



MINUTES OF BOARD MEETING

****Regular meeting taking place at the District Office on October 17, 2016**

MEMBERS

Position	Present	Absent
Presiding Officer	Matt Seman	
	Charlie Waugh	
	Pam Kovacevich	
	Corey Conklin	
	Tom Ray	
	Kurt Ratliff	
Superintendent	Don Beard	
Building Principals	Adam Ibbotson, Janis Lindsey and Becky Miller	Doug Furlow, Adam Eucker, Adam Ibbotson, Clay Shoufler
Board of Education Secretary	Teresa Benner	

Call to Order / Roll Call / Pledge of Allegiance / Approval of Agenda

The meeting was called to order by President, Matt Seman. Roll call was taken by the Recording Secretary. Those in attendance stood and recited the Pledge of Allegiance.

A motion was made by Pam Kovacevich and seconded by Corey Conklin that the agenda be approved as amended.

Discussion: Added Action Item b: Approval of 5 year lease agreement for a 15 passenger white activity bus from Central States Bus Sales for \$63,057.95

Added to Action Item a – recommend to employ:

- Holly Crocher – HS Assistant Girls' Track Coach
- Jeff Surbeck – HS Assistant Boys' Track Coach
- Trevis Woods – HS Girls' Basketball Volunteer Assistant Coach

Motion carried

Information Items

A. Faculty Spotlight – Bre Havens

Mr. Ibbotson introduced Ms. Bre Havens, Junior High Art teacher.

Ms. Havens is in her second year of teaching and shared her curriculum for 5th-8th grades with the Board. She spoke about the elements and mediums each class is utilizing as well as her goals



for each class, whether she has the students for a quarter, semester, or full year. Ms. Havens also showed several works of arts from her students. She spoke about Art Club and her plans to incorporate more activities into it.

Mr. Ibbotson noted that Ms. Havens has been very flexible with the fine arts courses allowing more students to be involved in the art program.

B. Auditor's Report – Cory Brown

Cory Brown, from Mose, Yockey, Brown and Kull, presented audit results from the 2015-16 fiscal year.

Mr. Brown explained the documents, letters and reports he handed out. The audit firm addresses Internal Control over Financial Reporting, Compliance and Other Matters. Mr. Brown also presented the financial results, by fund, for fiscal year 2016, including revenues and expenditures. He also spoke about new disclosure reports required for this year.

The District remains in Recognition status, the highest granted. He noted two internal controls that could be strengthened in the areas of Activity Funds and Classification and Coding. He stated there was no difficulty in performing the audit and that all went according to plan.

C. Dave Love – IASB

Mr. Love from the Illinois Association of School Boards came to update the Board on the Superintendent vacancy and presented the draft of the search brochure. He explained the information contained in the brochure and let the Board know application and interview timeline dates need to be decided so they can be inserted into the brochure.

Mr. Love recommends we close the application process on January 3, 2017. If we do so, Mr. Love stated he will come back to present candidates on January 12, 2017, and interviews could start the next week. He noted some format options for completing interviews, which will take place the week of January 23-27, 2017. Second interviews and site visits would take place the following week. The contract would go into development in early February allowing the Board to hire the new Superintendent at the February Board meeting.

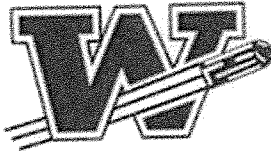
The staff and community online surveys will be posted soon and will remain open until 10 days before the posting closes. A summary report of this information will be presented to the Board.

ISAB provides sample questions for both the 1st and 2nd rounds of interviews. The Board can also come up with some questions of their own.

D. Superintendent's Report

1. Monthly Financial Report

Mr. Beard presented an overview of the current year's budget. The original budget filed showed a surplus of about \$95,000 for all funds. After updated information was received, the District has a deficit of \$214,790 for this budget year. We are now at our lowest levels since 2009, as depicted on the monthly index. This is concerning as it's not a positive trend. Mr. Beard spoke about general state aid and that the District has to use this money to support other funds, thus



taking funds away from the education fund. The District needs the majority of its money here, as this is the fund that salary and benefits are paid out of. We have already diverted \$350,000 to transportation for this current fiscal year.

The general state aid transfer of money to the Transportation Fund was shown year over year. The transportation costs are decreasing, but the payments from the State are not coming. We have cut our costs, but the State has shorted us at least one transportation payment for the last several years.

Mr. Beard also discussed the Education Fund balances from 2008-09 school year forward. From 2008-2009, the Education Fund was built back up, but since 2012, has been in steady decline.

The budget is built on fully funded GSA which has not happened for the last few years. The issue remains a revenue problem caused by lack of funding from the State.

Mr. Beard discussed the Activity Funds that each building has. These funds are earmarked for specific activities.

A question was asked about when is the time to start talking about a referendum. Mr. Beard noted that it's an option, but he will lay out options to increase revenue streams, while minimal, as well as any other options for cutting expenditures, and then see if a referendum is something we need to seriously consider. He noted that we need to stop the bleeding, which won't be easy or fun, but it needs done.

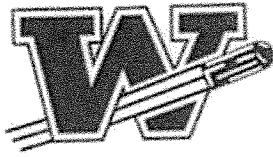
Mr. Beard presented a 2005-2016 cash flow analysis and reiterated where we are at the end of September with a balance in all funds of \$6,389,288 and a balance in the Operating Funds of \$4,785,070. By comparison, at the end of September 2015, our balance in all funds was \$7,185,503 and in the Operating Funds was \$5,605,447

2. Tentative 2016 Levy

Mr. Beard noted we are in a tax capped county, but we continue to do a balloon levy to capture any and all growth we can. Property values have continued to increase. The levy will be filed in December and Mr. Beard will keep the Board updated on any changes.

2016 LEVY FOR FY 2017				Actual 2016 Tax Rates Per Fund		Estimated 2017 Levy @ 2.5%		Estimated 2017 Tax Rate		Probable GROWTH FOR 2017 @ 4.5%		2017 Tax Rate	
	2016 Estimation			Levy @ 2.5%	Tax Rate								
Educational	\$4,912,417.00	2.634%		\$5,324,650	2.634%			\$4,715,480	2.640%				
Operations & Maintenance	\$617,243.00	0.335%		\$1,092,350	0.335%			\$968,630	0.336%				
Transportation	\$331,362.00	0.194%		\$393,050	0.194%			\$348,090	0.194%				
Working Cash	\$73,126.00	0.042%		\$86,290	0.042%			\$76,420	0.042%				
Municipal Retirement	\$368,522.00	0.155%		\$316,870	0.155%			\$289,620	0.157%				
Social Security	\$36,046.00	0.022%		\$46,090	0.022%			\$40,810	0.022%				
Fire Prevention & Safety	\$4,822.00	0.002%		\$5,020	0.002%			\$5,000	0.002%				
Tort Immunity	\$5.00	0.000%		\$0	0.000%			\$0	0.000%				
Special Education	\$67,544.00	0.039%		\$79,930	0.039%			\$70,700	0.039%				
Leasing	\$2.00	0.000%		\$0	0.000%			\$0	0.000%				
Other	\$0.00	0.000%		\$0	0.000%			\$0	0.000%				
Capped Extension Levy	\$6,215,724.00	3.629%		\$7,334,130	3.629%			\$6,495,650	3.626%				
BOND & INTEREST RATE	\$1,600,642.00	0.933%		\$1,593,000	0.933%			\$1,250,000	0.840%				
TOTAL	\$7,815,766.00	4.583%		\$9,014,130.00	4.592%			\$8,175,850.00	4.577%				
EAV			\$171,265,743			\$202,091,777				18.06%	\$178,619,740		
TOTAL TAX RATE			\$4.5834%			\$4.592%							\$4.5771%

YEAR	EAV	% GROWTH	RALE	EXTENSION
1999	\$30,100,328	6.33%	4.29%	\$3,515,554
2000	\$83,750,557	4.90%	4.28%	\$3,716,246
2001	\$85,882,370	2.55%	4.79%	\$4,110,854
2002	\$98,450,359	4.49%	4.79%	\$4,282,556
2003	\$95,028,616	6.09%	4.74%	\$4,507,394
2004	\$97,613,426	2.79%	4.75%	\$4,626,957
2005	\$104,711,039	7.35%	4.71%	\$4,934,200
2006	\$112,600,978	7.10%	4.66%	\$5,247,354
2007	\$121,693,856	8.41%	4.54%	\$5,544,729
2008	\$126,947,065	3.24%	4.69%	\$6,874,060
2009	\$131,955,370	4.45%	4.69%	\$9,091,452
2010	\$138,645,354	5.07%	4.69%	\$9,256,505
2011	\$144,494,690	4.30%	4.67%	\$6,527,021
2012	\$150,971,750	4.29%	4.64%	\$6,332,243
2013	\$155,457,667	4.25%	4.69%	\$7,196,569
2014	\$163,301,890	4.33%	4.64%	\$7,578,024
2015	\$171,265,743	4.90%	4.68%	\$7,815,766
Projected 2016	\$202,091,777	18.00%	4.63%	\$6,014,130



3. Facilities Update

Mr. Beard reminded the Board they had received detailed information about the air quality issues at the middle school and the potential for mold. Experts were called in and 3 main sources were identified – 2 different leaks and 1 humidity issue. The issues were not such that the building needed to be evacuated, and the test results came back as non-toxic, but in being proactive, the building was evacuated – classes were held at the junior high – and professional cleaners were called in. Dehumidifiers were placed in each room. Mr. Shoufler communicated with the parents keeping them well informed of the situation and how it would be remedied.

The building has since been taken care of and students returned to the middle school today. The issues in our building are very common. Total costs were \$7500 for cleaning and humidifiers. This potentially could have been very costly had we been reactive instead of proactive.

Mr. Beard is meeting with a company to complete an assessment of all the roofs in the district buildings and will discuss with the Board at the November meeting what roofing issues need addressed short and long term. Bids will be taken and brought back to the Board for consideration. This is tough because of our financial situation, but some decisions will need to be made.

4. III Conference

All members have been registered and are attending.

5. PARCC Update

Mr. Beard shared our 2014-15 participation rate letter with the Board last month. A response was drafted that contained all pertinent information. Those who did not take the test did not take it due to letters submitted by parents. We met the requirements in 2015-16.

6. IASB Updated Policies

This was done at the policy meeting and will be approved at the next meeting.

7. Other

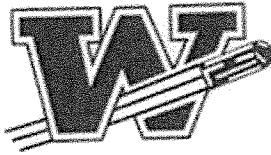
E. Principal's Report

Janis Lindsey – full report submitted to the Board

Elementary Activities

- October 22 PTO Fall Festival
- October 28 Kindergarten Halloween parade
11:00 dismissal
- November 7 Picture retakes
- November 8 PTO meeting
- November 9 11:00 dismissal
12:30-8:00 Parent/Teacher conferences
- November 10 8:00-11:00 Parent/Teacher conferences
- November 11 No school-Veteran's Day

Data Day was held last week, quarter ends this Friday



Doug Furlow – full report submitted to the Board

Clay Shoufler –

Adam Ibbotson -

- The Boys' Soccer team won the regional for the 5th year in a row
- 1st quarter ends this week
- Elective structure starts next quarter
- P/T Conferences coming up
- Thanks to all who helped with the situation at the middle school - staff, admin and students all worked together
- Math alignment will start soon

Adam Eucker – full report submitted to the Board

Recognition of Employees and Public

Byron Painter – South County Publications

Breana Havens – Junior High Art Teacher

Cory Brown – Moss, Yockey, Brown and Kull

Dave Love - IASB

Connie Jagels, Carol Stewart - members of the public

Approval of the Consent Agenda

A motion was made by Corey Conklin and seconded by Tom Ray to approve the consent agenda containing items a, b, c, d, e, f, g and h: namely Approval of the following minutes as written and distributed: Approval of the Regular Meeting Minutes of September 19, 2016, Approval of the Special Meeting Minutes of September 26, 2016 and September 30, 2016, Approval of the Budget Hearing Meeting Minutes of September 19, 2016, Approval of the Treasurer's Report, Approval of the Bills in the amount of \$586,182.72, including reimbursement of the revolving fund in the amount of \$1,898.20, Approval of the Lunch Report, Approval of the High School Graduation Date of May 28, 2017 at UIS at 5:30pm, and Receipt of Resignations:

- Carlene Renner, long term sub
- On roll call the following members answered aye:
Corey Conklin Charles Waugh
Matt Seman Kurt Ratliff
Tom Ray Teresa Benner
Pam Kovacevich
- On roll call the following members were absent:

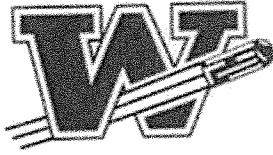
Motion carried

Action Items

A motion was made by Pam Kovacevich and seconded by Kurt Ratliff to employee personnel:

Discussion:

- Alison Cappellin – long term sub for Bethany Russell (begins 1/4/17)



- Christine Beckman – long term sub for Kristie Haarmann (10/24/16-12/21/16)
- Rashel Bayless – Junior High Assistant Scholastic Bowl Coach for 2016-17
- Jamie Vicich – High School Assistant Scholastic Bowl Coach for 2016-17
- Jack Zibutis – High School Freshman Boys' Basketball Coach for 2016-17
- Holly Crocher – High School Assistant Girls' Track Coach
- Jeff Surbeck – High School Assistant Boys' Track Coach
- Trevis Woods – High School Girls' Basketball Volunteer Assistant Coach

- On roll call the following members answered aye:
Corey Conklin Charles Waugh
Matt Seman Kurt Ratliff
Tom Ray Teresa Benner
Pam Kovacevich

- On roll call the following members were absent:

Motion carried

A motion was made by _____ and seconded by _____ to approve the 5 year lease agreement for a 15 passenger white activity bus from Central States Bus Sales for \$63,057.95

Discussion: This was discussed previously with the Board, but had not been an action item. Per the lease agreement, it must be acted on by the Board. Questions were asked - What maintenance is included? How does mileage factor in?

A motion was made to TABLE this due to the possibility of being able to purchase a bus for a lower cost.

Motion TABLED

Executive Session

A motion was made by Teresa Benner and seconded by Kurt Ratliff to enter into Executive Session for the purpose of Under 5 ILCS 120/ 2© of the Open Meetings Act...the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee or legal counsel for the public body

Discussion: None

- On roll call the following members answered aye:
Charlie Waugh Matt Seman
Corey Conklin Pam Kovacevich
Tom Ray Teresa Benner
Kurt Ratliff

- On roll call the following members were absent:

Motion carried

The Board entered executive session at 8:24pm and returned to open session at 8:43pm.



A motion was made by Charlie Waugh and seconded by Teresa Benner to return to open session.

Discussion: None

Motion carried.

A motion was made by Corey Conklin and seconded by Tom Ray: In consideration for his years of loyal service to the Williamsville-Sherman CUSD #15 Board and community, and in recognition of his exceptional and tireless work assisting the Board to prepare for and transition through this year, we hereby move that the Williamsville-Sherman Board of Education complete the terms of its employment agreement with David Root through the 2016-17 school year by paying Julie Root the sum of \$41,171.63 which represents the balance of salary minus the amount of salary paid to the Interim Superintendent.

Discussion: None

- On roll call the following members answered aye:
Corey Conklin Charles Waugh
Matt Seman Kurt Ratliff
Tom Ray Teresa Benner
Pam Kovacevich
- On roll call the following members were absent:

Motion carried

Adjournment

A motion was made by Pam Kovacevich and seconded by Charlie Waugh to adjourn the meeting.

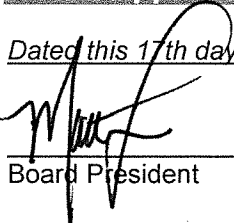
Discussion: None

Motion carried.

Meeting adjourned at 8:45pm

Board Approval

Dated this 17th day of 2016



Board President



Board Secretary

**Submitted by Jenny Brennan, Recording Secretary