

**BOARD OF EDUCATION  
PEOTONE HIGH SCHOOL  
REGULAR MEETING  
JULY 21, 2014**

**ROLL CALL**

At 7:02 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, Mrs. Robinson, Mrs. Thatcher, Mrs. Moe and Mr. Bettenhausen. Mr. Baumgartner and Mr. Uthe were absent.

**VISITORS' LOG**

No one signed the Visitor's Log.

**SPEAKERS' LOG**

The following person signed the Speaker's Log: James Bowden of Peotone.

**CONSENT AGENDA**

Mr. Bettenhausen made a motion to approve the consent agenda for July 21, 2014. Mrs. Thatcher seconded the motion and on a roll call vote the following members answered aye: Mrs. Thatcher, Mrs. Moe, Mr. Bettenhausen, Mr. Skill and Mrs. Robinson.

**OPPORTUNITY TO SPEAK**

Mr. James Bowden of Peotone inquired if the board requested a cost estimate for the voluntary clean-up at Wilton Center Elementary. Superintendent Stein stated that the voluntary clean-up costs have not been finalized. Mr. Bowden stated that the board mentioned that they would demolish Wilton Center Elementary if the cost was excessive. Mr. Bowden inquired as to what the board considered excessive. President Robinson stated that regardless of the cost the school district is responsible for the clean-up at Wilton Center Elementary. Mr. Bowden inquired as to how the public was notified of the oil leak at Wilton Center. Mr. Stein stated that the district sent out school reach messages from February through March. Mr. Bowden stated that the Board did not notify the community member until the newspaper article was printed in the Peotone Vedette.

**BOARD TREASURER**

Mrs. Moe made a motion to approve the appointment of Scott Carder as Board Treasurer. Mrs. Thatcher seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Skill, Mrs. Thatcher, and Mrs. Moe.

**EXECUTIVE SESSION MINUTES (JANUARY, 2014 - JUNE, 2014)**

Mr. Bettenhausen made a motion to keep closed the Executive Session minutes and tapes from January, 2014 through June, 2014. Mrs. Moe seconded the motion and on a voice vote there were five (5) ayes and no nays.

### **DESTRUCTION OF EXECUTIVE SESSION TAPES (JANUARY-JUNE, 2011)**

Mrs. Thatcher made a motion to approve the destruction of the Executive Session Tapes from January, 2011 through June, 2011. Mr. Bettenhausen seconded the motion and on a voice vote there were five (5) ayes and no nays.

### **2015 BOARD CALENDAR**

Mrs. Thatcher made a motion to approve the 2015 Board Calendar. Mrs. Robinson seconded the motion and on a voice vote there were five (5) ayes and no nays.

### **BOARD POLICIES**

Mr. Bettenhausen made a motion to approve 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. 5:180 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities, 8:25-AP Administrative Procedure – Advertising and Distributing Materials in Schools Provided by Non-School Related Entities, 5:120-AP2 Administrative Procedure – Employee Conduct Standards and 8:30 Visitors to and Conduct on School Property. Mrs. Thatcher seconded the motion and on a voice vote there were five (5) ayes and no nays.

### **LIBRARY STIPEND**

Dr. Vitton stated that Mrs. Schubbe has been working 3 - 4 days a week over the summer to prepare the libraries for the 2014/2015 school year. All the books are being bar coded and registered to the school to which they have been moved. This stipend will compensate Mrs. Schubbe for her time. Mrs. Moe made a motion to approve a library stipend for Mrs. Schubbe in the amount of \$2,700.00. Mrs. Thatcher seconded the motion and on a voice vote there were five (5) ayes and no nays.

### **SEPTEMBER MEETING DATE CHANGE**

Mr. Stein requested that the September Regular Board of Education Meeting be changed to September 22, 2014, to meet the 30-day requirement of publication for approval of the FY15 Budget. This will eliminate the need for a special board meeting. Mrs. Thatcher made a motion to move the September Regular Board of Education Meeting to September 22, 2014. Mrs. Moe seconded the motion and on a voice vote there were five (5) ayes and no nays.

### **PMA FORECASTING PROGRAM**

Mr. Bettenhausen inquired as to the cost for the PMA Forecasting Program. Mr. Hendrick stated that the program will cost the district \$9,000 annually. Mr. Bettenhausen inquired if the district will need to renew this program for a second year. Mr. Hendrick stated that it would be beneficial to the district to stay with the

program for awhile. Mr. Hendricks stated that the program will help keep track of classroom numbers as well as financial numbers. Mrs. Moe made a motion to approve the purchase of the PMA Forecasting Program. Mr. Bettenhausen seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Skill, Mrs. Thatcher, and Mrs. Moe.

#### **INTERGOVERNMENTAL PAVING PROJECT AGREEMENT**

Mr. Stein stated that the intergovernmental agreement will allow the Peotone Park District and the School District to take advantage of the paving work that the village will be conducting. The Village Attorney and the School Attorney have reviewed and approved the agreement. Mrs. Thatcher made a motion to approve the intergovernmental agreement between Village of Peotone, Peotone Park District and Peotone School District to repave the Peotone Junior High and Peotone Park District Parking area. Mrs. Robinson seconded the motion and on a roll call vote the following members answered aye: Mr. Bettenhausen, Mr. Skill, Mrs. Robinson, Mrs. Moe and Mrs. Thatcher.

#### **BUILDING ADMINISTRATIVE CONTRACTS**

Mr. Stein presented a universal form which will be used for the Building Administrative Contracts. Mrs. Thatcher made a motion to approve the universal Building Administrative Contract Form as presented by the administration. Mr. Bettenhausen seconded the motion and on a roll call vote the following members answered aye: Mrs. Thatcher, Mr. Bettenhausen, Mr. Skill, Mrs. Robinson, and Mrs. Moe.

#### **PERSONNEL**

Mr. Bettenhausen made a motion to approve the following personnel with the addition of Kristine Houlihan, Art Teacher at Peotone Elementary and to table the employment of Julia Van, Cafeteria at Peotone Intermediate Center:

#### **CERTIFIED:**

##### **EMPLOYMENT:**

- Travis Ivanoff – Assistant Boys Soccer Coach – Peotone High School
- Kristine Houlihan – Art Teacher – Peotone Elementary

##### **RESIGNATION:**

- Emily Clyden – Speech/Language Pathologist – Connor Shaw Center

#### **NON-CERTIFIED:**

##### **EMPLOYMENT:**

- Shelby McConkey – Secretary – Peotone Junior High

##### **HONORABLE REDUCTION-IN-FORCE:**

- Steve Johnson – Custodian – Peotone High School

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

### **FOR DISCUSSION**

#### **CLASSIFIED STAFF HANDBOOK**

Mr. Steve Stein, Superintendent, presented to the board a copy of the Classified Staff Handbook for review. The Classified Staff Handbook will be presented at the August Board of Education Meeting for action.

#### **ADMINISTRATIVE REPORTS**

Kathy Davis, Principal of Peotone Elementary, reported that projected Kindergarten enrollment might be slightly lower than projected. President Robinson inquired as to the capacity of Peotone Elementary. Mrs. Davis stated that the capacity of Peotone Elementary is 425 students. The projected enrollment for Peotone Elementary is 397. All teachers for the 2014/2015 school year have their own classroom. The PTO Ice Cream Social has been scheduled for August 20, 2014 and August 21, 2014. All information is listed on the PTO Facebook page. Peotone Elementary will be open for teachers to prepare their rooms. Mrs. Davis reviewed the changes to the Student Handbook for Peotone Elementary and the Peotone Intermediate Center.

Gary Love, Director of Buildings and Grounds, reported that school preparation is proceeding as planned. A luncheon held for the summer crews this Friday.

Deanna Oliver, Principal of Peotone High School, reported the Relay for Life will take place at Peotone Junior High School. Mrs. Oliver reported that numerous sport camps are taking place at the high school. The FFA State Convention picture will be posted on the website. Dr. Vitton and Mrs. Oliver have been discussing the ACT prep and testing information. A presentation will be prepared for the August 18, 2014 Regular Board of Education Meeting. On July 2, Mrs. Oliver and Mrs. Duestche discussed the Ag Program and activities for the 2014/2015 school year. The Pork Chop Dinner and Tractor Ride are scheduled for Saturday, July 26, 2014. The FFA Retreat has been scheduled to take place at Starve Rock.

Lawrence Piwnicki, Director of Special Education, reported that he has received a resignation letter from Mrs. Clyden, Part-Time Speech Pathologist. This position will not be filled this year as the caseload can be assumed by the present Speech Pathologists of the district.

Kirt Hendrick, Business Manager, reported that Transportation has been working hard to reroute the district students to their assigned schools in the district. Food service was very excited upon their return from conference and is busy changing recipes and the menu for the 2014/2015 school year. The custodial team has been busy changing over 100 ballasts to LED. These lights are brighter and will save the district money. The bonds have been refunded with an interest rate of 1.85% with an AAA rating. The previous interest rate was 3.9%. The new buses are in the high school parking lot for a short time. Transportation is working out a parking plan to

accommodate the new buses. Mr. Hendrick stated that he has been working with Mrs. Heisner, Tax Appraiser, to estimate the revenue lost from the state annexation of the airport property.

Steve Stein, Superintendent, reported the district office received three (3) Freedom of Information Act requests this month. The park district has requested to enter into an intergovernmental agreement to be able to rent and utilize the district's smaller buses to use for senior trips. The board stated that they were not interested at this time to pursue an intergovernmental agreement.

#### **ADJOURNMENT**

At 8:33 p.m. Mr. Bettenhausen moved that the meeting be adjourned. Mr. Skill seconded the motion and on a voice vote there were five (5) ayes and no nays.

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Tara Robinson, President

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Cynthia Zeilstra, Reporter