

**PONTIAC TOWNSHIP HIGH SCHOOL DISTRICT NO. 90**

1100 E. Indiana Avenue, Pontiac, IL 61764

**Minutes of the Board of Education – Regular Meeting**

April 10, 2017 – 7:00 p.m.

**Call to Order, Pledge, and Roll Call**

The Pontiac Township High School District No. 90 Board of Education held its regular meeting in the Dr. Ronald J. Yates Memorial Library on Monday, April 10, 2017. President Roger Corrigan called the meeting to order at 7:05p.m.; the Pledge of Allegiance was recited. Board members Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, and Mr. Sartoris answered roll call. Board member Dale Schrock arrived at 8:02 p.m., and Don Lambert was absent. Also present were Administrators Jon Kilgore, Eric Bohm, and Tera Graves; Luke Smucker from The Daily Leader; Stephanie Smithson & Nicole Ropp, PE Dept.; and Board Secretary, Sheri Hogan. Nate Hayner also attended as a guest.

**Approval of Minutes**

The minutes of the regular meeting of March 13, 2017 were approved on a motion by Tom Brown and seconded by Carla Chandler. Motion passed on a voice vote.

**Finance Report**

Mr. Kilgore reviewed the high school finance report as of March 31, 2017. Higher than projected education fund is due to decrease in total invested from cash balances, transferred into education fund.

| <b>Cash Balances</b>                     | <b>Beginning Balance</b> | <b>Ending Balance</b> |
|--|--------------------------|-----------------------|
| EDUCATION FUND                           | \$1,300,623.80           | \$1,308,46.60         |
| OM FUND                                  | \$581,898.43             | \$511,113.24          |
| DEBT SERVICES                            | \$410,512.68             | \$410,874.61          |
| TRANSPORTATION                           | \$361,620.93             | \$302,554.85          |
| IMRF                                     | \$179,703.59             | \$124,724.32          |
| CAPITAL PROJECTS                         | \$367,314.76             | \$423,973.74          |
| WORKING CASH                             | \$114,214.26             | \$114,214.26          |
| TORT                                     | (\$13,737.16)            | (\$32,273.06)         |
| FIRE PREV & SAFETY                       | \$106,424.97             | \$106,358.28          |
| <b>Grand Asset Total</b>                 | <b>\$3,302,151.20</b>    | <b>\$3,270,007.84</b> |
| <b>Total Invested from Cash Balances</b> | <b>\$2,523,561.80</b>    | <b>\$1,774,813.37</b> |

**Approval of Bills and Requisitions**

A motion was made by Mrs. Murphy and seconded by Mr. Sartoris to approve the High School and LACC Finance Reports; the High School, OM, Transportation, and LACC bills; and the High School and LACC SBAA Activity Reports. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, and Mr. Sartoris voted “yea” on a roll call vote. Motion passed.

## **Recognition of Guests, Presentations, and Communications:**

**Guests** - Mr. Kilgore introduced guests Nate Hayner, Stephanie Smithson, Nicole Ropp, and Luke Smucker.

**Department Report, Mrs. Stephanie Smithson, PE Department Chair** – Stephanie Smithson provided an update on the Physical Education Department. Topics presented included new state rules on fitness testing requiring submission of 10<sup>th</sup> grade results, the PE schedule, and designing fitness programs. All PE staff became lifeguard certified, and a tandem bike, made by Mrs. Smithson, is being used by special needs kids during gym class. A proposal was also made to include PE in GPAs, citing statistics that students who are physically active have higher academic achievement. 15 area schools including PC and U-High have included PE in the GPA. A survey taken of 26 parents asking if they support PE being part of the GPA, had 76% say “yes”. A transition schedule is proposed starting in 2018-19 school year with the incoming Freshmen class. The current grading is based on 20% dress, 30% participation & effort, 20% process, and 30% knowledge.

## **Board Business:**

**Financial Review** - Mr. Kilgore gave the Financial Review, stating PTHS is in the black, but still awaiting categorical payments from the state. Special Ed, Transportation, Dr. Ed, and Food payments total about \$300,000. Without these payments, our surplus dwindles to a projected \$36,081 with 3 months remaining. The Education Fund was a little higher than projected, but meeting a balanced budget is nearly impossible without categoricals. Mrs. Graves shared that CTI received 3 months of payments for \$140,000, but are still 6 months behind.

**Transportation: 3 year Bus Leases – Midwest Transit** - The Transportation committee was informed through research that replacing two expiring bus leases with new 3 year leases was best for our needs and budget considering other options. Using Illinois Central Bus Company would have cost a projected \$7000 more.

**Principal’s Report** – Mr. Bohm reported 100% participated in the SAT test including those on IEP. This was the 1<sup>st</sup> year using the SAT exam. A follow-up will be presented to the board once results are received. He also provided an overview of the plan for Every Student Succeeds Act (ESSA), previously known as No Child Left Behind. Illinois conducted 100 listening tours and collected 3500 comments, with the focus to be on educative, equitable and non-punitive factors. The proposal includes accountability to measure school quality for PreK-8<sup>th</sup> to be 75% academic and 25% school quality/student success indicators. For high schools, the proposal is 75% academic – graduation, SAT 2018-19; and 25% student quality/success indicators – chronic absenteeism, 9<sup>th</sup> grade on track, college/career readiness, climate survey, & fine arts. The plan has not yet been approved, but is targeted to be implemented for 2018-2019 school year. Upcoming events include SIP day on April 28 where teachers will swap tests, review and critique using common criteria. April 20 is the Kiwanis supper, NHS April 26, and Baccalaureate May 7.

Mr. Schrock joined the meeting at 8:02 pm.

**LACC/EFE Director’s Report** – Mrs. Graves provided recommendations for summer school staff, projecting 2 civics classes, an Apex class and Special Education offering. Driver’s Ed will not be offered due to no demand. There are 12 8<sup>th</sup> grade students interested in Algebra for fall and will attend 1<sup>st</sup> hour class. Extended contracts were discussed based on last year, with further information to follow once negotiations are final. LACC has 346 applicants for enrollment from 6 schools, which is a decrease of 10 students from last year. 55-60 are Pontiac students, with participation from other schools continuing to grow. Mrs. Graves recommended 35 students attend and compete in the Annual Skills USA Competition in Springfield, IL Apr. 27-29. The competition is run by businesses, an Olympics of skills with students competing in a variety of events such as building a house. To compete, students had to pass a written exam, interview, & meet competition guidelines. 35 of 37 students who tested, made it. This experience also provides networking and potential job opportunities. A CNA job fair will be held at the Career Center with 7 businesses coming ready to hire. 40 students are enrolled in the program next year.

**Personnel Recommendations** –The following personnel recommendations were presented:

**Leave(s) of Absence:**

- Kaleigh Buchanan, Leave of Absence in August 2017 with anticipated return August 28, 2017

**Resignation(s)/Retirement(s)/Dismissal(s):**

- Rachel Bauman, Resignation: Cheerleading-Basketball Coach
- Ashley Butler, Resignation: Family Consumer Sciences Teacher effective the end of 2016-17 school year
- Elston Flowers, Resignation: Part-time Spanish Teacher effective the end of 2016-17 school year
- Brittany Janz, Resignation: Assistant Volleyball Coach

**Reduction(s)-in-Force:**

- Mary Mounce, Reduction in Force: Part-time Student Nurse

**Certified Personnel Hires:**

- Ryan Bustle, Assistant Principal - Contract Extension through June 30, 2019
- Tenure Track Renewals for 2017-18:
  - Year 3 - Brittany Janz, Katy Kaluzny
  - Year 4 - April Schneeman, Nathan Stein
  - Year 5 Tenure – Buck Casson, Brad Christie, Jeff Flott, Kim Hoss, Sara Verdun

**Action Items:**

**Bus Lease Agreement** - A motion was made by Mr. Sartoris and seconded by Mr. Schrock to approve a 3 year bus lease agreement for 2 buses through Midwest Transit Equipment, Inc. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.

**Summer School Staff** - A motion was made by Mrs. Chandler and seconded by Mrs. Murphy to approve the summer school staff pending enrollments to permit courses to be held. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.

**Annual LACC Skills USA Competition Trip** - A motion was made by Mr. Brown and seconded by Mr. Schrock to approve the annual LACC Skills USA competition trip to Springfield, IL. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.

**Renewal of Tenured Teachers for 2017-18** - A motion was made by Mrs. Chandler and seconded by Mrs. Murphy to approve renewal of all tenured teachers for 2017-18. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.

**Personnel Recommendations:**

**Leave(s) of Absence:**

- Kaleigh Buchanan - A motion was made by Mr. Sartoris and seconded by Mr. Brown to approve a Leave of Absence for Kaleigh Buchanan effective August 2017 with an anticipated return date of August 28, 2017. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.

**Resignation(s)/Retirement(s)/Dismissal(s):**

- Rachel Bauman - A motion was made by Mr. Schrock and seconded by Mrs. Chandler to approve the resignation of Rachel Bauman as Basketball Cheerleading Coach. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.
- Ashley Butler - A motion was made by Mrs. Murphy and seconded by Mrs. Chandler to approve the resignation of Family Consumer Sciences Teacher, Ashley Butler, effective the end of the 2016-17 school year. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.

- Elston Flowers - A motion was made by Mr. Sartoris and seconded by Mrs. Murphy to approve the resignation of Elston Flowers as Part-time Spanish Teacher effective the end of the 2016-17 school year. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.
- Brittany Janz - A motion was made by Mr. Schrock and seconded by Mr. Brown to approve the resignation of Assistant Volleyball Coach, Brittany Janz. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.

#### **Reduction in Force**

- Mary Mounce - A motion was made by Mr. Sartoris and seconded by Mrs. Murphy to approve the reduction in force of Part-time Student Nurse, Mary Mounce. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.

#### **Certified Personnel Hires:**

- Ryan Bustle – A motion was made by Mr. Sartoris and seconded by Mr. Schrock to approve a 2 year contract extension for Assistant Principal, Ryan Bustle, through June 30, 2019. Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.
- Tenure Track Renewals – A motion was made by Mrs. Chandler and seconded by Mr. Brown to approve the following tenure track renewals:
  - Year 3 Brittany Janz, Katy Kaluzny
  - Year 4 April Schneeman, Nathan Stein
  - Year 5 Tenure – Buck Casson, Brad Christie, Jeff Flott, Kim Hoss, Sarah Verdun
 Mr. Corrigan, Mr. Brown, Mrs. Chandler, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock voted “yea” on a roll call vote. Motion passed.

**President Pro Tem Appointment**— A motion was made by Mr. Sartoris and seconded by Mrs. Murphy to make Mr. Schrock President Pro Tem for the seating of newly elected board members, Roger Corrigan and Betty Murphy. Motion passed on a voice vote. Outgoing board members Tom Brown and Carla Chandler were presented with distinguished service awards thanking them for their many years of service.

#### **Adjournment Sine Die**

A motion was made by Mr. Schrock and seconded by Mrs. Murphy to adjourn sine die to move into session to seat the newly elected board members. Motion passed on a voice vote.

Respectfully submitted,

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Roger Corrigan, Board President

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Sheri Hogan, Board Secretary

**PONTIAC TOWNSHIP HIGH SCHOOL DISTRICT NO. 90**

1100 E. Indiana Avenue, Pontiac, IL 61764

**Minutes of the Board of Education**

April 10, 2017

**Call to Order by President Pro Tem**

The Pontiac Township High School District No. 90 Board of Education opened a meeting to seat newly elected board members in the Dr. Ronald J. Yates Memorial Library on Monday, April 10, 2017.

**Oath of Office** – Newly elected board members, Betty Murphy and Roger Corrigan, recited the oath of office and were sworn in as new members.

**Roll Call** - Board members Mr. Corrigan, Mrs. Murphy, Mr. Sartoris, & Mr. Schrock answered roll call. Board member Don Lambert was absent. Also present were previous Board members Carla Chandler & Tom Brown; Administrators Jon Kilgore, Eric Bohm, and Tera Graves; Luke Smucker from The Daily Leader; and Board Secretary, Sheri Hogan.

**Nomination and Election of President** – A motion was made by Mr. Schrock and seconded by Mr. Sartoris to nominate Mr. Corrigan to be Board President. Mr. Schrock made a motion to close the nomination with Mrs. Murphy seconding. Motion passed on a voice vote.

**Nomination and Election of Vice President** – A motion was made by Mrs. Murphy and seconded by Mr. Sartoris to nominate Mr. Schrock as Vice President. Mr. Schrock made a motion to close the nomination with Mr. Corrigan seconding. Motion passed on a voice vote.

**Nomination/Election of Board Secretary and Treasurer** - Newly elected Board President, Roger Corrigan, took over the meeting and made a recommendation to appoint Sheri Hogan as Board Secretary and Bob Tronc as Treasurer. Mr. Corrigan made a motion and Mrs. Murphy seconded for both appointments. Motion passed on a voice vote.

**New Board Business:**

**Board Member Vacancies** – The Board discussed the application procedure to fill 2 open seats on the Board. The Board has 45 days to appoint the new members, otherwise the ROE will make the appointments. A recommendation was made to put the openings on the district website, along with requirements and application procedure. Both positions are for the remaining 2 years, with the appointment selections targeted for the May board meeting.

**Board Meeting Times & Dates** - The Board generally meets the second Monday of each month, with July 17, 2017 as an exception due to summer scheduling. Mr. Kilgore will create a two-year schedule for May board approval.

**Board Member Information/Training** – Training is current with existing members, but will look to provide training information for new members. A copy of new board member workshops were provided in the board packet. New board committees will be set up at the next board meeting.

**Upcoming Action Items, Activities, & Meetings**

- Finance Committee: Monday, May 8, 2017 @ 5:45 p.m.
- Next BOE Meeting: Monday, May 8, 2017 @ 7:00 p.m.
- PTHS Awards Night: May 10 at 6:30 p.m. PTHS Auditorium
- Graduation: Sunday, May 21 at 2:30 p.m.

**Adjournment** - A motion was made by Mr. Sartoris and seconded by Mr. Schrock to adjourn. Motion passed on a voice vote. The meeting adjourned at 8:39 p.m.

Respectfully submitted,

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Roger Corrigan, Board President

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Sheri Hogan, Board Secretary