

ROCKTON SCHOOL DISTRICT 140  
ROCKTON, ILLINOIS 61072

MINUTES OF THE FEBRUARY 23, 2011 BOARD OF EDUCATION MEETING

A Regular Meeting of the Board of Education of Rockton School District No. 140 was held on February 23, 2011, beginning at 6:00 p.m. in the Rockton Grade School Music Room, 1050 East Union Street, Rockton, IL 61072.

President Mrs. Warren called the meeting to order at 6:04 p.m.

	<u>Meason</u>	<u>Michowski</u>	<u>Midgett</u>	<u>Neece</u>	<u>Praneis</u>	<u>Schubert</u>	<u>Warren</u>
Roll Call	P	P	P	P	P	P	P

Mr. Meason arrived at 6:06 p.m.

Others present: Superintendent Jean Harezlak, Principals Barb Browning, Scott Rollinson, Kindyl Etnyre, Assistant Principals Shaun Newmes and Glenn Terry, Business Manager Julia Saunders, Mike Greenlee, RTA President/Teacher Gail Johnson, and various teacher guests.

**Closed Session**

Mrs. Michowski moved to enter closed session at 6:05 p.m. to discuss the following: Appointment, employment, compensation, discipline, performance, or dismissal of specific employees (5 ILCS 120/2(c)(1), Lawfully closed meeting minutes (5 ILCS 120/2(c)(21), Student discipline (5 ILCS 120/2(c)(9), Purchase of land (5 ILCS 120/2(c)(5), seconded by Mrs. Neece. Midgett, Praneis, Michowski, Neece, Schubert, Warren – 6 ayes  
Motion carried.

Mr. Schubert moved to return to open session at 7:07 p.m., seconded by Mrs. Neece. Praneis, Midgett, Neece, Meason, Schubert, Michowski, Warren – 7 ayes  
Motion carried.

**Correspondence**

- Thank you card from Pam Cushing for flowers sent in memory of her mother.
- Thank you card from JoAnn Eischeid for books donated to RGS library in honor of Superintendent Harezlak.
- Thank you card from United Way for increasing employee giving by at least 10 percent.
- Four letters of in-school suspension, nine letters of out of school suspension, and one letter of bus suspension.

Mrs. Warren moved to suspend the regular order of business and open the meeting for audience input, seconded by Mr. Schubert. No one wished to address the Board. Regular session resumed.

**Consent Agenda**

Mr. Meason moved to approve consent agenda as presented, seconded by Mrs. Praneis.

Items included:

1. January 26, 2011 Regular meeting minutes, January 26, 2011 Policy Committee meeting minutes
2. February bills, March payroll, January treasurer's report
3. Winnebago County Special Education Cooperative action

Michowski, Praneis, Schubert, Midgett, Meason, Neece, Warren – 7 ayes  
Motion carried.

### **Closed Session Minutes**

Mrs. Warren moved to approve the January 26, 2011 regular closed session minutes, and that they are to remain closed, seconded by Mrs. Praneis.

All voted aye – 7

Motion carried.

### **Action on Items Arising Out of Closed Session**

Mrs. Warren moved to accept with regret resignations of SMMS teacher, Andria Brass, and WPES teacher, Sue Finlen, effective end of 2010-11 school year, seconded by Mr. Schubert.

All voted aye – 7 ayes

Motion carried.

### **Policy**

The following policy changes were reviewed and will be recommended for Board action at the March BOE meeting. Recommendations for each of the policies listed below are noted in the Policy Committee minutes.

- 2:150 – Committees
- 2:220 – School Board Meeting Procedure
- 2:230 – Public Participation at School Board Meetings and Petitions to the Board
- 2:260 – Uniform Grievance Procedures
- 4:10 – Fiscal and Business Management
- 4:150 – Facility Management and Building Programs
- 4:170 – Safety
- 5:10 – Equal Employment Opportunity and Minority Recruitment
- 5:30 – Hiring Process and Criteria
- 5:90 – Abused and Neglected Child Reporting
- 5:120 – Ethics and Conduct
- 5:220 – Substitute Teachers
- 5:260 – Student Teachers
- 5:334 – Job Descriptions/Categories/Multi-Level Pay
- 6:110 – Programs for Students At Risk of Academic Failure and/or Dropping Out of School
- 7:50 – School Admissions and Student Transfers To and From Non-District Schools
- 7:60 – Residence
- 7:100 – Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
- 7:270 – Administering Medicines to Students
- 7:290 – Adolescent Suicide Awareness and Prevention Programs
- 7:310 – Restrictions on Publications

### **SMMS Maintenance Purchase**

Mr. Midgett moved to approve purchase of two 30" walk behind floor scrubbers for \$14,500, seconded by Mr. Meason.

Midgett, Neece, Michowski, Praneis, Schubert, Meason, Warren – 7 ayes

Motion carried.

Superintendent Harezlak reported 22 dampers at SMMS need repair. Estimated cost for repair is \$4,978.

### **Annual Financial Report**

The district received a financial profile score from ISBE. Our financial designation for 2011 is a score of four or 'Recognition' status. Superintendent Harezlak shared details of this top score.

### **FY12 Budget Planning**

Superintendent Harezlak presented projections for revenues and expenditures.

## I. Financial Status

- ISBE Financial Profile
  - 2011 Financial Recognition
  - 2010 Financial Recognition
  - 2009 Financial Recognition
  - 2008 Review – new building addition funds in the O&M fund.
  - 2007 Financial Recognition
  - 2006 Financial Recognition
  - 2005 Financial Recognition
  - 2004 Financial Recognition
  - 2003 Financial Warning – no early taxes
  
- Comparisons – Budget comparison of the approved September FY11 Budget Summary with the projected June FY11 Budget summary was discussed.
  - More revenue than projected - \$92,374
  - Less expenses than projected - \$231,442 –
    - \$183,439 less expenses in Education Fund than projected in September 2010 – resulted from less expenditures: Unemployment Compensation, additional teacher & aide salaries, substitute costs, purchase services and supplies

## II. FY12 Budget - draft was provided

- Rationale – Presenting draft budget that includes deficit spending for two reasons: 1) Uncertainty of revenues from state that could potentially be higher given recent increase in income taxes; 2) Fund balance is available to maintain quality programs and services within reasonable limitations at this time.
  
- Enrollment Projections - Current Total – 1563, Projected Total – 1547 – overall predict minimal decrease
  - 2011-12 Class sizes – projected to be within district 'Class Size Philosophy' with room for growth at every grade level.
  - RGS – Current – 474, Projected – 465; - predict decrease due to large 2<sup>nd</sup> grade moving to 3<sup>rd</sup>; kindergarten enrollment – unknown factor
  - WPES – Current 525, Projected – 512; - decrease due to large 5<sup>th</sup> grade moving to 6<sup>th</sup>.
  - SMMS – Current 535, Projected – 544 – minimal change – new 6<sup>th</sup> is same size as graduating 8<sup>th</sup>
  
- Estimates – based on February 2011 information
  - EAV – limited new property
  - General State Aid – more reliable with income tax increase. Final allocation amount not determined but early predictions indicate level funding or slight increase
  - Satellite – current program delivery model is being phased out. Enrollment projection for next year results in reduction of one classroom.
  
- FY12 Revenue/Expenditure Projections – draft was provided
  - Projected Revenues – Operating Funds - \$12,694,600
  - Projected Expenditures – Operating Funds - \$13,637,005
  - Revenues – Assumptions
    - Increase property tax - \$215,000 – current year levy

- No change - General State Aid - \$3,860,000
  - Potential loss of pre-school at-risk grant - \$50,000
  - Increase Extraordinary & Sped. Personnel - \$176,000
    - expecting all four payments in FY12
  - Reduce Special Education Orphanage by \$11,000
  - Reduce State Special Education aide by \$3,000
  - Loss – State grants termed in FY11 – owed FY10 - \$36,500
  - Loss ARRA IDEA funds - \$35,000
  - Loss Education Jobs funds - \$351,310
  - Reduce interest income by \$10,000
  - Increase Corporate Personal Property Tax – by \$52,000
  - Increase Federal Lunch/breakfast by \$3,000
  - Increase IM fees by \$9,000 – dependent on BOE approval
  - Decrease one Satellite class – by \$20,000
- Expenditure Projections – by Fund
    - Education Fund
      - Salary increases due to education credits - \$21,600
      - Technology Budget – 14% decrease - includes purchase services, supplies & capital outlay - \$145,889. Expenditures include – costs to sustain current licenses and programs; replace WPES & SMMS student computers (upgrade) – \$32,000.
      - Increase medical costs – 10% - \$73,913

Recommended Continuation – despite elimination of state funding or decreased revenues

- Continue WPES reading teacher – no funding for Reading Improvement grant
- Continue SMMS ACE program – reduced funding for Class Size Reduction grant and future funding is questionable
- Continue Preschool At-Risk program – new grant funding process favors high poverty districts

Proposed Expenditure Reductions

- Decrease two FTE regular classroom teachers based on enrollment projections - \$124,000
- Decrease .5 FTE special education teacher - \$37,000
- Decrease two aides - \$24,000
- Decrease part-time specialists' time - \$72,000
- Decrease two part-time food service aides - \$9,000
- Decrease administrative costs - \$24,000
- Remove School Resource Officer position- \$38,000
- All supplies & textbooks accounts reduce 10% or more - \$60,000
- Decrease library book accounts - \$1,500
- Decrease each building SIP costs - \$6,500
- BOE supplies & services - \$7,550
- Reduce extracurricular supply accounts - \$3,900
- Decrease food service supply accounts - \$6,000
- Decrease fiscal supply costs - \$1,300

- O & M Fund
  - Proposed Expenditures
    - Soccer Field upkeep - \$3,500

- Move air compressor to roof – SMMS - \$5,500
- Replace SMMS cafeteria lights - \$8,000
- Floor Scrubber - \$10,000
- Increase medical costs 10% - \$8,520
- Repair & seal asphalt – RGS/WPES - \$10,000
- Carpet & Paint 3 rooms – RGS/WPES/SMMS - \$8,000

Proposed Expenditure Reductions

- Decrease capital outlay costs by \$8,000

- **Total All Funds - Deficit Spending in Operating Funds – \$942,405**
  - Education Fund – deficit spending - \$1,131,405
  - O & M Fund – deficit spending - \$54,600

### III. Future Planning

- Projections
  - Three Year Projections – through FY14 – Funds – Education, Operation & Maintenance, Transportation & Working Cash
    - Three percent increase in revenues and expenditures
  - Three month operating costs – recommended fund balance
    - \$3.9 million is needed for three months of operating costs – approximately 80% of these costs are salary/benefits
    - If we project three years of \$1 million deficit spending each year it would result in the three months of operating funds ‘cushion’ being depleted
  - Fund balances – District has a two to three year window of balances but it is dependent on state funding and cost increases.
- Implications of reductions
  - Each reduction impacts program and services to children
- Options/Considerations
  - Priority Goal – Maintain quality programs and services to our school community within our projected resources.
  - Enrollment Adjustments – August decisions for additional staff based on summer and new student registration
  - Transfer fund option
    - Working Cash Fund – projected balance \$670,526

### IV. Summary

- Timeline
  - Staff
    - Certified – March 16, 2011 BOE meeting
    - Non-certified – April 27, 2011 BOE meeting
    - Purchases – April 27, 2011 BOE meeting
      - Supplies for FY12 – teacher requisitions
  - Instructional Fee – decision regarding increase – March 16<sup>th</sup> BOE meeting

## **FOR YOUR INFORMATION**

### **Academic Excellence Award**

Congratulations to Stephen Mack Middle School students, staff and families on the achievement of the Illinois Academic Excellence Award. As a member for the state's 2010 Honor Roll - Stephen Mack has sustained high academic performance for over three years with 90 percent of the students having met or exceeded state standards in reading and math. All the SMMS teachers and staff have played a part in this extraordinary success and are deserving of this state recognition.

### **IASB Spring Dinner Meeting**

The Kishwaukee Division of IASB will hold a spring meeting on Thursday, March 3<sup>rd</sup>, at Geneva High School.

### **Pre-School Screening**

RGS staff will conduct screening for pre-schoolers and next year's kindergarten students on March 8, 9, & 10, 2011 at Winnebago County Special Education Cooperative.

### **Bulletins and Newsletters**

Teacher Institute evaluations and bulletins were provided.

### **Other**

- Shared information about an IASB school board workshop titled 'Data First' to be offered in June. More information will be sent to BOE members.

## **PRINCIPAL'S REPORT**

### **Dr. Browning**

- First grade concert was amazing.
- Noted 100<sup>th</sup> day of school event.
- Mentioned purchase of reading assessment program.

### **Mr. Terry**

- PTO Fun Fair is March 12<sup>th</sup> at SMMS.
- Mentioned foreign language classes have started in all three buildings.

### **Mr. Rollinson**

- ISATs begin next week.
- Power of One assembly was February 23<sup>rd</sup>.

### **Mrs. Etnyre**

- Student Council Cupid Shuffle dance was February 11<sup>th</sup>.
- Thanked Lindy Daniels and Kris Holland for getting ISAT tests ready for next week.
- Thanked staff on the achievement of the Illinois Academic Excellence Award.

### **Mr. Newmes**

- Noted special assembly - Messages which are Helpful - on February 14<sup>th</sup>.
- Staff is working hard for transition to new Common Goals student software program.
- Parent teacher conferences are February 24<sup>th</sup> and March 3<sup>rd</sup>.

Mrs. Warren moved to suspend the regular order of business and open the meeting for audience input, seconded by Mr. Schubert.

- o Mike Greenlee shared he enjoyed the warm welcome received from staff last week during 'Meet and Greet' the new superintendent.
- o Gail Johnson spoke about Read Across America, a RTA sponsored activity.

Regular session resumed.

### **MEMBERS' COMMENTS**

- Mrs. Warren distributed handout from IASB regarding proposals from Illinois governor to consolidate school districts.
- Mr. Schubert mentioned he traveled to Madison in support of teachers to protest bill.

### **Closed Session**

Mrs. Praneis moved to enter closed session at 8:35 p.m. to discuss the following: Appointment, employment, compensation, discipline, performance, or dismissal of specific employees (5 ILCS 120/2(c)(1), Lawfully closed meeting minutes (5 ILCS 120/2(c)(21), Student discipline (5 ILCS 120/2(c)(9), Purchase of land (5 ILCS 120/2(c)(5), seconded by Mrs. Neece.

Midgett, Praneis, Michowski, Neece, Schubert, Warren, Meason – 7 ayes  
Motion carried.

Mr. Schubert moved to return to open session at 9:41 p.m., seconded by Mrs. Neece.  
Praneis, Midgett, Neece, Meason, Schubert, Michowski, Warren – 7 ayes  
Motion carried.

### **NEXT BOE MEETING**

The next regular Board of Education meeting will be held at Rockton Grade School library on Wednesday, March 16, 2011 at 6:00 p.m.

Mrs. Michowski moved to adjourn, seconded by Mr. Schubert.  
All voted aye – 7  
Motion carried.

Meeting adjourned at 9:42 p.m.

Approved date: March 16, 2011

President: \_\_\_\_\_

Secretary: \_\_\_\_\_