



MINUTES-REGULAR MEETING OF THE BOARD OF EDUCATION
Monday, March 16, 2009, 6:00 p.m.
Belvidere Community Unit School District #100
1201 Fifth Avenue
Belvidere, Illinois 61008

The Board of Education of Community Unit School District #100, Boone, McHenry, DeKalb Counties, Illinois met in a regular meeting on March 16, 2009, at 6:00 p.m. at the District's Central Office, located at 1201 Fifth Avenue, Belvidere, Illinois, which is within the boundaries of said District.

1. Call to Order:

The Vice President called the meeting to order at 6:00 p.m.

2. Pledge of Allegiance

3. Roll Call:

Members present were Mrs. Norem, Mr. Powell, Mr. Ramos, Mr. Rathbun, Mr. Smiley, and Mr. Stenerson.

Also present were Mr. Houselog, Mr. Metz, Mr. Moeller, Mrs. Smith, Dr. Davis, Attorney Rob Tobin, and Mrs. Wallace.

4. Approval of Minutes:

Member Rathbun made a motion and Member Norem seconded the motion to approve the minutes of the regular meeting on February 17, 2009, as presented. The Vice President put the question, and the following members voted:

YEA: Rathbun, Norem, Powell, Ramos, and Stenerson
ABSTAIN: Smiley
NAY: None

The Vice President declared the motion passed.

Member Stenerson made a motion and Member Ramos seconded the motion to approve the minutes of the executive session on February 17, 2009, as presented. The Vice President put the question, and the following members voted:

YEA: Stenerson, Ramos, Powell, Rathbun, and Norem
ABSTAIN: Smiley
NAY: None

The Vice President declared the motion passed.

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Member Rathbun made a motion and Member Stenerson seconded the motion to approve the minutes of the special meeting on March 4, 2009, as presented. The Vice President put the question, and the following members voted:

YEA: Rathbun, Stenerson, Ramos, Norem, Powell, and Smiley
 NAY: None

The Vice President declared the motion passed.

The Board of Education took a moment to recognize Penny Spears, Math Teacher at Belvidere Central Middle School who was awarded the Golden Apple Award on Friday, March 13, 2009 for Excellence in Teaching. Selected from more than 1,000 nominations, Ms. Spears was one of five secondary teachers to receive this honor. A banquet will be held on April 24, 2009 to honor all Golden Apple recipients.

5. Committee Reports:

Policy changes recommended for second reading and approval were under Item 9A, Board Action and Discussion:

Policy	Title
TOC	Section 4 – Operational Services
4:10	Fiscal and Business Management
4:20	Fund Balances
4:30	Revenue and Investments
4:40	Incurring Debt
4:45	Insufficient Fund Checks
4:50	Payment Procedures
4:55	Use of Credit and Procurement Cards
4:60	Purchases and Contracts
4:70	Resource Conservation
4:80	Accounting and Audits
4:90	Activity Funds
4:100	Insurance Management
4:110	Transportation
4:120	Food Services
4:130	Free and Reduced-Price Food Services
4:140	Waiver of Student Fees
4:150	Facility Management and Building Programs
4:160	Hazardous and Infectious Materials
4:170	Safety
4:180	Pandemic Preparedness
7:190	Student Discipline

The following policies were presented for a first reading:

Policy	Title
TOC	Section 5 – Personnel
5:10	Equal Employment Opportunity and Minority Recruitment
5:20	Sexual Harassment

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5:30	Hiring Process and Criteria
5:35	Compliance with the Fair Labor Standards Act
5:40	Communicable and Chronic Infectious Disease
5:50	Drug- and Alcohol-Free Workplace
5:60	Expenses
5:65	Cell Phone Usage
5:70	Religious Holidays
5:80	Court Duty
5:90	Abused and Neglected Child Reporting
5:100	Staff Development Program
5:110	Recognition For Service
5:120	Ethics
5:130	Responsibilities Concerning Internal Information
5:140	Solicitations By or From Staff
5:150	Personnel Records
5:160	OPEN
5:170	Copyright
5:180	Temporary Illness or Temporary Incapacity
5:185	Family and Medical Leave
5:190	Teacher Qualifications
5:200	Terms and Conditions of Employment and Dismissal
5:210	Resignations
5:220	Substitute Teachers
5:222	Job Sharing
5:230	Maintaining Student Discipline
5:240	Suspension
5:250	Leave of Absence
5:260	Student Teachers
5:270	Employment At-Will, Compensation, and Assignment
5:280	Duties and Qualifications
5:285	Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
5:290	Employment Termination and Suspensions
5:300	Schedules and Employment Year
5:310	Compensatory Time-Off
5:320	Evaluation
5:330	Sick Days, Vacation, Holidays and Leaves

Member Norem made a motion and Member Ramos seconded the motion to approve the first reading of Section 5 - Personnel, as presented. The Vice President put the question, and the following members voted:

YEA: Norem, Ramos, Rathbun, Stenerson, Powell, and Smiley

NAY: None

The Vice President declared the motion passed.

6. Approval of Consent Agenda:

- A. Approval of Personnel Report
- B. Approval of Bills (#100 and #222)
- C. Approval of Treasurer's Report
- D. Approval of Imprest Fund Report
- E. Acknowledgement of Personnel Actions Approved by the Boone County Special Education Cooperative
- F. Approval of Intergovernmental Cooperation Agreement between Belvidere Community Unit School District #100 and Community College District #511
- G. Approval to Continue to Exempt Insurance Plan from the Requirements Imposed by the Health Insurance Portability and Accountability Act (HIPPA)
- H. Approval of Overnight Field Trip Request, June 3-4, 2009 to Utica, IL, Belvidere North High School FFA
- I. Approval of Overnight Field Trip Request, June 8-12, 2009 to Springfield, IL, Belvidere North High School FFA
- J. Approval of Vendor Contract with Belvidere High School Open Wrestling Tournament
- K. Approval of Vendor Contract with Belvidere Football Challenge (PDP Company) and Belvidere High School Football Team
- L. Approval of Vendor Contract with Little Caesars Pizza Kit and Belvidere North High School FFA
- M. Acknowledgement of \$185.71 from Target for Belvidere North High School's "Take Charge of Education School Fundraising Program"
- N. Acknowledgement of 14 Speed Suits for Boys Track & Field; Hy-Tek Software for Track & Cross County Meets; "Key" Pole Vault Poles for Girls' Track & Field; 24 Fitted Running Singlets for Girls' Cross Country; 30 team shirts for home & away and swing analysis software for Boys' Golf; 6 Varsity Gold Bags for Girls' Golf; Wheeled Ball Hopper; 3 junior tennis nets, ball machine, dry erase board, and 8 benches for Tennis, Tamp; Strike Zone, and \$5,000 towards dugouts for Softball; Two sets (13 each) competition costumes for Competition Dance; Varsity Game shooting shirts and a laptop computer for Boys' Basketball; \$500 to Girl's Basketball; 20 Warm ups and Meet Manager Software for Boys' & Girls' Swimming/Diving; 25 embroidered team Backpacks for Boys' & Girls' Soccer; Stunt Matting for Competition Cheerleading; 15 Singlets for Wrestling; and 24 Varsity Tournament Shirts for Boys' & Girls' Bowling (\$28,013 total value) from Belvidere North High School Athletic Boosters

Vice President Smiley inquired if any Board member wished to have an item or items removed from the Consent Agenda for independent consideration, and no one wished to have any items removed.

Vice President Smiley also thanked individuals and organizations for their generous donations.

Member Stenerson made a motion and Member Powell seconded the motion to

approve Consent Agenda Items A through N as listed previously, as presented. The Vice President put the question, and the following members voted:

YEA: Stenerson, Powell, Norem, Ramos, Rathbun, and Smiley
NAY: None

The Vice President declared the motion passed.

7. Administration Reports:

A. Spotlight Schools Award – 2008 Illinois Honor Roll School – Perry Elementary School

Perry Elementary School was selected by the Illinois State Board of Education as a 2008 Spotlight School as a high poverty school where academic performance is closing the achievement gap. Perry Elementary School was one of 499 Spotlight Schools located in the urban, suburban and rural areas earning honors, and Sandy LaMendola, Principal and several staff members were there present for board recognition.

Mr. Houselog also made mention 64% of students at Perry Elementary School are currently on the free or reduced lunch program. In addition, Todd Martens, Assistant Principal at Belvidere High School and Beth Marchini, Principal at Lincoln Elementary School were principals at schools in 2008 before coming to Belvidere that also received the Spotlight Schools Award for their previous schools.

B. Alternative High School Committee Update

Megan Johnson, Director of Student Services presented the board with a presentation on Alternative High School and different programs Belvidere Community Unit School District #100 is currently considering for our struggling students to ensure they receive an education. Additional research will be conducted over the next few months.

Member Norem requested data be brought back to the board on demographics and suggested a couple parents also be added to the committee looking into the research and continued study.

C. Performance Scorecard

Mr. Houselog presented the Board of Education on a Performance Scorecard in the areas of Student Environment, Curriculum, Communication, and Facilities, Funding and Technology. Each month the Board will be provided with an update in each of these areas along with a verbal update in one particular area. Mrs. Johnson, Chair of Student Environment addressed the Board on Student Attendance. In the month of February, the average daily attendance was 93.9% and the overall average for the year was 94.6%.

D. High School Senior Exams

Dr. Davis reported on a meeting with High School Seniors regarding Senior Exams for 2009 High School Seniors and upcoming 2010 High School Seniors. Board Member Stenerson also offered comments in regards to meetings held by the Curriculum Council and their decision for seniors taking exams to help prepare them for college.

After consideration, an incentive system would be put into place and any Seniors who passed all three parts of the PSAE last year as a Junior would be exempt from taking finals at the end of this school year, and all current Juniors moving forward starting this year would be exempt from taking finals their Senior year.

E. High School Pink Slips

Mr. Houselog revisited the subject of High School Pink Slips for the 2009-2010 School Year with the Board of Education. When Belvidere North High School opened two years ago, the board made the decision that students would not be allowed to transfer from one high school to another for a period of three years. Since that time, several requests have been made for transfer due to economic hardships. Although there might be valid requests and reasons for revisiting this subject, there is also great concern this would be abused and used for the wrong reasons. Detailed parameters would need to be established along with who will ultimately make the final decisions. This will be brought back to the April Board Meeting for further consideration.

F. Department Highlights

Department highlights were attached.

8. Hearing of Visitors:

Hearing no one wished to address the Board, Vice President Smiley closed the hearing of visitors.

9. Board Action and Discussion:

A. Adoption of Revisions to Existing Board of Education Policies – Section 4, Operational Services

Member Norem made a motion and Member Rathbun seconded the motion to approve the adoption to existing Board of Education Policies – Section 4, Operational Services, as presented. The Vice President put the question, and the following members voted:

YEA: Norem, Rathbun, Stenerson, Powell, Ramos, and Smiley
NAY: None

The Vice President declared the motion passed.

B. Approval of Asbestos Abatement Bids for Washington Elementary School

Member Rathbun made a motion and Member Stenerson seconded the motion to award the asbestos abatement bids for Washington Elementary School to Holian Asbestos Removal and Encapsulation, Inc. in the amount of \$24,522.00.00, as presented. The Vice President put the question, and the following members voted:

YEA: Rathbun, Stenerson, Norem, Powell, Ramos, and Smiley
NAY: None

The Vice President declared the motion passed.

This work is part of the HVAC upgrades and fund will come from the recent sale of health/life/safety bonds and will be done during the summer.

C. Approval of Roof Replacement Work to Belvidere High School

Member Ramos made a motion and Member Powell seconded the motion to award Belvidere High School Roof Replacement Project to McDermid Roofing in the amount of \$302,695.00, as presented. The Vice President put the question, and the following members voted:

YEA: Ramos, Powell, Rathbun, Stenerson, Norem, and Smiley
NAY: None

The Vice President declared the motion passed.

Funds from the recent sales of health/life/safety bonds will pay for these repairs.

10. Any Other Matters to Come to the Attention of the Board:

- A. Running Start Dinner Reception Scheduled for Thursday, April 30th at 6:30 p.m.
- B. Annual Retirement Dinner Scheduled for Tuesday, May 5, 2009 at 6:00 p.m. at Giovanni's
- C. FOIA Request from Kate Campaigne, Director of Government Reform dated February 12, 2009
- D. FOIA Request from Kevin Haas, Rockford Register Star dated February 18, 2009

11. Members of the public and employees of District #100 may make comments or ask questions of the Board:

Ned Loy, 17972 Caledonia Road, asked for clarification on the final exams for current seniors and juniors.

Hector Avila, 2129 Davis Drive, asked why students were not allowed to use the teacher's staircase at Belvidere North High School.

Chad Webster, 1507 New Castle Lane, wished to thank the board for their consideration and decision regarding final exams.

Hearing no one else wished to address the Board of Education, Vice President Smiley closed the hearing of visitors.

12. Closed Executive Session of the Board of Education from Section 2 of the Open Meetings Act:

The meeting adjourned to closed executive session at 7:04 p.m. for the following:

- A. To discuss the appointment, employment and dismissal of employees, compensation, discipline, performance, or dismissal of employees of the public body;
- B. To discuss litigation; and
- C. To discuss negotiating matters.

Vice President Smiley stated action will be taken after closed executive session.

Member Rathbun made a motion and Member Ramos seconded the motion to adjourn to closed executive session. The Vice President put the question, and the following members voted:

YEA: Rathbun, Ramos, Stenerson, Norem, Powell, and Smiley
NAY: None

The Vice President declared the motion passed.

The open session meeting reconvened at 7:33 p.m.

Roll Call:

Members present were Mrs. Norem, Mr. Powell, Mr. Ramos, Mr. Rathbun, Mr. Smiley, and Mr. Stenerson

Member Stenerson made a motion and Member Rathbun seconded the motion to appoint Sheri Smith as Assistant Superintendent of Staff Development, Innovations and Special Project with a salary of \$120,000.00. The Vice President put the question, and the following members voted:

YEA: Stenerson, Rathbun, Norem, Powell, Ramos, and Smiley
NAY: None

The Vice President declared the motion passed.

Mrs. Smith is currently the Director of Special Education for the Boone County Special Education Cooperative, and will assume her new position July 1, 2009 when Dr. Davis is set to retire. Mrs. Smith's position is a restructuring of Dr. Davis's current role.

13. ADJOURNMENT:

Having no further business to conduct, Member Ramos made a motion and Member Stenerson seconded the motion to adjourn. The Vice President put the question, and the motion passed on a voice vote.

The meeting adjourned at 7:36 p.m.

Approved this 20th day of April, 2009.

 X As Presented As Amended

President Pro-Tem

Secretary