

**BOARD OF EDUCATION
PEOTONE HIGH SCHOOL
REGULAR MEETING
JUNE 16, 2014**

ROLL CALL

At 7:01 p.m. President Robinson called the regular meeting to order and requested all present to stand and recite the Pledge of Allegiance. A roll call was taken and the following members answered aye: Mr. Skill, Mr. Uthe, Mrs. Robinson, Mrs. Thatcher, and Mr. Bettenhausen. Mr. Baumgartner and Mrs. Moe were absent.

VISITORS' LOG

No one signed the Visitor's Log.

SPEAKERS' LOG

No one signed the Speaker's Log.

CONSENT AGENDA

Mr. Stein reviewed for the Board a list of outdated checks for the activity fund that will need to be voided. Mr. Bettenhausen made a motion to approve the consent agenda for June 16, 2014 as well as the list of outdated activity fund checks. Mr. Uthe seconded the motion and on a roll call vote the following members answered aye: Mrs. Thatcher, Mr. Uthe, Mr. Bettenhausen, Mr. Skill and Mrs. Robinson.

OPPORTUNITY TO SPEAK

Howie Krause, representative of PMA Securities, Inc., gave a demonstration on the Financial Forecasting Program offered through PMA Securities. Mr. Skill inquired as to the cost to the district. Mr. Krause stated that the program subscription is \$9,000 for 45 hours. The district will be charged an hourly rate after 45 hours.

Mr. James Bowden of Peotone requested information on the interest rate of the refinancing bonds. Mr. Krause provided Mr. Bowden with the requested information.

2014/2015 LUNCH FEE

Mr. Stein requested that the Board consider a \$.10 increase for the paid lunch fee. The state requires the district to raise the lunch program fee by \$.10 until the district's lunch fee reaches the state paid lunch equity. Mr. Bettenhausen made a motion to increase the \$2.35 lunch fee to \$2.45 for the 2014/2015 school year. Mr. Uthe seconded the motion and on a roll call vote the following

members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Skill, Mrs. Thatcher, and Mr. Uthe.

RESOLUTION

Mr. Bettenhausen made a motion to approve the resolution providing for the issue of not to exceed \$2,750,000 General Obligation Refunding School Bonds, Series 2014, of the District, for the purpose of refunding certain outstanding bonds of the District, and providing for the levy of a direct annual tax sufficient to pay the principal and interest on said bonds. Mr. Skill seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Skill, Mrs. Thatcher, and Mr. Uthe.

BOARD POLICIES

Mr. Bettenhausen made a motion to approve the following board policies: 2:30 School District Elections, 2:100 Board Member Conflict of Interest, 2:110 Qualifications, Term, and Duties of Board Officers, 3:60-E Exhibit – Reporting Requirements for Building Principals Concerning School Safety and Security, 4:30 Revenue and Investments, 5:10 Equal Employment Opportunity and Minority Recruitment, 5:30 Hiring Process and Criteria, 5:30-AP2 Administrative Procedure – Investigations, 5:35 Compliance with the Fair Labor Standards Act, 5:35-AP1 Administrative Procedure – Fair Labor Standards Act Exemptions, 5:35-AP2 Administrative Procedure – Employee Records Required by the Fair Labor Standards Act, 5:35-AP3 Administrative Procedure Compensable Work Time for Non-Exempt Employees Under the FLSA, 5:35-AP4 Administrative Procedure – Fair Labor Standards Act 12-Step compliance Checklist, 5:35-E Exhibit – Volunteer Agreement Executed by a Non-Exempt Employee, and 5:125 Personal Technology and Social Media; Usage and Conduct. Mr. Uthe seconded the motion and on a voice vote there were five (5) ayes and no nays.

LONG TERM SUBSTITUTE WAGE INCREASE

Mr. Uthe made a motion to approve a wage increase for long term substitute teachers from \$157.00 per day to \$176.00 per day beginning with the first day of employment when approved by the board. Mr. Bettenhausen seconded the motion and on a roll call vote the following members answered aye: Mrs. Thatcher, Mr. Uthe, Mr. Bettenhausen, Mr. Skill and Mrs. Robinson.

2014/2015 STUDENT HANDBOOKS

Mr. Bettenhausen made a motion to approve the 2014/2015 Student Handbooks for Peotone Elementary/Peotone Intermediate Center and Peotone Junior High/Peotone High School. Mr. Uthe seconded the motion and on a voice vote there were five (5) ayes and no nays.

DIRECTOR OF BUILDINGS/GROUNDS CONTRACT/DIRECTOR OF TRANSPORTATION

President Robinson requested a motion to postpone approval of Report No. 103 and Report No. 104 until after Executive Session. Mr. Uthe made a motion to postpone approval of Report No. 103 Approval of Director of Buildings/Grounds Contract and Report No. 104 Approval of Director of Transportation until after Executive Session. Mrs. Thatcher seconded the motion and on a voice vote there were five (5) ayes and no nays.

ACTIVITY BUS LEASE

Mr. Kirt Hendrick, Business Manager, presented the lease for the activity buses provided by Midwest Transit. Midwest Transit has granted a reduction in the lease. Mr. Uthe made a motion to approve the activity bus lease as submitted by Midwest Transit. Mrs. Thatcher seconded the motion and on a roll call vote the following members answered aye: Mr. Uthe, Mr. Bettenhausen, Mr. Skill, Mrs. Robinson, and Mrs. Thatcher.

EPA VOLUNTARY CLEAN UP PROGRAM

Mr. Steve Stein reported that this will be the final approval in the clean up process at Wilton Center Elementary. There will be an application fee of \$500.00. Mr. Uthe made a motion to approve the EPA Program for Wilton Center Elementary. Mrs. Thatcher seconded the motion and on a roll call vote the following members answered aye: Mrs. Thatcher, Mr. Uthe, Mr. Bettenhausen, Mr. Skill and Mrs. Robinson.

PERSONNEL

Mr. Bettenhausen made a motion to approve the following personnel and the June personnel addendum:

CERTIFIED:

EMPLOYMENT:

- Zachary Myers – Assistant Boys Basketball Coach – Peotone High
- Apostolos Tsiamas – Boys Physical Education - Peotone High
- Apostolos Tsiamas – Boys Track Coach - Peotone High
- Logan Hurley – Girls Soccer Coach – Peotone High
- Marlene Murray – Student Council Sponsor (1/2) - Peotone High
- Mary Kay Honel – Student Council Sponsor (1/2) – Peotone High
- Matthew Shanahan – Assistant Boys Football Coach – Peotone High
- Katrina Deutsche – Agricultural Teacher – Peotone High
- Jennifer Jajkowski – Substitute Teacher (Jennifer Gibson) – Peotone Intermediate

RESIGNATION:

- Cory Dillard – Boys Physical Education Teacher – Peotone High
- Cory Dillard – Boys Track Coach – Peotone High
- Cory Dillard – Assistant Boys Basketball Coach – Peotone High
- Cory Dillard – Assistant Football Coach – Peotone High
- Rebecca Porter – Girls Soccer Coach – Peotone High
- Rebekah Hazen – Elementary Music Teacher – Peotone Elementary
- Logan Hurley – Assistant Girls Soccer – Peotone High
- Scott McAllister – Assistant Boys Baseball Coach – Peotone Junior High

TRANFERS:

- Tabitha Nordoff-Hurley – Social Worker (Part-Time) to Social Worker (Full Time) - PES

PERSONNEL (Continued)

NON-CERTIFIED:

RESIGNATION:

- Sandra Evans – Secretary – Peotone Junior High

RETIREMENT:

- Barb Rizzo – Director of Transportation - District

Mr. Uthe seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Uthe, Mrs. Thatcher, Mr. Baumgartner and Mr. Skill.

FIRST READING – BOARD POLICIES

Mr. Steve Stein, Superintendent, requested the Board review the changes to the following board policies: 5:180 Temporary Illness or Temporary Incapacity, 5:190 Teacher Qualifications, 5:190-E3 Exhibit – Letter to Teacher Who Is Not Highly Qualified, 5:240 Suspension, 6:65 Student Social and Emotional Development, 6:160 English Language Learners, 7:70 Attendance and Truancy, 7:140 Search and Seizure, 7:140-E Exhibit – Letter to Parents/Guardians Regarding the Right to Privacy in the School Setting Act, 7:180 Preventing Bullying, Intimidation, and Harassment, 7:185 Teen Dating Violence Prohibited, 7:190 Student Discipline, 7:190-E2 Exhibit – Student Handbook Checklist, 7:210 Expulsion Procedures, and 8:95 Parental Involvement. This will be considered First Reading. The policies will be presented for approval at the July 21, 2014 Regular Board of Education Meeting at Peotone High School.

ADMINISTRATIVE REPORTS

Steve Stein, Superintendent, reported that the District received five (5) FOIA's in the month of June. One request for personal information was denied due to the fact that the information was not relative to the job that the employees performed for the district. The IASB.IASA.IASBO Joint Annual Conference will be held November 21 through November 23, 2014. There is a request to change the Homecoming Parade back to its original route and allow local businesses to participate in the parade.

Dr. Charles Vitton, Assistant Superintendent, reported that the application for the technology loan has been completed. The district is waiting for verification from the state. Work is continuing on the reorganization of the District Website. The new format should be user-friendly and transparent. Dr. Vitton provided an overview of Naviance, a college preparatory program, currently being used in the Guidance Office. Mr. Vitton reported that he will be restructuring the district report cards. The new format will assist the parents and teachers with identifying skills that need improvement.

Gary Love, Director of Buildings and Grounds, reported that the move has been completed and went well. The building painting and cleaning is proceeding as planned. The target completion date is August 4.

Deanna Oliver, Principal of Peotone High School, reported that the junior high and high school graduations went well this year. The high school music department is planning a Disney Trip in 2015.

Terry Wuske, Director of Food Services, reported that the Cafeteria is busy recreating menus for each school next year to correspond with the new products supplied by NIIPC. Terry Wuske and Kathy Novak will be attending the food conference sponsored by the NIIPC.

Jack Thomas, Principal of Connor Shaw Center, reported that the move went well at the Connor Shaw Center. Jack extended his gratitude to the Board for allowing him to serve as Principal of the Connor Shaw Center.

The administrators had nothing further to report.

OTHER

Mr. Bettenhausen requested that the District mow and remove the small trees that are growing in the field behind Peotone Intermediate Center before their root system breaks the field tiles and creates a problem for the district. Gary Love, Director of Buildings/Grounds, stated that he will look into this matter.

The board inquired if the Connor Shaw Center will be adapted for the preschool students and if the emergency exit plans have been reviewed. Mr. Stein stated that the maintenance department and administration will be reviewing these items.

There was discussion regarding the senior scholarships and the process for choosing the students that receive them.

EXECUTIVE SESSION

At 8:57 p.m., Mr. Uthe moved that the Board meet in Executive Session for the purpose of appointment, employment, compensation, discipline, performance or dismissal of other specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity. Mr. Bettenhausen seconded the motion and on a voice vote there were five (5) ayes and no nays.

RETURN TO OPEN SESSION

At 9:35 p.m. Mr. Uthe made a motion that the Board Return to Open Session. Mr. Skill seconded the motion and on a voice vote there were five (5) ayes and no nays.

DIRECTOR OF BUILDINGS/GROUNDS CONTRACT

Mr. Uthe made a motion to approve the 2014/2015 contract for the Director of Buildings/Grounds and the changes as were presented by the administration. Mrs. Thatcher seconded the motion and on a roll call vote the following members answered aye: Mrs. Thatcher, Mr. Bettenhausen, Mr. Skill, Mrs. Robinson and Mr. Uthe.

DIRECTOR OF TRANSPORTATION

Mr. Uthe made a motion to approve the 2014/2015 contract for the Director of Transportation as presented by the administration. Mrs. Robinson seconded the motion and on a roll call vote the following members answered aye: Mrs. Thatcher, Mr. Bettenhausen, Mr. Skill, Mrs. Robinson and Mr. Uthe.

ADJOURNMENT

At 9:41 p.m. Mr. Uthe moved that the meeting be adjourned. Mrs. Thatcher seconded the motion and on a voice vote there were five (5) ayes and no nays.

Tara Robinson, President

Cynthia Zeilstra, Reporter