



**MINUTES-REGULAR MEETING OF THE BOARD OF EDUCATION**  
**Tuesday, June 23, 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 June 23, 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 President called the meeting to order at 6:00 p.m.

**2. Pledge of Allegiance**

**3. Roll Call:**

Members present were Mr. Fox, Mr. Powell, Mr. Rathbun, Mr. Smiley, Mr. Stenerson, and Mr. Van Evera.

Member absent was Mrs. Norem.

Also present were Mr. Houselog, Mr. Metz, Mr. Moeller, Mrs. Smith, Attorney Curt Tobin, and Mrs. Wallace.

**4. Approval of Minutes:**

Member Smiley made a motion and Member Stenerson seconded the motion to approve the minutes of the regular meeting on May 18, 2009, as presented. The President put the question, and the following members voted:

YEA: Smiley, Stenerson, Fox, Powell, Rathbun and Van Evera  
NAY: None  
ABSENT: Norem

The President declared the motion passed.

Member Stenerson made a motion and Member Fox seconded the motion to approve the minutes of the executive session on May 18, 2009, as presented. The President put the question, and the following members voted:

YEA: Stenerson, Fox, Powell, Rathbun, Smiley, and Van Evera  
NAY: None  
ABSENT: Norem

The President declared the motion passed.

Member Norem entered the meeting at 6:03 p.m.

#### 5. **Committee Reports:**

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

<b>Policy</b>	<b>Title</b>
TOC	Section 7 – Students
7:10	Equal Educational Opportunities
7:15	Student and Family Privacy Rights
7:20	Harassment of Students Prohibited
7:30	Student Assignment and Intra-District Transfer
7:40	Nonpublic School Students, Including Parochial and Home-Schooled Students
7:50	School Admissions and Student Transfers To and From Non-District Schools
7:60	Residence
7:70	Attendance and Truancy
7:80	Release Time For Religious Instruction/Observance
7:90	Release During School Hours
7:100	Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
7:110	OPEN
7:120	OPEN
7:130	Student Rights and Responsibilities
7:140	Search and Seizure
7:150	Agency and Police Interviews
7:160	Student Appearance
7:165	School Uniform
7:170	Vandalism
7:180	Preventing Bullying, Intimidation, and Harassment
7:190	Student Discipline
7:200	Suspension Procedures
7:210	Expulsion Procedures
7:212	Conditional Probation
7:220	Bus Conduct
7:230	Misconduct By Students With Disabilities
7:240	Conduct Code For Participants In Extracurricular Activities
7:245	Random Drug Testing Policy
7:250	Student Support Services
7:260	Exemption From Physical Activity
7:270	Administering Medicines to Students
7:275	Orders to Forgo Life-Sustaining Treatment
7:280	Communicable and Chronic Infectious Disease
7:290	Adolescent Suicide Awareness and Prevention Programs
7:300	Extracurricular Athletics

7:310	Restrictions on Publications and Written or Electronic Material
7:320	Open
7:325	Student Fund – Raising Activities
7:330	Student Use of Buildings – Equal Access
7:340	Student Records

The following policies were presented for a first reading:

<b>Policy</b>	<b>Title</b>
TOC	Section 8 – Community Relations
8:10	Connection with the Community
8:20	Community Use of School Facilities
8:25	Advertising and Distributing Materials in Schools Provided by Non-School Related Entities
8:30	Visitors to and Conduct On School Property
8:40	OPEN
8:50	OPEN
8:60	OPEN
8:70	Accommodating Individuals With Disabilities
8:80	Gifts to the District
8:90	Parent Organizations and Booster Clubs
8:94	Building Leadership Team
8:95	Parental Involvement
8:96	Citizens' Advisory Council
8:100	Relations With Other Organizations and Agencies
8:110	Public Suggestions and Complaints

## **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. Adoption of a Resolution for Hazardous Conditions for the Transporting of Students During the 2009-2010 School Year
- G. Adoption of a Resolution for the Annual Prevailing Wage
- H. Approval of Athletic Training Agreement
- I. Approval of Resolution for the Designation of Accrued Interest Earned
- J. Approval of Vendor Contract with GoodSearch.com / GoodShop.com and Belvidere North High School National Honor Society
- K. Approval of Vendor Contract with Young Thunder Junior Cheer Camp and Belvidere North High School Cheer
- L. Approval of Overnight/Sunday Field Trip, July 8-9, 2009, Galesburg, IL Belvidere North High School Girl's Basketball Tournament
- M. Approval of Overnight/Sunday Field Trip, September 1, 2009, Decatur, IL

- Belvidere North High FFA Students
- N. Approval of Overnight/Sunday Field Trip, September 17, 2009, Elgin, IL  
Belvidere North DECA Students
- O. Approval of Overnight/Sunday Field Trip, September 23, 2009, White Sox  
Park, Belvidere North High School DECA Students
- P. Approval of Overnight/Sunday Field Trip, September 24-25, 2009,  
Dubuque, IA, Belvidere North High School Advanced Topic Students
- Q. Approval of Overnight/Sunday Field Trip, October 7, 2009, Oakton  
Community College, Belvidere North High School DECA Students
- R. Approval of Overnight/Sunday Field Trip, October 10-13, 2009,  
Tomahawk, WI, Belvidere North High School Advanced Topics:  
Environmental Science Students
- S. Approval of Overnight/Sunday Field Trip, October 21-24, 2009,  
Indianapolis, IN, Belvidere North High School FFA Students
- T. Approval of Overnight/Sunday Field Trip, November 12-15, 2009,  
Belvidere North High School Journalism Students
- U. Approval of Overnight/Sunday Field Trip, November 14, 2009, Belvidere  
North High School Music Department
- V. Approval of Overnight/Sunday Field Trip, January 27-30, 2010, Belvidere  
North High School Music Department
- W. Approval of Overnight/Sunday Field Trip, December 4-6, 2009,  
Minneapolis, MN, Belvidere North High School DECA Students
- X. Approval of Overnight/Sunday Field Trip, December 10-12, 2009, Webster  
Groves, MO, Belvidere North High School Varsity Boys Basketball Team
- Y. Approval of Overnight/Sunday Field Trip, December 28-30, 2009, Aurora,  
IL, Belvidere North High School Varsity Boys Basketball Team
- Z. Approval of Overnight/Sunday Field Trip, January 7-9, 2010, Illinois State  
University, Belvidere North High School Theater Students
- AA. Approval of Overnight/Sunday Field Trip, January 28, 2010, St Charles, IL  
Belvidere North High School DECA Students
- BB. Approval of Overnight/Sunday Field Trip, March 4-6, 2010, Decatur, IL  
Belvidere North High School DECA Students
- CC. Approval of Overnight/Sunday Field Trip, April 23-29, 2010, Louisville,  
KY, Belvidere North High School DECA Students
- DD. Acknowledgement of Two Wooden Stools from Belvidere North High  
School Woods Department for Lincoln Elementary Art Room
- EE. Acknowledgement of \$500 from Mr. & Mrs. David Young for Belvidere  
South Middle School
- FF. Acknowledgement of \$1,000.00 from Andy's Books for Kids for Belvidere  
Central Middle School Library
- GG. Acknowledgement of \$5,000 from Lowe's Toolbox for Education Grant for  
Lincoln Elementary School
- HH. Approval of Overnight/Sunday Field Trip, July 27-29, 2009, Decatur, IL,  
Belvidere North High School Student Council
- II. Approval of Overnight/Sunday Field Trip, December 4-5, 2009, IASC North  
Central District Retreat, Belvidere North High School Student Council

- JJ. Approval of Overnight/Sunday Field Trip, January 16-17, 2010, Carlinville, IL, Belvidere North High School Student Council
- KK. Approval of Overnight/Sunday Field Trip, February 19-21, 2010, Lombard, IL, Belvidere North High School Student Council
- LL. Approval of Overnight/Sunday Field Trip, April 10-11 or April 17-18, 2010, Bloomington, IL, Belvidere North High School Student Council
- MM. Approval of Overnight/Sunday Field Trip, May 6-8, 2010, Springfield, IL, Belvidere North High School Student Council
- NN. Approval of Overnight/Sunday Field Trip, June 23-26 or June 30-July 03, 2010, Indianapolis, IN, Belvidere North High School Student Council
- OO. Approval of the Usage of Caledonia, Kishwaukee, Washington, Seth Whitman and Lincoln Elementary Schools for the Third Base Program Offered by the Belvidere Park District and Approval of the Usage of Meehan Elementary Schools for the Third Base Program Under the Park/School Site Agreement
- PP. Approval of Job Description for Accounts Payable
- QQ. Approval of Job Description for Purchasing
- RR. Approval of Job Description for Bookkeeper
- SS. Approval of Job Description for Payroll Assistant
- TT. Approval of Job Description for Payroll Coordinator
- UU. Approval of Job Description for Business Services Administrative Assistant
- VV. Acknowledgement of a Burning Bush from Girl Scout Troop 252 for Caledonia Elementary School
- WW. Approval of Overnight/Sunday Field Trip, June 28, 2009, Heritage Day Parade, Belvidere North High School Band
- XX. Approval of Overnight/Sunday Field Trip, June 28, 2009, Heritage Day Parade, Belvidere North High School Cheerleaders

President Van Evera 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.

President Van Evera acknowledged the following donations: Two Wooden Stools from Belvidere North High School Woods Department for Lincoln Elementary Art Room; \$500 from Mr. & Mrs. David Young for Belvidere South Middle School, \$1,000.00 from Andy's Books for Kids for Belvidere Central Middle School Library, \$5,000 from Lowe's Toolbox for Education Grant for Lincoln Elementary School, and a Burning Bush from Girl Scout Troop 252 for Caledonia Elementary School.

Member Smiley made a motion and Member Powell seconded the motion to approve Consent Agenda Items A through XX as listed previously, as presented. The President put the question, and the following members voted:

YEA: Smiley, Powell, Rathbun, Fox, Norem, Stenerson, and Van Evera  
NAY: None

The President declared the motion passed.

**7. Administration Reports:**

- A. Adoption of a Resolution to Approve District #100's Tentative Budget for July 1, 2009 through June 30, 2010

Mr. Metz presented the Board of Education with an overview which included certain assumptions in drafting the Tentative Budget for July 1, 2009 through June 30, 2010 for questions and comments. Action will be taken under Board Action and Discussion.

- B. ARRA – American Recovery & Reinvestment Act

Cheryl Gieseke shared ARRA information with the Board of Education. This is a one time opportunity for a one year period where the district would have \$677,202 with a 15% carry over to the next year. The District's plan includes 70% allocated to five additional Staff Development Teachers in Kishwaukee Elementary School, Lincoln Elementary School, Perry Elementary School and Washington Elementary School, and 30% for technology to support data driven differentiated reading instruction, which would consist of 50 net book computers and 43 interactive whiteboards.

Ben Commare presented the Board with a whiteboard demonstration and various features.

Sheri Smith also shared with the Board the plan for the District with IDEA, which would consist of the following: Preschool Options & CRE; Data Management Program; Technology, and Special Education Curriculum.

President Van Evera left the meeting at 7:10 p.m. and Vice President Smiley resided over the meeting.

- C. Performance Scorecard

Mr. Houselog presented the Board of Education with an updated Performance Scorecard in the areas of Student Environment, Curriculum, Communication, and Facilities, Funding and Technology. Each month the Board is provided with an update in each of these areas along with a verbal update in one particular area. Mr. Houselog reported our actual attendance for the year was 94.42% with a target of 94.3%.

- D. Department Highlights

Department highlights were attached.

- E. NSPRA's 2009 Publications and Electronic Media Contest – Award of Honorable Mention for Connect 100.

Connect 100 received an Award of Honorable Mention in the judging of NSPRA's 2009 Publications and Electronic Media Contest. There were 955 entries this year with 78 receiving Awards of Excellence, 168 receiving Awards of Merit, and 226 receiving Awards of Honorable Mention.

**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 7, Students

Member Norem made a motion and Member Rathbun seconded the motion to approve the adoption to existing Board of Education Policies – Section 7, Student, as presented. The Vice President put the question, and the following members voted:

YEA: Norem, Rathbun, Smiley, Fox, Stenerson, and Powell  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

- B. Adoption of a Resolution to Approve District #100's Tentative Budget for July 1, 2009 through June 30, 2010

Member Powell made a motion and Member Stenerson seconded the motion to approve the adoption of a Resolution to approve District #100's tentative budget for July 1, 2009 through June 30, 2010, as presented. The Vice President put the question, and the following members voted:

YEA: Powell, Stenerson, Fox, Norem, Rathbun, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

- C. Approval of Property and Casualty Insurance Renewals with the Horton Group for a Period of One (1) Year

Member Norem made a motion and Member Rathbun seconded the motion to approve the Property and Casualty Insurance renewals with the Horton Group for a period of one (1) year in the amount of \$242,213.00, as presented. The Vice President put the question, and the following members voted:

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

NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

- D. Approval of Notice of Appointment of James Metz as School Treasurer for a Period of Two (2) Years (July 1, 2009 through June 30, 2011)

Member Rathbun made a motion and Member Powell seconded the motion to approve the Notice of Appointment of James Metz as School Treasurer for a Period of two (2) years (July 1, 2009 through June 30, 2011), as presented. The Vice President put the question, and the following members voted:

YEA: Rathbun, Powell, Norem, Stenerson, Fox, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

- F. Approval of Setting the Amount for the Treasurer's Surety Bond

Member Norem made a motion and Member Fox seconded the motion to approve setting the amount for the Treasurer's Surety Bond, as presented. The Vice President put the question, and the following members voted:

YEA: Norem, Fox, Powell, Rathbun, Stenerson, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

- F. Approval of Life Safety Amendments for Geothermal Equipment Work at Administration Building

Member Stenerson made a motion and Member Rathbun seconded the motion to approve the Life Safety Amendments for Geothermal Equipment work at the Administration Building to Miller Engineering in the amount of \$407,900.00, as presented. The Vice President put the question, and the following members voted:

YEA: Stenerson, Rathbun, Fox, Norem, Powell, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

- G. Approval of Intergovernmental Agreement for School Resource Deputy Between School District #100 and Boone County Sheriff

Member Stenerson made a motion and Member Norem seconded the motion to approve the Intergovernmental Agreement for School Resource Deputy between School District #100 and Boone County Sheriff, as presented. The Vice President put the question, and the following members voted:

YEA: Stenerson, Norem, Fox, Powell, Rathbun, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

H. Approval of Job Description for Assistant Superintendent for Curriculum and Assessment, Testing, and Grant Management

Member Rathbun made a motion and Member Powell seconded the motion to approve the job description for Assistant Superintendent for Curriculum and Assessment, Testing, and Grant Management, as presented. The Vice President put the question, and the following members voted:

YEA: Rathbun, Powell, Fox, Norem, Stenerson, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

I. Approval of Job Description for Assistant Superintendent for Staff Development, Innovations and Special Projects

Member Stenerson made a motion and Member Norem seconded the motion to approve the job description for Assistant Superintendent for Staff Development, Innovations and Special Projects, as presented. The Vice President put the question, and the following members voted:

YEA: Stenerson, Norem, Fox, Powell, Rathbun, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

J. Approval of Job Description for Director of Curriculum and English Language Learners (ELL)/Bilingual Program

Member Powell made a motion and Member Stenerson seconded the motion to approve the job description for Director of Curriculum and English Language Learners (ELL)/Bilingual Program, as presented. The Vice President put the question, and the following members voted:

YEA: Powell, Stenerson, Norem, Rathbun, Fox, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

K. Approval of Job Description for Director of Curriculum and Pre-K Technology

Member Fox made a motion and Member Rathbun seconded the motion to approve the job description for Director of Curriculum and Pre-K Technology, as presented. The Vice President put the question, and the following members voted:

YEA: Fox, Rathbun, Powell, Stenerson, Norem, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

L. Approval of Job Description for Director of Curriculum and Student Support Services

Member Powell made a motion and Member Fox seconded the motion to approve the job description for Director of Curriculum and Student Support Services, as presented. The Vice President put the question, and the following members voted:

YEA: Powell, Fox, Rathbun, Stenerson, Norem, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

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

- A. Belvidere Community Unit School District #100 Organization Chart
- B. Boone County Fair Scheduled for August 11-16, 2009
- C. Annual Report of the Agriculture Department at Belvidere High School and Belvidere North High School

Annual Reports of the Agriculture Department were submitted to the Board by Paul Widhalm of Belvidere High School and Kate Kincaid of Belvidere North High School and were available for questions and answers. The Board acknowledged the good work they had done throughout the school year.

- D. Bucs Booster Club Golf Outing, July 13, 2009 at Bel-Mar
- E. Blue Thunder Golf Outing, July 25, 2009 at Timberpointe
- F. 2009 IASB/IASA/IASBO Joint Annual Conference, November 20-22, 2009
- G. May 23, 2009 at 2:00 p.m. Belvidere North High School Graduation and

5:00 p.m. Belvidere High School Graduation at the Metro Centre.

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

Hearing no one 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 7:05 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;
- C. To discuss negotiating matters; and
- D. To discuss the setting of a price for sale or lease of property owned by the public body.

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

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

YEA: Norem, Rathbun, Stenerson, Fox, Powell, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

The open session meeting reconvened at 10:15 p.m.

**Roll Call:**

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

Member Powell made a motion and Member Rathbun seconded the motion to approve Lockstone Advisors, LLC in the amount of \$5,400 for FY09 for GASB 45 requirements. The Vice President put the question, and the following members voted:

YEA: Powell, Rathbun, Stenerson, Fox, Norem and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

Member Rathbun made a motion and Member Fox seconded the motion to award \$10,700.00 to Superintendent Houselog for achievement of performance targets for 2008-2009. The Vice President put the question, and the following members voted:

YEA: Rathbun, Fox, Stenerson, Norem, Powell, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

Member Stenerson made a motion and Member Norem seconded the motion to increase Megan Johnson and Nicole Difford from 10 ½ month employees to 12 month employees with a salary of \$85,521.00 each and increase the salary of Cheryl Gieseke to \$99,249.00. The Vice President put the question, and the following members voted:

YEA: Stenerson, Norem, Fox, Powell, Rathbun, and Smiley  
NAY: None  
ABSENT: Van Evera

The Vice President declared the motion passed.

Member Stenerson made a motion and Member Fox seconded the motion to increase the salary of Matt Zickert to \$120,000.00. The Vice President put the question, and the following members voted:

YEA: Stenerson, Fox, Powell, Rathbun, and Smiley  
NAY: Norem  
ABSENT: Van Evera

The Vice President declared the motion passed.

**13. ADJOURNMENT:**

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

The meeting adjourned at 10:20 p.m.

Approved this 20<sup>th</sup> day of July, 2009.

X  As Presented      \_\_\_\_\_ As Amended

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Vice President

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Secretary