

**SANDOVAL COMMUNITY UNIT SCHOOL DISTRICT 501  
BOARD OF EDUCATION MEETING**

January 23, 2012

Sandoval Junior-Senior High School Board Room

7:00 p.m.

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**MEETING MINUTES**

I. Roll Call and Pledge of Allegiance

- a. President Morris opened the meeting with the roll call. President Morris led Board members and guests in reciting the Pledge of Allegiance. Also present: Brent Lance, Emily Heinzmann, Lauren Caldwell, Sonia Saddler, John Rohner, Kathryn Woods, Stephen Woods, Jacob Woods, Annie Gray, Linda Brissenden, Superintendent Jennifer Garrison and Board Recording Secretary, Teresa Cooksey.

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>Absent</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>X</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>	<u>Time:</u>	<u>7:00 pm</u>

II. Removal of Consent Agenda Items

- a. There were no items removed from the Consent Agenda.

III. Recognition and Comments From Employees and Public

- a. Mr. Rohner stated that he was concerned about the replacement windows. He stated that he thought the windows were replaced in both building at the same time and by the same company. Mr. Rohner asked why the windows at the Jr.-Sr. High School did not hold up as well as the windows at the Elementary School. Mr. Rohner asked that the warranty on the new windows be looked at before signing a contract. Mr. Rohner asked the Board to consider both of these items before committing to a company.

IV. Board Committee Reports

a. Building Committee

President Morris stated that the committee met to discuss the replacement windows. Mr. Merten stated there were originally three options and when the committee met, the architect presented a fourth option. The committee liked option four the best. The windows facing south on the first and second floor and perhaps the end windows on the east and west sides depending on the cost would be replaced. Mr. Brett Lance with Design Architects stated that they are awning type windows that project out and are hinged at the top and swings out from the bottom. One advantage to this configuration is that if the windows are open and it is raining, the building interior is protected. President Morris asked Mr. Lance to speak to the fact that the windows are worn out and the windows were installed 24 years ago. Mr.

Lance stated that you would typically expect 20 to 30 years on aluminum windows. One of the contributing factors to the existing windows is that they are sliding type windows. The weather stripping does not fit as tightly and is subject to more water infiltration than other types of windows. Mr. Lance stated that he looked at four different types of window configurations. The first type of window was a sliding window which was ruled out immediately. Sliders don't seal well, you have issues with water and air infiltration and rollers wear out. The second type of window was a single or double hung window. They are similar to what are in homes. These windows have a counter balance mechanism that wears out over time and due to the size of the window, they are extremely heavy. Mr. Lance has seen instances where teachers have had workers' compensation claims for back injuries from trying to lift the window. The third and fourth type of windows are very similar. They are an awning type window that projects out of the building and is hinged at the top. The opposite is called a hopper. These windows were very popular in the 1950s. They are hinged at the bottom and open into the building. This configuration lets the water hit the glass and roll back out of the building without actually getting inside the building. These windows should not be placed near student desks due to students could hit their heads on the windows. The committee decided on the awning type window. There would be a 10 year warranty on both the window and the glazed units of the insulated glass. If the seals fail within the 10 year period, they would be replaced by the manufacture. The way these windows go into the wall is a little different from the current windows. There seems to be a piece missing at the sill that diverts water back out of the building. We detailed out a sub sill so that if water gets into the frame, it diverts water back to the exterior of the building. Specifications for the boys' restroom on the first floor calls for stops so that the windows can only open about four inches. None of the other windows have that limitation. They can open to about 45 degrees. Restrooms on both floors would have obscure glass. Documents would be dated today if the Board approves the motion to go out for bid. A pre bid meeting would be scheduled for February 16<sup>th</sup>. This is a mandatory meeting for any contractor that wants to bid the project. Bid opening would be on February 23<sup>rd</sup> at 2:00 p.m. There is typically a 12 to 16 week lead time for the windows. Contractors are being told that the first day of work on the project would be June 6<sup>th</sup> with a completion date of July 31<sup>st</sup>. These dates are with taking 10 snow days. This is a 50/50 matching energy grant that the District received.

**Rae Ann Gore entered the meeting at 7:11 p.m.**

V. Other Reports

a. Elementary Steering Committee

President Morris stated that the committee held a meeting on January 10<sup>th</sup>. There will be a public meeting on January 24<sup>th</sup> with building tours starting at 6:00 p.m. and the meeting starting at 6:30 p.m. The meeting will be held in the gymnasium of the Elementary School. President Morris asked everyone to help get the word out about the meeting. WJBD has advertised the public meeting several times. Information on the public meeting is on the bank sign.

b. Teacher Evaluation Committee

Superintendent Garrison stated that the committee met on January 20<sup>th</sup>. The committee

made a change to the observation tool which is made up of 16 to 18 components and 72 elements. They moved all the elements to the component level. There is a separate section of the evaluation process where the teachers will have a beginning of the year conference, midyear conference and end of the year conference that will focus on specific elements that they need to work on and improve. The overview for the teachers will be the next two Wednesdays. The committee is also working on the guide book that explains the document to the teachers. The committee has a meeting scheduled next week to develop the tool kit which will create the forms that the administrators will use. Superintendent Garrison stated that the Consortium for Educational Change has taken a great interest in us. They usually work with urban districts. We are the first rural district that they have seen to make the steps we have. They are sharing with the IEA and the IFT, which are the teachers unions, along with the NEA, which is the National Education Association. The CEC shared that in all actuality we are more like most school districts in the United states than Peoria, Portland, Elgin or Chicago. The committee is doing great work and should be commended.

#### VI. Transformation Administrators' Report

Mrs. Brissenden stated that the second community forum was held this evening before the Board meeting. Mrs. Benton did a great job organizing the forum and should be commended. Mrs. Brissenden is excited about the PSAE/ACT programs. There is one during school hours for all juniors that meets three days a week. She scored their math papers today and over half of the students had 8, 9 or 10 right out of 10. On Saturdays, we have 15 students signed up. For students who attend regularly on Saturday, they will be entered into a drawing for a television that was donated. The team is getting ready for an ISBE monitoring visit. This is the first visit and they will be on site for two days. Documents have already been sent to ISBE for the visit. They will be interviewing students, staff, community members along with the grant staff. A Biggest Loser Challenge has started on Wednesdays after school at the Junior-Senior High School. Brett Fischer, who is the Personal Wellness Coach of the grant team, is staying late to help with staff. The second set of formatives were completed. We are in the process of scoring the AIMSweb testing which is our benchmarking. Mrs. Brissenden thanked the board members for attending the TAG meetings. The team has started planning for the Summer Bridge Program with Kaskaskia College. The program is designed to provide extra help to students who need it. The college is very agreeable to doing some things of an enrichment nature for students. Sandoval has been invited to present at the Illinois Association for Supervision and Curriculum Development Conference in Chicago on April 21, 2012.

#### VII. Principal's Report

- a. Mrs. Gray stated that the ISAT representative met with some of the senior parents to fill out forms. Seven students came with five students finishing the forms and two students needing to get more information. The communication class is coming to the conference room to record the daily announcements. The students are really enjoying it. It has been very exciting to see the seniors coming in with letters from different colleges. Mary Beth Merten has been offered a full scholarship to Blackburn College. Brianna Martin has been accepted at Southeast Missouri State University. Tiara Hill is going to Edwardsville. We

are continuing to look at the master schedule and looking to align it to the new Common Core Standards. Mrs. Gray received input from the teachers this week. As far as math, we have a way to go to push our curriculum to where it needs to be. We are looking at different ways to narrow the gap. It is not something we can do in one year.

- b. Superintendent Garrison stated that Mr. Maddox is supervising a game this evening. Mr. Maddox asked that #3 be pointed out on his handout. The 4<sup>th</sup> grade participated in a pilot writing computer based assessment. It was required to receive the Title I funds. The evaluator commented on the good behavior of the students. Mr. Merten stated that the volleyball team Mary Beth plays on, Top Spin, had their first tournament on January 7<sup>th</sup> and 8<sup>th</sup>. The team won the championship at the gold level. There was a recruiter present at the tournament.

#### VIII. Superintendent's Report

- a. Superintendent Garrison stated that the State of Illinois owes the District \$386,297.23. This amount includes one General State Aide payment. We have not received any payments for transportation, special education or early childhood block grant so far this fiscal year. The Steering Committee asked that the column of 3.8175 million be added to the Financing Options Summary handout. This is the current estimate for renovations of the elementary building. If we go with the minimal EAV growth, the tax increase would be \$1.46 per \$100.00. The board members have two options for the Open Meetings Act training. All board members are required to take this training. The first option is a free online training and can be done independently and at your own leisure. The second option is to attend the Kaskaskia Spring Dinner Meeting on March 7, 2012 in Brownstown that will be tailoring to board members. We had a math external audit through the School Improvement Grant for grades K through 12. We should have the report on February 1, 2012. One of the recommendations will be to form a vertical alignment team of teachers and administrators to see if we are teaching the same concepts grade after grade. The analysis shows we are two years behind in our math curriculum. Our sophomore math should be an 8<sup>th</sup> grade class according to the Common Core Standards. We will have the ISBE external audit for the School Improvement Grant on February 2<sup>nd</sup> and 3<sup>rd</sup>. We need to remember that the goal for the School Improvement Grant is sustainability. We are trying to put all these things into place to strengthen our entire school system. We know the grant team will be leaving in three years and it will be up to us to keep moving forward.

#### IX. Board President's Report

- a. President Morris stated that Monsanto is awarding grants to schools in 39 states from \$10,000 to \$25,000. The school needs to be nominated by local farmers who farm 250 acres or more in the district. The grant is to help rural education with math and science. The school writes the grant after being nominated. President Morris asked that if anyone knows any of the local farmers to ask them to go to the website and nominate the school.

#### X. Communications

- a. There were no Communications.

## XI. Old Business

- a. Discuss the possibility of the Board making a motion to cap spending at 1.85 million if the Capital Development Grant is received and a PreK-6 building is the option chosen for the new elementary school – President Morris stated that at the last meeting, the Steering Committee asked that the Board make a motion to put a cap on the spending at 1.85 million if we receive the grant and decide on a PreK-6 building. Superintendent Garrison stated that the attorney for the bond company stated that this would be a good faith motion. What that means is this Board, that is seated now, would make a good faith motion that the District would abide by this motion. If the grant is received and the Board has all new members, then that Board could choose to go over the 1.85 million. Then it would become a political situation that the then seated Board would face in the future. That is a drawback of when Boards change over. In a court of law, it is not a legally binding motion. The motion would be on the February agenda if the Board agrees to go forward with the motion. Mr. Merten was fine with the motion. Mrs. Lyons was against the motion for the fact that it could become a political situation for the current Board or future Board. Mrs. Lyons stated that the current Board has always been as frugal possible and always try to save money on every project. Superintendent Garrison stated that the last time bonds were sold, First Midstate charged us over 5% for the bonding fee. Stifel Nicolaus would charge the District a 1% bond fee. President Morris questioned that if the Board does not make the motion, could this stop the public from voting in favor of selling the bonds. The Steering Committee recommends that the Board adopt the motion. There will be a public meeting tomorrow night.
- b. Discuss bating cage – Mr. Brandt stated that the PTO is still working on the bating cage. At this time, the PTO is looking at two options. One option is to purchase a temporary net which will last about five to seven years and they would work up to buying the chain link fence. The second option is to purchase a used bating cage. A new bating cage would cost over \$12,000 and they currently have \$4,000 for the cage. There will a PTO meeting in the near future and the bating cage will be discussed. Mr. Brandt recommends going with the temporary cage. It would have to be taken down during the winter months.

## XII. New Business

- a. Shall the following Consent Agenda items be approved?
  1. Approve open and closed meeting minutes from December 19, 2011
  2. Approve activity funds, accounts and expenditures
  3. Approve January bills and payroll
  4. Approve repayment of the Revolving Fund
  5. Approve the second reading of the following Press Plus policies:

1:10	School District Legal Status
1:20	District Organization, Operations and Cooperative Agreements
1:30	School District Philosophy
2:10	School District Governance
2:125	Board Member Expense

2:130	Board – Superintendent Relationship
2:250	Access to District Public Records
3:10	Goals and Objectives
3:30	Chain of Command
3:60	Administrative Responsibility of the Building Principal
3:70	Succession of Authority
4:80	Accounting and Audits
5:90	Abused and Neglected Child Reporting
5:100	Staff Development Program
5:125	Personal Technology and Social Media: Usage and Conduct
5:170	Copyright
5:200	Terms and Conditions of Employment and Dismissal
5:240	Suspension
6:60	Curriculum Content
6:150	Home and Hospital Instruction
6:320	High School Credit for Proficiency
7:305	Student Athlete Concussions and Head Injuries

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>2nd</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>1st</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>		

b. Shall the Board approve the authorization to release plans and specifications developed by Design Architects to contractors for bidding on the Window Replacement Project at the Sandoval Junior-Senior High School?

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>1st</u>	Mel Wood	<u>2nd</u>	Stephen Morris	<u>X</u>		

c. Shall the Board approve the transfer of \$74,064.50 from Fund 20 to Fund 60 for the 50% local match for the approved Illinois Energy Grant Projects?

Darin Brandt	<u>X</u>	Heather Day	<u>2nd</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>X</u>	Mel Wood	<u>1st</u>	Stephen Morris	<u>X</u>		

d. Shall the Board increase the number of officials hired to three per game for Girls' High School Basketball?

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>2nd</u>	Mel Wood	<u>1st</u>	Stephen Morris	<u>X</u>		

e. Shall the Board adjourn to Closed Session: Purpose

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body.
2. Student Disciplinary cases

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>2nd</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>1st</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>	<u>Time</u>	<u>8:03 pm</u>

Return to Open Session:

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>2nd</u>	Mel Wood	<u>1st</u>	Stephen Morris	<u>X</u>	<u>Time</u>	<u>11:10 pm</u>

XIII. Adjournment

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>2nd</u>	Mel Wood	<u>1st</u>	Stephen Morris	<u>X</u>	<u>Time</u>	<u>11:11 pm</u>