

December 13, 2016

The Board of Education of Community Unit School District Number Two met at 7:00 P.M., on Tuesday, December 13, 2016, in the Board of Education and Administrative Offices, 1701 Charleston Avenue, Mattoon, Illinois.

ROLL CALL: Present: Colleen Garner, Robert Miller, Ashli Overton, Susan Smith, Bill Standerfer, Michelle Skinlo

Absent: Gary Kepley

RECEPTION OF VISITORS:

Board President Michelle Skinlo welcomed all visitors present and opened the floor to those wishing to address the board on agenda and non-agenda items.

Agenda:

MHS Agriculture Program and FFA Update – MHS Agriculture Instructor Karl Rabe and FFA Members:

Several students involved in the MHS Agriculture Program at MHS, as well as Agriculture Instructor Karl Rabe, presented information to the Board of Education regarding the many areas in which students are involved.

Karl Rabe – spoke about classes offered and goals for student growth;

Brittany Diener – presented information regarding greenhouse production and the spring sale;

Skylar Rhoads – spoke on Ag Shop opportunities;

Perry Curtis – presented information regarding activities highlights;

Colby Filipiak – covered upcoming FFA events and activities;

Jake Uphoff – presented an update on the agriculture plot and future plans.

See Exhibits 2.1a and 2.1b

Agenda:

Read Across Mattoon Book Presentation – MMS Media Coordinator Ingrid Minger and Students:

MMS Media Coordinator Ingrid Minger and a group of middle school students announced this year's *Read Across Mattoon* book. The book chosen for this year was

The War that Saved My Life by Kimberly Brubaker Bradley. The following student representatives of the Student Reading Committee assisted Mrs. Minger with the presentation: Jason Skocy, Sage Owen, and Mollie Auer. MMS Principal Jeremie Smith noted the program is 15 years old – older than the children in the building and has provided many leadership opportunities.

Non-Agenda: None

CONSENT AGENDA:

The Consent Agenda, consisting of the following items, was presented to the Board for approval:

- Approval of the minutes for the regular meeting of the Board on November 8, 2016 as presented.
- Financial – Payment of November 2016 bills as presented.
- Approval of the November 2016 Enrollment Report as presented - 3,485.
- Approval of an MHS trip to Florida during Spring Break 2018 as presented.
- Freedom of Information Report – Two FOI requests were received in the month of December 2016:
 1. One received from Jared Rutecki of The Better Government Association in Chicago for collective bargaining agreements, contracts, budgets, payroll and any legal settlements which appeared to be a request for all Illinois school districts. The request was granted.
 2. Matthew Hoffman of SEIU Local 73 in Chicago requested information regarding issues related to support staff hours, wages, job titles, union dues, pay periods, and union designations. This also appeared to be a request of all Illinois school districts and was granted.

Overton moved, seconded by Garner, to approve the Consent Agenda as presented

Roll call vote as follows: Kepley,absent; Miller,aye; Overton,aye; Smith,aye; Standerfer,aye; Garner,aye; Skinlo,aye. Nays, none. Motion carried.

****NOTE:** Included at the back of the minutes (following the Ag exhibit documents) is Tom Sherman's PowerPoint presentation as additional information is included in the presentation regarding some of the 4.1 through 4.6 agenda items. Below are Agenda Items 4.1 through 4.6 which describe the item being requested for approval and an exhibit number for the actual document approved which can be found at the end of these minutes behind Tom Sherman's PowerPoint document.

**BOARD ACTION TO APPROVE
FY 2016 ANNUAL AUDIT REPORT –
TAMI KNIGHT, KEMPER
CPA GROUP, LLP:**

Tami Knight of the Kemper Group presented the Board of Education with an overview of the annual audit report for FY 2016 for Mattoon C.U.S.D. Ms. Knight thanked the Mattoon administrators for all their patience as Kemper Group staff conducted the audit and stated emphatically the audit "was a clean audit and a good year". The Mattoon District's financial profile score is 3 on a 4-point scale which indicates the district is heading in the right direction. This audit covered the time period of July 1, 2015 through June 30, 2016. Administration recommended Board approval of the FY 2016 audit as presented.

Smith moved, seconded by Garner, to approve the FY 2016 Audit Report as presented.

Roll call vote as follows: Miller,aye; Overton,aye; Smith,aye; Standerfer,aye; Garner,aye; Kopley,absent; Skinlo,ayet. Nays, none. Motion carried.

See Exhibit 4.1a

**BOARD ACTION TO APPROVE
2016 CERTIFICATE OF
TAX LEVY:**

With the passage of the 1% sales tax, the Board of Education was requested to approve the administrative recommendation of the 2016 Certificate of Tax Levy as presented.

See Exhibit 4.2a

Standerfer moved, seconded by Garner, to approve the administrative recommendation of the 2016 Certificate of Tax Levy as presented.

Roll call vote as follows: Overton,aye; Smith,aye;
Standerfer,aye; Garner,aye; Kepley,absent; Miller,aye;
Skinlo,aye. Nays, none. Motion carried.

**BOARD ACTION TO APPROVE A
RESOLUTION ABATING REAL
ESTATE TAXES FOR 2016 PAYABLE
IN 2017 ON THE ELEMENTARY
SCHOOL CONSTRUCTION**

BONDS: Assistant Superintendent for Business Tom Sherman requested the Board of Education approve the resolution abating real estate taxes for 2016 payable in 2017 on the elementary school construction bonds. For the property tax to be lowered, the Board has to direct the County Clerk to not levy a property tax (abate) for the elementary bond payment.

See Exhibit 4.3a

Miller moved, seconded by Overton to approve the resolution abating real estate taxes for 2016 payable in 2017 on the elementary school construction bonds as presented.

Roll call vote as follows: Smith,aye; Standerfer,aye;
Garner,aye; Kepley,absent; Miller,aye; Overton,aye;
Skinlo,aye. Nays, none. Motion carried.

**BOARD ACTION TO APPROVE
A RESOLUTION FOR EXTENDING
TAX RATES FOR 2016 PAYABLE
IN 2017:**

Administration recommended the Board of Education pass a resolution to direct the County Clerk to make sure the tax rate does not exceed 4.20.

Smith moved, seconded by Overton. to approve a resolution for extending tax rates for 2016 payable in 2017 to ensure a tax rate of 4.20 as presented.

Roll call vote as follows: Standerfer,aye; Garner,aye;
Kepley,absent; Miller,aye; Overton,aye; Smith,aye;
Skinlo,aye. Nays, none. Motion carried.

See Exhibit 4.4a

**BOARD ACTION TO APPROVE A
RESOLUTION ABATING THE TAXES
ON THE ALTERNATIVE REVENUE**

BONDS:

In order to keep a pledge made to the community that Alternative Revenue Bonds (ARBs) issued in 2013 would be paid for through **existing** revenue, the Board must direct the County Clerk to **not** levy a tax (abate) for these bonds. Administration recommended approval of this resolution.

Miller moved, seconded by Smith. to approve the resolution abating the taxes on the Alternative Revenue Bonds as presented.

Roll call vote as follows: Garner,aye; Kepley,absent; Miller,aye; Overton,aye; Smith,aye; Standerfer,aye; Skinlo,aye. Nays, none. Motion carried.

See Exhibit 4.5a

**PRESENTATION AND BOARD
ACTION TO APPROVE *Preschool for
All* EXPANSION GRANT – LISA JACO,
CHRISTY HILD, AND TIM**

CONDON:

Armstrong Principal Lisa Jaco, Riddle Principal Christy Hild, and Curriculum Director Tim Condon applied for an additional \$204,000 *Preschool for All* grant to expand the current preschool program, and later in October were notified our district was awarded the additional \$204,000. Armstrong Principal Lisa Jaco hopes to receive a 5-year grant she has applied for this spring. **If the district does not receive the future grant, the program will not be continued.** The \$204,000 expanded preschool program will start January 5, 2017 and be held in the Hawthorne and the Riddle buildings from January through May. The goal for this preschool grant program is to assist 4-year olds with making an easier transition to Kindergarten. This expansion grant is at no additional cost to our district. Future growth for this program will depend on grant availability. Administration recommended approval of the *Preschool for All* grant.

See Exhibit 4.6a

Overton moved, seconded by Garner. to approve the *Preschool for All* expansion grant as presented.

Roll call vote as follows: Kopley,absent; Miller,aye; Overton,aye; Smith,aye; Standerfer,aye; Garner,aye; Skinlo,aye. Nays, none. Motion carried.

BOARD ACTION TO APPROVE
THE PERSONNEL REPORT FOR
M.C.U.S.D. #2

Assistant Superintendent for Human Resources Dr. David Skocy presented the following C.U.S.D. #2 personnel report to the Board for approval:

Certified Resignations – C.U.S.D. #2

- David Vieth, retiring as Assistant Principal, Athletic Director and Vocational Director at Mattoon High School (effective for the 2022-23 school year)

Certified Appointments – C.U.S.D. #2

- Stephanie Hutton, Pre K teacher at Hawthorne School (effective January 2, 2017, pending approval and receipt of Pre-school for All Expansion Grant dollars for the 2016-17 school year)
- Brenda Bell, substitute teacher (effective immediately)
- Kelsey Bolin, substitute teacher (effective December 19, 2016)
- Carrie Brooks-Hite, substitute teacher (effective immediately)
- Victoria Greer, substitute teacher (effective immediately)
- Malia McGee, substitute teacher (effective immediately)
- Matthew Titus, substitute teacher (effective immediately)

Classified Resignations – C.U.S.D. #2

- Beverly Bryson, resignation as bus driver at the Operational Service Center (effective December 10, 2016)
- Cheryl Johns, executive secretary at Administrative Service Center (effective March 31, 2017)
- Donald McDowell, retiring as bus driver at the Operational Service Center (effective January 1, 2017)

Classified Appointments – C.U.S.D. #2

- Lindsey Cook, paraprofessional at Riddle Elementary School (effective January 2, 2017) pending approval and receipt of Pre-school for All Expansion Grant dollars for the 2016-17 school year

- Lori Herring, paraprofessional at Hawthorne School, (effective January 2, 2017) pending approval and receipt of Pre-school for All Expansion Grant dollars for the 2016-17 school year
- Hannah Jaco, paraprofessional at Riddle Elementary School (effective January 2, 2017) pending approval and receipt of Pre-school for All Expansion Grant dollars for the 2016-17 school year.
- Jessica Kramer, paraprofessional at Hawthorne School, (effective January 2, 2017) pending approval and receipt of Pre-school for All Expansion Grant dollars for the 2016-17 school year
- Michele Sinclair, executive secretary at the Administrative Service Center (effective immediately)
- Kalee Ferguson, substitute supervisor (effective immediately)
- Herman Hilligoss, substitute bus driver and substitute bus aide (effective immediately)
- Josh Rocker, substitute supervisor (effective immediately)
- Kelsey Bolin, volunteer (effective immediately)
- Kodie Brant, volunteer (effective immediately)
- April Carter, (volunteer effective immediately)
- Carol Fuller, (volunteer effective immediately)
- Michael Fuller, (volunteer effective immediately)
- Linda Gloyeske, (volunteer effective immediately)
- David Heyn, (volunteer effective immediately)
- Kaitlyn Holland, (volunteer effective immediately)
- Hayley Kroening, (volunteer effective immediately)
- Anthony Masse, (volunteer effective immediately)
- Christopher McCullough, (volunteer effective immediately)
- Malia McGee, (volunteer effective immediately)
- Daniel Ruiz, (volunteer effective immediately)
- Kristen Watson, (volunteer effective immediately)

Extra Duty Resignation – C.U.S.D. #2

- Christopher Brown, resigning as assistant football coach at Mattoon High School (effective for the 2017-18 school year)

Miller moved, seconded by Smith, to approve the Personnel Report for C.U.S.D. #2 as presented.

Roll call vote as follows: Miller,aye; Overton,aye; Smith,aye; Standerfer,abstain; Garner,aye; Kepley,absent; Skinlo,aye. Nays, none. Motion carried.

**PRESENTATION OF BOARD
POLICIES FOR ACTION**

JANUARY 2017: (Information Item)
Superintendent Larry Lilly announced to the Board of Education that updated board policies would be available for review.

**PRESENTATION OF SCHOOL
IMPROVEMENT PLANS – TIM
CONDON, CURRICULUM**

DIRECTOR: (Information Item):
Curriculum Director Tim Condon presented the 2016-2017 School Improvement Plans which began with the School Improvement Planning Process. Each building (Mattoon Area Preschool, Williams Elementary School, Riddle Elementary School, Mattoon Middle School, and Mattoon High School) has three areas to focus on:

- 1. Improvement Goals**
- 2. Specific Step**
- 3. Continuous Growth**

See Exhibit 7.1a

**PRESENTATION OF MHS COMPUTER
PROGRAMMING COURSE – TIM**

CONDON: (Information Item):
A computer programming course for MHS was presented by Curriculum Director Tim Condon. The proper name for the anticipated elective for 2017-2018 SY is “*Introduction to Computer Programming*”. The course is to be an introductory programming course, and action will be requested at the January 2017 board meeting.

See Exhibit 7.2

EXECUTIVE SESSION: NONE

ADJOURNMENT: Overton moved, seconded by Garner, to adjourn the meeting at 8:17 p.m.

A unanimous voice vote of “ayes” carried the motion.

President

Date January 10, 2017

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Secretary