

Minutes of Board Meeting

<u>Regular</u>	<u>HS/JH Library</u>	<u>April 18, 2017</u>	<u>6:30 p.m.</u>
Kind of Meeting	Place	Date	Time

Board Members Present:	Board Members Absent:
Terry Schulting, outgoing President	
DJ Loeffelholz, outgoing Vice President	
Donna Quinn, Secretary	
Ben Andersen	
Glen Foote, incoming Vice President	
Don Kussmaul, incoming President	
Harold Middendorf	
Daniel Dalberg	
David Sendt	
Others Present:	Others Absent:
Tori Lindeman, Superintendent	
Darren Sirianni, HS/JH Principal	
Crissy Johnson, Elementary Principal	
Grover Priebe, Building and Grounds Director	
Jeff Weydert, Transportation Director	
Corinne Meyer, Board Recording Secretary	

1. Call to Order

1.1. The East Dubuque Board of Education met in regular session on Tuesday, April 18, 2017 with 7 members present and 0 members absent. President Schulting called the meeting to order at 6:30 p.m.

The pledge to the flag was given.

2. Public Hearing

Anderson moved to approve public hearing concerning the intent of the Board of Education of Unit School District Number 119, Jo Daviess County, Illinois, to sell \$500,000 School Fire Prevention and Safety Bonds. On a second from Middendorf, the

motion carried on a vote of 7 ayes and 0 nays with the votes as follows: Andersen aye, Foote aye, Kussmaul aye, Loeffelholz aye, Middendorf aye, Quinn aye, Schulting aye.

3. Consent Agenda

Andersen moved to approve:

3.1. Minutes for Regular Meeting held March 21, 2017

3.2. Approval of Bills:

Bills: \$ 81,360.28

Imprest: \$ 1,099.99

District Activity: \$ 18,107.60

3.3. Approval of the March 2017 Treasurer's Report

3.4. Concur with suspensions (none)

On a second from Loeffelholz, the motion carried on a vote of 7 ayes and 0 nays with the votes as follows: Andersen aye, Foote aye, Kussmaul aye, Loeffelholz aye, Middendorf aye, Quinn aye, Schulting aye.

4. Recognition of Visitors and Correspondence

Abby Edge, East Dubuque, spoke about her continuing concerns regarding the exposure to allergens students have at the school and the staffs' awareness of allergy issues.

Andersen clarified that only general situations could be discussed in an open meeting, that situations regarding specific staff and students could not be discussed publicly.

Kiley Tritz, East Dubuque, spoke stating she was impressed with recent outreach from food service staff to on allergy awareness.

5. Old Business

None

6. Canvas of Votes

Canvas of votes from the April 4, 2017 election were read as follows:

Daniel J. Dalberg	462
Donald J. Kussmaul	551
Glen R. Foote	503
David Sendt	456
Abby Edge	343
Amanda Tashner	448

New school board members were declared as Daniel J. Dalberg, Donald J. Kussmaul, Glen R. Foote and David Sendt.

7. Adjourn Sine Die

Foote moved to adjourn Sine Die, with a second by Andersen the motion carried.

Foote moved to appoint Tori Lindeman as President Pro Tem. On a second from Andersen the motion carried.

Andresen moved to appoint Corinne Meyer as Secretary Pro Tem. On a second from Middendorf the motion carried.

8. Reorganization

8.1. Each successful candidate, before taking his or her seat on the Board, shall take the oath of office as provided in Board Policy 2:80 - Board Member Oath and Conduct.

8.2. New School Board Member Shall be seated

8.3. The School Board shall elect its officers to assume office immediately upon their election.

Don Kussmaul was nominated as President by Foote. Don Kussmaul being the only candidate nominated for the office of president, the chair hereby declared him to be elected by acclamation and directed the secretary pro tem to so record in the minutes. The secretary recorded the vote as 7 to 0 in favor of Don Kussmaul, Don Kussmaul is elected president of this board of education.

Glen Foote was nominated as Vice President by Quinn. Glen Foote being the only candidate nominated for the office of vice president, the chair hereby declared him to be elected by acclamation and directed the secretary pro tem to so record in the minutes. The secretary recorded the vote as 7 to 0 in favor of Glen Foote, Glen Foote is elected vice president of this board of education.

Donna Quinn was nominated as Secretary by Loeffelholz. Donna Quinn being the only candidate nominated for the office of secretary, the chair hereby declared her to be elected by acclamation and directed the secretary pro tem to so record in the minutes. The secretary recorded the vote as 7 to 0 in favor of Donna Quinn, Donna Quinn is elected vice president of this board of education.

8.4. The School Board shall fix a time and date for its regular meeting

Loeffelholz moved the Regular Meetings be held at 6:00 p.m. on the third Wednesday of each month in the East Dubuque High School library beginning

with the June 2017 meeting. On a second from Sendt the motion carried. Vote recorded as 7 to 0 in favor.

8.5. The School Board shall determine a location for its regular meetings

Location remains the same, East Dubuque High School Library.

8.6. The School Board shall review and revise committee appointments

Committee assignments as follows:

Committee	Chair	Member	Member
Buildings and Grounds	Foote	Dalberg	Schulting
Calendar	Loeffelholz	Quinn	Schulting
Finance, Business, Budget	Quinn	Sendt	Loeffelholz
Parent-Teacher Advisory	Schulting	Foote	Dalberg
Personnel, Curriculum, Technology	Foote	Sendt	Kussmaul
Policy	Kussmaul	Sendt	Loeffelholz

Bill review assigned as follows:

Bills	Member	Member
January	Kussmaul	Dalberg
February	Sendt	Loeffelholz
March	Foote	Schulting
April	Dalberg	Quinn
May	Kussmaul	Loeffelholz
June	Quinn	Schulting
July	Foote	Loeffelholz
August	Sendt	Quinn
September	Foote	Kussmaul
October	Sendt	Schulting
November	Dalberg	Quinn
December	Foote	Loeffelholz

8.7. The School Board shall choose a law firm with which to conduct district business.

Schulting moved to approve Robbins Schwartz Nicholas Lifton & Taylor as District legal counsel. On second by Foote the motion carried. Vote recorded as 7 to 0 in favor.

8.8. The School Board shall choose a financial institution which to conduct business

Dalberg moved to approve Fidelity Bank as District financial institution. On second by Quinn the motion carried. Vote recorded as 7 to 0 in favor.

8.9. The School Board shall adopt the IASB Code of Conduct for Members of School Boards

Foote moved to adopt the IASB Code of Conduct. On second by Schulting the motion carried. Vote recorded as 7 to 0 in favor.

8.10. Expression of gratitude to outgoing Board members

9. New Business

9.1. Resolution Expressing Official Intent Regarding Certain Capital Expenditures to be Reimbursed from Proceeds to be Issued by Unit School District No. 119

Dalberg moved to approve resolution expressing official intent regarding certain capital expenditures to be reimbursed from proceeds of an obligation to be issued by Unit School District Number 119, Jo Daviess County, Illinois. On a second from Sendt, the motion carried on a vote of 7 ayes and 0 nays with the votes as follows: Dalberg aye, Foote aye, Kusmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, Sendt aye.

9.2. Executive Session Recordings

Foote moved to approve destruction of Executive Session recordings: October 20, 2015 - Regular Meeting. On a second from Schulting, the motion carried on a voice vote of 7 ayes and 0 nays.

9.3. 2017-2018 East Dubuque School Calendar

Quinn moved to amend and approve the 2017-2018 East Dubuque School Calendar, as amended. On a second from Loeffelholz, the motion carried on a voice vote of 7 ayes and 0 nays.

The amendment of the calendars was detailed as changing the SIP - Extended Early Dismissal from October 25th to October 27th.

9.4. Summer Work Hours

Quinn moved to approve summer work hours (mon-thurs 10 hour days; June 5, 2017 through August 4, 2017). On a second from Dalberg, the motion carried on a voice vote of 7 ayes and 0 nays.

9.5. Head Start Contract

Schulting moved to approve multi-year contract for Head Start Program. On a second from Sendt, the motion carried on a voice vote of 7 ayes and 0 nays.

Discussion was held on the length of the Head Start contract and confirming that the space was available for Head Start to continuing using the school facilities.

9.6. ESY (Extended School Year)

Foote moved to approve Extended School Year (ESY) dates: July 10-August 3, 2017. On a second from Sendt, the motion carried on a voice vote of 7 ayes and 0 nays.

Schulting asked about how student were identified as qualifying for ESY. Ms. Johnson stated that there were about 10 different identifiers and parents were notified that their child had the option to use ESY services. ESY positions staff have been posted and an update will be provided at the next board meeting.

9.7. Request for overnight trip: Miller, June 18-21, 2017

Sendt requested that this be discussed further in closed session before voting. Vote taken after the board returned to open session.

Loeffelholz moved to approve the overnight trip request from Eric Miller June 18-21,2017. On a second from Quinn, the motion carried on a vote of 7 ayes and 0 nays with the votes as follows: Dalberg aye, Foote aye, Kussmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, Sendt aye.

9.8. Request for overnight trip: Miller, July 8-9, 2017

Sendt requested that this be discussed further in closed session before voting. Vote taken after the board returned to open session.

Loeffelholz moved to approve the overnight trip request from Eric Miller July 8-9,2017. On a second from Quinn, the motion carried on a vote of 7 ayes and 0 nays with the votes as follows: Dalberg aye, Foote aye, Kussmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, Sendt aye.

9.9. Request for overnight trip: Welp, May 12, 2017

Sendt requested that this be discussed further in closed session before voting. Vote taken after the board returned to open session.

Dalberg moved to approve the overnight trip request from Dan Welp May 12, 2017. On a second from Foote, the motion carried on a vote of 7 ayes and 0 nays with the votes as follows: Dalberg aye, Foote aye, Kussmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, Sendt aye.

9.10. Approval of Policies - Second Reading

Loeffelholz moved to approve the following policies for second readings:
5:250, Leave of Absences

5:330, Sick Days, Vacation, Holiday and Leaves

On a second from Foote, the motion carried on a voice vote of 7 ayes and 0 nays.

9.11. Board members' attendance at High School Graduation

Mr. Sirianni requested RSVP from the board members regarding their attendance that the 2017 High School graduation. At the time of the meeting all board members indicated they would be attending.

9.12. Increasing Kindergarten to 3-Sections

Loeffelholz asked if an additional aide position would be needed as well. Ms. Johnson confirmed there would be an aide in each classroom.

Dalberg requested confirmation that a new teacher would need to be hired. Ms. Johnson confirmed that a 3rd kindergarten teacher would need to be hired but, through changes in staff over the last year they were actually short several staff so they would, with the addition of the staff requested, they would only be adding 1 position.

9.13. Requests for transportation of St. Mary's and Head Start students

Loeffelholz asked for confirmation that there would be room for all students and Mr. Weydert stated that they wouldn't know the headcount until summer. Discussion was also held on liability for the district.

Kussmaul stated that if a child was in another district we should reach out to that district to discuss transportation options.

Discussion was held on the number of Head Start students (approximately 5) and how having those students ride the bus worked with Head Start's policies. Non East Dubuque students' parents signed waivers before riding the bus.

9.14. Other New Business

(none)

10. Information & Staff Reports

10.1. Elementary School - Ms. Johnson

Brody Culbertson and Gracie Hilby took first place in this year's Cottontail Fun Run held on April 12, 2017.

The Culbertson Family and T&T Iron and Metals have donated funds to provide t-shirts to our kindergarten students for their annual trip to the zoo.

5Essentials: Effective Leaders Collaborative Teachers, Supportive Environment, Involved Families and Ambitious Instruction - *“The 5Essentials can identify ways in which a school is organized for school improvement. In fact, over two decades of research on Chicago Public Schools has shown that schools strong on three or more of these essentials were 10 times more likely to improve student learning than schools weak in three or more.”*

- 84% of teachers completed the survey
- 98.2% of our 6th graders completed the survey
- 27% of our parents completed the survey

Enrollment: 367

Discussion held on the creation of a Librarian/Teacher position that would be a resource for both students and staff. This position would also assist with organizing school and community interaction.

The State of Illinois will publish the results of the 5Essentials survey for public view on July 1, 2017. Ms. Johnson confirmed for the board that it was a culture and climate survey, not an academic survey. Sendt requested additional detail from the survey that is separated out by the type of respondents.

Loeffelholz asked how often this survey is completed and it was confirmed that it was mandated every other year but the district intended to utilize it each year.

10.2. High School/Junior High - Mr. Sirianni

An update on SAT testing, which was completed Wednesday, April 5th. With this being the first year of administering this assessment in school, an observation that has been shared by many Principals in our conversations: The assessment is required to be given in one setting following a strict timeframe provided by the SAT. Our current day begins at 7:30 and the juniors began the assessment immediately at 7:30., minor delays, the majority of testing rooms did not finish until 12:30. As we are looking at adjusting our starts at 8:00 or later, this would push the end of testing back further. A school that starts at 8:00 or later is not going to finish the test until at least 1:00 p.m. The question must be asked of how effectively students are going to test when they do not get lunch (or even enough time at a break to have a substantial snack) until that point in a day?

On Wednesday, April 26, we will once again be sending our High School (and a large portion of Junior High) students out into the community to do a variety of clean-up projects. Students will be going to several elderly/shut-in residences, parks, the library, frontage roads, fire departments and other locations to help with spring clean-up and summer preparations. The students leave the school on buses or vans at approximately 8:30 a.m. and will return to school around 10:30

a.m. This is an extended early dismissal day for the students and they will return in time to eat lunch if they choose and then be dismissed accordingly.

With no further weather incidents, students' last day of attendance will be Friday, May 26th. High School Final Exams will be taking place Wednesday, May 24th through Friday, May 26th. Commencement will take place on Friday, June 2nd beginning at 7:00 p.m. in the gym.

7th and 8th grade students will be travelling to Medieval Times in Schaumburg, IL on Thursday, May 4th. This will be a culminating activity to a Middle Ages Unit that has been incorporated into cross-curricular classrooms over the past two months. The students will get the experience of eating without utensils (as was the case during that time) and will be entertained with activities of the era.

Enrollment: 324

10.3. Maintenance - Mr. Priebe

Superintendent Lindeman and I attended the REMS (Readiness and Emergency Management for Schools) seminar on March 28 at the ROE in Freeport. It was attended by school administrators and persons from the area counties emergency management systems.

I am currently working on a new and updated emergency operations plan for the district.

We had to replace the sewage grinder pump for the baseball/softball concession stand.

On April 3rd, two of our Junior High students were recognized by the East Dubuque Fire Department at the city council meeting. They reported a fire in a vacant building near the East Dubuque Library.

Gallagher Basset will be here in the near future and will be having safety training with my staff.

I met with Dunleith Township road commissioner Chuck Williams regarding the storm drain on Parklane. He will be doing some work to shore up the bank and also will be putting a "No Dumping" sign.

10.4. Transportation - Mr. Weydert

The 2017-2018 driver survey is completed and almost all drivers are planning on returning for another tour of duty.

In preparation for the 2016-2017 Pupil Transportation Claim Reimbursement System, we reviewed the protocols for accepted hazards for walkers within 1.5 miles of each school. We also attended a webinar on inputting data into the reimbursement system.

In light of our neighbors across the river getting into technology, I just thought I'd look into the cost of equipping the buses with mobile classroom Wi-Fi for the students. One vendor I talked to quoted me a price of \$14,700 for 6 buses with 5GB of data per bus per month for 10 months.

We have put 101,000 miles on the fleet so far this year.

10.5. Superintendent - Mrs. Lindeman

10.5.1. Thank you cards

10.5.2. Draft proposal for grant writing (per District Goals)

Foote requested data from the success rate percentage for the company. Schulting requested average hours estimate per grant proposal. Sendt requested detail on how many grants were anticipated and if other could write them.

10.5.3. Allergy Awareness Discussion: Monday, May 1, 2017 at 5:00 p.m.

PTO members present (Luchterhand, Edge and Tritz) stated that May 1, 2017 conflicted with a previously scheduled PTO event and indicated their preference that the meeting be pushed out few weeks. Abby Edge and Kiley Tritz also requested a list of the professionals attending so they could review their credentials prior to the rescheduled meeting.

Discussion was also held regarding how to communicate the rescheduled meeting date and time to parents.

10.5.4. Update on HCC Class Schedule for Summer and Fall

10.5.5. Extension Meeting for breakfast program improvements

10.5.6. 5Essentials Survey Results

Loeffelholz asked for an update on the website upgrades discussed at the prior board meeting. Superintendent Lindeman stated that she was reviewing vendor presentation and getting quotes. One of the main features being focused on was the ease of use for uploading and updating information. A goal was to have a website that would be user friendly enough so that, if they wanted, teachers could create their own classroom sites easily and new information could be updated and linked more efficiently.

Discussion was had on having staff and students maintain the website, Mr. Sirianni stated that they did not have the staff available and there was very low student interest in such a project.

Superintendent Lindeman also stated she had reached out to the Galena Gazette regarding a quarterly newsletter insert and they were working on getting a quote back to her.

Loeffelholz also requested an update on the revised grading scale that was discussion in prior board meetings. Mr. Sirianni stated that they has not been time available for meaningful discussion with staff on the matter.

11. Personnel

11.1. Summer Student Workers

Schulting moved to hire 8-10 summer student workers. On a second by Dalberg, the motion carried on a vote of 7 ayes and 0 nays with the vote as follows: Dalberg aye, Foote aye, Kussmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, Sendt aye.

11.2. Discussion for additional positions: Social Worker/Counselor RTL Coordinator, P.E.

The superintendent and principals advised that an additional social worker and/or counselor was needed to support the students in the district, that there has been a significant increase in students requiring additional support. Discussions were ongoing with the staff in both buildings. It was clarified that only a social worker could support both IEP and 504 plans, but a counselor could only support 504 plans. Kussmaul requested a more detailed report of what services were needed at each building. Sendt requested that the current social worker provide a detailed accounting for their time for a two week period to get a better picture the situation and identify possible reorganization solutions.

Additional discussion was held on cost and needs for the district, Superintendent Lindeman stated she was working on mental health grants for the district. Superintendent Lindeman and Ms. Johnson also detailed for the board that all of the social worker and counselor time is being used for IEP and 504 plans, that the additional education that generally provided to all students by these positions is being set aside to address the urgent needs. Superintendent Lindeman also advised that there are Medicaid and IEP.

12. Executive Session

Motion by Schulting for the Board to enter into Executive Session for the purpose of appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District or legal counsel, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. On a second from Dalberg, the motion carried on a voice vote of 7 ayes and 0 nays.

The Board entered into closed session at 9:03 p.m.

12.1. Superintendent recommendation to dismiss employee

Sendt moved to approve the recommendation for dismissal. On a second from Foote, the motion carried on a vote of 5 ayes and 2 nays with the votes as follows: Dalberg aye, Foote aye, Kussmaul aye, Loeffelholz nay, Quinn nay, Schulting aye, Sendt aye.

12.2. Review of request for new position of Elementary Musical on Appendix D of the CBA

Foote moved to approve the review of new position of Elementary Musical on Appendix D of the CBA. On a second from Sendt, the motion carried on a vote of 7 ayes and 0 nays with the votes as follows: Dalberg aye, Foote aye, Kussmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, Sendt aye.

Motion by Dalberg to return to open session. On a second from Foote, the motion carried on a voice vote of 7 ayes and 0 nays.

The Board returned to open session at 11:19 p.m.

13. Other Matters to Come Before the Board

None

14. President's Prerogative

None

15. Adjourn

Motion by Sendt to adjourn. On a second by Quinn, motion carried by a voice vote of 7-0. The meeting adjourned at 11:38 p.m.

The minutes contained herein were approved by the Board at its regularly scheduled meeting held May 16, 2017 at 6:30 p.m.

Signed:

Attest:

Don Kussmaul, President

Donna Quinn, Secretary