

**BOARD OF EDUCATION  
PEOTONE HIGH SCHOOL  
REGULAR MEETING  
AUGUST 18, 2014**

**ROLL CALL**

At 7:00 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: Mrs. Robinson, Mrs. Thatcher, Mrs. Moe, Mr. Baumgartner, Mr. Uthe and Mr. Bettenhausen. Mr. Skill was absent.

**VISITORS' LOG**

No one signed the Visitor's Log.

**SPEAKERS' LOG**

The following person signed the Speaker's Log: Erin Edler of Manhattan.

**CONSENT AGENDA**

Mr. Bettenhausen made a motion to approve the consent agenda for August 18, 2014. Mr. Uthe seconded the motion and on a roll call vote the following members answered aye: Mrs. Thatcher, Mrs. Moe, Mr. Bettenhausen, Mr. Uthe, Mr. Baumgartner and Mrs. Robinson.

**GOOD NEWS**

Phil Hudson was recognized on behalf of the Illinois High School Association for Sporting A Winning Attitude while coaching the boys' baseball players. Mr. Ryan Verver, and the Board of Education commended Mr. Hudson for his coaching ethics.

**OPPORTUNITY TO SPEAK**

Erin Edler of Manhattan inquired if the board knew the amount of funding lost from each student that chose to attend private school or elected to home-school due to the closing of Wilton Center Elementary. Ms. Edler requested information on the amount of time students are spending on the bus before and after school with the new configuration of grade levels. Ms. Edler inquired if the district was opening their libraries and after school activities to students that have chosen to home school. Ms. Edler inquired if the students were made to pack teachers boxes during class periods. Mr. Stein requested that he be allowed to research each question and respond to Ms. Edler by email in detail.

**FY15 TENTATIVE BUDGET**

Kirt Hendrick, Business Manager, reviewed the FY15 Tentative Budget for the Board and the community members that were present. The FY15 Tentative Budget will be on display in the district office and on the district website. Mr. Uthe made a motion to approve the FY15 Tentative Budget as presented by the administration. Mrs. Robinson seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Uthe, Mrs. Thatcher, Mr. Baumgartner, and Mrs. Moe.

### **ROOF REPAIR/MAINTENANCE BID**

Healy, Bender & Associates solicited bids for tuck pointing and roof repairs to the district schools. The bids will provide a five year preventative maintenance plan for the buildings roofs. President Robinson inquired as to when the repairs will take place. Gary Love, Director of Buildings and Grounds, stated that the repairs will begin this fall. Mr. Hendrick stated that Healy, Bender & Associates are currently checking references. Mr. Love stated that the roof repair will address the drainage problems at each building. Mr. Uthe made a motion to approve the bidding for the roof repair to the Junior High School and High School roofs and the development of a maintenance plan for the remaining roofs in the district. Mr. Bettenhausen seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Uthe, Mrs. Thatcher, Mr. Baumgartner, and Mrs. Moe.

### **CLASSIFIED STAFF HANDBOOK**

Mr. Bettenhausen made a motion to postpone approval of the Classified Staff Handbook until after Executive Session. Mr. Uthe seconded the motion and on a voice vote there were six (6) ayes and no nays.

### **NATIONAL HONOR SOCIETY & STUDENT COUNCIL WAIVER**

The administration requested that the extra-curricular fees for National Honor Society and Student Council be waived for these students as they are elected to these clubs. Mrs. Moe made a motion to waive the extra-curricular fees for National Honor Society and Student Council members. Mr. Uthe seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Uthe, Mrs. Thatcher, Mr. Baumgartner, and Mrs. Moe.

### **DIRECTOR OF CAFETERIA**

The district is requesting an increase to the number of days worked by the Director of the Cafeteria. An increase of five (5) days would reflect the time period worked by the director. Mr. Uthe made a motion to approve the five (5) day increase in the number of days worked by the Director of the Cafeteria. Mr. Baumgartner seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Uthe, Mrs. Thatcher, Mr. Baumgartner, and Mrs. Moe.

### **BEST BUDDY PROGRAM**

Mr. Lawrence Piwnicki, Director of Special Education, requested that a stipend of \$1,500 be allocated for Peotone Junior High and Peotone High School for the sponsors of the Best Buddy Program. This program provides role models for students with learning disabilities. Mr. Uthe made a motion to approve the Best Buddy Program for Peotone High School and Peotone Junior High School and the corresponding stipend for the sponsors of these programs. Mr. Baumgartner seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Uthe, Mrs. Thatcher, Mr. Baumgartner, and Mrs. Moe.

### **CUSTODIAL TITLE CHANGE & PAY RATE**

Gary Love, Director of Buildings and Grounds, requested the transfer of Brian O'Hagan to Evening Custodial Supervisor at Peotone High School. This position will be responsible for controlling the lighting and HVAC system computers during evening events at the high school. The custodial supervisor will be in charge of the evening custodial crew. Mr. Love requested a pay scale increase to \$12.73 per hour for this position. Mr. Baumgartner made a motion to approve the Evening Custodial Supervisor position and pay scale increase as presented by the administration. Mrs. Thatcher seconded the motion and on a roll call vote the following members answered aye: Mrs. Robinson, Mr. Bettenhausen, Mr. Uthe, Mrs. Thatcher, Mr. Baumgartner, and Mrs. Moe.

### **PERSONNEL**

Mr. Uthe made a motion to approve the following personnel:

### **CERTIFIED:**

#### **EMPLOYMENT:**

- Eileen Gliva – Long Term Substitute (Rachel Graniczny) – Peotone Elementary
- Larry Deweese – Elementary Music Teacher – Peotone Elementary
- Chris Tidmore – Assistant Boys Baseball Coach – Peotone Junior High

### **CLASSIFIED:**

#### **EMPLOYMENT:**

- Timothy Kwaswiewsi – Bus Driver - Transportation
- Peggy Buege – Bus Driver – Transportation
- Jeffery Jeffers – Bus Driver – Transportation
- Thomas Ivanhoff – Bus Driver – Transportation
- Julie Van – Cafeteria – Peotone Intermediate Center
- Jennifer Conors – Cafeteria – Peotone Junior High

### **TRANSFER:**

- Jeanine Carstens – Special Education Assistant – CSC to Peotone Elementary

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

## **FOR DISCUSSION**

### **FIRST READING POLICY 5:330/POLICY 5:80**

Mr. Steve Stein, Superintendent, reviewed the changes to Policy 5:330 Sick Days, Vacation, Holidays and Leaves and Policy 5:80 Court Duty. These policies have been changed to reflect the procedures used by the district. The board will approved these policy changes at the September Regular Board of Education meeting.

### **ACT PREP/POST SECONDARY PLANNING**

Dr. Charles Vitton, Assistant Superintendent, presented the ACT schedule for the 2014-2015 school year. The district would open an optional testing for Sophomores. This testing would be limited to 65 students. All juniors will be required to take the ACT test. The cost to the district for the ACT testing will be \$4,590.07. The state will fund the ACT testing for all juniors. Mrs. Oliver and Dr. Vitton are creating a plan to conduct ACT training with resources from Cambridge Educational Services. This course will be funded by the students/parents. Fees will be based on the cost of materials. ACT testing dates are September 19<sup>th</sup> Pre-Test for juniors, October 31<sup>st</sup> Pre-Test for sophomores (65 Students), March 3<sup>rd</sup> ACT for juniors and May 1<sup>st</sup> ACT for sophomores (65 Students).

### **ADMINISTRATIVE REPORTS**

Dr. Charles Vitton, Assistant Superintendent, reported that Peotone High School will present Naviance beginning with the freshman class. This program will bring college and career planning readiness to our students. The Guidance Department will provide a presentation for the board once the program has been implemented.

Scott Wenzel, Principal of Peotone Junior High School, reported that the painting crew has been working in the Activity Room. The sixth, seventh and eighth grade Orientation Nights were successful. The orientation nights allows the students to practice locker combinations, place their supplies in their locker and become familiar with their classroom schedules.

Lawrence Piwnicki, Director of Special Education, reported that the district has acquired an intern social worker, Rachel Batts. Ms. Batts will be working with Tonya Schlickman during the school year. The pre-school preparation has been completed and is ready to begin classes.

Kathy Davis, Principal of Peotone Elementary, reported that the gym, playground and kitchen renovations are being completed. Mr. Knap, Industrial Arts Teacher, has installed the "Buddy Bench". The Buddy Bench is available for any student that needs a buddy while playing outside.

Tracy Hiller, Principal of Peotone Intermediate Center, extended her gratitude to Gary Love, his custodial crew and the football players that assisted with the move to the Intermediate Center. The Ice Cream Socials have been scheduled. The first cafeteria lunches will be served at Peotone Intermediate Center. On Monday, the Joliet Slammers will present a motivational program to the students.

Terri Wuske, Cafeteria Director, reported that the cafeteria is excited to begin serving a small selection for breakfast to the students of Peotone High School. There is a new recycle center in the Junior High School cafeteria. A recycle center will be placed at the Peotone Intermediate Center in the near future. Mrs. Wuske reported that the lunch procedures at Peotone Intermediate Center have been finalized. The renovations in the Peotone Elementary kitchen have been completed.

Gary Love, Director of Buildings & Grounds, extended his gratitude to all the students that helped with the summer move. The district would like to recognize these students with a Community Service Letter.

Steve Stein, Superintendent, presented the board with a letter of appreciation from Jack Thomas for the Honor Flight Memorial in memory of his father. Mr. Stein extended an invitation to the Board to attend the opening day breakfast for the staff on Wednesday, August 20, 2014 at 7:30 a.m. Mr. Stein extended his appreciation to Chief Mort for placing a school zone sign on Mill Street.

Kirt Hendrick, Business Manager, reported that Hydro Engineering will be surveying the sumps at Wilton Center Elementary. AIG has approved payment of this surveillance.

### **OTHER**

President Robinson and the Board of Education extended their gratitude to those responsible for preparing the schools for the upcoming school year. Mr. Bettenhausen inquired if the district uses the Farm Bureau Program – Ag in the Classroom. Mrs. Davis stated that the kindergarten class does use the Embryology Lesson. Mr. Bettenhausen requested that the district review the curriculum offerings through the Farm Bureau to see if we would benefit from this service. Superintendent Stein reported that the district received one (1) Freedom of Information Act request for the month of August.

### **EXECUTIVE SESSION**

At 8:46 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. Baumgartner seconded the motion and on a voice vote there were six (6) ayes and no nays.

### **RETURN TO OPEN SESSION**

At 9:31 p.m. Mr. Bettenhausen made a motion that the Board Return to Open Session. Mr. Uthe seconded the motion and on a voice vote there were six (6) ayes and no nays.

### **CLASSIFIED STAFF HANDBOOK**

Mr. Uthe made a motion to approve the Classified Staff Handbook and changes presented by the board to the administration. Mrs. Moe seconded the motion and on a voice vote there were six (6) ayes and no nays.

### **OTHER**

Mr. Baumgartner reported that the Peotone Chamber of Commerce wishes to partner with the school district in the organization of the Peotone Homecoming Parade. The city businesses wish to participate in the organization of the parade. The board requested that the administration and students partner with the Chamber of Commerce in organizing the homecoming events this year.

The board requested that the administration work on restructuring the landscaping boxes in the front of the high school and repair the moving landscaping blocks. The board requested that the Horticultural Program be included in the project.

### **ADJOURNMENT**

At 10:08 p.m. Mrs. Robinson moved that the meeting be adjourned. Mr. Uthe seconded the motion and on a voice vote there were six (6) ayes and no nays.

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Tara Robinson, President

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Cynthia Zeilstra, Reporter