

## **MORTON UNIT SCHOOL DISTRICT 709**

**August 6, 2013**

Minutes of the Regular Meeting of the Board of Education of Morton Unit School District 709 held August 6, 2013, at the Morton Education and Administration Center.

### **REGULAR MEETING –**

President Clint Heinold called the regular meeting to order at 7:30 p.m.

Members present: Mr. Clint Heinold, Mr. Tim Taylor, Mrs. Michelle Bernier  
Mr. John Applen, Mr. Shaun Bill, Mr. Tom Neeley, Mrs. Kelly Scarfe

### **Audience Presentations**

Mr. David King, 1984 E. Jefferson St., addressed the Board of Education concerning the proposed bus facility on Courtland St. He suggested that a new bus facility should be part of the long range planning process for the Facility Advisory Committee and all bids should be turned down by the Board of Education.

### **Reports –**

#### **Administrative –**

##### **Administrative Welcome –**

Dr. Hall welcomed back the Administrators from summer break. She also thanked the Board of Education for providing the New Teacher Dinner that took place earlier in the evening. Dr. Hall commended Mr. Smock for overseeing the hiring process and the administrators for their part in interviewing and selecting the new teachers. She looks forward to a great school year.

##### **Freedom of Information Requests –**

Dr. Hall reported there have been two recent Freedom of Information requests. Mr. David King requested a copy of Gary Kutkat's retirement letter. The other request was from the Family Taxpayer Foundation asking for all types of the district's health care plans, the provider's names for the district health care plans and the monthly costs of the health care plans. Both requests have been fulfilled.

##### **Substitute Teacher Pay Report –**

Mr. Smock recommended that the substitute teacher pay be raised from \$80.00 per day to \$80.50. Due to the need to change the way wages are calculated under the Patient Protection and Affordable Care Act from a salary to an hourly basis, Administration is

recommending changing the daily rate from \$80/day to \$80.50/day. This is due to rounding the hourly rate to \$11.50/hr., making the 7 hour work day equal to \$80.50. This year a survey will be conducted of area districts' substitute pay rates for consideration in changing the certified substitute rate for the 2014-15 school year. The Board approval for the current rate change will be on the August 20 consent agenda.

### **Pumpkin Festival –**

Dr. Hall noted that Thursday, September 12, from 4:15 to 7:00 p.m. Board Members and Administrators will be volunteering in the Pumpkin Grille at the Pumpkin Festival.

### **ROE Educational Forum –**

Dr. Hall announced that the Regional Office of Education will be holding a public forum at Freedom Hall on Monday, August 12, 6:30 p.m. The topic for the forum will be the Common Core State Standards. Dr. Hall encouraged anyone interested in hearing accurate information to attend.

### **Facilities Update –**

Dr. Hall noted the summer work that has been completed in the buildings.

- P.A. System at the High School – Dr. Hall commended Bill Schock for overseeing the project. The task was completed in-house with a cost savings to the district of approximately \$100,000. 8 miles of old wire was removed with 7 miles of new wire being installed.
- New Fire Alarm System at the Jr. High and High School
- New windows at Lincoln School
- New window lintels on the east side of Jefferson School; main office and staff lounge have been remodeled. The Jefferson PTO donated funds to aide in the remodel.
- New inside doors at Brown School
- Repaved staff parking lot at Grundy School along with new inside doors.
- Locker room work at the Jr. High. New windows in the gymnasium will be installed this fall.

Dr. Hall commended the entire maintenance and custodial staff for their work during the summer. The staff has a high skill level and saves the districts thousands of dollars every year with their expertise.

### **Facilities Advisory Committee –**

Dr. Hall reported that the Facilities Advisory Committee has been formed and will have its first meeting on Thursday, August 15. She noted that participants were selected from

attendees at the 709Connect meetings, from recommendations and from volunteers. The committee consists of:

- Barb Getz
- Barb McMullen
- Bill Wright
- Brad Mitchell
- Chris Ferris
- Greg Prichard/Marjorie Johnson
- Jeff Keach
- Lee Hoffman/Chris Carter
- Lindsey Hall
- Michael Saunders
- Mike Vlahos
- Nicolas Jack
- Rodney Schuck
- Samantha McKee
- Tim Taylor
- Tom Neeley
- Tony Feleccia
- Troy Teater

### **President's Report –**

Mr. Heinold had Mr. Taylor and Mr. Neeley report on the Board of Education Facility Committee meeting held last week with Keach Architects and MEP engineers for an update on the new heating system being planned at the high school. Discussion involved timelines, prep work and the most cost effective replacement. The challenge will be to have the bids out in November for approval in December. They are very impressed with the work of Keach Architects, the engineers and the district maintenance staff.

### **Discussion Items –**

#### **Board Process Policy Compliance -**

Dr. Hall reported that all sections of the Board Process policies are being met and the board is in compliance. Mr. Heinold will sign off in the Board Compliance binder.

#### **Enrollment Projections –**

Mr. Smock reviewed the historical enrollment trends and the projections for future years. He noted the official enrollment count for the beginning of the 2013-2014 school year will be taken on the 6<sup>th</sup> day. Topics included:

- Live Birth Ratio Analysis
- Trend Line – attempting to predict future enrollment
- Elementary Enrollment for 2013-14 – he pointed out that several class size/class load instructional aides will be needed; 25 class size/class load aides are being hired to begin the school year.
- Community Growth – hot spots for growth in Morton
- Future Action Plans

Mr. Smock reported that there are currently 11 students enrolled in the Extended Day Kindergarten class. The class has a capacity of 16, so students are being screened this week in order to fill the class.

### **Common Core State Standards Update –**

Dr. Teater noted that articulation meetings have been held during the 2012-2013 school year focusing on Math Common Core Standards. Articulation for English/Language Arts Standards will take place during the upcoming year, along with more follow-up on the Math Standards.

Dr. Teater addressed common concerns:

- **Federal Government Mandate-** government taking away the local control
  - 45 States have adopted it.
  - State-led initiative, includes the College and Career Readiness Standards
  - Flexibility by local schools on implementation
- **New Set of Knowledge-** notion that what used to be taught is being replaced with new material
  - States implementing “New Standards”
  - Math: Focus, Coherence and Conceptual Understanding
  - ELA/Literacy: Content rich nonfiction, evidence from text and complex text
- **Lower Standards-** lowering the rigor or expectation of students.
  - Process emphasized over product.
  - Math: Focus, Coherence and Conceptual Understanding
  - ELA/Literacy: Content rich nonfiction, evidence from text and complex text
- **Ineffective Instruction-** students expected to teach themselves.
  - Not one “best way” to arrive at solutions
  - Time spent analyzing processes for solving problems
  - Students more involved in the process

Dr. Teater emphasized that the curriculum is developed at the local level. The standards are the end goal; the curriculum is what is used in the journey. The articulation meetings are used to determine the curriculum. He noted that the new standards are somewhat overwhelming to the staff, but the district is continuing to provide professional development for support them. Dr. Teater stated that M.A.P. testing will work together with the standards and continues to provide valuable information.

### **Focus on Achievement – Board Goals –**

Dr. Hall reported on the Board of Education goal setting meeting held on June 20. The five goals set are:

- 1. Achievement: In order to ensure all students have opportunities to achieve their potential, our academic programs will maintain the highest standards and expectations for learning.
- 2. Communication: Provide open and meaningful two-way communication with all members of our community.
- 3. Climate: Maintain a cohesive organizational system which facilitates/fosters a productive and trusting climate with a highly qualified staff.
- 4. Facilities: Provide facilities conducive to student learning and growth, based on evolving needs, with the support of the community.
- 5. Finance: Support student learning (which includes achievement, climate, facilities, communication) in an efficient and cost-effective manner.

One of the five goals will be focused on at a monthly board meeting throughout the school year. The objectives for the first goal, Achievement, were reviewed.

- The district will align (incorporate) our curriculum with the Common Core standards including the implementation of professional development for staff and a communication plan for the community.
- The district will implement and maintain a continuum of services to meet the needs of all of our students.
- Technology will be utilized to enhance and augment instruction throughout the curriculum.
- The district will continue to gather data, seek input and explore options related to all-day kindergarten.
- The district will continue to gather data, seek input and explore options related to the implementation of daily physical education.

Dr. Hall noted the five goals will be in place for five years. The objectives can be changed and updated throughout that time period as they are completed and new needs arise. Suggestions were made for communicating the goals and objectives including Dr. Hall's article in the local newspaper; the *Communicator*; the District website; Board brochure.

**Closed Session –**

Motion by Mr. Neeley, second by Mr. Bill, that the Board of Education enter into closed session for consideration of appointment, employment, compensation, performance, or dismissal of employees, student discipline, purchase of property, litigation and/or negotiations. (5 ILSC 120/2 115 ILCS 5/18)

Roll Call Vote:                      Yea 7                      Nay 0

Motion carried. The board entered closed session at 9:35 p.m.

Motion by Mrs. Bernier, second by Mr. Applen, that the Board of Education return to regular session.

Roll Call Vote:                      Yea 7                      Nay 0

Motion carried. The board returned to regular session at 10:05 p.m.

**Action Items -**

**2<sup>nd</sup> Reading and Approval of Policy 5:330 -**

Dr. Hall noted that the revised Board Policy 5:330 will refer to Administrative Procedures for information regarding pay scales and other benefits for our Educational Support Personnel. This information is more appropriately referenced in Administrative Procedures than in Board Policy.

Motion by Mrs. Bernier, second by Mrs. Scarfe, that the Board of Education approve the revision of Board Policy 5:330.

Roll Call Vote:                      Yea 7                      Nay 0

Motion carried.

**Approve Tentative 2013-14 Budget and Schedule Public Hearing -**

Dr. Hall reported that the administration has completed the tentative budget for the 2013-14 school year and reviewed the budget with the Finance Committee on July 26, 2013. The District should experience a balanced budget within all of the district's operating funds except for the Operations & Maintenance Fund, the Life Safety Fund and the Tort Fund. All three of these funds are budgeted to spend some fund balances for building improvement projects.

Education fund revenue is budgeted to increase by \$566,000 due almost exclusively to increased tax revenue. All Corporate Personal Property Replacement Tax revenue and General State Aid revenue, except for \$117,000, is budgeted in the Operations and

Maintenance budget to help fund the cost of the 5 year building improvement projects. Both of these revenue types are being budgeted at the same level as last year. A solid local tax base continues to cushion the past reductions in state commitments. Total salaries for all funds are expected to increase by \$828,000 or 5.44% over actual costs for the prior year. Several new positions, both certified and non-certified, were added in this year's budget, such as an additional 4<sup>th</sup> Grade teacher at Lincoln, an additional 1<sup>st</sup> Grade teacher at Grundy and the addition of extended day Kindergarten. Benefits from all funds are expected to increase by \$315,400 over 2012-13 actual costs or 12.5%. Health insurance claims for 2012-13 continued to be fairly low and were under budget by \$867,000 in the Education Fund. Since we are self-funded for health insurance, claims can fluctuate greatly from year to year. Even with these increases and state funding reductions we are able to balance the Education Fund budget through the local tax extension.

In the Operations and Maintenance Fund we are budgeting a deficit for the year of \$1,750,000. This is due to the 5 year building improvement projects that occurred in the summer of 2013 and that will occur in the summer of 2014.

The transportation fund is showing a budgeted surplus of \$71,000. No new bus purchases are planned in 2013-14 since we entered into the bus lease in the Spring of 2013 to lease five new buses. The surplus realized in 2012-13 and budgeted for in 2013-14 will build fund balances allowing the District to add an additional bus lease in the next few years.

Motion by Mrs. Bernier, second by Mr. Neeley, that the Board of Education approve the 2013-14 Tentative Budget, place it on display for thirty days, and schedule a budget hearing for September 17, 2013, at 7:00 p.m.

Roll Call Vote:

Yea 7

Nay 0

Motion carried.

Mrs. Getz reviewed a summary worksheet that forecasts the budget out five years. The worksheet is a tool used to assist in putting together the levy.

Board members expressed their appreciation to Mrs. Getz for her hours of work on the budget.

### **Approve Tax Abatement for Morton Auto Auction –**

Motion by Mrs. Scarfe, second by Mr. Bill that the Board of Education approve the proposed tax abatement for Morton Auto Auction of a 90% property tax abatement for five years.

Board members discussed the revised request. In March, the Board of Education had agreed to a 50% tax abatement for five years that Morton Auto Auction had requested. Mrs. Bernier referenced an email she received from the owners of the Morton Auto

Auction soon after the approval of 50% in March. The email referenced a Board approved tax abatement of 90% for a new business constructing a building in Morton. Mrs. Bernier expressed her concern that Morton Auto Auction's request was not needs based. Other board members expressed their concerns as well. Concerns were also noted regarding the process used by the Morton Economic Development Council to request abatements.

Motion by Mrs. Scarfe, second by Mr. Bill to rescind the earlier motion made to approve the 90% for five years tax abatement for Morton Auto Auction.

Roll Call Vote:                      Yea 6                      Nay 0                      Abstain 1

Motion carried.

Motion by Mrs. Bernier, second by Mr. Applen that the Board of Education approve a 50% property tax abatement for five years for Morton Auto Auction.

Roll Call Vote:                      Yea 6                      Nay 0                      Abstain 1

Motion carried.

**Approve Bids for Bus Facility, 250 W. Courtland St., Morton, IL –**

Motion by Mr. Taylor, second by Mr. Bill that the Board of Education approve the bids for the construction of the new transportation facility to be constructed at 250 West Courtland St. in the amount of \$598,400 and award of contract for same to Illinois Civil Contractors Inc. for the site bid package, in the amount of \$209,800 and award of contract for same to First Build Associates, Inc. for the building bid package. The Village of Morton will pay \$75,000 of the aforementioned contracts for their portion of the site work related to the site improvements at 250 W. Courtland St.

Mr. Applen expressed his appreciation for the Village of Morton's cooperation in finding an appropriate site for the bus facility. His regret is that the Board of Education made an agreement with the Village before knowing the actual cost to prepare the site for the buses.

Mr. Neeley noted that much time was spent by past Boards to move the buses from their current location at the high school. He agreed that space is needed at the high school due to parking spaces being lost on the street, but feels the cost is too high and he would struggle with spending that amount of money.

Others noted that construction costs will continue to rise if the project is delayed, and moving the transportation offices out of the Jr. High will free up needed space in that building. Appreciation was expressed to Dr. Hall and others working to lower the original cost projections.

Roll Call Vote:                      Yea 5                      Nay 2

Motion carried.

**Consent Agenda –**

Motion by Mr. Neeley, second by Mrs. Bernier, that the Consent Agenda be approved as follows:

- Approve Personnel Report
- Approve June Treasurer’s Report
- Approving and Signing Minutes of the July 9, 2013, Regular Meeting and the July 9, 2013, Regular Meeting Closed Session Minutes
- Approval of Bills and Payrolls

	<b>Bills 7-12-13</b>	<b>Bills 7-18-13</b>	<b>Bills 7-26-13</b>	<b>Bills 8-2-13</b>	<b>Payroll 7-5-13</b>	<b>Payroll 7-19-13</b>	<b>Payroll 8-2-13</b>
Ed.Fund	\$157,472.44	\$821.12	\$222,452.62	\$12,079.43	\$348,654.76	\$335,628.11	\$332,702.80
Bldg.Fund	51,351.50	--	292,915.48	--	51,749.34	47,014.26	50,216.55
Trans.Fund	8,074.16	--	1,545.18	--	5,842.39	3,995.46	4,029.12
Payroll Accts Pay	--	--	--	--	310,932.01	298,650.40	300,538.97
Fire & Safety	--	--	170,156.51	--	--	--	--

Roll Call:                                      Yea 7                                      Nay 0

Motion carried.

**Closed Session –**

Motion by Mr. Appen, second by Mrs. Bernier, that the Board of Education enter into closed session for consideration of appointment, employment, compensation, performance, or dismissal of employees, student discipline, purchase of property, litigation and/or negotiations. (5 ILSC 120/2 115 ILCS 5/18)

Roll Call Vote:                                      Yea 7                                      Nay 0

Motion carried. The board entered closed session at 11:20 p.m.

Motion by Mr. Appen, second by Mr. Neeley, that the Board of Education return to regular session.

Roll Call Vote:                      Yea 7                      Nay 0

Motion carried. The board returned to regular session at 11:33 p.m.

**Adjournment -**

Motion by Mrs. Bernier, second by Mr. Appen, that the meeting be adjourned.

Voice Vote:                      Yea 7                      Nay 0

Motion carried. The meeting adjourned at 11:34 p.m.

Respectfully submitted,

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Michelle Bernier, Secretary

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Clint Heinold, President