

GIBSON CITY-MELVIN-SIBLEY COMMUNITY UNIT SCHOOL DISTRICT #5
SCHOOL BOARD MINUTES OF MEETING
December 19, 2016

The Board of Education of Gibson City-Melvin-Sibley Community Unit School District #5 met in regular session on Monday, December 19, 2016, at 6:15 p.m. in the GCMS Board Room located at 307 N Sangamon Ave., Gibson City. The board was called to order by Board President Josh Johnson. Roll was called with board members Elder, Leonard, Johnson, Swearingen, Whitehouse, Young, and Zbinden in attendance. Also present were: Susan Riley, Chris Garard, Justin Kean, Kyle Bielfeldt, KiLee Lidwell-McFerren, Ross Brown, Curriculum Director Erin Nuss, Jeremy Holzhauer, School Board Secretary Lori Kristensen and District Superintendent Jeremy Darnell.

The meeting started with the Pledge of Allegiance being recited by all present.

Recognition of Visitors:

None

A motion to **go into executive session** at 6:19 p.m. for the purpose of discussing matters pertaining to the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity 5ILCS 120/2(c)(1). Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2(c)(11). Student disciplinary cases. 5 ILCS 120/2(c)(9).

Motion was made by board member Leonard and seconded by board Young. Motion carried by roll call vote with all board members present voting yes.

A motion to **return to open session** was made by board member Elder and seconded by board member Leonard at 7:25 p.m. Motion carried by voice vote, with all board members present voting yes.

Action Items to Consider From Executive Session

Accept Requests for:

Motion to accept the December 2016 early graduation request for Juan Gonzales pending completion of all required coursework. Motion to approve the **early graduation request** for Juan Gonzales. Motion was made by board member Leonard and seconded by board member Elder . Motion carried by voice vote with all members present voting yes.

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Accept Retirement Requests for:

Motion to accept the retirement notice for Arthur E. Kuder effective August 15, 2017 with thanks for his service. Motion to approve the **retirement notice for Arthur E. Kuder** effective August 15, 2017. Motion was made by board member Young and seconded by board member Elder. Motion carried by voice vote with all members present voting yes.

Motion to accept the retirement notice for Sarah Sarantakos effective August 31, 2017 with thanks for her service. Motion to approve the **retirement notice for Sarah Sarantakos** effective August 31, 2017. Motion was made by board member Swearingen and seconded by board member Zbinden. Motion carried by voice vote with all members present voting yes.

Accept Banishment from School Property for:

Motion to ban Parent A effective immediately until June 30, 2017 from all GCMS school district property and events. Motion to approve the **banishment of Parent A** from all GCMS school district property and events effective immediately through June 30, 2017. Motion was made by board member Leonard and seconded by board member Swearingen. Motion carried by roll call with all members present voting yes.

Additional Agenda Items:

Nothing to report at this time.

Consent Agenda

Approve the minutes of the GCMS Regular and Executive Session Minutes of November 14, 2016.

GCMS Accounts Payable bills approved were \$663,390.96.

Education fund	\$344,497.83
Building fund	\$210,881.70
Debt Service fund	\$0.00
Transportation fund	\$67,553.88
IMRF/FICA fund	\$14,480.39
Capital Projects fund	\$0.00
W/C	\$0.00
TORT	\$25,977.16
F/HLS	\$0.00

GCMS Payrolls approved were \$382,697.27.

Education fund	\$342,941.83
Building fund	\$16,562.61
Transportation fund	\$2,330.57
TORT	\$20,862.26

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FCSEC Accounts Payable bills approved were \$87,123.65.

Education fund	\$85,009.46
Building fund	\$180.41
IMRF/FICA Fund	\$1,933.78

FCSEC Payrolls approved were \$34,108.10 all in the Education fund.

Financial/treasurers report on behalf of the GCMS District and the FCSEC, Lunch Report, the summary of investment report on behalf of the GCMS District and the FCSEC, and the destruction of executive session tapes through the end of June 2015.

Approve Field Trips for:

- Cross Categorical Class to Developmental Service Center on 12/13/16
- FFA to Timber Pointe Outdoor Center on 12/21/16 to 12/22/16

Approve Facility Use Agreements or Request for Use of School Kitchen/Cafeteria pending proof of insurance and all other district requirements for:

Approve the use of the Elementary School, Middle School and High School gyms (depending on schedule openings) for the GCMS Boys Youth Basketball League in January and February 2017 with fees waived.

Approve the use of the Elementary School gym for a youth basketball team to have practice, depending on availability in January and February.

Approve the following donations:

Amount	From	Designation
\$2,436.90	FFA Alumni	GCMS FFA
\$125	GCMS Booster Club	GCMS Tennis Team
\$250	GCMS Booster Club	GCMS Boys Basketball
\$125	GCMS Booster Club	GCMS Golf Team
\$500	GCMS Booster Club	GCMS Volleyball Team
\$125	GCMS Booster Club	GCMS Girls Basketball
\$500	High Trail Wind Farm LLC	GCMS FFA

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Motion to approve the **consent agenda** as presented in the board packet. Motion was made by board member Elder and seconded by board member Whitehouse. Motion carried by roll call with all members present voting yes.

Advisory Reports:

Policy: Members - Adam Elder and Miranda Leonard
No Report - Meetings in January and February (Full Policy Review)

Building, Grounds, and Transportation: Members -Jamie Zbinden and Steve Swearingen
No Report - Meetings in February (Summer maintenance considerations)

Personnel and Finance: Members - Josh Johnson and Phil Whitehouse
No Report - Meetings in January (Administrator reviews / compensation)

Strategy and Enrichment: Members – Tyler Young and Josh Johnson
No Report - Meeting in February (SIP Updates)

Building Administration Reports:

Principal's Reports:

High School Principal, Chris Garard
Principal report is attached to the minutes.

Middle School Principal, Kyle Bielfeldt
Principal report is attached to the minutes.

Elementary Principal, Justin Kean
Principal report is attached to the minutes.

Special Education, Rick Brackmann
No report

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Curriculum Director, Erin Nuss

School Improvement Plan meetings have finished up in all three buildings.

Professional Development

The teaching staff has participated in many professional development workshops this year.

- 44 teachers have participated in curriculum and/or assessment workshops.
- The High School staff Book Club is reading "The Boy Who Was Raised as a Dog."
- English/Language Arts/Reading curriculum review continues with peer observations.
- The Elementary School staff has completed their Running Records training.

Assessments

- Illini Tutoring will be teaching the SAT exam prep class hosted by GCMS. A junior parent meeting was held to go over specifics of the class.
- Mrs. Nuss offered a "shout-out" for Salli Sullins in the Curriculum Department. During exam season, there is an average of 600 tests run through the Curriculum office per day.
- More teachers from the Middle School and High School have participated in course evaluations this year.
- The District has received results from the PSAT9 and PSAT10 tests. Letters to parents have been mailed and a meeting with all students is being set. The mean score for the PSAT9 is 897 and the mean score for the PSAT10 is 954.

Superintendent's Report

Communication

- **Policy Review Update**

The Policy review is underway. Superintendent Darnell has met with the IASB representative to go over sections 1-4 and will complete sections 5-8 in January. There are two meetings set with the Policy Advisory committee set for late January and February to go through the entire policy manual. Once this process is complete, there will be a first reading in March of the entire manual and a final reading in April to adopt and post the updated version. Highlights and changes will be shared to expedite the process.

- **Financial Review**

As of December 1, 2016 the district has spent 45.25% of the fiscal year budget with 41.6% of the year complete. Superintendent Darnell reported these figures appear to be somewhat ahead of pace, but it is partially reflective of the early purchasing of supplies and the \$778,000 in bond payments that have been completed. The bonds represent 7.6% of the district's budget. Therefore, the district is right on pace with budget expectations.

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The district has not yet received mandated categorical payments (transportation, special education, etc.) which put revenue behind by nearly \$500,000. Superintendent Darnell stated that he hopes the state gets those checks issued soon, or the district's end budget will see the effects.

There have also been additional expenses that were not projected through alternative student placement (\$40,000), maintenance issues with plumbing, and playground safety. In all, spending is on point, but revenue is behind.

- **Building and Grounds Review**

Summer work projects will be discussed and considered after the new year. Superintendent Darnell shared that all facilities will be looked at and a 3 to 5 year plan will be created for routine maintenance.

- **Staffing Review**

The Elementary School administration is currently in the process of hiring a special education replacement due to an internal transfer.

As a trial run, additional support in the technology department will begin after the new year with assistance from office support staff. Due to the growing demand of hardware, software, maintenance, and instructional support in technology, our technology employees have a high demand on time placed on them. The additional support will allow the tech team to devote more time to student and staff support.

- **Legislative Review**

Superintendent Darnell shared that the State's looming budget still has the education world concerned. The State still has not issued any categorical payments to date. Darnell hopes to find out more in January 2017 with the lame duck session.

- **Tech Camp In-Service**

January 3, 2017

Welcome – Mr. Darnell

Keynote Address – Tim McIlvain, Director of Area 4 Learning Technology Center

Professional Choice Sessions 1 - 3

Environmental Best Practices for schools and teachers – Jeff Faust from Environmental Consultants LLC

2016 Tax Levy

Motion to approve the **Tax Levy** as presented in the board packet. Motion was made by board member Whitehouse and seconded by board member Young. Motion carried by roll call with all members present voting yes.

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GCMS Board of Education Meeting Dates for 2017

Motion to approve the **regular board meeting schedule for 2017** as presented in the board packet. Motion was made by board member Leonard and seconded by board member Elder. Motion carried by roll call with all members present voting yes.

Workers Compensation Renewal 2016-2017

Motion to approve the **worker's compensation insurance renewal from the Illinois Public Risk Fund** as presented in the board packet. Motion was made by board member Young and seconded by board member Zbinden. Motion carried by roll call with all members present voting yes.

Bucket Drops

To the Fine Arts Department for a wonderful winter concert and art show.

To the High School Chamber Choir for again sharing their wonderful talent with staff and community during their annual Christmas caroling.


To Ms. White, Middle School students and staff that participated in the December GRIT assembly.


To Kari Ryan, Transportation Manager for going above and beyond in making sure the bus students safety was taken care of during the ice days December 19 and 20.

To Rich Doman for working an entire Sunday to repair a rotten water tank at the High School and making sure everything was running for the return of students on Monday.

To the Elementary Special Education Staff who met the needs of specific students during the band concert assembly. They were able to Skype the concert for students who were unable to participate.

A motion to **adjourn the regular session** was made by board member Young and seconded by board member Whitehouse at: 8:00 p.m. Motion carried by voice vote, with all members present voting yes.


Board President Josh Johnson


Board Secretary Tyler Young



Date **December 19, 2016**
TO: **Members, Board of Education**
FROM: **Chris Garard - Principal**
SUBJECT: **Monthly Update**

1. Enrollment- 332 (-1)
 - a. Freshmen – 94 (=)
 - b. Sophomores – 92 (=)
 - c. Juniors – 69 (-2)
 - d. Seniors – 77 (+1)
2. Junior Parent Night
 - a. SAT test information and test-prep opportunity (estimated 20 families represented)
3. Distinguished Alumni
4. Final Exams
5. Choir and Band winter concert
6. ILMEA All-State Ensembles
 - a. All-State Honors Choir - Sophie Hafer and Lauren Duquette
 - b. All-State Choir – Rachel Harmet
 - c. Future Music Educators Seminar – Rucker Parsons
7. Upcoming Dates - (**BOLD** items are invitations for the **BOE** to attend)

GCMS Middle School Principal's Report

December 2016

Kyle Bielfeldt

Enrollment Numbers

- 6th Grade – 81
- 7th Grade – 63
- 8th Grade – 75

November Student of the Month

- 6th Grade – Cecilia Goodin
- 7th Grade – Kira Fouss
- 8th Grade – Ainsley Lindsey

GRIT Assembly

Students from all grade levels talked about stories of themselves showing GRIT. The assembly was a huge success and I want to give praise to Ms. White for putting the event together.

SIP Day

The SIP team met on December 12. We had a lot of great discussion on how we can improve our school.

Areas of focus

- Middle School Concept
- RtI – What do we want it to look like?
- Modeling Soft Skills

We also decided to get our message out more to the public so we created an Instagram account for the middle school. Follow us at [gcmsmiddleschool](#) or at [#GCMSMS](#).

Blue Ridge Visit

On December 15 we had a math teacher from Blue Ridge come and observe some of our math classes. They had contacted us about visiting to see what we do and if they could find any ideas on how to better prepare their students for the PARCC exam. It was a very valuable meeting for both of us.

Athletics

- Girls Basketball
 - Both teams lost in their regionals
- Boys Basketball
 - 8th grade got 2nd place in the TCC Tournament. Lost to Watseka.

Upcoming Events

December 21 – School Wide Activities

January 4, 9, 10 – 5 Essential Surveys will be completed

January 11 – 8th Grade Career Day at the I Hotel

Elementary School Board Report 12/19/16

- 1) BUG
 - a. Had an assembly on 11-22-16
 - b. CARING is our character trait for the month (Next assembly is 1-6-17)
- 2) Social events for staff
 - a. Chili Day on Nov. 22nd
 - b. Christmas breakfast and staff appreciation on Dec. 13th
 - c. Ugly Sweater Day for staff on Dec. 13th
 - d. Holiday lunch in the lounge on Dec. 20th
 - e. Kristin Tarrant's baby shower on Dec. 8th
 - f. Making a, "Can't Stop The Reading" video
 - g. Planning a "Winter Blues" Party in Feb.
- 3) Running Records
 - a. 2nd Round of training complete
 - b. Well received by staff and in the planning stages of 3rd round
- 4) SIP follow up day
 - a. Dec. 14
 - b. Going to follow up on everything in our plan and discuss progress
- 5) Food drive
 - a. Over 3200 food items donated
 - b. Winning grade level was 4th grade (pizza party)
 - c. Winning class was 4A and they rode on the lighted bus in the parade
 - d. Thanks to Kari and the bus drivers for promoting this and providing prizes!
- 6) Band concert
 - a. Preview on Dec. 9th
 - b. Concert on Dec. 11th
 - c. Great job!! Fun to see the progression!!!
- 7) MAP testing
 - a. Dec. 5-16
 - b. Each grade level took 2 days
 - c. Used all Chromebooks this time and seemed to go well
 - d. Limit the amount of time that the test disrupts the building by using all 4 carts and doing it within the classroom ☺
- 8) Funfrawl
 - a. Dec. 3rd
 - b. Around 235 kids and 3 of their closest supporters!
 - c. Thank you for allowing us to use the high school!!!
- 9) Enrollment:
 - a. ECE= 19
 - b. K= 77
 - c. 1st= 63
 - d. 2nd= 67
 - e. 3rd= 75
 - f. 4th= 69
 - g. 5th= 75
 - h. Total= 445
- 10) Upcoming date-
 - a. Dec. 19th= 2nd Quarter Reading Incentive, Reindeer games
 - b. Dec. 20= Elementary Christmas Concert @ 6:00-8:00 pm, Holiday Cheer Gear Day @ school
 - c. Dec. 21st= PJ Day @ elem. school
 - d. Jan. 6th= BUG Assembly (empathy) @ 2:20
 - e. Jan. 10th= Meet the teacher with Ms. P

Curriculum Office
December 2016 Board Report

- I. Follow-up SIP Meetings in all buildings
- II. Professional Development
 - A. 44 Teachers Participated in Curriculum/Assessment Workshops
 - B. *The Boy Who Was Raised As A Dog* Book Club at the High School
 - C. English/Language Arts/Reading Curriculum Review continues with peer observations
 - D. Running Records training complete at the ES
- III. Assessments
 - A. Junior Parent Meeting on the SAT Exam
 - 1. Illini Tutoring will be teaching an exam prep class hosted by GCMS
 - B. Mrs. Sullins' Exam Season
 - 1. Average of 600 tests run through the office per day
 - C. Course Evaluations Participation
 - 1. More teachers at both the MS and HS participating this year
 - D. PSAT 9 and 10 Results
 - 1. Letters mailed home to all parents and meeting with all students
 - 2. Mean PSAT9 Total Score: 897
 - 3. Mean PSAT10 Total Score: 954
- IV. Falcon Flyer (see attached)