

**REGULAR MEETING
WINNEBAGO COMMUNITY UNIT DISTRICT #323
NOVEMBER 19, 2018**

Christopher Schoeneweiss called the Regular Meeting of the Winnebago Board of Education to order at 5:30 p.m. on Monday, November 19, 2018 in the Boardroom at McNair Elementary School. Members answering roll call were Dennis Daly, Elizabeth Johnson-Lovett, Duane Lovett, Christopher Schoeneweiss, and Nichole Smith. Todd France and Michael Rossol were absent.

At 5:31 p.m., Mr. Daly made a motion to enter Executive Session for the following reasons:

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1); seconded by Mr. Lovett.

Roll call vote:

Aye: Mr. Lovett, Mrs. Smith, Mr. Daly, Mrs. Johnson-Lovett, Mr. Schoeneweiss

Nay: none

Approved: 5-0

At 6:00 p.m., the school board returned to Open Session.

Christopher Schoeneweiss called the Regular Meeting of the Winnebago Board of Education to order at 6:01 p.m. on Monday, November 19, 2018 in the Library at McNair Elementary School. Members answering roll call were Dennis Daly, Elizabeth Johnson-Lovett, Duane Lovett, Christopher Schoeneweiss, and Nichole Smith. Todd France and Michael Rossol were absent. All joined in the Pledge of Allegiance.

Mr. Daly made a motion to approve the meeting agenda; seconded by Mr. Lovett. All voted aye, motion was approved.

For the Public Comment portion of the meeting, Mr. Schoeneweiss explained that speakers are called on and allowed to speak for a maximum of three minutes. The Board of Education listens to input from the public and does not conduct open discussion on issues. Discussion on personnel matters is not allowed. No one had signed up to make public comment.

Mr. Daly made a motion to approve the items on the consent agenda; seconded by Mrs. Smith.

Items on consent agenda:

- 6.1. Approval of Minutes
 1. Regular Meeting –October 15, 2018
 2. Executive Session – October 15, 2018
 3. Special Meeting – October 18, 2018
 4. Executive Session – October 18, 2018
2. Approve Accounts Payable
3. Approve Personnel Report –NEW HIRES: Donald Christens – Transportation – Substitute Bus Driver, Jason Faworski and Thomas Sanner – WHS – Volunteer Wrestling Coaches, Kelsey Pearson – WHS – Volunteer Cheer Choreographer; FMLA LEAVE OF ABSENCE: Megan Bremer – WMS – Teacher – effective May 1, 2018, Angela Coy –

McNair – Teacher – effective February 11 – April 8, 2019; UNPAID LEAVE OF ABSENCE: Megan Bremer – WMS – Teacher – effective entire 2019-20 school year; RETIREMENT: Lysbeth DeRango – Simon – part-time Health Care Provider – effective November 6, 2108; RESIGNATION: Tiffany Beard – WMS – Teacher – effective end of 2018-19 school year, Amanda Bauer – WHS – part-time Cook/Cashier – effective November 23, 2018, Alison Benthien – WHS – Special Education Paraprofessional – effective November 15, 2018, Rhonda Oakey – Simon – Special Education Paraprofessional – effective November 23, 2018

4. Report on monthly FOIA Requests

Roll call vote:

Aye: Mrs. Smith, Mrs. Johnson-Lovett, Mr. Lovett, Mr. Daly, Mr. Schoeneweiss

Nay: none

Approved: 5-0

Ron Gruber, WHS Principal, shared information on Marcus Smith, who placed first at the IHSA 1A State Golf Meet, and the Girls Cross Country Team, who placed 4th at the IHSA 1A State Meet. The athletes in attendance were given congratulations and recognition certificates. The certificates for those not there were sent with Mr. Gruber for distribution at school.

ADMINISTRATIVE REPORTS

Mr. Gruber gave a report on potential elective classes being added for the 2019-20 school year. Approval for courses will be sought at the December school board meeting. He shared details about adding courses in Health Sciences, Sports Medicine, Teaching Assistance, and Computer Technology. Information was also given about increasing Dual Credit and Advanced Placement course offerings in Life Sciences, Biology, and Math Literacy. Dr. Schwuchow commented that much exploring and consideration has been done with this process.

Brian Benning, WHS Spanish Teacher, reported on the trip, which was set up through a travel company, taken to Mexico taken by interested students. He gave detailed information about the experiences of the 13 students. They stayed with host families and were immersed in the Spanish language and partook in many, many cultural activities. Two students shared their feelings on the success of the trip with one commenting that learning in a classroom is good, but this trip was much better. Mr. Benning explained that they are planning another trip and will be looking for school board approval. The same travel company will be used with the trip going to Costa Rica and costing approximately \$300 more. It is hoped to attract more students with the understanding that the chaperone to student ratio will be 1:6.

SUPERINTENDENT'S REPORT

Dr. Schwuchow reported on the FY19 Levy process with final approval needed in December. He explained that the 2018 budget should be made up of approximately 50% of the revenues from the 2017 levy and 50% from the 2018 levy. Since the amount will not be increasing more than 5%, a truth in taxation meeting will not be needed. He told that in the past, the Education Fund was tax capped, but this is no longer the case, so more funds can now be levied. There were times when more funds were levied in the Transportation Fund so transferring to the Education Fund could happen if deemed necessary. The Transportation Fund now is in a position where a loan will not be needed going forward. He noted that the first levy payments are received June 1 each year and the second payment received on September 1. Since the school district is on a cash basis, this presents a mixture of levy funds each year. The levy was prepared by projecting what funds will be needed for each of the funds. Also noted was that the Operations & Maintenance Fund is still

tax capped. Dr. Schwuchow spoke of the need to work on a District Strategic Plan. He intends to pull together district stakeholders and begin meeting soon. Dr. Schwuchow reported about being in the final stages of the retention pond project. More dirt needed to be hauled away because the pond border measured higher than what was agreed on. The concrete pads have been poured and ground leveled for the shot put and discus areas, and grass seed will be put down soon. The McNair elevator still has not been installed. The relocated baseball diamond is complete with the fencing still needing to be installed. Cathy Finley, WMS Principal, spoke of middle school teachers doing research on science curriculum. They will be piloting Pearson products this winter which will allow them to practice with the materials. Then, if desired, purchasing of curriculum materials would be done for the upcoming school year. Consideration was given to programs that would lead well into high school courses. It was stated that funds could be sought to offset lab costs. The Acellus Program would replace the current PLTW STEM based program and would be an Encore course, not an elective. Dr. Schwuchow announced the Golden Apple Nominees from Winnebago Schools: WMS – Patrick Brule and WHS – Sheila Erickson, Nina Giannangeli, Tracey Kast, Lisa Mitchell, and Janet Erb. Matt Adams, Technology Director, reported on the purchase of replacement intercom systems for the failing ones at Simon and Winnebago Middle Schools. Payment would be made with Health Life Safety funds because of communication needs in emergency situations. The McNair and Winnebago High School intercom systems would be replaced the following year. Consideration is being given to a Frontier system, which would work well with the current phone system and would ultimately connect all buildings. It was noted that other districts in the area are using this and are pleased. Details are still being worked out and quotes have been requested. It is hoped to gain approval and installation complete in the spring. Dr. Schwuchow spoke of the challenges of getting services for district heating and cooling systems. Ron Ferguson, Director of Buildings & Grounds, reported that Honeywell has become slow to respond to service calls, does not cover some repairs under contract, and frequently several service calls are needed to address issues. Discussion will take place about switching to Mechanical for heating and cooling servicing.

NEW BUSINESS

Ms. Severing from WIPFLI was present to give the annual audit report for FY18. She commented that the audit went well and distributed copies to board members. Her report contained information showing a clean audit and about the financial statements of the school district being on a cash basis, which means revenues get posted as they come in and payables are posted as they are paid. Similar to the past, since the district office has limited staff, there were notes made about internal controls and the segregation of duties, which means there are not enough people to separate all of the office duties appropriately. The audit shows that as of June 30, 2018, a positive fund balance was reported. Ms. Severing explained revenue and expenditures details by fund and reviewed reports required by the state.

Mr. Daly made a motion to approve the FY18 Audit, as presented; without a second the motion did not move to a vote.

Concern was expressed about getting the written reports in advance of the meeting, so board members would have ample time to look at them. It was stated that the audit must be approved and submitted to the Regional Office of Education before December 1, 2018. Dr. Schwuchow assured the board that audit reports for the next year will be provided to them in advance.

OLD BUSINESS

1. Second Reading Board Policies
 1. 5:30-E Resolution to Prohibit Sexual Harassment

2. 3:40-E Checklist for the Superintendent Employment Contract Negotiation Process
3. 6:135 Accelerated Placement Program

Mr. Daly made a motion to approve the policies, as presented; seconded by Mrs. Johnson-Lovett.

Roll call vote:

Aye: Mr. Daly, Mrs. Smith, Mrs. Johnson-Lovett, Mr. Lovett, Mr. Schoeneweiss

Nay: none

Approved: 5-0

It was decided to meet to approve the FY18 Audit on Wednesday, November 28, 2018 at 5:30 p.m. in the McNair Boardroom.

At 7:29 p.m., Mr. Daly made a motion for the meeting to adjourn; seconded by Mrs. Johnson-Lovett. All voted aye, meeting adjourned.

Approved: December 17, 2018

Respectfully submitted:

Christopher Schoeneweiss, President

Jennifer Lindgren, Secretary