

Minutes of Board Meeting

Regular HS/JH Library January 17, 2018 6:00 p.m.
Kind of Meeting **Place** **Date** **Time**

Board Members Present	Board Members Absent
Don Kussmaul, President	
Glen Foote, Vice President	
Donna Quinn, Secretary	
Daniel Dalberg	
DJ Loeffelholz	
David Sendt	
Terry Schulting	
Others Present	
Tori Lindeman, Superintendent	
Darren Sirianni, HS/JH Principal	
Crissy Wallace, Elementary Principal	
Sherry Kaiser, Food Service Director	
Grover Priebe, Maintenance Director	

1. Call to Order

The East Dubuque Board of Education met in regular session on Wednesday, January 17, 2018, with 6 members present and 1 member absent. President Kussmaul called the meeting to order at 6:01 p.m.

The pledge to the flag was given.

2. **Consent Agenda**

Quinn moved to approve the minutes of the Regular Meeting held December 13, 2017; Correction of December Bills \$117,379.54; Approval of bills in the amount of \$94,837.95, Imprest in the amount of \$3,553.74, District Activity Account in the amount of \$20,621.96, EFT in the amount of \$135,443.29, Payroll Bills in the amount of \$57,450.73; Approval of the December 2017 Treasurer's Report.

On a second from Dalberg, the motion carried on a vote of 6 ayes and 0 nays with the vote as follows: Sendt aye, Loeffelholz aye, Foote aye, Dalberg aye, Kussmaul aye, and Quinn aye.

3. **Recognition of Visitors and Correspondence**

3.1 Wendy Woolf presented information regarding Power Lunch. She has had 71 visits by 27 different students over the course of 12 days. She is now increasing the number of days to meet to about 4 per week. 32 grades were turned back to her by teachers for assignments completed during Power Lunch, which showed an average grade of 79.81%. It has been shown that 3 students have brought their grades to passing, 2 of those 3 students will not face retention, and 1 student has brought their grade from a C to an A. There were new things happening with Power Lunch in December, which included students who were behind with multiple assignments being able to work on one assignment per session. Whatever they complete for that assignment during Power Lunch is turned in "as is". Also, if a student skips Power Lunch, they will receive a lunch detention, which is similar to Power Lunch, but with a discipline paper trail. Lastly, if she receives the support, she will be able to shop for a supply box with pencils, pens, paper and calculators for Power Lunch.

Wendy also spoke about the 2 by 2 program for the elementary school. Theisen's sponsors this program for 2nd grade students. Each student receives a "pet" (stuffed cat or dog) for a specific period of time, which will teach each student responsibility, respect and empathy by taking care of their pet. Each pet comes with a journal which shows the pet's specific needs, and also will include budgeting with the costs of having a pet.

3.2 Trevor LaPage presented information regarding the Junior High field trips. Last year junior high students went to The Medieval Times Dinner Show near Chicago, which tied in with the curriculum of medieval times. 7th grade will be going on this trip again this year, which 50% of the cost will be covered by the students and 50% covered by student council. Total cost per student is \$40.00.

Trevor also explained that Mrs. Lindeman shared the idea of the 8th grade class going to the Lincoln home in Springfield, Old Capital, State Capital and Lincoln Museum on April 24, 2018. Costs for this trip will be free to students.

4. **Information, Staff Reports and Proposals**

4.1 Board Committee Reports

4.2 Student Ambassador Reports – Sam Lange, Mia Schemmel, Jaylen Duster and Chloe Oberman reported that the Juniors are helping with directing the Junior High play. Students would like to see more murals, etc. around the school, and stated that the Christmas wall decorations were nice to see around the school. Sam had spoken with multiple students on concerns they had, one of which is communications from teachers/staff and students not being as informed as they should be. Sam suggested one way to fix this issue could be a chain email with the students, more information in the announcements, or a tentative schedule with more detail. Also, Seniors would like to have more incentives to keep their grades up, such as a class trip (i.e. Water Park trip), trivia games, etc. Sendt suggested a possible pizza party quarterly. There was also a question about finals being taken if their grades are up. Maybe not having to take finals if the Seniors have kept their grades up regularly.

4.3 Food Service- Sherry Kaiser reported that she and Mrs. Lindeman have met to discuss the purchase of a vending machine for the high school/junior high cafeteria. They have determined that they would like to get a refrigerated machine in order to offer more nutritious options (yogurt, milk, juice, sandwiches, etc.) Sherry is currently in the process of obtaining quotes and looking into the possibility of a card reader. They will need to find out if there will be a fee associated with the card reader and whether or not the software company can set it up to accept student meal ID cards. The cost for the machine will be around \$3,000.00.

There is a grant available to non-profit organizations within the community to improve vending machines, assist with programs geared towards fighting obesity and promoting activity and overall health. This grant would help a great deal in helping us reach these goals in our district. Results should be available by next month's meeting. This grant is called Mercy Community Benefit – Ministry Grant.

A student questionnaire will be available for high school and junior high students within the next couple of weeks. The purpose of the questionnaire is to get their feedback on the vending machine, including if and how often they may use it and what food items they would like to see offered.

Due to staffing changes, there have been job realignments in both kitchens. This is meant to decrease labor hours, which has been decreased by about 4 hours currently, and improve productivity. Job descriptions have been updated and cross-training will continue. There is still an open position at the elementary school. The position was posted to the State Board of Education website and the Shopping News, and will possibly be posted to college sites.

Schulting arrived at 6:41 p.m.

Another concern is the school's meal charge policy. Sherry is looking into how to go about collecting non-payment. Parents need to fill out the waiver at the beginning of the school year. Foote had inquired about filling out a waiver online to make it easier for parents; Sherry will look into this. Legally, the school cannot hold a student's report card and/or diploma for non-payment.

Sherry is currently in the process of pulling lunch count information from last year to use as a comparison. Due to the holiday break and employee training, this has taken longer than expected. She will have a report ready to share at next month's meeting.

- 4.4 Transportation-Mr. Weydert was not present for the board meeting. His report is as follows:

He is in process of the six-month DOT brake inspection of our fleet. He is taking the fleet to Freeport for now because he is waiting for the State to deliver stickers to the testing station in Lanark.

He is adding additional red LED flashers that come on at the same time as the red stoplights and stop sign. The new flashers will be at bumper level and hopefully catch approaching drivers' attention to the fact that the bus is loading or unloading passengers. He will equip the bus with the most stops on Highway 20 first on a trial basis to gauge the effectiveness of the added feature.

On January 1 2018, the Federal DOT mandated expanded testing for synthetic opioids. Both of the testing sites will comply with the new law.

- 4.5 Building & Grounds- Mr. Priebe reported that Jon Wilson from Prairie State Insurance co-op did his walkthrough last month. Mr. Priebe just received his report. Superintendent Lindeman put a copy of this report in the packet.

The new doors have been installed. There was a shortage on some of the closers, but they will be finishing up as soon as possible. He had a total of 13 sets of doors replaced.

Mr. Priebe met with Kevin Hare from BR bleachers to finalize the specs and get everything rolling in the replacement of bleachers. The time line that he has right now is the middle of March to the first week of April. This will take 8 to 10 days to install. The colors for the bleachers will be Royal Blue colors with either "ED" or "EDHS" in Red with grey floors.

The custodian that was out due to illness has returned to work. Grover is currently looking for a substitute custodian. There are also some other job opportunities in the district and suggested to have others check out the school website.

The state mandated lead water testing was completed and turned into the Illinois Department of Public Health. The results were negative.

- 4.6 HS/JH Principal- Mr. Sirianni gave each board member a handout, which showed how the Illinois Report Card page looks regarding the components of the ESSA plan and East Dubuque HS and JH scores.

Mother Nature intervened with the conclusion of HS Final Exams, necessitating a revised schedule. The finals scheduled for Thursday afternoon were moved to Tuesday

morning. In February, Mr. Sirianni will give feedback regarding the change in the grading scale and the effects on student grades.

Each month moving forward there will be 2 to 3 student ambassadors who will present a short blurb about student activities that have taken place recently or are upcoming soon. There will be a couple of seniors and a couple of juniors who will rotate months in this role.

Congratulations to Wil Quinn for advancing in the Spelling Bee. Wil will next compete in early March for the opportunity to advance to the National Spelling Bee.

Enrollment is 326.

- 4.7 Elementary Principal- Mrs. Wallace reported that Theisen's has fully funded a 2x2 character education program for both of the second grade classrooms. The program will run for about 9 weeks and 2x2 is training the counselor, Wendy Woolf.

Benevity and John Deere have a volunteer program for their staff in management. About every 2 months, a check is received and the amount varies month to month. This month they received the largest check yet at \$325.

The PTO and elementary school are hosting a Father/Daughter dance on Feb. 16 from 6-8 p.m.

Mrs. Wallace attended the January PTO meeting and presented the Illinois Report Card website.

Teachers are continuing to update the grade level curriculum maps and each grade level's map has been shared with the other grades.

To encourage peer observations, during the month of December each teacher that observed a peer was eligible for a \$25 gift card. Jodi Rennison was the winner of the \$25 gift card. All paras were entered in a drawing for a \$25 gift card and a \$15 gift card: Deb Jackson and Jessica Schonhoff received these gift cards.

The elementary school is getting ready for the PARCC assessments to begin in late March- much of the work to prepare starts now. A sample of certain problems were handed out; Special Ed teachers have met to ensure accommodations are accurate and in place; Mrs. Wallace has entered accommodations into the SIS system and is working on the schedule already; Teachers have started to use the practice tests with their students in grades 3-6.

Enrollment is 352.

- 4.8 Superintendent Lindeman discussed the 5 Essentials Response Rate. The required mark for all areas, except one, was met. Due to the small staff within the Junior High School, there are only seven certified staff, and the requirement is eight. The 20% threshold for all parent participation at all three locations was reached. The survey is still open until January 31, 2018.

During the November Board Meeting, Mr. Loeffelholz requested a comparison of operating revenue reserves. A document was enclosed to show the districts that are audited by the same firm.

\$750.00 was received from the Illinois School District Library Grant Program. This will be allocated between the two facilities for the purpose of new books and materials.

\$5,609.56 was received from the E-Rate Grant Program. The funds will be set aside to be identified as "matching funds" when it is applied to the DRA-Q Casino for technology purchases next month.

An Equity Refund Check of \$6,045.00 was received from the PSIC company. There have been limited claims and the PSIC outperformed actuarial claim projections.

The Board Calendar Committee will meet on January 24, 2018 to draft the 2018-2019 district calendar.

The required annual letter of identification of persons who are slated to be released under the Reduction in Force (RIF) process has been provided to the State and to the Co-presidents of the Association. There are no RIF intentions, but must provide the notification regardless.

A representative from Horace-Mann, Katelyn Andres, an Education Relations Specialist, will be coming to meet with interested teachers who have student loans and TRS questions. There will be a presentation and then private sessions.

On December 14, 2017, East Dubuque 119 hosted Ralph Grimm from the IASB who presented on the EBM, ESSA and Strategic Planning that will effect each district in Illinois. The next steps in the process will come with Superintendent Training in February and March. The Principals have begun to investigate the sub-groups. Superintendent Lindeman has begun to solidify funding, policy and processes that will need to be flawless as everyone moves forward with these new laws and the GATA requirements for grant funding.

The Communication Chain of Command document was discussed and a copy was given to the board members.

5. Old Business

6. New Business

6.1 Foote moved to adopt the Approval of Guidelines for Communication. On a second by Loeffelholz the motion carried on a vote of 5 ayes and 2 nays with the vote as follows: Dalberg nay, Foote aye, Kussmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, and Sendt nay.

6.2.1 Schulting moved to adopt the Destruction of Executive Session Recordings of May 18, 2016, Special, Update from Gary McAndrew from McPherson & Jacobson. On a second by Quinn the motion carried on a vote of 7 ayes and 0 nays with the vote as follows: Sendt aye, Loeffelholz aye, Foote aye, Dalberg aye, Kussmaul aye, Quinn aye, and Schulting aye.

6.2.2 Schulting moved to adopt the Destruction of Executive Session Recordings of May 21, 2016, Special, The Board Interviewed six candidates for superintendent. On a second by Loeffelholz the motion carried on a vote of 7 ayes and 0 nays with the vote as follows: Sendt aye, Loeffelholz aye, Foote aye, Dalberg aye, Kussmaul aye, Quinn aye, and Schulting aye.

6.2.3 Schulting moved to adopt the Destruction of Executive Session Recordings of May 24, 2016, Special, The Board Interviewed superintendent finalist. On a second by Sendt the motion carried on a vote of 7 ayes and 0 nays with the vote as follows: Sendt aye, Loeffelholz aye, Foote aye, Dalberg aye, Kussmaul aye, Quinn aye, and Schulting aye.

6.2.4 Quinn moved to adopt the Destruction of Executive Session Recordings of May 25, 2016, Special, The Board Interviewed superintendent finalist. On a second by Schulting the motion was not carried and would be discussed in Executive Session.

6.2.5 Loeffelholz moved to adopt the Destruction of Executive Session Recordings of May 26, 2016, Special, The Board Interviewed superintendent finalist. On a second by Quinn the motion was not carried and would be discussed in Executive Session.

6.3 Informational Item: FOIA Requests:

Dan Burke – Galena Gazette

Dan Burke – Galena Gazette

Dan Burke – Galena Gazette

James Goodman – O'Connor & Thomas, PC

Stephen Chichelli – SmartProcure

6.4 Other New Business

7. Personnel

7.1. Sendt moved to hire Abby Berryman as Junior High Girls Basketball Coach. 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, and Sendt aye.

- 7.2. Loeffelholz moved to hire Jen Heim as Junior High Play Director. On a second by Quinn, 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, and Sendt aye.
- 7.3. Foot moved to accept the resignation of Kellie Klein as Junior Varsity Volleyball Coach. 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, and Sendt aye.
- 7.4. Foot moved to accept the resignation of Bill Reisen as High School Varsity Baseball Coach. On a second by Loeffelholz, 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, and Sendt aye.

8. **Executive Session**

Motion by Foote for the Board to enter into Executive Session for the purpose of appointment, employment compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity; when an action against, affecting, or on behalf of the particular public body has been filed and is pending in a court or administrative tribunal, or when the public body finds that such an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting; and discussion of minutes lawfully closed under this Act, whether for purposes of approval by the body of the minutes of semi-annual review of the minutes mandated by Section 2.06 or the Open Meetings Act.

On a second from Loeffelholz, the motion carried on a voice vote 7 ayes and 0 nays with the vote as follows: Dalberg aye, Foote aye, Kussmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, and Sendt aye.

The Board entered into closed session at 7:45 p.m.

Motion by Schulting to return to open session. On a second from Dalberg the motion carried on a voice vote 7 ayes and 0 nays with the vote as follows: Dalberg aye, Foote aye, Kussmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, and Sendt aye.

The Board returned to open session at 9:52 p.m.

Information coming from the closed session: The board reviewed the closed session minutes and determined at this time none of the minutes need to be released.

9. President's Prerogative

10. Adjourn

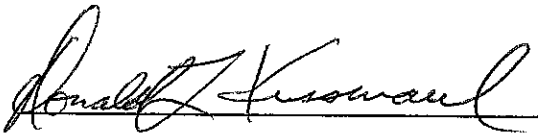
Motion by Dalberg to adjourn. On a second from Foote the motion carried on a voice vote 7 ayes and 0 nays with the vote as follows: Dalberg aye, Foote aye, Kussmaul aye, Loeffelholz aye, Quinn aye, Schulting aye, and Sendt aye.

The meeting was adjourned at 9:53 p.m.

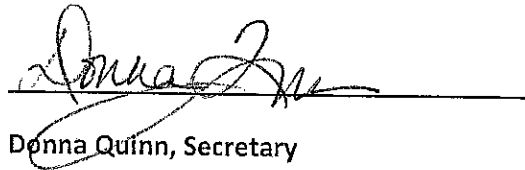
The minutes contained herein were approved by the Board at its regularly scheduled meeting held Wednesday, February 21, 2018 at 6:00 p.m.

Signed:

Attest:



Don Kussmaul, President



Donna Quinn, Secretary