan to organize a meeting in January between school personnel, local police, and BC mental health. I will let you know the date of our first meeting so you can attend if interested.

Follow up to bus issues -- follow up from our discussions about my concerns about the discipline on a particular bus route last month: Nicole Hester has

started riding the bus as a bus aide to deflect issues/trouble and assist the driver with discipline. A big THANK YOU to Deb Meservey for volunteering her time over the course of the last couple of weeks to ride this bus as a volunteer bus monitor.

Wishing you all a very Merry Christmas and Joyous Holiday Season with your families and friends. I will be taking a vacation day on December 26 and December 29. However, as is planned right now, I will be in the office the other days that we are open.

8. Motion by Kackley, seconded by Miller, to go into closed session to discuss and possibly take action regarding a) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the School District; b) collective negotiating matters between the School District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees at 6:43 pm.

Roll call: Blakeley, yea; Kackley, yea; Koch, yea, Krupps, yea; McCaskill, yea; Meservey, yea; Miller, yea.
Motion carried.

9. Motion by McCaskill, seconded by Koch, to go out of closed session at 7:32 pm.

Roll call: Kackley, yea; Koch, yea, Krupps, yea; McCaskill, yea; Meservey, yea; Miller, yea; Blakeley, yea.
Motion carried.

10. Motion by Meservey, seconded by Koch, to approve the minutes of closed session.

Roll call: Koch, yea; Krupps, yea; McCaskill, yea; Meservey, yea; Miller, yea; Blakeley, yea; Kackley, yea.
Motion carried.

11. Motion by Blakeley, seconded by McCaskill, to transfer Arlene Brys to MS Self Contained Special Ed teacher, effective with the 2015-2016 school year.

Roll call: Krupps, yea; McCaskill, yea; Meservey, yea; Miller, yea; Blakeley, yea; Kackley, yea; Koch, yea.
Motion carried.

12. Motion by Krupps, seconded by Kackley, to hire Wyatt Gard as part time Band teacher, effective January 5, 2015.

Roll call: McCaskill, yea; Meservey, yea; Miller, yea; Blakeley, yea; Kackley, yea; Koch, yea; Krupps, yea.
Motion carried.

13. Motion by Meservey, seconded by Blakeley, to hire Wyatt Gard as part time HS/MS Special Ed Para-professional, effective January 5, 2015.

Roll call: Meservey, yea; Miller, yea; Blakeley, yea; Kackley, yea; Koch, yea; Krupps, yea; McCaskill, yea.
Motion carried.

14. Motion by Kackley, seconded by McCaskill, to adjourn at 7:42 pm.

Motion carried by acclamation.

PRESIDENT

SECRETARY