

DURAND COMMUNITY UNIT SCHOOL DISTRICT #322
REGULAR MEETING OF BOARD OF EDUCATION
AGENDA
NOVEMBER 14, 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:

School Board Members Recognition; Reading of Resolution; Presentation of Certificates and Student Letters

TEACHER UPDATE: J. Kinney, D. McCallips, M. Drews, S. Szymanski

III. ADOPTION OF AGENDA

Motion & Action

IV. CONSENT AGENDA, (Minutes from October 1, and 11, 2011), accounts payable, and approval of the destruction of the May 2010 taped closed session minutes)

Motion/Action/RC

V. 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

6:012 Meetings: I attended the Illinois Principal Association Conference held in Peoria. I also attended the Nutritional Task Force meeting, three Administrative meetings and supervised two events.

6:013 Awards Ceremony: Dolan hosted the First Quarter Grade & Awards ceremony on 10/27/11.

6:014 SIP: October 21st SIP day covered Behavior Management Plans as well as Behavior Analysis Reports, presented by Mr. Voigt.

6:015 Rtl: November 4th afternoon training covered RTI documentation, presented by School Psychologist.

6:016 Dean's Convention: Mr. Voigt attended the Dean's Convention on November 3 & 4.

6:017 Conferences: Parent/Teacher Conferences were attended at 50%.

6:018: Incident Updates: Dean of Dolan Incident Statistics (Mr. Voigt) (see attached) – Mr. Parent

6:02 Elementary Principal's Report – Mr. Alberstett

Information Item

6:021 – Community Night: I organized, attended and presented at Community Night on October 12. Different aspects of Durand Schools were presented to the community. Staff and community members numbered around 50 attendees. (Program provided)

6:022 – Concert: I attended the fall band and choir concert. This event was well attended as 6-12 grade presented.

6:023 – Good Citizenship: I organized the Good Citizenship Luncheon for students and family members who received the award for the month of September. I handed out the Good Citizenship Award for the month of October. Cooperation was stressed with Frederick Douglass used as an example.

6:024 – Data Team: I attended 5 data team meetings with teachers to discuss student progress and develop support plans.

6:025 – Student Discipline: I had 50 contacts with parents concerning student discipline.

6:026 – Parent Meetings: I attended 5 parent meetings to discuss student progress and educational plans.

6:027 – Assembly: I held an honor roll assembly for grades 5 and 6.

6:028 – SIP: I helped organized the School Improvement Day. The Elementary worked on Common Core Standards which included a speaker.

6:029 – Meetings: I attended the Durand Advisor's Meeting sponsored by the Monroe Clinic. We discussed ways that the Monroe Clinic can better serve Durand.

6:030 – Register Star: I attended the Rockford Register Star breakfast at Nanner's to discuss how the Rockford Register Star could best serve Durand.

6:031 – Veteran Day: I helped organize the Veteran's Day Star project where students made stars honoring relatives who are or who have served in the armed forces.

6:032 – Grandparents Day: I helped with Grandparent's Day. This breakfast was well attended.

6:03 Junior High and High School Principal's Report – Mr. Pinker

Information Item

6:031 – Observations: I conducted ten pre-observation conferences with Junior and Senior High teachers. I did ten observations of Junior and Senior high teachers. Observations for Junior High teachers were forty two minutes each and High School observations were eighty four minutes each.

6:032 - Meetings: I conducted three parent meetings dealing with grades, discipline and athletic related issues. I attended two administrative meetings. The administrative staff discussed issues dealing with the district, new evaluation system, parent concerns and upcoming events. I attended three student IEP meetings. We reviewed present IEPs and made needed adjustments to meet the individual student's needs. I facilitated one curriculum council meeting. We discussed new courses, course descriptions and common core standards along with other curriculum related issues. I conducted a faculty meeting. We reviewed tornado drills, fire drills and lockdowns. We discussed the use of the green and red cards during drills. We reviewed the events for the upcoming SIP day. I attended a DARTS meeting. We continued our discussion about signage for the Village Library. We discussed the success of recent events and the upcoming holiday events. I attended a CareerTec meeting. We discussed the money left in our grants and future classes and trainings. I attended the yearly IHSA Town Meeting. We voted on new issues dealing with High School Sports.

6:033 – Workshops: I attended the IPA convention in Peoria. I attended workshops entitled "How Students and Their Teachers Win", "Raising Staff Morale and Staying Out of Trouble", " Student

Achievement: Principals Do Make a Difference”, “ISBE Update on Common Core”, and “Raising Student Achievement”. I also visited a number of vendors and discussed new tools for improving education. I will be implementing some of the things that I learned at the conference throughout the school year. Our SIP Day workshop was on Common Core Standards, Evaluating Test Scores to Help Develop Curriculum (John Paulsgrove) and a presentation from Cambridge Learning, Inc.

6:034 - Events: I supervised three High School Girls Volleyball games and three High School Boys Football games. I helped facilitate Senior Nights for both High School Volleyball and Football. I attended the Regional Volleyball game at Aquin. I attended the football play-off game at Le-Win. I attended the fall band and chorus concert. The students and directors did an excellent job. It was a very well attended event.

6:035 - Curriculum Council and Faculty Agendas:

6:04 Athletic and Transp. Director’s Report – Mr. Robertson Information Item

6:041 – Athletics: Our fall athletic programs finished the 2011 season this past month. The varsity football program finished with a record of 6-4 placing 4th in our division and a class 1A playoff appearance. The Fresh/Soph program finished with a 5-4 mark. We held senior night on Friday, October 21 honoring our football and band seniors. We had several players earn NUIC all conference in football, but this list will not be released to the public until the last team in our conference is eliminated from the IHSA state playoffs. The varsity volleyball team went 5-0 at the Durand Invitational on October 15, 2011 winning a home tournament. The overall record for the varsity was 16-10. We held senior night on October 18 honoring our three senior volleyball players. The Fresh/Soph program finished with an overall record of 5-8 in conference. We had two ladies earn NUIC all conference, but this list will not be released to the public until the last team from our conference is eliminated from the IHSA state volleyball series. Our cross country finished up their season the last week of October. We participated in the Winnebago regional and had one athlete advance to the Oregon sectional.

The Junior High boys’ basketball season began practice on October 13, 2011. Games started the last week of October. The High School girls’ basketball program began practice on October 31. High School boys’ and wrestling began practice on November 7. These dates are mandated by the IHSA. Winter/Blue 2011 was held on November 11, 2011. Team and individual photos for Spirit Squad, Wrestling, Boys’ Basketball and Girls’ basketball were taken. After the photos, we had our coaches introduce our teams, talk about the upcoming seasons and had scrimmages for the basketball programs.

6:042 – Music: The IMEA all state music banners have come in are up in the large gym. Please take a look when you have an opportunity. In addition, the trophy case that holds the state champions and runner up was completed with a new backdrop. Please take a few moments and look at this as well.

6:043 – Road Commissioners Meeting: The Road Commissioners met on October 12.

6:05 Technology Report – Mrs. Winchel Information Item

- ✓ Organized Community Night presentation
- ✓ Presented technology news at October 12 Community Night
- ✓ Converted SDS Finance to SDS Web Finance and set-up for training
- ✓ Many updates to website – special thanks to Karen Nielsen for taking the time to go through the Website to recognize what is outdated and make suggestions
- ✓ Closed 127 technology work tickets
- ✓ Worked with K+ personnel to troubleshoot on site issues
- ✓ Sent 8 School Messenger notifications
- ✓ Updated Facebook Page with Durand events and news
- ✓ Attended NFI conference Nov 2-4

6:06 Nurses Report – Mrs. Meinert Information Item

913 student assessments were done. 241 medications were administered. 14 incident reports were completed. 1 health history was completed for Special-Ed service providers. Six cases of strep throat were reported and notes were sent home to the corresponding classrooms. One case of scarlet fever was reported and notes were sent home to the corresponding classroom. One case of impetigo was reported and notes were sent home to the corresponding classroom. No students were excluded from school on October 15th for not meeting State mandated health requirements. I performed and

documented the AED monthly maintenance checks and performance tests on all 3 AED's on October 24. I attended the Nutrition Task Force meeting on October 26. Initial vision and hearing screenings for all mandated students were conducted on October 28. I will be conducting all of the re-screenings on those students who did not pass throughout the months of November/December. Letters/referrals will be sent out to parents if further testing outside of the school is required. All employees were given the opportunity to receive flu shots on October 20. Fifty-five employees received the flu vaccine. All physicals, vision exams, dental exams, consent for medical treatment, and health information forms have been reviewed, filed, and entered into the new STI health module.

6:07 Maintenance and Custodial Department – Mr. Gassman

Information Item

6:071- Update:

- ✓ 12 -25" TV's, computers, 2 treadmills and 2 stationary bikes will be recycled
- ✓ Set up football fields
- ✓ ROE annual walk through went very well-all items already addressed
- ✓ Walked with sprinkler system tester from Nelson
- ✓ Mowed
- ✓ Monitored HVAC and adjusted schedules
- ✓ Arranged stair lift inspection
- ✓ Adjusted door schedules
- ✓ Tree at the northwest entrance was dying and unsafe; it was removed and a replacement tree will be planted around that area.
- ✓ Mostly cleaning this month with our crew down one man
- ✓ New custodian started 10/31/11
- ✓ Custodial staff meeting 11/1/11

6:08 Superintendent's Report – Mr. Duffy

Information Item

6:081 – Enrollments: (See attached information)

6:082 – Evaluation Summaries: The evaluation summaries are attached from the October 21, 2011 School Improvement Day. Overall, they are very good. It appears the majority of the faculty were very pleased with the workshops, although a couple of faculty did not appear to be impressed by anything.

6:083 – Canine Search Scheduled: We have written to Sheriff Myers requesting a canine search. His office has contacted us to let us know they are in the process of arranging for approximately four dogs and their handlers to come to Durand and conduct a search of the High School, Jr. High School and parking lots. They will notify us before they arrive so the search will not be known about until we see the dogs.

6:084 – Letter to Senators/Representatives: We sent a letter to our Senators and Representatives indicating that we oppose taking monies from our local funds to pay for a State initiated plan.

6:085 – RSNLT's School Administrator's Conference: I attended a workshop put on by Robbins, Swartz, etc. concerning the new mandates the State is imposing. It was an excellent workshop and we will be able to implement many of the concepts that were reviewed.

6:086 – NCLB Update: This amendment earned the Durand School District an extra \$13,000. Thank you for your effort Mr. Alberstett.

VII. BOARD MEMBER REPORTS OR REQUESTS

Information Item

7:01 - Board Communications – Mrs. Burdick

7:02 - Board Meetings – President S. Kinney
IASB Conference – November 17-20, 2011

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 - Nutrition Task Force – Mr. Sullivan

7:09 - School Handbooks – Mrs. K. Kinney

FUTURE MEETINGS

November 17-20, 2011		IASB Conference
December 5, 2011	3:00 p.m.	Agenda Meeting
December 5, 2011	5:30 p.m.	Policy Meeting if needed
December 8, 2011	6:00 p.m.	Board Coffee
December 12, 2011	6:00 p.m.	Monthly School Board Meeting

VIII. OLD BUSINESS

IX. NEW BUSINESS

9:01 – New Policies

- 2:250 – Access to District Public Records
- 2:250-AP1 – Administrative Procedure – Access to and Copying of District Public Records
- 2:250-E3 – Exhibit – Recurrent Requester Notification
- 3:60 – Administrative Responsibility of the Building
- 4:80 – Accounting and Audits
- 5:90 – Abused and Neglected Child Reporting
- 5:100 – Staff Development Program
- 5:200 – Terms and Conditions of employment and Dismissal
- 5:240- Suspension
- 5:240-AP – Administrative Procedure – Suspension
- 6:60 – Curriculum Content
- 6:150 – Home and Hospital Instruction
- 6:300 – Graduation Requirements
- 6:320 – High School Credit for Proficiency
- 7:300-E1 – Exhibit – Agreement to Participate
- 7:305 – Student Athlete Concussions and Head Injuries
- 7:305-AP – Administrative Procedure – Program for Managing Student Athlete Concussions and Head Injuries

9:02 – Bitty Ball: Mr. Alan Asche is asking permission to have Bitty Ball on Sunday afternoons in January and February 2012.

X. DISTRICT BUSINESS REPORTS – Mr. Damon

Information Item

10:01 – Fund Balance

10:04 – Approve Tax Levy for Publication and Set Hearing

10:05 – Property/Casualty Insurance Renewal/Resolution

Motion/Action/RC

XI. EXECUTIVE SESSION

1. The appointment, employment, 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), as amended by P.A. 93-0057.

2. Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes for semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(2)

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

1. Contract Issuance

2. Review of Executive Minutes

XIII. ADJOURNMENT