

## MINUTES - REGULAR MEETING – MARCH 20, 2007

- 1) The regular 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, Trina Britton, Doug Donaldson, Lynne Hutchison, Bill Jurgena, Bill Jones, and Bill Clinard.
- 3) Agenda Item II. Good News Reports.  
Supt. Burton introduced Ass't. Adm. Mike Gaither who reported on the recently completed evaluation of the district by the Regional Office of Education. Our preliminary report is very good. Minor adjustments were needed but board members make sure children get a high quality education.  
Supt. Burton reported the Health/Life Safety compliance was the least of our problems. Maintaining people and staff we do a really good job. The community child care connection supports large amounts of monies and HCCDC Director Sheri Reynolds wrote for two grants this year. We got both grants. Not too many districts get both grants, a grant in quality child care and a grant in the day care program. ASK received \$7500 and day care almost \$4,000. Appreciate Director Reynolds grant writing, it is difficult and we got \$11,500 for the year. The Annual Applications for Accreditation for all district schools had been approved by the board last fall. ISBE granted full certification to all of our schools. He distributed the certificate of recognition to the school principals. Coffeen School Principal Francine Luckett was not at the meeting due to family illness and he held her certificate until next month. The district also received a certificate.
- 4) Agenda Item III. Approval of Minutes. Supt. Burton sought board approval of the minutes of the February 12<sup>th</sup> Student Discipline Hearing and Closed Session, February 20<sup>th</sup> Student Discipline Hearing and Closed Session, the re-scheduled February 20<sup>th</sup> regular meeting and executive session minutes, the minutes of the special meeting of March 6<sup>th</sup>, and the minutes of the March 12<sup>th</sup> special meeting.  
Upon a motion by Bill Jurgena, seconded by Doug Donaldson, approve the minutes of 2/12/07 Student Discipline Hearing and Closed Session, 2/20/07 Student Discipline Hearing and Closed Session, the re-scheduled 2/20/07 regular meeting and executive session minutes, the minutes of the special meeting of 3/6/07, and the minutes of the 3/12/07 special meeting. Voice vote. Motion carried.
- 5) Agenda Item IV. Approval of Financial and Business Transactions. 4.1 Approval of Bills and Salaries.  
Supt. Burton reported on the cash balances as of February 28<sup>th</sup>. The Education Fund had a balance of \$965,348.06, the Child Care Fund showed a deficit of \$13,022.44, the Building Fund balance of \$182,464.26, the Bond & Interest Fund balance of \$41,953.02, the Transportation Fund \$211,034.43, the Retirement Fund balance of \$132,852.85, Working Cash Fund balance \$3,381.42, and Life Safety balance of \$2,033,202.69.  
The investments total was \$1,555,000.00 and included the funding bond money.  
The bills included an additional assessment from MC/C (Mid-State Montgomery County/Carlinville) to balance their books and the monthly Worker's Comp payment of

\$10,000. There were 215 bills this month. There would be a high jump in the number of bills in May.

Vice-Pres. Jones inquired if things could be purchased out of the Health/Life Safety Fund?

Supt. Burton indicated the Health/Life Safety funds had to be used for repairs or renovations and couldn't be used for new items such as a new rest room.

Upon a motion by Vice-Pres. Jones, seconded by Bill Jurgena approve payment of all bills and salaries for the 9<sup>th</sup> month as presented. On roll call the following voted yes: Barbara Adams, Trina Britton, Doug Donaldson, Lynne Hutchison, Bill Jones, Bill Jurgena, and Bill Clinard. Motion carried, 7 - 0.

- 6) Agenda Item V. Recognition of Audience.  
Pres. Clinard asked, "If anyone in the audience wished to address the board, saying this would be a good time for any questions or concerns anyone may have to present them to the board. The board would take them under advisement and may put them on the agenda of the next board meeting." Seeing none, Pres. Clinard proceeded to the next agenda item.
- 7) Agenda Item VI. Committee Reports. 6.1. Personnel/Policy Committee.  
Chairman Trina Britton reported the committee met on March 6<sup>th</sup> at 7:00 p.m., those present were: Board Committee Members, Lynne Hutchison and Doug Donaldson, Supt. Burton, Adm. Ass't. Mike Gaither, High School Ass't. Prin. Kyle Hacke, High School Prin. Gary Zerrusen, and herself. Then they went into executive session to discuss personnel matters.
- 8) Agenda Item VI. Committee Reports. 6.2. Curriculum Committee.  
Chairman Lynne Hutchison reported the committee met on March 6<sup>th</sup> at 8:01 p.m., those present were: Board Committee Members Trina Britton and Bill Jones, Supt. Burton, Adm. Ass't. Mike Gaither, High School Ass't. Prin. Kyle Hacke, High School Prin. Gary Zerrusen, and herself. Prin. Zerrusen presented a proposal for possible curriculum revisions in the Child Care Program, English Dept., and in the P.E. Dept. Ass't. Prin. Hacke presented possible scheduling revisions in the English Dept. Supt. Burton presented the school report cards and AYP for the previous school year. Action on these items would be taken later in the meeting.
- 9) Agenda Item VII. New Business. 7.1. Consideration and Approval of an Intergovernmental Agreement with ChrisMont Alternative School.  
Supt. Burton reported this was an annual action of the board. The district has from one to five students there during the school year and it provides a quality education for some of our students who are not able to function in the regular educational setting. He recommended board approval of this agreement.  
Upon a motion by Bill Jurgena, seconded by Vice-Pres. Jones, approve the intergovernmental agreement with ChrisMont Alternative School.  
Voice vote. Motion carried.
- 10) Agenda Item VII. New Business. 7.2 Consideration and Approval of an Surety Bond Regarding Debt Certificates for the Proposed Funding Bond Sale.  
Supt. Burton indicated, "We need a surety bond for the debt certificates. This bond would cost \$887 per year. He recommended board approval.

Upon a motion by Vice-Pres. Jones, seconded by Bill Jurgena, approve the surety bond regarding the debt certificates for the proposed funding bond sale in the annual amount of \$887.00. On roll call the following voted yes: Trina Britton, Doug Donaldson, Lynne Hutchison, Bill Jones, Bill Jurgena, Barbara Adams, and Bill Clinard. Motion carried, 7 - 0.

11) Agenda Item VII. New Business. 7.3. Consideration and Approval of Proposed Curriculum Changes at Hillsboro High School.

Supt. Burton remarked there were three items to discuss and there would be more at the April and May meetings. He introduced Prin. Zerrusen who presented the proposed curriculum revisions of making the child care program a dual credit class with Lincoln Land Community College, holding zero hour physical education at Fusion Fitness Center twice a week, and in the English Dept. requiring four years of English for the class of 2012. English Teacher Julie Pachesa wants to make the Hiltop Yearbook production into an elective senior English class for one credit. She has written a course description, and the class would meet during 7<sup>th</sup> hour. Students in that class would be required to take mid-term and final exams. Another revision for the English Dept. would be advanced English and advanced placement curriculum alignment. Several years ago advanced English I was eliminated. The English teachers would like to reinstate this class with a few changes. Freshmen would attend an 8<sup>th</sup> hour class at the beginning of the school year for 2.50 weeks to learn about the high school instructional environment. Following this 2.50-week period, those freshmen with D's and F's would be required to attend the 8<sup>th</sup> hour tutoring class. Senior composition would be taken out of the curriculum and they would teach English IV as an elective. The teachers would like to order the English IV books. These teachers would also like to get the English curriculum in sequential stages. Students would still have to do composition papers.

Upon a motion by Vice-Pres. Jones, seconded by Trina Britton, approve the proposed high school curriculum revisions as presented. Voice vote. Motion carried.

12) Agenda Item VII. New Business. 7.4 Consideration and Approval of a District #3's School Report Cards and Average Yearly Progress Reports.

Supt. Burton reported the principals and Adm. Ass't. Gaither would give their report card presentation. The report cards would be available for public inspection on the school district's internet site. We are talking about having the SIP report at the April meeting since the staff needs to put the finishing touches on the plans. Board members would receive that info in their board meeting packets, which they would receive two weeks from today because of spring break. With just two weeks, there will be no financial reports.

Adm. Ass't. Gaither reported the district is very proud of the principals, staff, and students. The principals will report on their buildings. The schools are required to test the Illinois Learning Standards. They consider it better to integrate the goals with the skills to move the student on to the next level. In each of the sub-groups, the students made AYP except, the Jr. High where there are a large number of students in special education. Prin. David Powell and staff provided individual instruction to students preparing for the test. Instead of waiting, they are making a large scale effort to make sure every student excels. They are doing an excellent job and have given special attention to special education students. The scores were looked at by the ROE and Mid-State Special Ed. Their plan was modified to make sure it was at the proper level. Prin. Powell's leadership gives students the opportunity to maximize learning.

Prin. Zerrusen reported on the high school scores. The good news first. This year the high school made AYP (Adequate Yearly Progress) in math. The State AYP Minimum target was 47.5 % and our high school juniors met or exceeded that State standard in math it was 50.3% and in reading it was 60%. In math the changes and revisions in the goals for teaching math all has been helpful. The bad news, the target score goes up for each succeeding year and we may not meet the target in either of these subjects since by 2014 the target score is 100%, the attendance rate has to be 92%, and the graduation rate has to be 9 %. A couple of areas of concern, 67% of the economically disadvantaged students didn't graduate but 14% of our high school students don't apply for the nutrition program. The economically disadvantaged students testing in reading, math, and science, scores at level 3 (meets standards) or level 4 (exceeds standards). We previously had summer school, but because of financial reasons had to discontinue it. The mobility rate that is 14, 15, 16, 17 % also fits into that figure, and that rate is high.

Ass't. Prin. Kyle Hacke commented, "When the poverty rate increases, the mobility rate increases."

Supt. Burton commented, the high school had a good report card, but the graduation rate was 60% and that has been figured into the formula, so the high school still has some things to work on.

Prin. Powell reported on the junior high scores. Over all he was pleased with the report card that our students meet or exceed state standards by 6.4% more than the students in the rest of the state. Teachers and staff are very proud of the scores. For every sub group scores were higher than the year before. Defined by "No Child Left Behind" (NCLB) there are enough students to have a special ed sub group and they have to meet the state standards. The safe harbor target for reading is 95% and for math only 47.5%. The idea of special ed students meeting or make the percent is difficult. We have 4 ½ special ed teachers and 4 are new to the building this year. We sat down and looked at the work to be done and put together a plan and worked hard on that plan. We have a two-year plan and are using a template. This data will be sent to Northern Illinois University, but the template wasn't available, so it won't be a two-year plan. We have three initiatives this year, a wide variety of special services at Jr. High, individual classes of just special ed students, and have special ed student in general ed with support from special ed teachers. The goal is to meet the State standards and the regular ed teachers are helping those students to try to reach that goal by working with them 6 weeks before the ISAT with review. The AYP problem is a tough one because of special ed. Scores are up and proud of it.

Prin. Brad Huber reported on Beckemeyer scores. The scores went up across the board. The goal was to get the middle group to meet or exceed. We made AYP with the new reading and math scores for 4<sup>th</sup> grade. We are beginning to align the goals and take advantage of this to meet the State standards. We want the middle group smaller and the upper group larger. Fortunately, we didn't have a sub group. We are elated with the scores and working hard and working smart.

Prin. Sandy Dona reported on Witt scores. The low income rate is 69.7%, mobility rate is 18.7% and are thrilled with the scores. Witt Presbyterian Church works with kids and we want to succeed. Hands on with math targeting kids that we think are on the bubble. Special ed teacher Mrs. Pruitt works with kids that aren't reading at all. Third grade has been strong in math, but not in reading, only 15 kids in the class. Across met goals in math. Grade 4 scores were 71.4% in reading, in math 81%, and in science 76.2%. Grade 5 scores were 100% in math. We beat the district and the state rate was 90%. We worked with those students. Elaine Reinhart, 5<sup>th</sup> grade teacher, who retired at the end of last school year, realized what needed to be taught and did it.

Supt. Burton indicated that Coffeen School Principal Francine Luckett was unable to attend the meeting due to family illness and would give her report card report at the next board meeting.

Bill Jurgena commented, "It's good to have the report card information, but it came so late in the year, it will be hard for our schools to make changes to increase the scores for this year."

Supt. Burton indicated, Illinois hadn't made any adjustments in NCLB toward the 2014 goals, so the staff has a big job. There may be a lot of schools that don't make AYP. We will see what happens. The staff and students have done a good job!"

Upon a motion by Bill Jurgena, seconded by Doug Donaldson, approve District #3's School Report Cards and Average Yearly Progress Reports. Voice vote. Motion carried.

- 13) Agenda Item VII. New Business. 7.5 Consideration and Approval of a Date for a Special Meeting/Board-Administrator Retreat.

Supt. Burton reported the first weekend in April would be spring break. He suggested May weekends or summer weekends. He would like to have it by mid summer and get some things down before school started. After board discussion of possible May weekends, he suggested the weekend of June 9<sup>th</sup>.

Pres. Clinard indicated this item would be put on the agenda for next month. Supt. Burton indicated there would be no board action needed on this agenda item.

- 14) Agenda Item VIII. Communications.

Secretary Trina Britton read thank you notes from the Unit Office Secretary Pam Williamson for the flowers received following her medical procedure, a letter from High School Art Teacher Diane Singler for the board's support of the HHS Rembrandt Society, and a note from Beckemeyer School third grade teacher, Kathleen Jones, for a memorial in her father, Robert Schwab's, name to the Educational Foundation.

- 15) Agenda Item IX. Executive Session.

Upon a motion by Secy. Britton, seconded by Bill Jurgena, move to go into executive session at 8:02 p.m. to discuss resignation, retirement, negotiations with HUEA #4315, personnel, and employment.

On roll call the following voted yes: Doug Donaldson, Lynne Hutchison, Bill Jones, Bill Jurgena, Barbara Adams, Trina Britton, and Bill Clinard. Motion carried, 7 - 0.

- 16) Agenda Item IX. Executive Session.

Upon a motion by Secy. Britton, seconded by Doug Donaldson, move to go out of executive session at 9:35 p.m. Voice vote. Motion carried.

- 17) Agenda Item X. 10.1 Personnel. Action on Resignation.

Upon a motion by Secy. Britton, seconded by Doug Donaldson, approve the letter of resignation from High School Cheerleading Sponsor Tera Scroggins effective at the end of the 2006-2007 school year. Voice vote. Motion carried.

- 18) Agenda Item X. 10.2 Personnel. Action on Retirement.

Upon a motion by Secy. Britton, seconded by Vice-Pres. Jones, approve the letter of intent to retire from High School Secretary Lynn Washburn effective at the end of this current fiscal year. On roll call the following voted yes: Lynne Hutchison, Bill Jones, Bill Jurgena, Barbara Adams, Trina Britton, Doug Donaldson, and Bill Clinard. Motion carried, 7 - 0.

- 19) Agenda Item X. 10.3 Personnel. Action on Employment. a) Executive Administrative Assistant Consulting Fee.  
Upon a motion by Secy. Britton, seconded by Doug Donaldson, approve the agreement with Pam Williamson to provide consulting services for the 2007-2008 school year.  
On roll call the following voted yes: Bill Jones, Bill Jurgena, Barbara Adams, Trina Britton, Doug Donaldson, Lynne Hutchison, and Bill Clinard. Motion carried, 7 - 0.
- 20) Agenda Item X. 10.3 Personnel. Action on Employment. b) Tenured Certified Staff.  
Upon a motion by Secy. Britton, seconded by Bill Jurgena, approve the employment of the tenured certified staff for the 2007-2008 school year.  
On roll call the following voted yes: Bill Jurgena, Barbara Adams, Trina Britton, Doug Donaldson, Lynne Hutchison, Bill Jones, and Bill Clinard. Motion carried, 7 - 0.
- 21) Agenda Item XI. Adjournment  
Upon a motion by Doug Donaldson, seconded by Vice-Pres Jones, move to adjourn.  
Voice vote. Motion carried.
- 22) Meeting adjourned at 9:38 p.m.

Hillsboro, Illinois  
March 20, 2007

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Thomas William Clinard, President  
Board of Education

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Trina R. Britton, Secretary  
Board of Education

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Date minutes approved