

DURAND COMMUNITY UNIT SCHOOL DISTRICT #322
REGULAR MEETING OF BOARD OF EDUCATION
AGENDA
AUGUST 8, 2011
6:00 P.M.
BOARD CONFERENCE ROOM

(Board will audiotape open meeting for minutes)

I. CALL TO ORDER/PLEDGE/ROLL CALL
II. PUBLIC COMMENTS TO AGENDA ITEMS

The Board of Education welcomes comments and questions from the public. If you wish to address the Board at this meeting, please fill out a Visitor's Card available in the back of the room and present them to the Board's Administrative Assistant before the meeting begins. When recognized by the Board President, please stand. We ask that you limit your comments to five (5) minutes. If more than one person will be addressing the same topic, we ask that you appoint a spokesperson to speak for the group. The Board President may shorten or lengthen an individual's opportunity to speak. The President may also deny an individual the opportunity if the individual has previously addressed the Board on the same subject within the past 2 months. Personnel matters will not be discussed in open session.

TEACHER FEATURE: Sue Syzmanski and/or Deb Walsh - Title 1 Program

III. ADOPTION OF AGENDA

Motion & Action

IV. CONSENT AGENDA, (Minutes from June 29, 2011 and July 9, and 27 2011), accounts payable, and approval of the destruction of the February 2010 taped closed session minutes) **Motion/Action/RC**

NON-AGENDA ITEMS

Legislative

- 5:01 Gov. Patrick Quinn** (d) (271) 782-7884
Springfield Office: 214 Statehouse, Springfield, IL 62706
www.standingupforillinois.org/contact
Chicago Office: 312-814-5220
James R. Thompson Center, ste. 15-200,
100 W. Randolph, Chicago, IL 60601
- 5:02 Sec. of State Jesse White** (D) (217) 782-2201
Springfield Office: 213 Statehouse, Springfield, IL 62706
Fax: 217-785-0358 website: www.cyberdriveillinois.com
Chicago Office: 312-814-6165
James R. Thompson Center, Ste. 5-400
100 W. Randolph, Chicago, IL 60601
- 5:03 Attorney General Lisa Madigan** (D) (217-782-9000)
Springfield Office: 500 S. Second St., Springfield, IL 62706
Attorney_general@stg.state.il.us
Chicago Office: (312) 814-3000
James R. Thompson Center, Floor 12
100 W. Randolph, Chicago, IL 60601
- 5:04 Sen. Tim Bivins** (R) (815) 233-0037 Fax (815) 232-0777
50 W. Douglas St., Freeport, IL 61032
- 5:05 Rep. Jim Sacia** (815) 232-0774 Fax (815) 232-0777
50 W. Douglas St., Freeport, IL 61032
- 5:06 U.S. Rep. Don Manzullo** (R) (815) 394-1231 Fax (815) 394-3930
415 S. Mulford, Rockford, IL 61108
2228 Rayburn HOB, Washington, D.C. 20515-1316
Washington D.C. (202) 225-5676 <http://manzullo.house.gov>
- 5:07 U.S. Senator Richard Durbin** (D)
(202) 224-2152 dick@durbin.senate.gov

VI. ADMINISTRATIVE REPORTS

6:01 Dolan Education Center Principal's Report – Mr. Parent

Information Item

6:011 – Completed Extended School Year on July 14. The program went very well with a culmination of the summer's activities coming on the final two days. The July 13 open house was well attended by parents, family friends, and the media. The students showed off their projects with pride. On July 14 the students attended their auction using their earnings from the mock business (B&R Inc.) to support the concept of money management.

On August 10 I will be attending a workshop on Bullying and Cyber Bullying in Bloomington. This was sponsored by Horace Mann & IPA.

- 6:02** **Elementary Principal's Report – Mr. Alberstett** **Information Item**
6:021 - Summer School: Summer School concluded with an average daily attendance of 27 students reporting for reading and math classes. Twelve students had perfect attendance.
6:022 – Schedules: Schedules were completed and emailed to staff. PE, music, art, computers, library, lunch and recess are scheduled for them.
6:023 – Interviews: Interviews were completed for two aide positions available. They are for individual aides in the classroom with other duties consisting of lunchroom supervision and general assistance to students and teachers.
6:024 – Registration: I attended registration on July 27 and 28. I met with families with special attention paid to new families and kindergarten families.
6:025 – Co-Op Preschool: The Cooperative Preschool Summer School Program has started its second session. Preschool students from Durand, Pecatonica, and Rockton/Roscoe attend this program.
6:026 – Supplies: Elementary supply orders were completed with many materials already here. 7) Elementary class lists were completed and posted.
- 6:03** **Junior High and High School Principal's Report – Mr. Pinker** **Information Item**
6:031- Meetings: I conducted ten parent meetings dealing with schedules, registration and athletic related issues. I attended an Athletic Association meeting. We are preparing for the upcoming golf outing fundraiser.
6:032 – Students: I worked registration on 7/27 & 7/28 assisting with greeting parents and helped answer questions about the upcoming year. We seem to have had a very good turnout. I supervised junior high summer school and worked on the end of the year state reports. All students passed junior high summer school.
6:033 - Events: I volunteered at the Fourth of July celebration. It brought a lot of business to the downtown area and was a very positive promotion for Durand.
- 6:04** **Athletic and Transp. Director's Report – Mr. Robertson** **Information Item**
6:041 – Registration: I attended school registration on July 27th and 28th, 2011. I was available to answer questions regarding activities and transportation. I registered the NUIC conference with the IHSA for the 2011-2012 "Do What's Right Program." This is a program through the IHSA that provides teams an opportunity from our conference whom advance to the state finals an opportunity to earn a sportsmanship award.
6:042 – Meetings: I held a transportation meeting with all of the district drivers on August 02, 2011. We discussed the upcoming school year and assigned routes to each bus/van. We also had the representative from Midwest Transit speak with our drivers about the changes in our new buses. I held a rules meeting on the evening of July 21, 2011 for any families and athletes that required a rules meeting for activities.
6:043 – Durand Open: I attended the Durand Open golf outing on July 16, 2011. I worked the longest drive hole and also sold raffle tickets at the auction. The event was well attended and the Athletic Association did a wonderful job once again. There were several meetings and lot of work done by many to make this outing a successful venture. Coaches Kinney and Hunt helped sell raffle tickets at the auction and Coach Hunt also worked a par three hole. Coach Guth worked the auction announcing and Chad Gasman cooked brats on the course. We also had coaches Robins, Hardy, Guth, Burdick, and Kinney golf in the outing to help support the cause.
6:044 – Transportation: I completed the 2010-2011 transportation claims for the state and forwarded the report to Mr. Damon.

- 6:05** **Technology Report – Mrs. Winchel** **Information Item**
- Attended Tech Feast Technology Conference in Bloomington on July 20 and 21
 - Imaged new computer at Dolan, installation and testing to begin this week

- Imaged all computers and upgraded to Windows 7 on with the exception of those running Pod software
- Testing all workstations
- Provisioning all computers to enable Kace 1000 "help desk program
- Exited all students through IWAS

- Sent discipline, early childhood outcomes, and pre-k follow up reports to ISBE
- Completed course assignment report for IWAS
- Participated in registration
- Promoted students and closed 2010/2011 school year through STI
- Completed setup of JH computer lab
- Re-distributed computers throughout building
- Updating faculty computers
- Continuing to learn and implement the Kbox equipment
- Updating of Village of Volunteers Facebook page

6:06 Nurses Report – Mrs. Meinert

Information Item

No report at this time.

6:07 Maintenance and Custodial Department – Mr. Gassman

Information Item

6:071 – Summer Projects:

- Looking to remove old playground equipment and add new this summer- **In progress**
- Began floor waxing - **90% Completion**
- Installing new refrigerated drinking fountains in upper and lower elementary - **Completed**
- Painting many classrooms – **Completed**
- Painting small gym and cafeteria - **In progress**
- Replacing small gym and weight room doors-old ones are rusty- **Completed**
- Installing shades in cafeteria on south wall windows – **Completed**
- Sealing blacktop on southwest and playground areas
- Putting in new horse shoe pits – **Completed**
- Repairing home base area at baseball field-collects water right now- **Completed**
- Adding two new cameras to building and upgrading DVR for cameras – **Completed**
- Updating classroom furniture – **Completed**
- Repair northwest entrance blacktop on north parking lot – **Completed**
- Installing wireless motion sensors for lighting in hallways which will be much more cost effective than hard wire - **In progress**
- HVAC has been set for summer hours – **In progress**
- Working with contractors on summer projects – **In progress**
- East exit doors replacement - **In progress-late Aug.**
- Gym Floor re-finished and next year to be repainted - **Completed**
- All full-time employees now have uniforms – **Completed**
- Chad Gassman & Dave Babler received HVAC training from Mechanical at no cost – **Completed**
- Utility report attached

We recently had volunteers from Hope for Durand paint the upper elementary, front bathrooms north/south hall bathrooms and the north/south hallway

6:08 Superintendent's Report – Mr. Duffy

Information Item

6:081 - Enrollments: Enrollments at this time is 488 with a potential additional 145 students pending for a total of 633.

6:082 - School District Waiver Status: The first waiver is for reimbursement of Drivers Ed. If we want to increase the portion that the student is responsible for, I will need a motion to rewrite the Drivers Ed. waiver and submit it soon. With a motion to increase the student's portion, I will rewrite the waiver and submit it to Springfield. **Motion/Action/RC**

6:083 - Early Childhood Grant Blocked: We did not receive the Early Childhood grant. This means that we are paying the entire cost of the Early Childhood program which is between \$70,000 – 90,000, dependent on the number of para-professionals that are necessary.

6:084 - Energy Efficiency Grant Award: We did not receive the Energy Efficiency Grant. We will be considered in the next round. In the meantime we will continue to fix our HVAC equipment as

we need to when some part fails to work.

6:085 - IASA Alliance: I have included a report from Sara Boucek, attorney for IASA, reviewing the recent legislation that will impact both the RIF option and the tenure process. Both of these may become extremely important to District management.

6:086 – CareerTEC Meeting Minutes: The CareerTec meeting minutes from July 7, 2011 are attached with the agenda.

VII. BOARD MEMBER REPORTS OR REQUESTS

- 7:01 - Board Communications – Mrs. Burdick
- 7:02 - Board Meetings – President S. Kinney
- 7:03 - Finance and Budget – President Kinney
- 7:04 - Career Technology Co-Op – Mrs. K. Kinney
- 7:05 - Special Education - Mr. Sullivan
- 7:06 - Curriculum/Technology – Mrs. Burdick
- 7:07 - Policy - Mr. Sullivan
- 7:08 - Nutritional Task Force – Mr. Sullivan
- 7:09 - School Handbooks – K. Kinney

Information Item

FUTURE MEETINGS

September 6, 2011	1:00 p.m.	Agenda Meeting
September 6, 2011	5:30 p.m.	Policy Meeting – If needed
September 8, 2011	5:30 p.m.	Board Coffee
September 12, 2011	6:00 p.m.	Monthly School Board Meeting

VIII. OLD BUSINESS

No old business

IX. NEW BUSINESS

9:01 New/Revised Policies:

- 1:10 School District Legal Status
- 1:20 District Organization, Operations and Cooperative Agreement
- 1:30 School District Philosophy
- 2:10 School District Governance
- 2:130 Board-Superintendent Relationship
- 3:10 Goals and Objectives
- 3:30 Chain of command
- 3:30-E Exhibit – Organizational Chart for Administration
- 3:70 Succession of Authority
- 3:70-AP Administrative Procedure – Succession Plan
- 5:125 Personal Technology and social media; Usage and Conduct
- 5:125-E Exhibit – Employee Receipt of Board Policy on Personal Technology and Social Media
- 5:170 Copyright
- 5:170-AP1 Administrative Procedure – Copyright Compliance
- 5:170-AP2 Administrative Procedure – Seeking Permission to Copy or Use Copyrighted Works
- 5:170-AP3 Administrative Procedure – Instructional Materials and Computer Programs Developed Within the Scope of Employment
- 5:170-E Exhibit – Request to Reprint or Adapt Material
- 6:120-AP4 Administrative Procedure – Care of Students with Diabetes
- 6:235-AP1 Administrative procedure – Acceptable Use of Electronic Networks
- 6:235-AP1,E1 Exhibit – Student Authorization for Electronic Network Access
- 6:235-AP1,E2 Exhibit – Staff Authorization for Electronic Network Access
- 6:235-E4 Exhibit – Keeping Yourself and Your Kids Safe On Social Networks

9:02 Resolution for Hazardous Route Designations – Mr. Robertson

X. DISTRICT BUSINESS REPORT

10:01 - Treasurer's Report(s) – Mr. Damon

10:02 - Fund Balance Report(s)- Mr. Damon

Information Item

XI. EXECUTIVE SESSION

1. The appointment, compensation, discipline, performance, or dismissal of specific employees of the district or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1)
2. Discussion of lawfully closed meeting minutes, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by section 2.06. 5 ILCS 120/2(c)(21)

XII. ACTION ITEMS/PERSONNEL & SITES/HIRING & CONTRACT ISSUANCE/DIRECTIVES

1. Resignations and Leave of Absence
2. Contract Issuance
3. Review of Executive Minutes

XIV. ADJOURNMENT