

The regular meeting of the Board of Education of Community Unit School District No. 100 was held Thursday, August 17, 2017 in the office of the Board of Education. The regular meeting was called to order at 6:30 P.M. by Greg Brown, President. Other board members present were: Stan Kary, Secretary; David Bryden, Josh Evans, David Isringhausen, and Peggy Perdun. Board Vice President Julie Pohlman was absent. Also in attendance were Brad Tuttle, Superintendent; Alan Churchman, District Administrator; Lisa Schuenke, Director of Finance and Human Resources; Keri Lakin, Special Education Coordinator and Early Childhood Director; Keith Norman, Director of Technology; Cory Breden, Principal; Jason Brunaugh, Principal; Michelle Brown, Principal; Kim Anderson, Principal; Kristie Hurley, Principal; Debbie Trochuck, District Secretary; Genevieve Mossman, district employee; Diana Fuchs, recently retired district employee; Rachel McGlasson, Jersey County Journal; Cindy Kary, and Paul Riechman.

#### **CLOSED SESSION**

A motion was made by Kary, seconded by Bryden to move to closed session for the purpose of discussion regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s); legal counsel, collective negotiating matters or deliberations; board vacancies; evidence or testimony presented in a hearing where authorized by law; purchase or lease of real property; sale or purchase of securities, investments or investment contracts; security procedures; student disciplinary cases or any matter involving an individual student; litigation; self-evaluation, practices and procedures, or professional ethics; minutes of meetings lawfully closed; internal control weaknesses, potential fraud risk areas; establishment of reserves, settlement or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the District.

On roll call, Brown, yes; Bryden, yes; Evans, yes; Isringhausen, yes; Kary, yes; Perdun, yes. Motion carried.

The board moved to closed session at 6:31 P.M.

The board returned from closed session at 7:05 P.M.

A motion was made by Evans, seconded by Isringhausen to resume open session. On roll call, Bryden, yes; Evans, yes; Isringhausen, yes; Kary, yes; Perdun, yes; Brown, yes. Motion carried.

The meeting resumed with the pledge of allegiance and the reciting of the Mission Statement.

#### **RECOGNITION OF GUESTS/WELCOME VISITORS/PUBLIC COMMENT**

None

## **DISCUSSION ITEMS**

None

## **CONSENT AGENDA**

A motion was made by Kary, seconded by Evans to approve the following consent agenda as presented.

### **I. Minutes & Finance**

#### **A. Approve Board Minutes**

1. Open Session(s)
  - a. Regular Meeting – July 20, 2017
  - b. Special Meeting – August 3, 2017
2. Closed Sessions(s)
  - a. Regular Meeting – July 20, 2017 (held)
  - b. Special Meeting – August 3, 2017 (held)

#### **B. Bookkeeper's Financial Position/Treasurer's Reports - July 2017**

#### **C. Budget Report – July 2017**

#### **D. Approve Expenditures – August 2017**

### **II. Personnel Items**

#### **A. Approve Resignation(s)**

1. Neely Kinkel, Educator, JCHS, effective August 4, 2017
2. Peggy Hall, Nurse, effective for the end of the 2018-19 school year for the purpose of retirement
3. Chris Skinner, Educator, JCHS, effective for the end of the 2021-22 school year for the purpose of retirement

#### **B. Approve Extra-Curricular Assignment(s) - None**

#### **C. Approve Leave of Absence**

1. Christy Vice, Educator, East Elementary Educator, maternity leave

#### **D. Approve Non-Certified Personnel - None**

#### **E. Approve Temporary Disability Leave – None**

#### **F. Employ Certificated Personnel**

1. Natalie Beuttel, Special Education Educator, East Elementary, effective for the 2017-18 school year

G. Employ Educational Support Personnel

1. Employ paraprofessionals for the 2017-18 school year:
  - a. Jill Heitzig
  - b. Renae Jones
  - c. Michelle Krueger (declined)
  - d. Carrie Margherio
  - e. Amy Samples
  - f. Beth Smilack
  - g. Margaret Welbourne

On roll call, Evans, yes; Isringhausen, yes; Kary, yes; Perdun, yes; Brown, yes; Bryden, yes. Motion carried.

**ACTION ITEMS**

1. Bid - Duplicating Paper

The recommendation from Mrs. Schuenke is to approve the low bid of \$21.53 per case for a total cost of \$8,612 from Midland Paper, one of five vendors invited to submit bids, and one of four vendors submitting bids.

2. Assign Designees to Pledge/Release Securities

The following were assigned authority to pledge and/or release securities of the district:

- a. Brad Tuttle, Superintendent
- b. Lisa Schuenke, Director of Finance and Human Resources
- c. W. Kay Schultz, Treasurer

A motion was made by Perdun, seconded by Isringhausen to approve the recommendation to accept the low bid for duplicating paper from Midland Paper and assign the individuals above to pledge and/or release securities of the district. On roll call, Isringhausen, yes; Kary, yes; Perdun, yes; Brown, yes; Bryden, yes; Evans, yes. Motion carried.

**OTHER BUSINESS**

Mr. Brown informed the board that pictures would be taken on September 21<sup>st</sup> at 6:50 PM.

**BOARD COMMITTEE REPORTS**

None

**ADMINISTRATIVE REPORTS**

**Enrollment and Suspension and Expulsion Reports**

None

**Principals' Reports**

Cory Breden, Principal, JCHS, expressed appreciation for the outstanding job the custodians have

done to prepare for a new school year; and for Tim VanHoveln who, through the CTE program, helped fund additions to the vocational department. He reported that courses were added to assist students who wish to attend Lewis & Clark Community College. This results in a financial savings to the student.

Mr. Breden also recognized Diana Fuchs, recently retired educator of 43 years with the district. Ms. Fuchs addressed the board about her love of teaching and her years in the district.

Jason Brunaugh, Principal, Illini Middle School, reported on their excitement to start the new year and appreciation for the work the custodians have done; their upcoming open house; and the addition of new programs this year during their enrichment session that begins their day including a program addressing bullying.

Kim Anderson, Principal, East Elementary, reported on current enrollment, their upcoming open house, meeting with teachers and the PTO, and meetings regarding professional learning communities.

Kristie Hurley, Principal, West Elementary, reported on student enrollment, new playground equipment provided by the PTO, the mobile carts with laptops now available to them, and their upcoming open houses.

Michelle Brown, Principal, Grafton Elementary, reported on their upcoming open house at which time the PTO will host a food truck in the park across from the school to promote parent involvement. She also reported on student enrollment, Wonders and Professional Learning Community training, the donation of school supplies by Jersey State Bank, and student enrollment. Mrs. Brown also expressed appreciation for her custodian and the great work he has done on the building and grounds.

### **Directors' Reports**

#### **District Administrator**

Mr. Churchman reported on the work being done at the sports complex parking lot. He reported that Keller Construction has been wonderful to work with, Scott Turman has done a lot of work there, and Unique Concepts donated handicapped parking blocks. He also reported on the transportation department preparation for the start of the year and added that the new staff was doing a great job.

#### **Special Education Coordinator and Early Childhood Director**

Keri Lakin reported on the new autism program and movement of special education staff. She also reported on early childhood enrollment and summer activities facilitated by the Birth-to-3 staff.

#### **Director of Finance and Human Resources**

Lisa Schuenke reported on the New Teacher Orientation held earlier in the day and expressed appreciation for the staff and membership of the Jersey County Business Association who provided gifts for the new teachers, and to Kerrie Skinner and Hardees for donating breakfast for

the event. She reported on her work on the budget.

### **Director of Technology**

Mr. Norman reported that secretaries have been doing a fantastic job of completing the registration process with verification of 98% to date. He also reported that the second half of the e-rate funds have been received. Mr. Norman expects to generate revenue from items that are no longer needed, and he approximated a \$6,500 savings on phone lines cancelled as movement is made to the IP phone system. He reported that devices would be distributed to students at JCHS the first day of school and at Illini Middle School the second day.

### **Superintendent Report**

Mr. Tuttle reported that he and Mr. Churchman had driven through half of the district bus routes this week and will be driving the remainder next week. He has been impressed with the staff, Board, and community. He reported on the current situation with the state budget.

Mr. Brown expressed that he was pleased to see Ms. Fuchs recognized. He also is pleased as he drives by the district facilities and mentioned the work that Dave Isringhausen has done. Mr. Churchman Tom Klasner has also been very helpful.

Mr. Brown made the following announcements:

August 21 & 22	District Institute
August 23	First Day of School for Students
September 4	Labor Day – School Not in Session

### **ADJOURNMENT**

A motion to adjourn was made by Kary, seconded by Evans. On roll call, Kary, yes; Perdun, yes; Brown, yes; Bryden, yes; Evans, yes; Isringhausen, yes. Motion carried.

The regular meeting of August 17, 2017 adjourned at 7:45 P.M.