

MINUTES of the regular meeting of the Board of Education of Community Unit School District No. 9 held in the Board Conference Room at the Board of Education Administrative Offices, 1947 Adams Street, Granite City, Illinois, on September 24, 2013 at 5:00 p.m.

MEMBERS PRESENT: MATT JONES, KATHY HAGNAUER, JERRY McKECHAN, MEGHAN DAILY, CAROLYN YATES, AND BEVERLEY SCROGGINS.

EMPLOYEES PRESENT: JIM GREENWALD, ED.S., DENISE ALBRECHT, SKIP BIRDSONG, DR. DENNIS BURNETT, LYNETTE BURNETT, PATRICK CURRY, LISA DELANEY, BRAD EAVENSON, DOROTHY FALTER, CINDY GAGICH, GLORIA HARRISON, PAULA HUBBARD, STEPHANIE JONES, DEBRA KIBORT, STEVE KNOGL, NANCY LEVAULT, STACIE MILLER, TERRY MITCHELL, DIANN MOAD, KRISTEN NOVACICH, JIM PARKER, NIKKI PETRILLO, TOM SCHOOLEY, LISA SMITH, ZACK SUHRE, TRINA TSIGOLAROFF, MARY VOSS, TRACY WHITECOTTON, AND BARBARA BILBREY.

OTHERS PRESENT: MATT MACKO, REV. TIM PATE, FRANZY PICKERELL, SUSAN RADEV, KEN VOSS, HEATHER WATSON, AND JENNIFER YOUNCE.

1. The meeting was called to order at 5:00 p.m. by Board President, Beverley Scroggins. Roll was called. All members, with the exception of Ron Dillard, were present and a quorum was declared.
2. **SECRETARY PRO TEM** - Motion by Member Hagnauer, seconded by Member McKeChan, to appoint Barbara Bilbrey as the Secretary Pro Tem. Members voting—all aye; voice vote; motion carried. Absent Member Dillard.

President Scroggins asked those present to stand for the reciting of the *Pledge of Allegiance* followed by the *Invocation*. She stated that citizens or parents with children in attendance, who did not wish to participate in the *Invocation*, could wait outside the Board Conference Room until after the Board moved to Item IV, *Public Comment*. Rev. Tim Pate of Nameoki United Methodist Church offered the *Invocation*.

3. **PUBLIC COMMENT** – There were no public comments.
PRESENTATION ON REGION I – Paula Hubbard, Director of Special Education, gave a very informative presentation on Region I. Topics discussed were “Who We Are”; “What We Do”; “Who We Serve”; “How Are We Funded”; and “What is Region I Responsible For”. In addition, Mrs. Hubbard presented information on the origin of Region I and stated that it had been established by the Superintendents of Granite City, Madison, and Venice in the 1960’s.

PRESENTATION OF AUDIT BY SCHOWALTER & JABOURI, P.C. Jennifer Younce, representing Schowalter & Jabouri, P.C., gave the following audit presentation:

Adult Results

“The financial statements of the Unit 9 School District are issued to comply with the regulatory provisions prescribed by the Illinois State Board of Education (“ISBE”) and are presented on the modified cash basis of accounting. Therefore, the financial statements are not presented in accordance with the accounting principles generally accepted in the United States. This is a very common practice for Illinois School Districts. In addition, the District does not maintain a detailed listing of fixed assets; therefore, the amounts included in the general fixed asset account group are not audited and the District omits disclosures required for post-employment benefits. This is also common in Illinois School Districts.

On Page AA-1, you will find our report on the financial statements. In this report, we give our opinion on the financial statements. Except for the fact that we did not audit the general fixed asset account group and that certain disclosures required by Governmental Accounting Standards Board regarding Other Post-Employment Benefits have been omitted, it is our opinion that the June 30, 2013 Unit 9 financial statements are presented fairly in all material respects in conformity with the regulatory provisions prescribed by ISBE on the modified cash basis of accounting.

We also performed a single audit, which is required for entities that expend more than \$500,000 per year in federal awards. The results are summarized on page 41 of this report. For the year ended June 30, 2013 the federal programs audited as major were Title I, Title II and the Child Nutrition Program.

With regard to the June 30, 2013 Fund balances and other financial highlights:

The District’s operating funds (Educational, Operations and Maintenance, Transportation and Working Cash) ended the year with an overall fund balance of approximately \$9.5 Million, an increase of approximately \$3.9 Million. This result was achieved only because the District issued \$9.6 Million in Working Cash Bonds. Without this bond issue, the operating funds would have had a deficit.

I would like to caution the Board and administration that it is a very dangerous practice to borrow money to pay for on-going operating expenditures. I would like to encourage the Board and administration to begin immediately to implement a plan to reduce expenditures and to attempt to find new revenue sources. This must become a priority. During the year ended June 30, 2013, the District spent \$5.5 Million more than they received in revenue. Obviously, this cannot continue and the answer cannot be to continue to issue working cash bonds.

The Illinois State Board of Education uses a system for assessing a School District’s financial health. Based on their criteria (consisting of 5 factors), the District is in the second lowest possible category, the “Early Warning” category.

We recommend that the financial condition of the District be closely monitored, especially considering the continuing financial problems of the State, the local economy, in general, and the worsening financial condition of the District.

Regarding Management Comments and Suggestions

In addition to the financial statements, we have also issued our “Report on Internal Control-Related Matters, Advisory Comments and Other Matters”. We noted two matters involving internal control that we are required to report, and we also provided other suggestions for strengthening internal controls and operating efficiencies.

Also, we provided an update to the status of the prior year comments, and I am pleased to report that the District continues to address the issues noted as time and funding allows.

Other Report

We also issued a report titled “Report to the Board of Education” that provides various communications as required by professional standards.

Member Yates asked Ms. Younce what the internal controls were, and she answered that they were findings on Title I and Title II. Director of Finance, Dennis Burnett, informed Ms. Younce that the Board had not yet received the detailed report she had mentioned in her presentation. Ms. Younce said the Dr. Burnett would receive the reports no later than Friday of this week.

4. **MINUTES** (70 & a-e) Motion by Member McKeachan, seconded by Member Hagnauer, to approve the minutes of the regular meeting of the Board of Education held on September 10, 2013 as presented on 70 & a-e. Members voting—Jones, “aye”; Hagnauer, “aye”; McKeachan, “aye”; Daily, “aye”; Yates, “aye”; and Scroggins, “aye”; motion carried. Absent Member Dillard.
5. **CONSENT AGENDA** (56-62) President Scroggins informed the Board that the following Consent Agenda item would be held with no further discussion: Trip Request/GCHS Wrestling Team (76). In addition, President Scroggins, upon the advice of Attorney Schooley, asked that the bid for Grigsby Intermediate School New Parking Lot (VI-B-1-a) be removed from the Consent Section and voted on separately. There was no objection.

Motion by Member McKeachan, seconded by Member Jones, upon the recommendation of the administration, to approve the items listed on the *Consent Agenda* as follows:

TREASURER’S REPORTS/JULY AND AUGUST 2013 (71 & a-c) To accept the Treasurer’s Reports for July and August 2013 as presented on 71 & c and file for audit.

BILL LIST (72 & a-bd) To approve the bill list on 72 & a-bd and authorize the payment of all items.

SPECIAL PURCHASE/I-PADS (74) To approve the special purchase of 82 I-Pads at a cost \$40,918, which will be paid for with funds from the Granite City IDEA Part B Flow-Through Grant as outlined on 57.

REQUESTS FROM VARIOUS ORGANIZATIONS (75) To approve Requests “a” through “j” as outlined on 75.

GIFT (75) To accept the gift outlined on 75 with thanks and appreciation.

CHANGE IN DATE, LOCATION AND TIME FOR BOARD MEETING (76) To cancel the meeting scheduled for Tuesday, October 22, 2013 at the Board of Education Administrative Office at 5:00 p.m. and re-schedule the meeting on Tuesday, October 29, 2013 at 6:00 p.m. at the GCHS Performing Arts Center in order to recognize ISAT/PSAE honorees.

GCHS TARGET ART GRANT (76) To accept a grant from Target for art supplies for the Granite City High School Art Department in the amount of \$2,000.00 as outlined on 76.

THE NATIONAL FEDERATION OF HIGH SCHOOL’S AGREEMENT (76) To approve the renewal of the annual licensing agreement for the National Federation of High Schools as outlined on 76.

Members voting—Hagnauer, “aye”; McKechan, “aye”; Daily, “aye”; Yates, “aye”; Scroggins, “aye”; and Jones, “aye”; motion carried. Absent Member Dillard.

6. CONSIDERATION OF ITEMS REMOVED FROM THE CONSENT SECTION

GRIGSBY INTERMEDIATE SCHOOL NEW PARKING LOT (73) It was noted that six companies had attended the mandatory pre-bid conference; however, only one bid was received. The bid submitted was under the budget requested; and with the urgency of this project, it was recommended that the bid be awarded to the only bidder, Byrne & Jones Construction. Member McKechan asked if this bid could be awarded since only one bidder had responded. Attorney Schooley replied “yes.”

Motion by Member McKechan, seconded by Member Daily, to award the bid for the new parking lot at Grigsby Intermediate School to Byrne & Jones Construction, the only bidder, as marked in the tabulation on 73 on the basis of low bid to specifications at a cost of \$145,200.00. Members voting—McKechan, “aye”; Daily, “aye”; Yates, “aye”; Scroggins, “aye”; Jones, “aye”; and Hagnauer, “aye”; motion carried. Absent Member Dillard.

7. RESIGNATION (77) Motion by Member Jones, seconded by Member Yates, upon the recommendation of the administration, to accept the following resignation:

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Lisa Pulliam	Cafeteria Aide/Grigsby	Resignation	9/20/2013

Members voting—Daily, “aye”; Yates, “aye”; Scroggins, “aye”; Jones, “aye”; Hagnauer, “aye”; and McKechan, “aye”; motion carried. Absent Member Dillard.

8. LEAVES OF ABSENCE (77) Motion by Member Hagnauer, seconded by Member Jones, upon the recommendation of the administration, to approve the following leaves of absence:

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Dawn Wright	2 nd Grade/Frohardt	Medical	9/6/2013 - 12/2/2013
Denise Stout	3 rd Grade/Wilson	Maternity	11/19/2013 – 2/17/2014

Members voting—Yates, “aye”; Scroggins, “aye”; Jones, “aye”; Hagnauer, “aye”; McKechan, “aye”; and Daily, “aye”; motion carried. Absent Member Dillard.

9. EXTENSION TO A LEAVE OF ABSENCE (77) Motion by Member Jones, seconded by Member Daily, upon the recommendation of the administration, to approve the following extension to a leave of absence:

<u>Name</u>	<u>Position</u>	<u>Reason</u>	<u>Effective</u>
Rebecca Hitchcock	1 st Grade/Prather	Medical	8/15/2013 - 11/8/2013

Members voting—Scroggins, “aye”, Jones, “aye”; Hagnauer, “aye”; McKechan, “aye”; Daily, “aye”; and Yates, “aye”; motion carried. Absent Member Dillard.

10. **CERTIFIED AND CLASSIFIED SUBSTITUTES (77a)** Motion by Member Daily, seconded by Member Yates, upon the recommendation of the administration, to approve the following individuals as certified and classified substitutes for the 2013-2014 school year:

<u>Certified</u>		<u>Classified</u>
Beverly Renfro	Jessica Nemec	Susan Radev
Timon Keller	Eric Gunderson	Theresa Kelly
Aaron Streid	Robert Raphael	

Members voting—Jones, “aye”; Hagnauer, “aye”; McKechan, “aye”; Daily, “aye”; Yates, “aye”; and Scroggins, “aye”, motion carried. Absent Member Dillard.

11. **EXTRA-CURRICULAR RESIGNATION (77a)** Motion by Member Jones, seconded by Member Hagnauer, upon the recommendation of the administration, to accept the following extra-curricular resignation:

<u>Name</u>	<u>Position</u>	<u>Effective</u>
Bill Laycock	Skills USA Club Sponsor/High School	9/20/2013

Members voting—Hagnauer, “aye”; McKechan, “aye”; Daily, “aye”; Yates, “aye”; Scroggins, “aye”, and Jones, “aye”; motion carried. Absent Member Dillard.

12. **EXTRA-CURRICULAR APPOINTMENTS NEWSPAPER SPONSOR/COOLIDGE (77b)** Motion by Member McKechan, seconded by Member Daily, upon the recommendation of the administration, to appoint the following individual to the extra-curricular coaching assignment effective for the 2013-2014 school year:

<u>Name</u>	<u>Position</u>
Bethany Lang	Newspaper Sponsor/Coolidge

Members voting—McKechan, “aye”; Daily, “aye”; Yates, “aye”; Scroggins, “aye”, Jones, “aye”; and Hagnauer, “aye”; motion carried. Absent Member Dillard.

2ND QUARTER ELEMENTARY DUTY (77b) Member McKechan asked what this costs the district. Director of Personnel, Jim Parker, replied and said that it costs the district \$17,000 each nine weeks. He stated that appointments are dictated by contract and that some individuals chose to turn down assignments due to the 6% cap. Motion by Member McKechan, seconded by Member Daily, to appoint the following individuals to the extra-curricular 2nd quarter elementary duty assignments effective for the 2013-2014 school year:

<u>Frohardt</u>	<u>Maryville</u>	<u>Mitchell</u>
Kathy Neal	Jackie Dowdy	Penny Kreher
Debbie Vorce	Lisa Whitaker	William Cochran
Janine Sherman	Tiffany Boyd	Nancy Connolly
Kim Winter	Kelly Gutierrez	Diane Frazier

<u>Prather</u>	<u>Wilson</u>	<u>Worthen</u>
Barb Lambert	Angelique Dorris	Christy Marana
Kiki Cochran	John Niebur	Billy Niepert
Cathy Neidhardt	Leah McFarland	Patrick McBride
Tom Miller	Lisa Smith	Carrie Presley

Members voting—Daily, “aye”; Yates, “aye”; Scroggins, “aye”, Jones, “aye”; Hagnauer, “aye”; and McKechan, “aye”; motion carried. Absent Member Dillard.

13. **EMPLOYMENT OF CLASSIFIED STAFF/PHYSICAL THERAPY ASSISTANT (77c-d)**
Motion by Member Jones, seconded by Member Hagnauer, upon the recommendation of the administration, to employ Katrina Martin as a Physical Therapy Assistant. Members voting—Yates, “aye”; Scroggins, “aye”, Jones, “aye”; Hagnauer, “aye”; McKechan, “aye”; and Daily, “aye”; motion carried. Absent Member Dillard.
14. **EMPLOYMENT OF CERTIFIED STAFF/RESOURCE TEACHERS {2} (77e-f)** Motion by Member Hagnauer, seconded by Member Yates, upon the recommendation of the administration, to employ Austin Hawkins and Genie Welch as Resource teachers. Members voting—Scroggins, “aye”, Jones, “aye”; Hagnauer, “aye”; McKechan, “aye”; Daily, “aye”; and Yates, “aye”; motion carried. Absent Member Dillard.
15. **PUBLIC HEARING/ADOPTION OF PROPOSED 2013-2014 GRANITE CITY SCHOOL DISTRICT NO. 9 BUDGET (78 & a)** Motion by Member Hagnauer, seconded by Member Jones, to recess the District #9 Board of Education meeting at 5:28 p.m. and open the Public Hearing on the proposed 2013-2014 Granite City School District #9 Budget. Members voting—all aye; voice vote; motion carried. Absent Member Dillard.

Superintendent Greenwald reported as follows: 2013-2014 will be another financially challenging year for our district. Other districts are facing some of the challenges that we are. Pro-rated GSA and a decrease in transportation funding are but two challenges facing all school districts that are dependent on State support. Unlike many districts, we are also dealing with an Assessed Valuation that is \$22M less than the previous year.

The budget, as presented, is not a balanced budget. The budget reflects Ed Fund expenditures exceeding revenue by \$2,748,535. The only change to the budget that was placed on display is the salaries for additional staff due to an increase in enrollment. Even with the additional staff, we are still below 2012-2013 staffing levels.

The only reason that we will be able to make it through the year without submitting a deficit reduction plan to the state is because we will be transferring \$4M from the working cash bond issue to the Ed Fund, GSA was more than anticipated, and CPPRT revenue was maintained at the higher level. We need to balance our books before the working cash bond proceeds are depleted.

Preliminary Audit Results indicate that our Estimated 2014 Financial Profile Designation will be “Warning”. That is only one step from the Financial Watch List.

The administration is continuing to monitor expenditures and will do our best to maximize revenues.

President Scroggins asked if there were any questions or comments. Hearing none, President Scroggins asked for a motion to close the Public Hearing.

Motion by Member McKechan, seconded by Member Yates, to close the Public Hearing for the proposed 2013-2014 Granite City School District #9 budget at 5:32 p.m. Members voting—all aye; voice vote; motion carried. Absent Member Dillard.

Motion by Member Hagnauer, seconded by Member Jones, to reconvene the regular meeting of the Board of Education. Members voting—all aye; voice vote; motion carried. Absent Member Dillard.

Motion by Member Hagnauer, seconded by Member Daily, to adopt the resolution relative to the 2013-2014 Granite City School District #9 Budget for the fiscal year commencing July 1, 2013 and ending June 30, 2014 as presented on 78a; to adopt the 2013-2014 proposed Granite City School District #9 Budget as presented; and authorize the necessary signatures. Members voting—Jones, “aye”; Hagnauer, “aye”; McKechan, “aye”; Daily, “aye”; Yates, “aye”; and Scroggins, “aye”, motion carried. Absent Member Dillard.

16. **POLICIES (79)** Motion by Member Jones, seconded by Member Daily, upon the recommendation of the Policy Committee, to approve the following policies with no changes:

2:105	Ethics and Gift Ban
2:120	Board Member Development
2:150	Committees
5:20	Workplace Harassment Prohibited
7:340	Student Records
2:150 AP	Administrative Procedure - Superintendent Committee
4:170 AP7	Administrative Procedure - Targeted School Violence Prevention Program
4:170 AP7 E1	Exhibit – Threat Assessment Decision Tree
4:170 AP7 E2	Exhibit – Threat Assessment Documentation and Response
4:170 AP7 E3	Exhibit – Targeted School Violence Prevention and Threat Assessment Education
5:20 AP	Administrative Resource – Sample Questions for Conducting the Internal Sexual Harassment in the Workplace Investigation
7:180 AP1	Administrative Procedure – Prevention, Identification, Investigation, and Response to Bullying and School Violence
7:180 AP1 E1	Exhibit – Resource Guide for Bullying and School Violence Prevention
7:180 AP1 E2	Exhibit – Be a Hero by Reporting Bullying and School Violence
7:180 AP1 E3	Exhibit – Memo to Staff Regarding Bullying and School Violence
7:180 AP1 E4	Exhibit – Memo to Parents/Guardians Regarding Bullying and School Violence
7:180 AP1 E5	Exhibit – Report Form for Bullying and School Violence
7:180 AP1 E6	Exhibit – Interview Form for Bullying and School Violence Investigation
7:180 AP1 E7	Exhibit – Response to Bullying and School Violence
7:340 AP1	Administrative Procedure – School Student Records
7:340 AP1 E1	Exhibit – Notice to Parents/Guardians and Students of Their Rights Concerning a Students School Records

Members voting—Hagnauer, “aye”; McKechan, “aye”; Daily, “aye”; Yates, “aye”; Scroggins, “aye”, and Jones, “aye”; motion carried. Absent Member Dillard.

17. **LOU FUSZ CORPORATE PARTNER PROGRAM (80 & a-b)** Motion by Member Daily, seconded by Member Yates, to approve the Lou Fusz Corporate Partner Program as outlined on 80 & a-b. Members voting—McKechan, “aye”; Daily, “aye”; Yates, “aye”; Scroggins, “aye”, Jones, “aye”; and Hagnauer, “aye”; motion carried. Absent Member Dillard.

18. **GCS CREDIT UNION DEBIT CARD PROGRAM** (81) Member McKechan asked if the high school had an official logo and said that he has seen several that have been used in the past. Principal Skip Birdsong responded that he was of the opinion that the warrior head that is surrounded by a circle is the traditional logo. Superintendent Greenwald said that he would meet with Principal Birdsong and Director of Secondary Education, Cindy Gagich, prior to the next Board meeting to discuss the logo and would bring back information to the Board. Motion by Member Jones, seconded by Member Daily, to approve the GCS Credit Union's Instant Issue Debit Card Program as outlined on 81. Members voting—Daily, "aye"; Yates, "aye"; Scroggins, "aye", Jones, "aye"; Hagnauer, "aye"; and McKechan, "aye"; motion carried. Absent Member Dillard.

19. **REPORTS AND OTHER COMMUNICATIONS**

Committee Reports – There were no committee reports.

Freedom of Information Act Report (82) It was reported that there were no requests under the Freedom of Information Act during the period September 8, 2013 through September 19, 2013.

Activity Fund Statements/July 2013 (83 & a-f)

20. **EXECUTIVE SESSION** - Motion by Member McKechan, seconded by Member Daily, to go into executive session for the exceptions noted under 5 ILCS 120/2 Open Meetings:
- The appointment, employment, compensation, discipline, performance, placement, or dismissal of specific employees of the public body;
 - Collective bargaining matters between the public body and its employees or their representatives; and
 - Litigation, when an action against, affecting or on behalf of the particular public body has been filed...is probable or imminent.
- Members voting—Yates, "aye"; Scroggins, "aye", Jones, "aye"; Hagnauer, "aye"; McKechan, "aye"; and Daily, "aye"; motion carried. Absent Member Dillard.

The Board was called into executive session at 5:38 p.m.

Beverly Scroggins left the meeting at 6:32 p.m.

Executive session closed and the meeting resumed at 6:32 p.m.

Motion by Member Jones, seconded by Member Hagnauer, to close executive session and resume the public meeting. Members voting—all aye; voice vote; motion carried. Absent Members Dillard and Scroggins.

21. **EXECUTIVE SESSION MINUTES/SEPTEMBER 10, 2013** (84) Motion by Member Hagnauer, seconded by Member Yates, to approve the executive minutes of the regular meeting of the Board of Education held on September 10, 2013. Members voting—Jones, "aye"; Hagnauer, "aye"; McKechan, "aye"; Daily, "aye"; Yates, "aye"; motion carried. Absent Members Dillard and Scroggins.

22. **SETTING THE AGENDA FOR THE OCTOBER 8, 2013 MEETING** – Member McKechan asked if Ms. Younce should be invited back to the next meeting after the Board had a chance to review the detailed report or should a special meeting be scheduled. Dr. Burnett said that the report would contain an executive summary of what was discussed at tonight’s Board meeting. The administration suggested that after the Board receives the report, Superintendent Greenwald and Dr. Burnett could arrange to meet with Board Members individually or with two members present, which does not constitute a quorum, to review the material and discuss any other financial issues Board Members may have. The Board Members were receptive to this suggestion.

23. **ADJOURNMENT** – Motion by Member Jones, seconded by Member Hagnauer, to adjourn the meeting at 6:39 p.m. Members voting—all aye; voice vote; motion carried. Absent Members Dillard and Scroggins

President

Secretary