

MINUTES OF THE **Regularly** scheduled MEETING OF THE BOARD OF EDUCATION OF STAUNTON COMMUNITY UNIT DISTRICT #6, Macoupin and Madison Counties, Illinois, held in the school Library on Monday, August 20th, 2018 at 7:00 p.m.

I. Call to Order Regular Meeting

A. Welcome/Pledge of Allegiance/Roll call

Vice President John Renner called the Regular Meeting of the Board of Education to order at 7:00 pm in the school Library. Roll was taken: Board members Dave Lamore, Kim Peterson, John Renner, Scott Skertich and Janice Kinder were present. Stephanie Legendre and Chris Tingle absent. Administration in attendance were Superintendent Dan Cox, Grade School Principal Nancy Werden, High School Principal Brett Allen, and Jr High Principal Ryan McGowen.

B. Approval of agenda

Lamore made a **motion** to approve the regular agenda as presented. Renner seconded the motion. On a roll call vote: Lamore, Peterson, Renner, Skertich, and Kinder voted to approve the agenda as presented. Legendre and Tingle absent.

II. Recognition of Public/Visitors

Vice President Renner acknowledged Kelly Costa, reporter from the Staunton Star Times, JJ Kolesar (Community Outreach teacher), Gianna Bianco (student in Community Outreach Class), and her mother Amanda Bianco.

III. Consent Agenda

A. Approval of Bills/Payroll/Treasurer's Report

B. Approval of Minutes Regular and Closed from July 2018

C. Acceptance of Donations- The Board accepts a donation of 8 "Explore America" books from Rollie Lorenz with thanks

D. Destruction of Closed Session recordings older than 18 months

The superintendent recommended the consent agenda be approved as presented. Lamore made a **motion** to approve the consent agenda as presented. Kinder seconded the motion. On a roll call vote: Lamore, Peterson, Renner, Skertich, and Kinder voted to approve the Consent Agenda as presented. Legendre and Tingle absent.

IV. Administrator Reports

A. Principal reports-

1. Approval of SHS Band trip

Mr. Allen discussed details of the band/choir trip for approval. Mr. Lotter was unable to attend the August Board meeting due to a conflict with class but will attend in September for a full presentation to the board. The New York City trip is the same as past trips. It is scheduled for June 2nd-June 7th (Brett told the Board that if we use every snow day, school would be dismissed at 12:30 on June 2nd, but he told the Board that he would work with any student who might have a final that day). The cost of the trip would be between \$950-\$1,000 (Band Boosters will pay a portion of the trip and the rest will be supplemented with Fund raisers). Mr. Cox recommended approval of the trip so that Mr. Lotter can begin making plans and booking reservations.

Legendre entered the meeting at 7:06 pm

Lamore made a **motion** to approve the Band trip as presented. Legendre seconded the motion. On a roll call vote: Lamore, Legendre, Peterson, Renner, Skertich and Kinder voted to approve the planned band trip to New York City from June 2nd-June 7th as presented. Tingle absent.

2. Presentation of SJH Community Outreach

JJ Kolesar and Gianna Bianco, student representative from Staunton Junior High, told the Board that they are planning various community outreach strategies for the upcoming year. They were also

looking for ideas on how to improve our community. Mr. Cox suggested creating a partnership with administration to include more Jr High voices in the decision-making process. He also recommended they try to connect with the 'under-served student 'population to make them feel more "involved" in school functions.

Grade school Report- Nancy Werden

- **New Staff:**

Christina Fry-Pre-K Aide

Carlee Bushnell-2nd Grade

Melissa Striegel-Elementary Special Education

Alicia Muffler-5th Grade

Kim Masinelli-1/2 time aide and ½ time JHS PE

- **Open House**-Thursday, August 16, 2018 5:30-7:30 pm

Students will be able to bring in and drop off supplies and meet with their teachers for this year.

5th Grade 1:1 Tech Meeting 4:30pm to sign off on forms.

- **Registration**-Added several new students to K, 5, & 7.

Student registration was opened on-line this year and quite a few families took advantage of this. She reported that we had a smaller crowd come in to register this year.

- **She thanked** all the custodians, tech department and staff who helped set up and run registration this year. Custodian have been working hard to get the building ready-everything looks great. She also thanked the secretaries for all their work in helping her schedule and process all of the paperwork. New secretary Monica Boyer is transitioning well and learning all the new systems. She also thanked the Kids Café in town for running their school supply collection and helping families in need. She also thanked Net Church for all their volunteers and time and effort in cleaning up around the school and helping move mulch and clean up the landscaping.

- **Pre-School For All:**

Registration for Pre-K was done differently. Families came in to meet the staff and learn about the program and the teachers. This took place August 6 & 8.

Jr High Report-Ryan McGowen

- Softball and Baseball seasons have started and are in full swing. Softball is in its second season with Coach Abert. Baseball is under the new direction of Coach McBrain. Open house was on Thursday with a great turnout. Schedules were distributed to all 6th, 7th, and 8th grade students. Rotation classes were reintroduced for each class. Students rotate each 9 weeks.

- 6th grade: coding, health, community outreach, and charter education

7th grade: CTE (career tech), FACS, Music Appreciation, Current Events

8th grade: CTE, ART, Music Appreciation, Current Events.

- Enrollment: Registration was August 6th. Current enrollment for the Junior High is 301.

- On August 7th, over 25 members of the faculty volunteered to help out in an active shooter drill.

The district responded through our Crisis Plan. Those involved were police, fire, EMS officials, hospital and helicopter.

- Gianna Bianco will speak to the board as a community outreach classroom guest.

- Administration met with Opa, our new food service management company on Thursday, August 16th.

High School Report- Brett Allen

- Freshman/New Student Orientation was held on Thursday, August 16th in the Multi-Purpose Gym in conjunction with this year's District Open House event from 5:30 – 7:30 PM. Mrs. Cress and he presented important information to the students and their families that attended. Also, all 9th grade students received their Chromebooks that they will be using for their time in high school.

Additionally, students had an opportunity to learn about our extracurricular activities, get their schedule, and meet their teachers.

- Registration – He thanked all of the staff that assisted with the registration process this year. He reported that the registration process was completely available online and a large majority of our families utilized this option to complete registration and pay fees.

- He thanked the custodial, technology, and transportation staff for their hard work preparing the buildings, grounds, and buses for next school year.

- Enrollment figures: These numbers are not final; we are still enrolling some new students. These are the enrollment numbers as of 8/17/18.

Class of 2019 – 99 *Seniors

Class of 2020 – 95 *Juniors

Class of 2021 – 109 *Sophomores

Class of 2022 – 91 *Freshman

Total Students **394**

B. Superintendent Dan Cox

1. Student learning

a. Discussion of KIDS Assessment Data

Evidence suggest that a young child’s development in key domains – including social and emotional learning, language and literacy, mathematics, and approaches to Learning – correlate to long-term education outcomes. Understanding individual children’s readiness when they arrive at kindergarten allows educators and families to employ a strengths-based approach, building from what children know and can do.

KIDS focuses on four learning domains – Approaches to Learning and Self-Regulation; Social and Emotional Development; Language and Literacy Development; Cognition: Math. State law requires all kindergarten teachers statewide to observe students on 14 Required Measures of Readiness in the first forty days of kindergarten. (<http://www.isbe.net/Pages/KIDSAdminand Teachers.aspx>)

At Staunton Schools the KIDS Assessment is administered at the 40-day mark of school versus the 107-day mark in order to have an earlier understanding of Kindergarten readiness. Because schools can choose to assess during either time period and there is no spring assessment or growth, a deeper dive into the data and Statewide comparisons is needed. The KIDS Assessment Data was included for review. Our kindergartners with Free/Reduced Lunches had 27% “Ready in All 3 Development Areas (state average 16% met) and “Ready in All 3 Development Areas” without Free/Reduced lunches, Staunton had 55% ready (the state average was 30%).

Evidence Based Funding

The FY19 Evidence Based Funding Calculations have been released by ISBE. The District will receive the first of 22 Evidence Based Funding payments on August 10th. The calculations released reflect both the Base Funding Minimum Amount and the Tier Funding amounts newly calculated for FY19. Within the new calculations Staunton Schools are shown to be funded at 60% of adequacy, resulting in the District remaining in Tier I. The Gross Base Funding minimum for the District is **\$4,619,266.33**. New Tier Funding to be received is **\$352,485.64** for a **total net FY19** state contribution of **\$4,971,751.97**. For FY19 budget purposes Mr. Cox included the entire base funding minimum contribution as the District should receive all of those dollars. In regards to tier funding, Mr. Cox said he will budget 50% or less of that amount as it is being reported the comptroller will run into a budget shortfall around December. Should this come to fruition tier funding could be distributed at a lesser amount than reported. Mr. Cox told the Board that we have had reduced funding since 2009! He stressed that we must have sustained commitment from the state to overcome the damage caused by 8 years of reduced funding.

The table below reflects Base Minimum and Tier Funding for FY18 and FY19.

Fiscal Year	% of Adequacy	Base Funding Minimum	Tier Funding	Total State Contribution
FY18	58%	\$4,201,196.17	\$418,070.16	\$4,619,266.33
FY19	60%	\$4,619,266.33	\$352,485.64	\$4,971,751.97

We are currently in Tier One. At 66% of adequacy, we would move to Tier Two. He predicted that we would achieve Tier Two in two to three years.

Enrollment

The District continues to maintain steady enrollment numbers. Overall the District has gained thirteen students from the close of last school year to present dates. Enrollment numbers at the beginning of the year are fluid and will change based on late registrations and students who move-in/out of the District. More definitive numbers will be presented during the September meeting. Following are the enrollment figures as of August 20, 2018.

Building	May 2018	August 20, 2018
Staunton Elementary	616	607
Staunton Junior High	280	285
Staunton High School	377	394
Total	1,273	1,286

Since this table was established, the Jr High has increased to 307 students and the high school has increased to 397. He stressed that the September meeting student population will be much more accurate. He told the Board that space in our school is becoming a problem, particularly in the Jr High.

Rescheduled Regular Board of Education Meeting: September 2018

The tentative budget must be on display for 30 days, which causes the need to reschedule the regular board meeting for September to allow enough time. The Board had previously discussed rescheduling the meeting for Thursday, September 20 at 7:00 p.m. However, when the calendar was posted this was overlooked and instead Wednesday, September 19 is listed. There are member conflicts with that date, therefore the meeting, does need to be scheduled for Sept. 20.

A.R. Graiff Memorial

Dave Lamore is organizing and coordinating efforts to make a memorial display of the A.R. Graiff School formerly located in Livingston (until it was closed and demolished because of mine subsidence) at the Olive Township Shed. Since it was a former school in the Staunton School District, Mr. Cox stated we should be a good neighbor and, finding it important to remembering our history, recommended the District provide a trophy case for display at approximately \$500. The Board agreed to help fund the project.

VI. Financial Report

A. FY18 Tentative Budget

The Superintendent shall present to the School Board, no later than the first regular meeting in August, a tentative budget with appropriate explanation. This budget shall represent the culmination of an ongoing process of planning for the fiscal support needed for the District's educational program. He presented his most optimistic budget stressing that it is conservative (overestimated expenses and cautiously planned revenue -he budgeted for three out of the 5 Tier payments because it is being reported that the comptroller will run into a budget shortfall around December). A Budget Hearing is scheduled for 6:45 pm on September 20th at the High School Library. We are only projecting a \$10,000 deficit (last year was \$100,000). He transferred \$150,000 out of the Transportation Fund (it had a \$660,000 Fund balance) and transferred it to Operations and Maintenance Fund to create a balance in that fund of \$1,196. He is hopeful that with a projected \$92,487 balance in the Tort Fund, that he can hire a Supervisory Aide for the grade school (possibly as early as next month) with the money we will save in Insurance premiums this year. We anticipate direct revenues of \$9,743,834 and direct expenses of \$9,754,239.

VII. Unfinished Business

A. Discussion of Strategic Plan

During the fall of 2016 the District strategic planning committee, as directed by the Board of Education, gathered input about our schools from over 240 staff, parents, and community members in order to ensure our students are being prepared for their future. The goal is to set a course of action to review and update the strategic plan that provides a blue print for District actions and define successes for the future. The Committee teams have not had a chance to meet with Mr. Cox because he has been working on the Budget. His plan is to reconvene the teams within the next 30 days and discuss: 1) are the goals on tract, 2) are our needs being met, and 3) develop our technology plan and report back to the Board next meeting.

VIII. New Business

A. Approval of Updated Intergovernmental Agreement with the Schools of Illinois Public Cooperative

A background refresher on the SIPC is that membership offers an advanced level of insights and solutions to address education facilities most critical business needs of cost, health & safety, image, productivity and sustainability. The program is offered to organizations that use the SIPC as their primary source for janitorial products and equipment. There are over 200 schools in Illinois that are members, which qualifies the organization for "Non-Profit" status.

The District is to have in place a program of energy and resource conservation that includes:

1. Periodic review of procurement procedures and specifications to ensure that purchased products and supplies are reusable, durable, or made from recycled materials, if economically and practically feasible.
2. Purchasing recycled paper and paper products in amounts that will, at a minimum, meet the specifications in The School Code, if economically and practically feasible.
3. Periodic review of procedures on the reduction of solid waste generated by academic, administrative, and other institutional functions. These procedures shall: a) require recycling the District's waste stream, including landscape waste, computer paper, and white office paper, if economically and practically feasible; b) include investigation of the feasibility of potential markets for other recyclable materials that are present in the District's waste stream; and c) be designed to achieve, before July 1, 2020, at least a 50% reduction in the amount of solid waste that is generated by the District.
4. Adherence to energy conservation measures.

The superintendent recommended approval of the updated Intergovernmental Agreement with the Schools of Illinois Public Cooperative. Renner made a **motion** to approve the updated renewal of the membership agreement with the Schools of Illinois Public Cooperative. Peterson seconded the motion. On a roll call vote: Lamore, Legendre, Peterson, Renner, Skertich, and Kinder voted to approve the agenda as presented. Tingle absent

IX. Roll call to go into Closed Session of Purposes defined in:

Lamore made a **motion** to go into executive session at 8:02 pm in the unit library. Peterson seconded the motion. On a roll call vote Lamore, Legendre, Peterson, Renner, Skertich, and Kinder, (Tingle absent) voted to go into executive session to discuss:

- A. 5ILCS 120/2(c)(1)- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.**
- B. 5 ILCS 120/2(c)(11) – Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting.**

Roll call to Open Session

Lamore made a **motion** to return to the regular order of business at 9:20 p.m. Kinder seconded the motion. On a roll call vote Lamore, Legendre, Peterson, Renner, Skertich, and Kinder voted to return to the regular order of business. Tingle absent.

X. Action as a Result of Closed Session

A. Approval of Personnel Report

a. Recognition of Resignation(s) and Retirements-

1. Paul Cloud as a Paraprofessional

b. Recommendations for Hire-

1. Paraprofessional-Nick Mellenthin
2. SHS Girls Golf Coach-Julie Sievers

c. Approval of extension of Transportation Director Contract- Approval of Extension of Transportation Director Contract – Brandon Ray Effective July 1, 2018 – June 30, 2019 with an automatic annual renewal.

d. Employee Unpaid Leave of Absence:

- The Board approves an unpaid leave of absence for Diane DalPazzo from August 21, 2018 through September 20, 2018.
- The Board approves an unpaid leave of absence for Lori Hassard from August 20, 2018 through September 20, 2018.

Superintendent Cox recommended the approval of the Personnel Report as amended (canceled Julie Sievers as Coach of girl's golf and tabled Brandon Ray's Contract extension until we discuss it with our lawyer). Lamore made a **motion** to approve the Personnel Report as amended. Renner seconded the motion. On a roll call vote: Lamore, Legendre, Peterson, Renner, Skertich, and Kinder voted to approve the agenda as amended. Tingle absent.

XI. Correspondence

None

XII. General Discussion

Mr. Cox told the Board that we will discuss the AR Graiff land options next month and decide what to do with the land.

He told the Board that he has been notified by IMRF that the District will be assessed a penalty of \$14,947.75 as a result a former employer receiving over a 6% salary increase within the last four years of her retirement. Upon researching the reason for this, he discovered that in 2014-2015 school year the employee was written into the title grant as a program administrator and received a stipend. She should

not have received any pay for program administrator within grants. This stipend caused the overpayment of salary and the resulting penalty.

XIII. Adjournment

With no further business Lamore made a **motion** for adjournment. Skertich seconded the motion. All members present voted for adjournment. Meeting adjourned at 9:40 p.m. The next regularly scheduled meeting will be Thursday September, September 20th, 2018 at 7:00 p.m. in the high school library.

Dave Lamore, Secretary Staunton School District.