

**MINUTES OF THE REGULAR MEETING OF THE PAXTON-BUCKLEY-LODA COMMUNITY UNIT SCHOOL DISTRICT NO. 10 BOARD OF EDUCATION OF FORD, CHAMPAIGN, VERMILION, IROQUOIS, AND LIVINGSTON COUNTIES OF THE STATE OF ILLINOIS HELD WEDNESDAY, SEPTEMBER 15, 2010 AT 7:00 P.M. AT THE PAXTON-BUCKLEY-LODA BOARD ROOM IN PAXTON, ILLINOIS.**

President Mike Short called the meeting to order at 7:00 p.m.

Upon roll call, the following board members answered present: Mike Short, Dawn Bachtold, Jeff Jarboe, Dean Swan, Shawn Young, and Cris Thompson. Dave Dowling was absent.

Others present were Cliff McClure, Trent Eshleman, Stan Daro, Amy Teske, Marilyn Weber, Barry Wright, Jeff Graham, Russ Leigh, Joshua Didier, Tara Wienke, Andy Bennett, Mike Brehm, Eric Brackmann, Molly Steiger, Russ Leigh, Tim Hess, Marie Hess, and Will Brumleve.

Dawn Bachtold made a motion to approve the minutes of the previous month. Dean Swan seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Jeff Jarboe made a motion to approve the Treasurer's Report. Dawn Bachtold seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Dean Swan made a motion to approve payment of all current bills. Jeff Jarboe seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Dean Swan read a letter dated September 15, 2010 from Travis Duley requesting a 1-2 week paternity leave in January 2011 and a 3-4 day leave from his head girls' basketball coach duties.

Dean Swan read a letter dated September 13, 2010 from Mindy Duley requesting a maternity leave from January 3, 2010 through March 28, 2010 and a one year's leave of absence from High School Math Team.

Dean Swan read a letter dated September 2, 2010 from Lynn Rubarts and Michelle Swanson thanking the Board for the plant in memory of their mother.

Dean Swan read a letter dated August 19, 2010 from Ed Nieman thanking the Board for their contribution to the PBL Education Foundation in memory of his mother.

Dean Swan read a letter dated August 17, 2010 from Tim Vest requesting a leave of absence for a minimum of six (6) months.

Dean Swan read a letter dated August 17, 2010 from Veronica Kirkpatrick resigning as a special education teacher effective immediately.

President Short read a letter from the Illinois Association of School Administrators in which Mr. McClure received a certificate that acknowledges the important work he performed by serving on the legislative committee.

Russ Leigh addressed the Board with regard to FY 2010 audit. He went over his management letter and stated there were no findings in this year's audit. Mr. Leigh advised that PBL is still in fairly good shape from a financial standpoint. However, the Operations and Maintenance Fund and Transportation Fund will be challenging in the future on how to meet positive balances at the end of this fiscal year. He went over the Education Fund and compared last fiscal year's ending balance with this fiscal year's ending balance and stated the Education Fund has over \$13,000,000 in operating expenses which is a lot considering the District only has \$3,387,000 in reserves. The District will need to stay on top of the expenditures and rely heavily on its treasurer's report to keep keenly aware of its expenses. Mr. Leigh stressed that it is very important for the District to expend what is in the budget or less and not go over. He stated there are potential shortages for the Operations and Maintenance Fund as the fiscal year draws to a close. Mr. Leigh advised that the big threat is the District's Transportation Fund. He stated this fund could be in significant jeopardy if the State cuts even 1-2 payments again this year. Mr. Leigh stated the District is going to have to come up with some creative financing to keep this fund operational and will require heavy management. He suggested that the District could lower its levy for the IMRF Fund as the levy needs to reflect what the expenditures are and not to increase the balance of this fund. In closing, Mr. Leigh stated he does not care for the Skyward financial management software as it does not produce the reports that he prefers. He stated the audit was very clean and neat.

Russ Leigh left the meeting at 7:33 p.m.

Mr. McClure recommended the Board approve the FY 2010 audit. Dawn Bachtold made a motion to approve the FY 2010 audit. Dean Swan seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure informed the Board that the Building and Grounds Committee met on Tuesday, August 17, 2010 with the Paxton Park District board. He stated both the Committee and the Park Board shared the District's proposed memorandum in which it proposes the Park District share some of the costs of the District when the Park District utilizes its facilities. There was some conversation back and forth with regard to the proposal, and the Park District is supposed to provide the District with a counter-proposal. Mr. McClure stated he talked with Beth Tabor today, and she advised that she has prepared a counter-proposal but has not shared it with the Park District board yet. Mr. McClure advised he is hopeful to have their counter-proposal in the very near future. He stated he informed Beth Tabor that the District is getting ready for the fall season and wants to have this intergovernmental agreement finalized in the very near future. Mr. McClure informed the Board that the District will need to share the intergovernmental agreement with its attorney prior to it being finalized. Mr. Young feels the District needs to see the Park District's counter as soon as possible, and then the District either needs to re-counter or hold firm. A discussion was held regarding this matter, and the Board agreed that the Building and Grounds Committee needs to meet once the Park District tenders their counter-proposal to the District.

Mr. McClure recommended the Board approve the FY 2011 Budget. Shawn Young made a motion to approve the FY 2011 Paxton-Buckley-Loda CUSD No. 10 Budget. Dawn Bachtold seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mrs. Wienke reported to the Board on school improvement matters. She stated that the District is required to a district improvement plan by October 29, 2010. The Curriculum Committee recently met and went through the process of drafting an improvement plan. Mrs. Wienke stated the template for the improvement plan has to be done through IIRC, and the District cannot finalize its improvement plan until the data is in

the system. Mrs. Wienke said some of the highlights of the district improvement plan are finding weaknesses, key factors, what to do for students, professional development for staff, and parent involvement. She advised the Board will need to approve the district improvement plan at the October Board meeting. Mrs. Wienke stated the District did not meet AYP in Reading, so we are going to be increasing time for Reading instruction at every grade level to a minimum of ninety minutes per day. The District will also be increasing the amount of time for Reading for information. The District will also be implementing an academic reading vocabulary program that is taught by grade level that will help students increase their vocabulary for the SES low sub group. The District will be reaching out to these parents so they have a direct contact at school which can offer information about Skyward and assist them in any way. Mrs. Wienke stated that Larry Bell, who is a motivational speaker, will be giving a presentation regarding high expectations for low socioeconomic groups. She stated the High School will need to submit a school improvement plan based on their specific report card data. Each building will create a school improvement plan even though this is not required. Mr. Jarboe asked Mrs. Wienke to further explain why the District is looking at increasing reading instruction at every level, in particular AP students, for ninety minutes per day. Mr. Eshleman stated this is for practice or enrichment for all students. Mr. McClure added that reading for information is a post-secondary skill so this would apply to AP students as well. A discussion was held regarding reading for information.

Mr. McClure advised the Board that several discussions have taken place regarding the extra curricular programs in the District and how the Board would like for them to report on their activities. He stated he has drafted an activity schedule to invite the different extra curricular programs to the Board meeting. Mr. McClure suggested that when extra curricular programs come to present that the presentations would begin at 6:50 as opposed to 7:00 p.m. He advised that he needs to meet with John Overstreet, Trent Eshleman, and Dave Snider who are finalizing the schedule for reporting. Once this has been finalized, we will share and include this information with the Junior High extra curricular programs as well.

Mr. McClure recommended the Board approve the Environmental Consultants, LLC proposal. He stated he has met with the District maintenance staff, and Environmental Consultants are ready to collect baseline data and begin surveying all staff. Mr. McClure advised that the District is being proactive on indoor air quality as there are approximately 1,800 people that walk in and out of the buildings every day. He stated that this will likely be a requirement in the next 3-4 years. Mr. McClure informed the Board that Environmental Consultants has reduced the cost of the contract by 10% as well. Shawn Young made a motion to approve the proposal of Environmental Consultants, LLC. Cris Thompson seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. Hess addressed the Board with regard to the High School marching band's anticipated trip to New Orleans in the spring. He stated that the High School band is composed of approximately eighty students, and for this trip, there will be approximately twenty chaperones made up of parents to help supervise the students. The trip will take place over spring break 2011, and Bob Rogers Travel is helping with the arrangements for the trip. Mr. Hess said the approximate cost of the trip is \$800.00 per student, and four years ago, the cost of the trip was \$676.00 per student. He said the students have raised over \$30,000.00 through concession stands during the basketball and volleyball seasons, selling butter braids, and sponsoring a concession stand at the U of I Assembly Hall. In closing, Mr. Hess requested the use of the District van during this trip to haul the band equipment.

Tim and Marie Hess left the meeting at 8:03 p.m.

Mr. McClure recommended the Board approve the ISBE recognition of schools. The ISBE website for this application has been under maintenance for the past two weeks. However, he advised this is the same thing we do every year, and the District is following all procedures and policies. Jeff Jarboe made a motion to approve the ISBE recognition of school for Clara Peterson Elementary. Dean Swan seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed. Shawn Young made a motion to approve the ISBE recognition of school for Eastlawn Elementary. Dawn Bachtold seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed. Dawn Bachtold made a motion to approve the ISBE recognition of schools for PBL Junior High. Cris Thompson seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed. Dean Swan made a motion to approve the ISBE recognition of school for PBL High School. Cris Thompson seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure informed the Board with regard to 6<sup>th</sup> day enrollment and some trend data with regard to past enrollment. He stated the big change is at the High School and Clara Peterson Elementary. The enrollment in the District is the lowest it has been since 2003.

Mr. McClure recommended the Board approve the photocopying charges at .35¢ for 8 ½ x 11, .40¢ for legal, and .45¢ for full sized copies for the 2010/2011 school year. He stated these are the same amounts as used for last year. Dawn Bachtold made a motion to approve photocopying charges as follows: .35¢ for 8 ½ x 11, .40¢ for legal, and .45¢ for full sized copies for the 2010/2011 school year. Jeff Jarboe seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure went over the 2010/2011 grants with the Board and briefly explained the purpose of the grants and how the funds will be utilized. Dean Swan made a motion to approve the 2010/2011 grants as follows: CTEI in the amount of \$20,674.00, Ag Incentive Grant in the amount of \$2,748.00, Title I in the amount of \$127,083.00, Title II in the amount of \$51,073.00, ARRA IDEA in the amount of \$159,354.00, and State Library Grant in the amount of \$1,000.00. Dawn Bachtold seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure stated the District must report to the Board on the administrative compensation salaries and that said report must be displayed on the District's website. These salaries are reflective of the 2009/2010 school year. He stated that Dr. Brehm will post this on the District's website prior to September 30, 2010.

Mr. McClure recommended the Board approve the Unit Office staff, namely Marilyn, Jeanne, and Amy, to be school board election designees and accept petitions from school board candidates. Jeff Jarboe made a motion to approve Marilyn Weber, Jeanne Peterson, and Amy Teske as school board election designees for the April 2011 school board election. Cris Thompson seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure advised the Board that the homecoming football game is scheduled for Friday, September 24, 2010, and the homecoming dance is scheduled for Saturday, September 25, 2010. He stated that Clara Peterson Elementary will be hosting its open house and a school improvement day has been scheduled for Friday, October 8, 2010.

Mr. McClure informed the Board that he would like to send out a notification to the community about the Iroquois County Facility Tax, PMA, and call of bonds. He explained that he wants the community to be informed if this should pass what it would mean to the District and community. Mr. McClure suggested that a PMA representative come and talk with the Board about this matter.

Mr. McClure asked the Board to please let him know if anyone would like to attend the annual Corn Belt fall dinner meeting.

Mr. McClure advised the Board that Coach Greg Wood has been nominated for Chicago Bears coach of the week.

Jeff Jarboe made a motion to go into closed session to discuss to discuss the appointment, employment, compensation, performance of specific employees of the public body pursuant to 5 ILCS 120/2(c)1. Dean Swan seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Closed session began at 8:32 p.m.

Dawn Bachtold made a motion to come out of closed session. Jeff Jarboe seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Closed session ended at 9:00 p.m.

Mr. McClure recommended the Board affirm the resignation of Veronica Kirkpatrick as a special education teacher. Dawn Bachtold made a motion to affirm the resignation of Veronica Kirkpatrick as a special education teacher. Jeff Jarboe seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure recommended the Board approve the maternity leave request of Mindy Duley from January 3, 2011 through March 28, 2011 and a one year leave of absence from the High School Math Team. Dean Swan made a motion to approve the maternity leave request of Mindy Duley from January 3, 2011 through March 28, 2011 and a one year leave of absence from the High School Math Team. Cris Thompson seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure recommended the Board approve the paternity leave request of Travis Duley for approximately two weeks along with a 3-4 day leave from his High School girls' basketball coaching obligations. Dean Swan made a motion to approve the paternity leave request of Travis Duley for approximately two weeks along with a 3-4 day leave from his High School girls' basketball coaching obligations. Cris Thompson seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure recommended the Board approve the six month leave of absence request of Tim Vest. Cris Thompson made a motion to approve the six month leave of absence request of Tim Vest. Dean Swan seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure recommended the Board approve the hiring of Carolyn Painter as a special education teacher for the 2010/2011 school year. Shawn Young made a motion to approve Carolyn Painter as a special education teacher for the 2010/2011 school year. Dawn Bachtold seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure recommended the Board approve the hiring of Kirsten Wallace as a paraprofessional for the 2010/2011 school year. Jeff Jarboe made a motion to approve Kirsten Wallace as a paraprofessional for the 2010/2011 school year. Dean Swan seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

Mr. McClure recommended the Board affirm Weston Henry as a volunteer coach for High School football. Jeff Jarboe made a motion to affirm Weston Henry as a volunteer coach for High School football. Dean Swan seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

A discussion was held regarding an anticipated intergovernmental agreement with the Paxton Park District.

Dawn Bachtold made a motion to adjourn the meeting. Jeff Jarboe seconded the motion. Upon roll call, all board members being present, the vote was unanimous and the motion passed.

The meeting adjourned at 9:05 p.m.

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President, Board of Education

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Secretary, Board of Education