

## Minutes of Board Meeting

Regular                      HS/JH Library                      March 21, 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	
Jeff Weydert, Transportation Director	

**1. Call to Order**

The East Dubuque Board of Education met in regular session on Wednesday, March 21, 2018, with 6 members present and 1 member absent. President Kussmaul called the meeting to order at 6:00 p.m.

The pledge to the flag was given.

2. **Consent Agenda**

Foote moved to approve the minutes of the Personnel Committee Meeting held February 20, 2018; the Regular Meeting held February 21, 2018; Parent Advisory Meeting held February 21, 2018; Special Board Meeting held March 4, 2018; Approval of bills in the amount of \$144,912.58, Imprest in the amount of \$4,568.72, District Activity Account in the amount of \$15,171.93, EFT in the amount of \$144,931.08, Payroll Bills in the amount of \$61,031.91; Approval of the February 2018 Treasurer's Report, Concur with suspensions: Students – GS02162018 and JB02202018.

On a second from Loeffelholz, 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 Student Ambassadors Chloe Oberman, Morgan Sirianni and Jaylen Duster presented ideas for first and last hour periods for seniors and requested to exempt finals if they have A's in classes. Superintendent Lindeman surveyed other superintendents to see what they do for senior options, and will have conversations with other teachers.

Schulting arrived at 6:10 p.m.

4. **Executive Session**

Motion by Foote for the Board to enter into Executive Session for the purpose of employment matters (see 5 ILCS 120/2(c)(1)) and Litigation: (see 5ILCS 120/2(c)(11)).

On a second from Sendt, 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 6:09 p.m.

Motion by Dalberg to return to open session. 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 Board returned to open session at 8:21 p.m.

Information coming from the closed session: Action Item 6.1 will be further discussed at the meeting set for March 21, 2018.

5. **Recognition of Correspondence**

5.1 Letter from the East Dubuque Physical Education Department

5.2 Thank you from the Duster/Barklow Family

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

6.1 Informational Item: The Board will not take action on administrative appointments or salaries for non-union employees for the 2018-2019 school year at this meeting. The Board anticipates that consideration and action on these items will occur at a meeting to be convened in April 2018.

6.2 Board Committee Reports – None to report.

6.3 Student Ambassador Reports – Reported previously in 3.1

6.4 Food Service- Sherry Kaiser reported that lunch, breakfast and milk prices are very low and have not kept up with increasing food expenses. She is using more products to add variety as well as, in some cases, higher quality foods. Kaiser had enclosed price comparison of neighboring districts.

Although it is not required to do a formal food bid, Kaiser is putting together a list of products and specifications she uses on a normal basis to send to the current vendor, US Foods, as well as Sysco – Baraboo. She feels that the prices are not competitive enough and could be purchased at a much more reasonable price.

The Food & Nutrition portion of the district website has been coming together. There is much more to add as she would like to see the department page offer many answers to questions parents may have regarding food service.

A link to download the free and reduced meal application will be on the website to allow parents to print out the application and return the completed form to us. At this time, she is not able to offer an electronic application. All forms still need to be completed on paper.

Stephanie Smith is currently taking the Food Service Sanitation Manager Course in Elizabeth, IL. There are currently 3 employees certified on staff – Sherry Kaiser, Pam Lippstock and Joelene Fisher. A certified employee is required in each building.

She has been working hard to collect payments on past due lunch accounts, which have totaled \$4,000.00. Student emails are going to be added to student accounts so the students themselves will also receive an email when their balance gets low. This will be done for high school students first, then added for the junior high students. At this time, notices are emailed to parents with an email address on file, mailed to families as needed and both verbal and written notices are given to students.

6.5 Transportation-Jeff Weydert reported that the new Ford Transit wheelchair van that Superintendent Lindeman was able to procure through a grant has proven quite useful. It is used on routes every day and the kids seem to like it better than the mini-bus

because it provides a much smoother and quieter ride. It also gets much better mileage than the mini.

The last bus that was purchased, #27, has also been popular on sports and music trips. Having storage space below the bus makes the ride to and from events less congested for the passengers. Weydert will be looking into another luggage compartment equipped bus for next year.

In refreshing the protocols in dealing with emergencies, Weydert has established emergency drivers that reside in close proximity to the school. These drivers will be on call to provide transportation for staff and students to an area deemed safe during an emergency event.

On March 16, Geoff Cliff took the Bus Driver CDL written test at the Silvis, IL. DMV. He is on his way to become a substitute bus driver for the district.

Below is the fleet mileage:

<u>Bus #</u>	<u>Mileage</u>
#15 - 2004 International	134,460
#16 - 2004 International	115,071
#18 - 2007 International	122,380
#19 - 2010 Blue Bird	111,276
#20 - 2010 Blue Bird	79,410
#21 - 2010 Blue Bird	75,351
#22 - 2011 Blue Bird	91,175
#23 - 2010 Girardin	67,791
#24 - 2013 International	40,644
#25 - 2014 International	42,644
#26 - 2016 International	35,730
#27 - 2016 International	25,157
Tan Van	134,920
Silver Van	147,684
Driver's Ed	8,497
Black Van	35,537
All numbers after	31-Jan

- 6.6 Building & Grounds- Grover Priebe reported that the bleacher crew is working on the demo process and that the doors into the gym, boiler room and shop are finished and he is currently waiting on the others.

The principals conducted tornado drills on March 9. Everything went well. Sirianni and Priebe spoke with the HS/JH staff on the in-service day about different lockdowns, A.L.I.C.E training and other safety practices and concerns.

Priebe has received the certificate from the Illinois State Fire Marshal's office for the new water heater at the high school.

The Lion's Club, with the help of the Leo Club and student council, is going to have a pancake, egg and sausage breakfast on March 31<sup>st</sup>. They are also going to hold their annual Easter egg hunt on the fields behind the school starting at noon.

Batting cages and bleacher windscreens are going up and the field preparations are taking place for the upcoming softball and baseball seasons. The baseball/softball field concession stand will be open as soon as there are not freezing temperatures.

Priebe's 3-year mandatory asbestos inspection is coming up in April. He will be attending an 8-Hour Removal of Resilient Floor Coverings Training Course and a 4-Hour Additional Supervisor Training in Geneseo on April 12 and April 13.

The solar survey study is in and a meeting is needed for the Buildings and Grounds Committee.

Sanitation services with Republic Services has been renewed for 3 years, which has saved about \$150.00 per month.

- 6.7 HS/JH Principal- Mr. Sirianni reported that All 7<sup>th</sup> and 8<sup>th</sup> grade students will be completing their PARCC assessments over the next 3 weeks, with the final assessments scheduled for April 10<sup>th</sup>. All 9<sup>th</sup> grade students will be taking the PSAT 9, 10<sup>th</sup> grade students taking the PSAT 10, and 11<sup>th</sup> grade students taking the SAT on Tuesday, April 10<sup>th</sup>.

The WYSE team competed in the Sectional Tournament at Northern Illinois University on March 15<sup>th</sup>. The team did not place in the top two to qualify them for the State competition, but a very successful season for the team, with the advancement to Sectionals for the first time in many years. Congratulations to Ryan Turner, who earned a 3<sup>rd</sup> place finish in Physics.

Prom will be held on Saturday, April 28<sup>th</sup>, at the Dubuque Shooting Society banquet hall. After Prom will take place from Midnight – 3:30 am at the High School/Junior High.

Congratulations to the Girls and Boys for successfully winning their respective Regional Tournaments! A huge thank you goes out to all of those who assisted in the behind the scenes work of tickets, supervision, hospitality, etc. Sirianni received several compliments.

The Annual Community Clean-Up day will take place on Wednesday, April 25<sup>th</sup> (with Mother Nature's Cooperation). If anyone has any recommendations on areas or residences that could benefit from this, please contact Mr. Sirianni so that he can coordinate the efforts to reach as many places as possible.

On Friday, March 23<sup>rd</sup>, the JH Drama Department will be presenting their performance "Out of the Frying Pan and Into the Oven". The performance will begin at 6:30 pm.

Enrollment is 324.

- 6.8 Elementary Principal- Mrs. Wallace reported that Laurie Miller is going to demonstrate the OSMO, which is an accelerated learning system geared toward K-6, but can be used in all grades. 27 kits were received from the Race for Education proceeds.

The Sixth graders have completed their PARCC testing.

In the 1:1 sessions this month, she continued discussing the curriculum and assessing current needs.

Strengths:

The new math program

The PD for guided reading

Needs (2018-2019):

- Consistent program for Handwriting in grades K-5 (need one cursive unit by grade 5)
- Common formative assessments for the curriculum framework
- Start researching what's research-based and effective for science curriculum

Needs (2019-2020):

- Implement new Science Curriculum
- Start researching what's research-based and effective for Social Studies curriculum
- Review current math and guided reading curriculum implemented in 2017-2018

Needs (2020-2021)

- Implement new Social Studies Curriculum

**Assessment Update:**

Review of the third window for Star 360. She looked at students that have made ANY growth: Reading (grades 1-6) 84%; Math (grades 1-6) 87%  
Next Steps:

In April, review the fourth window for students that have made .7 of a year's worth of growth.

Enrollment is 349.

- 6.9 Superintendent Lindeman reported Sales Tax Receipts of \$33,704.95  
A letter to parents was sent out concerning school safety. The letter was prepared by Supt Lindeman and Chief O'Connell.

E-Funds Update: 158 Families are utilizing the system and we are averaging \$4,500 per month in payments electronically.

Identify dates to begin working on the Mission and Goals for the District to align with the ESSA requirements and State goals. Strategic planning for a 3-5 year vision should be established.

Next month a budget hearing will occur prior to the April regular meeting of the Board will occur to amend the 2017-2018 budget. The amended budget is available to review in the District offices.

In April, recommendations for new positions and budging considerations will be presented by the leadership team to incorporate the recommendations and requirements of ESSA and EMF.

NWSE Annual Needs Assessment has been completed. We are not seeking any new contracted time for services for the 2018-19 school year.

QNS annual assessment for technology needs has been reviewed and considerations have been discussed with principals and directors. Elementary Staff who have older computers will have new laptops purchased and prepared over the summer. The older laptops will be placed on a cart for use within the elementary school.

A Warrior Summer Adventure Camp meeting will be held on March 26, 2018 with staff who indicated interest in the program. A calendar and program outline will be discussed. Follow up administrative meetings will occur to finalize dates and staffing.

## 7. Old Business

7.1 **Informational Item:** EDSD 119 Foundation 501(c) (3) Reinstatement Status- documentation and fee have been sent in to the State of IL- awaiting response.

7.2 **Informational Item:** The 2018-19 Calendar was amended to fix the dates on two in-service dates so that they aligned with the hour requirements.

## 8. New Business

8.1 Sendt moved to approve the 2018-2019 IHSA Membership and Agreement. On a second by Schulting, 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.

- 8.2 Sendt moved to adopt the destruction of Executive Session Recordings: July 19, 2016 Regular Meeting. On a second by Foote, 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.
- 8.3 Informational Item: An update was given from the Annual Review of Safety Plans, Protocols and Procedures Meeting.
- 8.4 Sendt moved to adopt the Second Reading of Policies:
- 2:125, Board Member Compensation; Expenses
  - 2:210, Organizational School Board Meeting
  - 2:260, Uniform Grievance Procedure
  - 4:10, Fiscal and Business Management
  - 4:15, Identity Protection
  - 4:70, Resource Conservation
  - 4:80, Accounting and Audits
  - 4:110, Transportation
  - 4:150, Facility Management and Building Programs
  - 4:170, Safety
  - 5:10, Equal Employment Opportunity and Minority Recruitment
  - 5:20, Workplace Harassment Prohibited
  - 5:90, Abused and Neglected Child Reporting
  - 5:100, Staff Development Program
  - 5:200, Terms and Conditions of Employment and Dismissal
  - 5:220, Substitute Teachers
  - 5:240, Suspension
  - 5:250, Leaves of Absence
  - 5:290, Employment Termination and Suspensions
  - 5:330, Sick Days, Vacation, Holiday, and Leaves
  - 6:20, School Year Calendar and Day
  - 6:50, School Wellness
  - 6:60, Curriculum Content
  - 6:80, Teaching About Controversial Issues
  - 6:140, Education of Homeless Children
  - 6:150, Home and Hospital Instruction
  - 6:180, Extended Instructional Programs
  - 6:210, Instructional Materials
  - 6:280, Grading and Promotion
  - 6:290, Homework
  - 6:300, Graduation Requirements
  - 6:310, High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students
  - 6:330, Achievement and Awards

6:340, Student Testing and Assessment Program

7:10, Equal Educational Opportunities

7:15, Student and Family Privacy Rights

7:20, Harassment of Students Prohibited

7:70, Attendance and Truancy

7:80, Release Time for Religious Instruction/Observance

7:150, Agency and Police Interviews

7:160, Student Appearance

7:180, Prevention of and Response to Bullying, Intimidation, and Harassment

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.

- 8.5 Dalberg moved to approve overnight trip request from Coach Welp for State and National Archery Tournaments. On a second by Foote, 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.
- 8.6 Dalberg moved to approve Foreign Liability Insurance for the Europe trip of \$1,127.00. 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.
- 8.7 Quinn moved to approve Midwest Medical Athlete Trainer Contract of \$10,500.00. On a second by Foote, 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.

## 9. Personnel

- 9.1 Sendt moved to hire Brandon Tashner as 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.
- 9.2 Sendt moved to hire Nick Rosenow as JV Baseball Coach. On a second by Foote, 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.
- 9.3 Quinn moved to hire Jordan O'Connell as part-time Special Education Paraprofessional. 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.

- 9.4 Loeffelholz moved to hire Emily Williams as a temporary Paraprofessional at the Junior High level. 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.
- 9.5 Sendt moved to hire Lori Boughton as Elementary Paraprofessional. 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.
- 9.6 Dalberg moved to hire Mary Flynn as Vocal Music Program 1-5 Director. 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.
- 9.7 Schulting moved to hire Wayne Wilgenbusch as National Honor Society Advisor. On a second by Sendt, 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.
- 9.8 Foote moved to hire Anndrea Ruefer as food service worker. On a second by Sendt, 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.
- 9.9 Schulting moved to approve certified staff seniority list for rehire- Jodi Rennison. On a second by Sendt, 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.

## **10 Executive Session**

Motion by Schulting for the Board to return to Executive Session for the purpose of employment matters (see 5 ILCS 120/2(c)(1)) and Litigation: (see 5ILCS 120/2(c)(11)).

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 entered into closed session at 12:57 a.m.

Motion by Quinn to return to open session. On a second from Schulting 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 1:04 a.m.

**11 President's Prerogative**

**12 Adjourn**

Motion by Foote to adjourn. 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 meeting was adjourned at 1:05 a.m.

**The minutes contained herein were approved by the Board at its regularly scheduled meeting held Wednesday, April 18, 2018 at 6:00 p.m.**

**Signed:**

**Attest:**

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**Don Kussmaul, President**

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**Donna Quinn, Secretary**