

MINUTES OF THE REGULAR MEETING OF WEST CENTRAL COMMUNITY UNIT SCHOOL DISTRICT #235 HELD IN THE ELEMENTARY CAFETERIA ON DECEMBER 20, 2011.

The meeting was called to order by President Brent at 6:00 pm in the Elementary Cafeteria. The following board members answered roll call: Anderson, aye; B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent; John, absent; Robbins, aye. President Brent declared a quorum present. Also present were Superintendent Grimm, S. Richard, D. Buss, J. Nichols, J. Bradburn, T. Hanson, M. Frakes, J. Farniok, and approximately 25 other staff, parents and students.

CALL TO ORDER

President Brent then led the audience in the Pledge of Allegiance to the flag.

PLEDGE

John entered at 6:03 pm.

GOOD NEWS ITEMS

GOOD NEWS ITEMS

Under good news items, Board President Brent recognized West Central Elementary teachers Laura Lewis, Chris Wright and Jessica Winters for successfully completing the process to become National Board Certified Teachers. Board President Brent presented each of the three teachers with a frame in which they can place their Board Certified Certificates when they receive them. Each of the three teachers thanked the Board, Administrative Team and their colleagues for their support during this process.

Following the recognition of the National Board Certified Teachers, Board President Brent and the board recognized six West Central High School students for becoming Illinois State Scholars. President Brent informed the audience that the criteria to be selected as a Illinois State Scholar is based on SAT, ACT and/or Prairie State Achievement Exam scores, and/or class rank at the end of the junior year. The students recognized were Hannah Brueck, Brandon Carter, Gretchen Higgins, Kristen Rankin, Mariah Wallace and Miranda Wallace.

Other items highlighted as good news items were as follows:

- The annual elementary can food drive collected 819 cans of food;
- The elementary has collected so far this school year over 3000 Box Tops for Education;
- The elementary concerts were well attended and nicely done;
- The high school won a facebook contest conducted by Midwest Bank for your favorite school and received a \$250 award;
- Mr. Bradburn that several high school students were exiting the math and reading labs;
- Mrs. Frakes thanked the HS student council members for adopting needy families for Christmas;
- Congratulations to the 7th grade boys basketball team for winning the Sand Valley Conference Tournament;
- The middle school/high school concert was outstanding;

- The middle school students raised over \$1000 for the American Heart Association during PE this month;
- There were 76 students/30 families assisted by the Project Santa this year.

APPROVE AGENDA

Motion by Anderson, seconded by John to approve the agenda as presented. Roll call: B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye; Anderson, aye. Motion carried.

APPROVE AGENDA

RECOGNITION OF AUDIENCE REQUEST FOR PRESENTATION

There was no one present who wished to address the board on any agenda item.

AUDIENCE REQUEST

CONSENT AGENDA

Motion by Robbins, seconded by B. Arnold to approve the consent agenda (Minutes of the November 14, 2011 special meeting; Minutes of the November 17, 2011 regular meeting; Minutes of the November 14, 2011 closed session; The WCHS graduation ceremony to be held on Sunday, May 13, 2012 at 2 pm; The WCMS promotion ceremony to be held on Monday, May 14, 2012 at 7 pm; The 2011 tax levy with the total extension amount of \$4,007,208; The one year lease for a new 2010-20 passenger Thomas MiniTour bus from Midwest Bus Sales in the amount of \$12,900). Roll call: J. Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye; Anderson, aye; B. Arnold, aye. Motion carried.

CONSENT AGENDA

FINANCIAL ACTIVITY

Motion by Anderson seconded by John to approve the payment of all bills as presented. Roll call: Brent, aye; Goff, absent; John, aye; Robbins, aye; Anderson, aye; B. Arnold, aye; J. Arnold, aye. Motion carried.

FINANCIAL ACTIVITY

Motion by B. Arnold, seconded by Anderson to approve the activity account summaries for November 2011 for WCE, WCMS and WCHS as presented. Roll call: Goff, absent; John, aye; Robbins, aye; Anderson, aye; B. Arnold, aye; J. Arnold, aye; Brent, aye. Motion carried.

Motion by Anderson, seconded by John to approve the November 2011 treasurer's report as presented. Roll call: John, aye; Robbins, aye; Anderson, aye; B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent. Motion carried.

The board heard that as of the end of November actual expenditures and revenue to budget should be 41.67%. It was noted that actual expenditures were 40.77% of budget and actual revenue received was 40.58% of budget as of the end of November 2011.

ACTION ITEMS

Motion by Anderson, seconded by John to adopt the proposed policy revisions on second reading: Policy 2:250 Board of Education – Access to Public Records; Policy 3:60 General School Administration – Administrative Responsibility of the Building Principal; Policy 4:80 Operational Services – Accounting and Audits; Policy 5:90 General Personnel – Abused and Neglected Child Reporting; Policy 5:100 General

REVISED POLICIES

Personnel – Staff Development Program; Policy 5:200 Professional Personnel – Terms and Conditions of Employment and Dismissal; Policy 5:240 Professional Personnel – Suspension; Policy 6:60 Instruction – Curriculum Content; Policy 6:150 Instruction – Home and Hospital Instruction; Policy 6:320 Instruction – High School Credit for Proficiency; Policy 7:305 Students – Student Athlete Concussions and Head Injuries (New) with minor revisions in regards to Physicians State of Licensure. Roll call: Anderson, aye; B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye. Motion carried.

Motion by Anderson, seconded by B. Arnold to approve the quote from Ruyle Mechanical Services Inc. for the repair of the Media boiler in the amount of \$17,800 as presented. Roll call: B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye; Anderson, aye. Motion carried.

MEDIA BOILER
REPAIR

Motion by Anderson, seconded by Robbins to approve the health life safety amendment for the Media campus boiler in the amount of \$22,560 as presented. Roll call: B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye; Anderson, aye. Motion carried.

HLS
AMENDMENT

REPORTS

The board heard reports from the building Principals Mr. Buss, Mrs. Hanson, Mr. Nichols, and Mr. Bradburn. The board briefly reviewed a report submitted by Mrs. Rima as well.

REPORTS

The board heard a lengthy update on the district curriculum from Supt. Grimm. Included in that update were:

CURRICULUM
UPDATE

- Alignment of curriculum to the New Common Core Standards
- Progress being made on developing the district honorable dismissal list
- Progress that has been made on the development of the new principal and assistant principal evaluation instrument and plan;
- Progress that has been made on the development of the new teacher evaluation instrument and form;
- Plans regarding working with the district math, reading and special education consultants;
- The board reviewed updates to the Common Core Path to Excellence document that is found on the district's web page.

The board briefly reviewed the reports submitted by Mrs. Frakes regarding district technology and Mrs. Farniok regarding special education.

The board briefly reviewed a report submitted by district librarian Renee Russell. This report highlighted the operations of the north and south campus libraries.

LIBRARY
REVIEW

The board confirmed the date for the board's planning retreat as being January 21, 2012. This retreat will be held at Pzazz in Burlington beginning at 8:15 am and conclude with a dinner Saturday evening.

BOARD
RETREAT
DATE

The board was updated on a recent meeting conducted by the board's building and grounds committee. On behalf of the committee, Supt. Grimm informed the board that they had briefly discussed options to replace Mr. John Wetterling upon his retirement effective December 30, 2011. The committee was also updated on the Media boiler situation. The committee also discussed asking Bill Phillips to begin working on a list of summer projects that the district needs to consider doing during the summer of 2012. Specifically that list should focus on any items that remain from the 10 year Health Life Safety Survey and other items of a general maintenance type that the board should consider at this time. The board was updated on the plans to clean out/rearrange the south campus buildings as per previous conversations at the board table. The board was updated on the status of the paperwork between the district and IDOT regarding the Biggsville by-pass highway easement that has been requested by IDOT as well as the easement to allow IDOT equipment to cross the district's bus parking lot during construction of the Rt 94 overpass. Supt. Grimm informed the group that there has been no progress on the exchange of that paperwork since the November board meeting.

BLDG COMM
UPDATE

Supt. Grimm then discussed at great length with the board the proposed Henderson County Safe Building. Supt. Grimm reviewed with the board a list of eleven questions that he presented to members of the Henderson County Board at a recent meeting with the board's building committee and representatives from the Henderson County Board. The board was informed that district architect Bill Phillips is working on a drawing of where this addition which will be funded in part through a FEMA grant might be placed on the north campus as well as the addition of three basic classrooms that could be used by high school staff. The board was informed that the building and grounds committee will meet with Mr. Phillips some time during the second week of January to review the prospective costs of this project and to determine if the district is in a position to move forward with this grant application process. The board was reminded that district architect Bill Phillips will be responsible for completing the grant application. Supt. Grimm also addressed specifically with the board questions that related to issues we might have with a shared facility and our district insurance carrier. Supt. Grimm noted that he had a conversation with the district attorney about allowing registered sex offenders access to this building during an emergency and under what circumstances that might be allowed to happen. Mr. Grimm also informed the board that a general conversation about district liability was also held with the district insurance agent.

DISCUSSION ITEMS

The board reviewed a report on a potential WCMS softball program presented by Principal Jeff Nichols and District Athletic Director Roger Kerfoot. Following a review of this report, the board indicated that there was no change in their position from last June when they decided not to pursue implementing a middle school softball program. As a result, there will be no middle school softball program implemented in the future.

MS SOFTBALL

The board briefly discussed a proposed policy on anti-nepotism. Upon clarification it was pointed out that perhaps a policy on anti-nepotism would be too restrictive. After additional discussion it was determined that a proposed policy should be drafted that

POLICY ON
NEPOTISM

would require a board member to recuse themselves from participating in discussion and subsequent voting on the employment of certain individuals. This matter was referred back to the board's policy committee.

The board discussed the annual "not in attendance" day that falls on the first day of deer hunting shot gun season. The board briefly discussed the background on why the district has chosen to not be attendance on this day and the impact of requiring students and staff to be in attendance on this day. It was pointed out that there has been virtually no discussion about this topic since this was implemented on the school calendar in 2006. Supt. Grimm discussed with the board the process that is used to develop the school calendar. The board was informed that a committee is formed and they meet two times. The main task of the committee is to solicit feedback from district staff on a proposed school year calendar. The committee meets a second time and the committee determines the calendar that is then presented to the board in February of each year for the upcoming school year. As a result of the discussion, no changes are necessary regarding this day.

NOT IN
ATTENDANCE
DAY

The board reviewed Policy 5:240. This policy deals with discipline of employees. A concern was voiced about having the procedures that are followed in these situations should be better articulated in the board policy. Following a brief discussion on this issue, this matter was referred to the board's policy committee.

REVIEW OF
POLICY 5:240

Board President Brent briefly discussed the process for board members to complete the Superintendent's evaluation.

SUPT
EVALUATION

FUTURE AGENDA ITEMS

There were no additional items addressed as future agenda items.

FUTURE
AGENDA
ITEMS

PERSONNEL ACTION

Motion by Anderson, seconded by B. Arnold to accept the letter of resignation from John Wetterling as district grounds keeper effective on December 30, 2011 as presented. Roll call: John, aye; Robbins, aye; Anderson, aye; B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent. Motion carried.

J.
WETTERLING –
RESIGN

Motion by Anderson, seconded by John to extend the work hours of district custodian Crystal Mabe from five hours per day to seven hours per day as presented. Roll call: Anderson, aye; B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye. Motion carried.

C. MABE HRS
INCREASED

Motion by B. Arnold, seconded by Anderson to employ Gwenetta Creacy as a part time CNA instructor at \$30 per hour not to exceed \$4800 pending proper certification from IDPH as presented. Roll call: B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye; Anderson, aye. Motion carried

G. CREACY –
CNA

Motion by Anderson, seconded by B. Arnold to employ Lea Ann Nylin as a WC district bus driver at the rate of \$56.90 per day as presented. Roll call: B. Arnold, aye; J.

L. NYLIN – BUS
DRIVER

Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye; Anderson, aye. Motion carried.

CLOSED SESSION

Motion by Anderson, seconded by B. Arnold to adjourn to closed meeting to discuss personnel (the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body) at 8:01 pm. Roll call: Anderson, aye; B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye. Motion carried.

CLOSED
SESSION

Motion by B. Arnold, seconded by J. Arnold to return to open session at 8:38 pm. Roll call: B. Arnold, aye; J. Arnold, aye; Brent, aye; Goff, absent; John, aye; Robbins, aye; Anderson, aye. Motion carried.

FUTURE MEETINGS

The board was reminded that the next regular board meeting will be held on Wednesday, January 18, 2012. This meeting will be held in the elementary cafeteria and will begin at 6 pm.

FUTURE
MEETINGS

ADJOURNMENT

Motion by B. Arnold, seconded by J. Arnold to adjourn at 8:40 pm. The vote was unanimous. Motion carried.

ADJOURN

THESE MINUTES ARE APPROVED AS WRITTEN THIS 18TH DAY OF JANUARY 2012.

Lonnie Brent, Board President

Paul Anderson, Board Secretary