

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

July, 16, 2012

Sandoval Junior-Senior High School Board Room

**PUBLIC HEARING ON ADMINISTRATIVE COST CAP WAIVER
6:45 p.m.**

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: John Scattergood, Linda Brissenden, Melanie Brink, Annie Gray, 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>Absent</u>
Clicker Merten	<u>X</u>	Mel Wood	<u>Absent</u>	Stephen Morris	<u>X</u>	<u>Time:</u>	<u>6:46 pm</u>

Susan Lyons entered the meeting at 6:47 p.m.

II. Public Comment

- a. Superintendent Garrison stated that the Administrative Cost Cap Worksheet was included in the packet to the Board. The total of the SIG expenses was \$19,341. The total of expenses without the SIG is \$150,005. In that total is Mrs. Cooksey salary and the Superintendent's salary, benefits, purchases services, supplies and administrative fees. The percentage increase without the SIG is 4.89%, which is under the 5% cap. The waiver has to be submitted because the SIG flows into the administrative costs. The waiver has to be approved by a Board motion and the item has been added to the agenda tonight. Letters were sent to the union representatives and legislatures, which is required.

III. Adjournment

Darin Brandt	<u>X</u>	Heather Day	<u>X</u>	Rae Ann Gore	<u>1st</u>	Susan Lyons	<u>X</u>
Clicker Merten	<u>2nd</u>	Mel Wood	<u>Absent</u>	Stephen Morris	<u>X</u>	<u>Time:</u>	<u>6:50 pm</u>

MEETING MINUTES

The regular meeting will immediately follow the public hearing.

I. Roll Call and Pledge of Allegiance

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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>Absent</u>	Stephen Morris	<u>X</u>	<u>Time:</u>	<u>6:50 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. President Morris read aloud a letter from Keri Garrett congratulating six teacher in the Sandoval School District for successfully completing the Beginning Teacher Induction and Mentoring Program. Superintendent Garrison stated that by completing this program, the teacher can move from their initial certificate to their standard teaching certificate.

IV. Board Committee Reports

a. Policy Committee

President Morris stated that the Policy Committee met on July 11th. Mr. Wood, Superintendent Garrison and President Morris were present at the meeting. They reviewed the updates and recommend “no” on the optional comments on policy 4:60 and policy 6:290. Several of the updates were legal reference updates.

V. Other Reports

a. Teacher Evaluation Committee

Superintendent Garrison stated the committee also met on July 11th. The committee accomplished more than what was expected that day. They are creating a Student Learning Objective Framework on the student growth model. The committee will meet on September 25, 2012. They will meet at least once a month. The goal is to have the model completed by the December meeting so that it can be communicating to the teachers.

VI. Transformation Administrators’ Report

- a. Mrs. Brissenden stated that the team has been mostly off during the summer months, but does show up at various times to complete their responsibilities and attend various trainings. There will be a 7th Grade Transitions Academy on August 17th. There will also be a Freshman Academy on August 17th.

VII. Principal’s Report

- a. Mrs. Gray stated that 14 students completed summer school and received the credit that they needed. At the end of the school year, we met on integrating Character Ed into the PBIS Program. This is an awesome program and will fit our PBIS Program very well. This will be integrated district wide. Different character attributes will be focused on during different times. In August and September, we will focus on respect and what it means to be respectful. The behavior lesson plans that the teachers do in the morning will focus on a particular character. Mrs. Brink, Mrs. Duncan and myself went to several

businesses in town to get the community involved. Flyers were handed out to the businesses with the different characters. We will have signs made with “We support our Hawk Heroes” with the different character words. The businesses were very supportive. Mr. Brink stated that it was nice to meet some of the business owners. We are also trying to adapt our behavior lesson plans to be more age appropriate.

- b. Mrs. Brink stated that the KIDS Pilot Program training was attended by Mrs. Rohner, Mrs. Livesay, Mrs. Smith and herself. The Kindergarten teachers were trained on how to implement the tool. The tool will be used through direct observation. It is about collecting evidence on the students so you can track how they are doing. The teachers will keep a portfolio with pictures and work samples. The goal is to make sure all Kindergarten students are being assessed the same way. This will make it easier if the student moves schools. The model was adopted from California and is being tweaked. We are currently one of the only schools out of Northern Illinois. Mrs. Brink stated that she is very proud of the teachers for stepping up and going to the training over the summer. Mrs. Smith was trained as the coach of the program. She will work with the Kindergarten teachers to ensure the integrity of the program is kept and making sure they assess the same way and looking for the same things. Mrs. Smith may possibly be a one of the coaches for Southern Illinois. We have a new writing committee. Baseline samples of student writing will be collected across the grade levels next school year.

VIII. Superintendent’s Report

- a. Superintendent Garrison stated that the State of Illinois owes the District \$130,005.11. We have received two early childhood, transportation and special education payments. Unfortunately, most of the money hit after July 1st so it will be FY13 money. We are continuing our Race to the Top Rural District Consortium. We had our first meeting after the last Board meeting and will meet again on July 18th. The districts at the table equal about 2,200 students. We need 2,500 students for the consortium. We have invited two more schools to participate. They still have to communicate with their school boards and unions that they are looking at joining. The goal is to have union and school board approval by August 31, 2012. I will be talking to Mr. Rohner to set up a union meeting for approval. The school board will approve at the August board meeting. The Illinois Association of Regional Superintendent of Schools will be the fiscal agent. Thanks to Mr. Merten, Senator Kyle McCarter will be joining us at our August 20th school board meeting. Mr. Merten stated that someone representing Senator McCarter came to his home. He contacted his office to see where he stood on funding for public education. Mr. Merten asked Senator McCarter to contact Superintendent Garrison. At the August meeting, we usually conduct the building tours. Superintendent Garrison invited him to walk through the buildings with the Board and will speak to the Board at the regular meeting. The window project has went very well. The boys’ bathroom window is currently not tinted. The glass has been ordered and it will be replaced. The gym floor will be waxed on July 24th at 6:00 p.m. We received a letter from ISBE that we have been approved to participate in the Community Eligibility Option. Under the CEO, all students in Kindergarten through 6th Grade will receive free breakfast and lunch. This does not include the PreK students. Registration will be Thursday, August 2nd from 1:00 p.m. to 7:00 p.m. and Friday, August 3rd from 9:00 to 12:00 p.m. and 1:00 p.m. to 3:00 p.m.

IX. Old Business

- a. There was no Old Business.

X. New Business

- a. Shall the following Consent Agenda items be approved?
 1. Approve open and closed meeting minutes from June 25, 2012 and June 27, 2012
 2. Approve activity funds, accounts and expenditures
 3. Approve July bills and payroll
 4. Approve repayment of the Revolving Fund
 5. Approve early dismissal times if needed due to heat
 6. Award bread bid to the lowest responsible bidder for the 2012-2013 school year
 7. Award milk bid to the lowest responsible bidder for the 2012-2013 school year
 8. Approve Elementary Teachers' Handbook
 9. Approve Junior-Senior High Teachers' Handbook
 10. Approve Coaches'/Sponsors' Handbook
 11. Approve first reading of the following Press Plus policies:
 - 3:70 Succession of Authority
 - 4:45 Insufficient Fund Checks
 - 5:60 Expenses
 - 5:80 Court Duty
 - 5:110 Recognition for Service
 - 5:140 Solicitations By or From Staff
 - 5:230 Maintaining Student Discipline
 - 5:320 Educational Support Personnel – Evaluation
 - 6:40 Curriculum Development
 - 6:80 Teaching About Controversial Issues
 - 6:260 Complaints About Curriculum, Instructional Materials and Programs
 - 6:330 Achievements and Awards
 - 7:80 Release Time for Religious Instruction/Observance
 - 7:130 Student Rights and Responsibilities
 - 7:160 Student Appearance
 - 3:40 Superintendent
 - 4:60 Purchases and Contracts
 - 4:120 Food Services
 - 4:180 Pandemic Preparedness
 - 5:70 Religious Holidays
 - 5:280 Duties and Qualifications
 - 6:70 Teaching About Religion
 - 6:145 Migrant Students
 - 6:235 Access to Electronic Networks
 - 6:290 Homework
 - 7:50 School Admissions and Student Transfers To and From Non-District Schools
 - 7:140 Search and Seizure
 - 7:220 Bus Conduct
 - 7:250 Student Support Services
 - 7:340 Student Records

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>Absent</u>	Stephen Morris	<u>X</u>		

b. Shall the Board approve the submission of the Administrative Cost Cap Waiver to the Illinois State Board of Education?

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>Absent</u>	Stephen Morris	<u>X</u>		

c. 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. 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 session meeting

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>Absent</u>	Stephen Morris	<u>X</u>	<u>Time</u>	<u>7:16 pm</u>

Return to Open Session:

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>Absent</u>	Stephen Morris	<u>X</u>	<u>Time</u>	<u>8:05 pm</u>

d. Shall the Board set the salaries for Administrators' with the Superintendent remaining at the current level and with Mrs. Gray receiving a two percent increase?

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>Absent</u>	Stephen Morris	<u>X</u>		

e. Shall the Board set the salaries for confidential employees to maintain current level?

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

f. Shall the Board employ Cole Schomaker as Junior High Athletic Director?

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

g. Shall the Board employ Junior High Girls' Basketball Coach?

This item was tabled.

h. Shall the Board approve Schaefer Contracting Inc. invoice for Water Line Replacement?

This item died for lack of motion.

XI. Communications

a. There were no Communications.

XII. Adjournment

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>Absent</u>	Stephen Morris	<u>X</u>	<u>Time</u>	<u>8:08 pm</u>

Approved: _____
Board President

Approved: _____
Board Secretary