

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

December 19, 2011

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: Connie Mudd, Emily Heinzmann, Linda Brissenden, Garrett Ford, Superintendent Jennifer Garrison and Board Recording Secretary, Teresa Cooksey.

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>X</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. There were no recognitions or comments from employees or public.

IV. Board Committee Reports

a. Policy Committee

President Morris stated that the committee reviewed the Press Plus policy updates. An Administrative Procedures was also reviewed. There are no recommendations on the policies from the committee. The mission statement will also be updated.

V. Other Reports

a. Elementary Steering Committee

Emily Heinzmann stated that the committee held an emergency meeting last Thursday. Superintendent Garrison stated that she had a conference call with Mark Ritter and Ann Noble. The EAV is projected to decrease or be flat this year based on estimates. All of the tax rates are based on our property values. Superintendent Garrison asked that the bonding company redo the projections based on the EAV. Her recommendation is to go with zero this year, 1% next year and 1.61% for the next 18 years. The 1.61% is the average EAV growth for the last 8 years. The conversation came up at the last committee meeting if we would consider a Pre-K through 8 building. If the Board wants to consider a Pre-K through

8 building, that does add to our local match so we would be putting two million on the ballot in March. Based on the different information with the decrease in EAV, she felt the steering committee needed to have an emergency meeting so Emily could come tonight and share the committees recommendation. Mrs. Heinzmann stated that the committee reviewed the differences in the rates and discussed the Pre-K through 8 building versus a Pre-K though 6 building. Because there were several people who thought the Pre-K through 8 building was a good idea, the committee decided to put the two million on the referendum, but would also like to ask the Board put a cap in writing, if we only do a Pre-K through 6 building. We would cap out the spending at the 1.85 million because that is all we were going to ask for if we build a Pre-K through 6 building. We can tell the public, in trying to get votes for this, that we have increased the referendum to two million, however, it is not our intent to spend two million on a Pre-K through 6 building. We would only spend the two million if we intended to go for a Pre-K through 8 building. Superintendent Garrison stated that as far as the resolution tonight, it is a matter of deciding to put the 1.85 million or two million on the ballot and filling in the blanks on the resolution. The legal language is already done. Mrs. Heinzman is recommending to put two million in the blank and to consider a motion in the next few months to cap it at 1.85 million if the Board decided to go for a Pre-K through 6 building. The next Steering Committee meeting is January 10<sup>th</sup> and the next public forum is January 24<sup>th</sup>. Mr. Merten asked what would be done with the junior high classrooms. Do we have a use for them or would there be with the empty classrooms? Superintendent Garrison stated that right now we are cramped. We have teachers that share rooms and we do not have adequate meeting space.

b. Teacher Evaluation Committee

Mrs. Gore stated that the committee is moving along very well. The committee will have the document ready for the second semester for presentation. A lot of teachers are asking questions and she has not heard of any negative comments. On January 25th, teachers will be given an overall view of the new teacher evaluation model during PLC time. On February 1st, the Consortium for Educational Change will go over the document with the teachers. Mrs. Gray and Superintendent Garrison will be trained and required to pass a test before the document can be used.

VI. Transformation Administrators' Report

Mrs. Brissenden stated that she wanted to let the Board know what has been happening. We Currently have 17 people participated in a book study on the framework that is being used for that evaluation model. The Band and Chorus Concert that was held December 8th in the cafetorium went very well. The students were all in proper form. They band students decorated the cafetorium. It was a really nice night. A team of six went to PBIS training for Tier II and III. They worked on a check in/check out program. The student checks in with a particular person, checks with each teacher and then checks out with that particular person and brings the report of how their behavior has been for that day. Jingle Fest took place last Friday. A math study is under way with the direction of Dr. Bird. He has conducted a curriculum audit to look at the math area so to where the grade school leaves off and the junior high picks up. Mr. Erwin taught high school students about parts of the cell and then those students taught Mr. Jett's students. Mr. Jett reported some of the students learning better from the hands on engagement of students teaching students. Mr. Jett had been staying after school

and working with Mr. Erwin. Mr. Jett also invited other teachers down to see what his students were doing. We will see more engaged lessons because of that modeling that is going on in the classrooms. ACT/PSAE prep classes will be offered as an option on Saturdays. It will be called Hawk Flight School. During the regular school days, time will be made so all juniors will have exposure. In December, we had a student who took early graduation. She really hadn't thought about going to college, but she was interested in cooking. Arrangements were made for her to go out to Kaskaskia College and talk to a counselor. She is now enrolled in Food Services and will start classes in January. The student was so excited on the day she received her student number and had her picture taken.

## VII. Principal's Report

- a. Both Mrs. Gray and Mr. Maddox were supervising basketball games. Superintendent Garrison had a few items to mention on their behalf. Mrs. Gray wanted to let the Board know that the Explorer and Plan testing went very well. Attendance was excellent. The Student Council should be commended for their work on the first Annual Book Drive. Haley Bosler brought the idea to Mrs. Bolin and it took off from there. The students collected over 1,000 books which were donated to the students at the Elementary School. Students separated the books by ability. Then each elementary student got to take home three books. Mrs. Kelly's seventh grade class finished Change A Child's Christmas. The school goal was \$1,004.00. The students raised \$1,337.53. Mrs. Hopkins' homeroom class donated all most half of the total amount. Mr. Maddox wanted to tell the Board that the Elementary Christmas Program was very well attended. Space was an issue at the program. Mr. Randolph and the students did a very nice job. Sarah Hodge will be sponsoring a volleyball camp for grades 4 through 8 on December 21st and 22nd at the Elementary. The purpose of the camp is to teach fundamentals to incoming players and help improve the skills of returning players.

## VIII. Superintendent's Report

- a. Superintendent Garrison stated that the State of Illinois owes the District \$273,676.06. This amount includes one General State Aide payment. The ROE School Board Dinner Meeting will be Monday, February 6, 2012 in Carlyle. Please RSVP in the District Office if you are planning to attend. All board members are required to have Open Meetings Act training as of January 1, 2012. Training will be provided during division meetings. March 7th in Brownstown is a possibility. If we hold the training here at the school, we would have to pay for it. There is money budgeted for Board Professional Development. The training provided at the division meetings are specifically for school boards. There is also an online option from the Attorney General. President Morris asked if this training could be included in the TAG training that the Board is currently participating in. The Elementary School was evacuated to the High School this morning due to smelling gas. Superintendent Garrison stated that she did not smell anything in the building. Ameren and the Sandoval Fire Department could not find any leaks. Students were back in the building within an hour. The cooks were ready for lunch. Mr. Williams was taken to the hospital this morning. We was not feeling well. He could not talk in complete sentences, was very weak and could not walk from the stairs to the bench by the front doors. He was taken by ambulance. He was told he was very close to pneumonia and was very fatigued. He was told to take it easy and was released to come to work tomorrow.

IX. Board President's Report

- a. There was no Board President's Report.

X. Old Business

- a. There was no Old Business.

XI. New Business

- a. Shall the following Consent Agenda items be approved?

1. Approve open and closed meeting minutes from November 21, 2011 and November 30, 2011
2. Approve activity funds, accounts and expenditures
3. Approve December bills and payroll
4. Approve repayment of the Revolving Fund
5. Approve participation in the FY12 School District Library Grant Program
6. Approve the first 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>1st</u>	Rae Ann Gore	<u>2nd</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>X</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>		

b. Shall the Board approve the Internet Safety District Plan?

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

c. Shall the Board adopt the tax levy and the filing of the “Certificate of Tax Levy” at the County Clerks Office?

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

d. Shall the Board adopt the “Truth in Taxation – Certificate of Compliance” and the filing of it at the County Clerks’ Office?

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>		

e. Shall the Board approve the high school girls’ softball cooperative agreement with Patoka High School for the 2011-2012 and 2012-2013 school years with Sandoval being the host school?

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

f. Shall the Board approve the Election Resolution for submitting a question for the issuance of School Building Bonds to the voters of the District at the general primary election on March 20, 2012 in the amount of two million dollars?

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>		

g. Shall the Board adjourn to Closed Session: Purpose

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

Darin Brandt	<u>X</u>	Heather Day	<u>2nd</u>	Rae Ann Gore	<u>X</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>7:52 pm</u>

**Rae Ann Gore left Closed Session at 8:40 p.m.**

Return to Open Session:

Darin Brandt	<u>X</u>	Heather Day	<u>2nd</u>	Rae Ann Gore	<u>Absent</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>9:01pm</u>

- h. Shall the Board approve David Knipping's request to serve as Volunteer JH Girls' Volleyball Assistant Coach?

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

- i. Shall the Board approve Annie Gray's performance based contract as the Sandoval Junior-Senior High School Principal for the 2011-2012, 2012-2013 and 2013-2014 school years?

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

- j. Shall the Board dismiss Jeremy Conrad as the Junior High Girls' Basketball Coach?

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

- k. Shall the Board schedule the annual Superintendent's evaluation?

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

XII. Communications

- a. The Board received a thank you note from the family of Wyatt Colclasure for the plant that was sent to the funeral. Mr. Colclasure is Mrs. MaryJoh Hughes' father.

XIII. Adjournment

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>Absent</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>9:04 pm</u>