

MINUTES — SPECIAL MEETING MARCH 30, 2010

- 1) A special meeting of the Hillsboro Community Unit School District No. 3 Board of Education was called to order by President Bill Clinard at the Unit Office at 7:00 p.m.
- 2) The following members of the Hillsboro Board answered present to roll call: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier and Bill Clinard.
- 3) Agenda Item 2.0. Public Comment.
The public comment portion of the meeting began with Carol Naylor, first grade teacher at Beckemeyer Elementary School. Mrs. Naylor stated, "I want to remind the Board and Mr. Powell that a few weeks ago he mentioned to the group that, 'He couldn't do without Mr. Hacke to support him in his work.' I want you to know as teachers giving us more students, which is what the reduction-in-staff has done. We need the support more than we needed it before and we needed it before. With more Federal mandates coming down and expecting more out of us, we also need our support."
- 4) Mrs. Hopper, Beckemeyer Instructional Aide spoke for the District aides at Beckemeyer. Mrs. Hopper stated, "We understand that the District is in tough financial straights. We like many others have already made sacrifices to balance the budget and now we are being asked to balance that budget even farther with the lose of our jobs. Tonight, you are going to decide, which non-certified staff positions can be sacrificed. What bus routes might have to be merged, how many fewer cooks are going to be needed, can our facilities be maintained with fewer custodians, and ask the aides how many of us can go, as well. What do we as aides do and what could you do without us? Yes, we are the low man on the totem pole both on the pay scale and on the academic ladder. While several of us do have our bachelor's degree, all of us are required to have thirty hours of collage credit or pass the state test. At Beckemeyer, our tasks are wide and varied. We do monitor and supervise morning duty in the gym. We do recess and supervised study duty at each recess and we along with administration supervise the lunch modules. After school, we supervise tutorial sessions for students along with those in after school detention. Internal suspension is also monitored by aides under the supervision of our administrator. We are the main force behind RtI and have been used in the same capacity as the non-classroom teachers. We work with small groups of at-risk students to aid in reading development, on a daily basis. We all aid at least one teacher in a power hour of reading daily and work with students daily on comprehensive skills. Personally, I am in charge of the two computer labs. I am to present instructional material once a week to each of the twenty-six classrooms. Lisa Forester, who is a library aide, works with librarian Ann Miller to keep our book collection cataloged, check-outs maintained, and the A.R. program coordinated. Louise Cobetto is our behavioral aide and she works with many of our students on a one to one basis to help modify behavioral issues in and out of the classroom. The classroom aides help the grade level teachers maintain and organize various learning centers. The classroom aides are the ones who try to make sure no one has fallen through the cracks. Can you fix your budget problem on our backs? District aides are not unionized so they are the easiest to get rid of. We are not going to change your bottom-line very much. You save no benefits when you RIF us and the dollars you save in salary are minimal. If you were to cut the bottom ten positions, you would save \$163,680.00 in salary. This figure could be slightly higher. That equates to one top level administrator or four plus beginning teachers without benefits. Ten positions are half of the District aide roster. I suggest that most of the cuts to non-certified staff be done through attrition only. Custodians, cooks, secretaries, and aides in the District, who are planning on retiring at the end of this year, not be replaced. Some of you protest that some of the positions must be filled because the jobs that are left vacant are too important to be taken on by others. I challenge you to remember that you have already told those of us who may be left behind we will be given more students and

must teach all of them to the same level as before. We as non-certified staff do not think we are above the cuts that you have forced upon the teachers. We do not think we are above the forced closing of Witt or the Pre-K Program. We understand you can't spend money you don't have. If you will not pursue the option, of raising taxes to support our programs, facilities, and faculties. We are facing a battle here. One that will probably last years. We want to follow someone who puts the students and us first. We can bare the burden when we all bare the burden."

5) Agenda Item 3.0. Discussion of Non-Certified Staff Reductions.

Supt. Powell gave recommendations to the Board to discuss regarding the non-certified staff reductions. Supt. Powell reported on his recommendation to reduce the Pre-K Program to its legally mandated component of Early Childhood Special Education and bring back according to the amount of the grant. This would be eliminating the two Pre-K parent-coordinator positions and the seven Pre-K aides. Then bringing back positions according to the amount of the grant. Supt. Powell also recommended the RIFing of one part-time library aide and one part-time cafeteria aide at Beckemeyer. Supt. Powell stated, "With the closing of Witt there are two cooks positions not needed. There is one retirement at Witt therefore the recommendation is RIFing one cook position." Supt. Powell continued with the recommendations for aide positions. This included the elimination of the four aide positions at Witt instead of their absorption and the reduction of aides at Beckemeyer Elementary from ten to eight. This would be a reduction of thirteen aide positions in all, six elementary positions and the seven Pre-K.

6) Supt. Powell commended Bob Coleman, Brian Carter, and Asst. Supt. Hacke for taking care of the Transportation Department in the absence of a transportation director. Supt. Powell stated, "It is my hope that we can combine some routes to cut on costs, but the ominous task of reestablishing those routes is ahead of us. We do have to make legal deadlines for reductions-in-force. My recommendation would be to try to consolidate some routes, which would provide some savings. We would RIF three driving positions and two bus aide positions with the thought once the routes are set we will bring back some or all drivers."

7) Agenda Item 4.0. Continued Discussion and Possible Action on Proposed Budget Cuts.

Pres. Clinard asked for questions or comments on the proposed cuts in athletics. This would be the Athletic Director position, the J.V. wrestling coach, the assistant football coach, freshman basket ball coach, the assistant soccer coach, the changing of the fees, cutting of travel and supplies, and cutting down the number of events. Pres. Clinard stated, "This is basically a 27% reduction in the budget for sports." Trina Britton asked, "So there are no sports going to be cut?" Pres. Clinard replied, "Specifically no. You would be loosing J.V. Wrestling but they would still have an opportunity to wrestle at varsity matches." Supt. Powell added, "It doesn't cut an entire sport out. My recommendation was to reduce non-conference travel especially when there is distance involved. Cutting back on the number of contests at home would save officials pay and on the road it would save transportation expenses. The total savings from the list Pres. Clinard read is \$81,400, which represents 27% of the total net budget." Pres. Clinard stated, "We have also discussed the changing of fees, which we went with the \$60, \$40, \$20, which would include adding fees to the Scholastic Bowl and Cheerleading. This would mean an increase in revenue." Supt. Powell stated, "The two scenarios the Board seemed the most interested in were raising additional revenue. These would result in about \$10,000 in additional revenue. That is the number I plugged in to come up with that \$81,400." Secy. Hutchison commented, "This is where we are starting at this year. Even if we do all these things now, we have no idea what our budget is going to be like next year at this time. We may be coming back next year at this time and cutting more."

8) Director of Risk Management Mike Gaither stated, "As you raise the fees because of the economic condition of certain students, certain families will not be able to participate or the District will have

to grant waivers. The other thing that happens is that when students are involved in both athletics and student activities they feel good about themselves and take pride in their school. Then there are less discipline problems and more students stay in school. When you have a freshman program or underclassmen programs children tend to cut themselves. What will happen is you will face the problem of cutting students from programs. Hopefully, as this crisis passes, I hope you will review these reductions and restore the opportunities for children to participate in student activities.”

- 9) Trina Britton commented, “After closing buildings and laying off teachers, I have a problem with not cutting more on sports.” Pres. Clinard responded, “We can propose more. These are the ones that were brought forth last month.”
- 10) Earl Meier commented, “I think next year we will be back here at the same situation. I think we are going to be looking for areas to cut and I think the sports program will be a prime target. I don’t see this turning around. I think we need to hold a couple of things for next year because I don’t want to see any more cuts in the education programs. We have cut enough this year.”
- 11) Pres. Clinard stated, “There won’t be any action on this now but there will be at the next Board meeting.” Supt. Powell added, “If there are additions, I need the guidance to prepare things before the next meeting.” There were no more suggested cuts at this time.
- 12) Pres. Clinard addressed the recommendations that were made by the Hillsboro Unit Education Association and presented at the March Board meeting. Pres. Clinard stated, “The first was beginning the school year after Labor Day. Then we would go back to semester finals being after the Christmas break and we worked several years to get away from this.” Bill Jurgena stated, “It doesn’t make much difference when we turn the air conditioners on. I’m not in favor of moving the school start date.”
- 13) Pres. Clinard continued, “The implementing of energy savings is an on going discussion from the Build and Grounds Committee. Asst. Supt. Hacke has been working on this.” Asst Supt. Hacke stated, “We are currently working in two areas. Dave Ronen of A & D Electrical has been very helpful. We are currently a member of the Illinois Energy Consortium, which we signed an agreement in 1999 to be a participant. That has allowed us to get a better break per kilowatt hour for our buildings. This is for four of our accounts that we were able to get a reduced energy rate. Supt. Powell has put me in touch with Ted Bailey from Direct Energy. He suggests that we could save between \$22,000 and \$30,000 a year depending upon the plan. We will prepare this more for the next meeting. Also, Dave is looking at proposals for changing out some of our lighting fixtures at Coffeen Elementary School, the Junior High, and the High School. This would take some money up front to save some money at the end. I will get this paperwork to you before the next meeting so you can decide if it is worth the proposed cost. These lights would reduce our energy costs and AMEREN is offering a 90% refund on the hardware.”
- 14) HUEA also suggested the closing or relocation of the unit office. Pres. Clinard stated, “The cost to operate this building is only \$9,000 per year. To move this office, it would take an area for five people as well as Mr. Perkins. As well as all the records. They would have to be moved to one location where they would be easily assessable on a daily basis. This would be taking away from classrooms and I would hope that we would need them again in the near future. At that point, we would be looking to rent or buy again.” Earl Meier added, “I concur with you and I would hope it would be this Board’s goal to fill those classrooms again. I would be opposed to closing the Unit Office.”

- 15) The personnel part of the HUEA recommendations suggested the reduction of the internal suspension from five days a week to two or three days a week at the High School. Pres. Clinard stated, "There has been a discussion of sharing the I.S. supervisor from the Junior High and the High School. I believe this will come about." Supt. Powell added, "The logistics have been worked out where that is doable. It is a loss to the progressive discipline program but we have loses everywhere. We don't need official action on this but I believe we have a consensus, if that is the way you would like me to go with the assignments." Pres. Clinard agreed.
- 16) Another HUEA suggestion was the discontinuation of the Saturday detention program. Asst. Supt. Hacke spoke to this issue. "The Saturday detention costs us \$107.02 each Saturday we run it. That is paying a certified staff member by contract. Last year, we had thirty Saturdays we paid staff to come in and cover detention. This year we will have thirty-two. I used thirty-one as the average and it came to \$3,300 for the year." Vice-Pres. Adams asked, "That is for how many students?" Asst. Supt. Hacke replied, "Early in the semester we have 3 to 5 students and as school progresses we usually have 6 to 10. We usually have a 50% attendance rate. If we don't have this, you will see more kids suspended from school. Then there is lost revenue for ADA. Probably, not dollar for dollar what you are spending for the program." Earl Meier asked, "Do they have a choice of Saturday or after school?" Asst. Supt. Hacke replied, "Saturday detention is used for the non-violent repetitive offences like skipping school and detention. It is another step between internal supervision and external suspension. After-school detention is before I.S." Mr. Meier asked, "Is transportation furnished on Saturday?" Asst. Supt. Hacke replied, "No." Supt. Powell added, "We do furnish transportation for the after-school detention." Asst. Supt. Hacke commented, "This is at a cost of \$34.60 for the driver and we have two drivers each day. This comes to almost \$70.00 a day. We do not run this everyday but on most days. I used 170 days and that comes to \$12,000." Supt. Powell added, "This is a Junior High and Senior High issue. The Saturday detention. The I.S., and the after-school detention are part of the progressive discipline program, which is designed to change and mold behavior and protect the learning environment. I do think we can make some cuts here but I don't think we can do away with the whole thing. We have to have a progress set of disciplinary consequences because part of what we are teaching them is social and behavioral. I think it would be wonderful if we could assign after-school detentions and insist parents provide the transportation but school code says we can't." Asst. Prin. Stritzel also spoke to the effectiveness of the progressive discipline and how it is carried out. Secy. Hutchison asked, "When we run those busses are they completely full on those days?" Asst. Supt. Hacke answered, "They are vans and there may be one student on one and eight on the other." Secy. Hutchison continued, "Could we limit our after-school detention to two or three days a week. So, we are running less busses everyday of the week, which would cut your costs some." Supt. Powell added, "Of that \$12,000, a large amount of that is reimbursable."
- 17) Mary Ellen Mathews added, "Those after-school busses are also used for Junior High after-school tutoring Tuesday through Thursday. They are not just for discipline issues." Dean of Students Jean Hobson stated, "We at the Junior High only do after-school detention on Tuesdays and Thursdays. The after-school tutoring is Tuesday, Wednesday, and Thursday."
- 18) The next suggestion from HUEA was the reduction of the administrative staff. More specifically, they referred to the elimination of the assistant superintendent's position. Pres. Clinard stated emphatically, "That is not happening. The assistant superintendent's position will stay. We will be changing the job description. There will be more work brought to this position as well as to the other administrators. We will be moving the bus transportation and the RtI. The Director of Risk Management and Vocational Director positions will not be filled and his duties passed on to the present administrators."

- 19) Pres. Clinard addressed the suggestion of furlough days for the administration. "They are under contract and this would be difficult for them to do. I will say the administration has come forward and taken a pay freeze for this next year. As well as, the cooks have taken a pay freeze," Stated Pres. Clinard.
- 20) Supt. Powell spoke to the professional development costs and negotiating vertical placement. The professional development has been reduced in this year's budget. Supt. Powell explained, "Part of the Title Grant has to be spent on professional development and this can only be at the elementary schools because of the regulations of the grant. What we have tried to do is be consistent equitable with the allocation for professional development as compared to the Junior High and High School." The negotiating of vertical placement on the salary schedule has already been addressed by the Board in regards to some recent hires. Supt. Powell reported, "The other point group with these two was the use of administrative staff to cover classes rather than paying certified staff. I will be instructing building administrators to do this whenever feasible." Earl Meier asked, "Do we have any teachers who are not considered to be highly qualified?" Supt. Powell replied, "Yes, we have one." Mr. Meier responded, "That is one of the primary focuses of the professional development and has to be taken care of. What about the additional C.P.D. U.'s that teachers are required by the state to do every five years and is not being funded, Is there any mechanism taking place at the state level to relax that rule?" Supt. Powell replied, "No, none. What we have done and will continue to do is instead of sending teachers out for all those workshops providing local opportunities for C.P.D.U.'s where we can pay for an afternoon on a school improvement day and provide a professional development opportunity that the whole staff can benefit from."
- 21) Pres. Clinard reported that the transportation issue has been addressed and there will be changes in bus routes.
- 22) The increase in athletic fees will be addressed at the regular April meeting.
- 23) Pres. Clinard replied to the question of user fees for the buildings. He reported the only group not being charged is the Sports Association and there is an intergovernmental agreement between the District and the Sports Association.
- 24) Pres. Clinard reported the behind the wheel drivers training will be discussed at the April Meeting.
- 25) Supt. Powell reported that the issues of grant funding and writing will be discussed with the teacher's union.
- 26) Pres. Clinard reported on the issue of increasing tax levies to replace tax funding. Pres. Clinard stated, "We are going after every dollar we can legally go after. We have had truth in taxation hearings for the last three years. And we will continue that route." This concluded the Board's addressing the suggestions made by Hillsboro Unit Education Association.
- 27) Pres. Clinard asked if there were any more questions from the audience. Agnes Huber asked, "I have a question about the TASK Force for the school. Shouldn't we be starting a TASK Force now to be working toward repairing the High School? Because, if they have a group working together to get the plan already by the time school gets out. Then you would save three months time of rental on a classroom if they were ready to start working in the summer time." Pres. Clinard replied, "That is an issue that still has to be addressed. We have to decide how we are going to bring it back. We as a Board have to decide how it is going to happen. Those who are for it have told us, 'They will oppose us in putting large sums of money into that school.' And those who have

told us, 'They will oppose us if we build a new school.' So right now we are stuck in the middle of that and we know we have opposition in both places."

- 28) Agenda Item 5.0. Executive Session.
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, move to go into executive session at 8:03 p.m. to discuss personnel. On roll call the following voted yes: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, and Bill Clinard. Motion carried 7-0.
- 29) Agenda Item 8.0. Executive Session.
Upon a motion by Bill Jurgena, seconded by Secy. Hutchison, move to go out of executive session at 9:21 p.m. Voice vote. Motion carried.
- 30) Agenda Item 6.0. Personnel 6.1. Action on Retirement.
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, accepted Kathleen Howard's letter of intent to retire at the end of the 2009-2010 school year. Voice vote. Motion carried.
- 31) Agenda Item 6.0. Personnel 6.1. Action on Retirement.
Upon a motion by Secy. Hutchison, seconded Bill Jurgena, accepted Linda Curtis' letter of intent to retire at the end of the 2009-2010 school year. Voice vote. Motion carried.
- 32) Agenda Item 6.0. Personnel 6.1. Action on Retirement.
Upon a motion by Secy. Hutchison, seconded Bill Jurgena, accepted Gary Neisler's letter of intent to retire in August of 2010. Voice vote. Motion carried.
- 33) Upon a motion by Secy. Hutchison, and seconded by Bill Jurgena, move to adjourn. Voice vote. Motion carried.
- 34) Meeting adjourned at 9:23 p.m.

Hillsboro, Illinois
March 30, 2010

Thomas William Clinard, President
Board of Education

Lynne Hutchison, Secretary
Board of Education

Date minutes approved

