

DURAND COMMUNITY UNIT SCHOOL DISTRICT #322
REGULAR MEETING OF BOARD OF EDUCATION
AGENDA
OCTOBER 11, 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:

Mr. Kurt Alberstett and Mr. Jeff Pinker – Core Curriculum

III. ADOPTION OF AGENDA

Motion & Action

IV. CONSENT AGENDA, (Minutes from September 12 and 28, 2011), accounts payable, and approval of the destruction of the April 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 – CPR/AED: The Dolan Staff were trained in CPR/AED on Sept. 23rd. The certification is for two years.
6:013 – Conference: Mr. Parent attended a law conference on Oct. 3rd. Information received will be relayed to the staff during a scheduled staff meeting.
6:014 – IEP's: Mr. Parent has attended several IEPs for perspective students as well as giving several tours. He has also supervised two events.
6:015 – Fund Raising: Dolan is in the process of looking at options for a fund raiser for a student who was tragically paralyzed during a swimming accident. The students and staff have been dealing with aftermath of this tragic event and our thoughts and prayers go out to Cody & his family.
6:016 – ROE Walk-through: On Oct. 5th the Regional Office of Education did its life/safety walk through. Results are pending, but the verbal report was positive.
6:017 – Dolan Incidents: Mr. Voigt's report is attached.
- 6:02 Elementary Principal's Report – Mr. Alberstett **Information Item****
6:021 – Meetings: I held a District SIP meeting. The meeting was well attended. School Improvement Days were discussed as well as the "Community Night". We will be holding a "Community Night" on October 12th at 6:30. We will present School Improvement Plans and discuss other education initiatives taking place at Durand Schools. Parents and the general public are invited. I attended the Curriculum Council meeting. Book rotations were discussed as well as Common Core Standards implementations. I held the second elementary faculty meeting of the year. The agenda for the meeting is based on team meetings held beforehand. Items that the teachers want to discuss at the faculty meeting are then put together.
6:022 – Workshop: I attended a workshop on External Coaching for the Positive Behavior Interventions and Supports (PBIS) program that we are implementing at Durand Schools.
6:023 – Student Meetings: I helped organize 6th grade student meetings with the social worker to address concerns with the 6th grade boys. We are working on ways to help them work together better and prepare them for Junior High.
6:024 – Parent Contact: I had numerous contacts with parents concerning student discipline. I attended 7 team meetings to discuss student progress and educational plans.
6:025 - I helped supervise the Junior High Volleyball tournament. Durand took 4th place with Stephen Mack taking first.
6:026 - I helped organized the School Improvement Day. Activities included technology trainings and Common Core Standards work.
6:027 - I helped supervise the Homecoming football game versus Milledgeville.
6:028 – SIP – Durand Elementary School Improvement Plan (see attached)
6:029 – ISAT – ISAT Scores (see attached)
- 6:03 Junior High and High School Principal's Report – Mr. Pinker **Information Item****
6:031 – Meetings: I conducted six parent meetings dealing with schedules, registration and discipline issues. I facilitated a Curriculum Council meeting on 9/19. (See attached agenda). I conducted one Jr/Sr High faculty meeting/SIP day on 9/23/11. (See attached agenda). I facilitated five IEP meetings to change a student's schedule and modify their accommodations. I attended four weekly administrator's meetings. The administrative team discussed different issues dealing with registration, beginning of school, budget and other school related issues. I met with representatives from Bryden Ford on 9/20 and 9/27 to discuss and plan an upcoming fundraiser for homecoming. I attended two workshops: one at the ROE on 9/22 where we discussed the changes in attendance laws and truancy, the other at Rock Valley College on 9/26 where we discussed the common core standards and college and workforce readiness. I attended a DARTS meeting where we discussed events in the community. We are looking into ways to promote the Public Library housed at the school. We are looking into new signage advertising the location and times. I attended a CareerTec meeting on 9/22, discussing the financial situation and grants dealing with the different CareerTec programs. They are looking into new programs to offer in the upcoming years like welding. I met with a student teacher from NIU named Ryan Tyrell. He will be observing different History classes and will do his student teaching second semester with Mr. Shepard.
6:032 Students/Parents: I facilitated a Junior High and High School honor roll assembly. We honored the students who made honor roll, high honors, High School VIP members, and Junior High WHAM members. We also honored students who excelled on one or more tested areas of the PSAE. I had twenty parent phone calls dealing with new students, attendance, discipline and general concerns. I assisted Ms. Stinnett with scheduling new students and helped answer questions about

the upcoming year. I continued to assign parking permits to High School students.

6:033 Events: I attended the football games vs. River Ridge on 9/16 and Pecatonica on 9/23.

I supervised the following events, JHGVB vs. Dakota, JHGVB Tournament on 9/24, HSGVB vs. Milledgeville on 9/26 and the HSBFB vs. Milledgeville on 9/30. I helped setup ticket takers, assisted in general supervision of the contest, deposited the gate money and helped with the field pick-up. I helped chaperone the Homecoming Bonfire on 9/28 and Dance on 10/1.

6:034 Curriculum Updates 2012-2013: Marilyn Stinnett (see attached)

6:04

Athletic and Transp. Director's Report – Mr. Robertson

Information Item

6:041 Fall Season Sports: Our athletic teams are approaching the half-way point of our 2011 fall seasons. The Volleyball Team regional seedings/pairings will be announced October 7, 2011.

The IHSA has released the Class 1A regional site and teams;

Freeport (Aquin) Regional (6T) (map)

Dakota

Durand

Freeport (Aquin)

Orangeville

Pearl City

Rockford (Keith Country Day School)

The varsity football team is currently 3-2 with four games to go. After looking at the IHSA playoff outlook, the coaches and I felt we would need at least a 6-3 record to qualify. The IHSA has done three different scenarios when pairing teams for the playoffs. They have done a 1-32 seed, which is the most unlikely route as the IHSA feels travel is an issue. The other two scenarios are two 1-16 seeds or four 8 team quadrants. The 4 quadrants have been what the IHSA has done the past few years for Class 1A.

The Cross Country regional has yet to be announced, but we anticipate this event being held at Winnebago. **Homecoming 2011** began the week of September 25. Here is the list of events/activities that occurred.

Sunday- Classes to decorate hallways. Supervision by class advisors during the hours they set.

Monday- PJ/Hats, Shades and Suckers Day Homeroom Activity: Sidewalk Chalk for Freshmen and Sophomores; Car Painting for Juniors and Seniors; Evening Activity: DHS Volleyball vs. Milledgeville

Tuesday – Theme Day Freshman: Sponge Bob; Sophomore; Flintstones; Juniors: Looney Tunes; Seniors: Scooby Doo Teachers: Smurfs Homeroom Activity: Vote for Homecoming 2011 Court; Evening Activity: DHS Volleyball @ Polo

Wednesday – Color Day- Freshman – Purple; Sophomore – Orange; Junior – Green; Senior - Red Teachers - Tie-dye (your choice of colors) Homeroom Activity - Tug-A-War; Evening Activity: Guys' volleyball in the big gym @ 6:30 pm Bonfire @ about 8:30 pm (Dusk)

Thursday – Super Hero Day - Homeroom Activity; none; Evening Activity: DHS volleyball vs. AFC (Homecoming Game)

Friday – Blue and White Day (1/2 Day) Homeroom Activity: Pep Rally and Parade Evening Activity: DHS football game vs. Milledgeville (Homecoming Game) All Court nominees introduced at half-time

Saturday- Dance 8-11 pm Coronation @8:15 pm.

The spirit of the school and our students cannot be questioned. The high school hallway looked spectacular and very exciting the week of homecoming. In addition, it was great to see a lot of kids and staff that participated in the homecoming activities. There were some kids for whatever reason not involved in any activities and were very much involved in the homecoming events. This was a great thing as ALL of our students were involved.

The score board was completed on Thursday, September 15, 2011. Ken Gibler and Chuck Lahey spent three hours at the field on this night completing the electrical work. I tested the scoreboards on this night. The following is a list of people, equipment and companies that helped with the project:

LIST OF VOLUNTEERS AND EQUIPMENT TO INSTALL SCOREBOARD

Dan DeMus

Ken Gibler

Chuck Lahey

Ron Meier

Peter Robertson

Chad Horstmeier

Jim Heinen

Frank Rollie

Randy Rollie

Tony Stockdale

Bob Buckner

Gary Haughton

Mark Kelsey – Donated use of his backhoe; Rod Bennett – Donated use of lift and dump truck

Frank Rollie – Donated use of trencher and labor Dan DeMus – Donated use of bobcat and labor

Ron Meier – Donated use of crane and labor

Village of Durand – Paid for Engineering

The scoreboard was used on September 27, 2011 when our JH football teams hosted Pecatonica. We wanted to give the boards a trial run to ensure it works properly. The dedication was held on the evening of September 30, 2011, at the homecoming football game.

The District is grateful and thankful we have so many people willing to help out and make this project a success. The District is also very appreciative of the Heinen family's generous donation.

The IHSA has selected Durand High School as a 2011 Class 1A Boys' Basketball Regional host. The tournament will be the week of February 20 – 25, 2012.

6:05 Technology Report – Mrs. Winchel

Information Item

- Enrolled all District students in IWAS through SIS.
- Pursuing additional Kace Box training with the intent to release a new Help Desk System.
- After further review of the Webmaster position, the Technology Department has decided that the best course of action is to take over the Webmaster job responsibilities internally. I feel this will save the district time and money as well as provide a quality website.
- Accepted the resignation of Network Technician Ray Milroy. Hired Jacob Parrot in the position of Network Technician. Jake will also serve as a liaison between the Dolan Campus and Durand.
- Moved network equipment at the Dolan Education Center to improve noise quality in the break room.
- Worked with K+ personnel to troubleshoot on site issues.
- Provided multiple professional development trainings during the September 23rd SIP day. These trainings included information from Classroom Messenger, Turnitin.com, and the Scantron software, as well as general technology tips
- Sent 2 School Messenger Messages
- Closed 153 technology work tickets

6:06 Nurses Report – Mrs. Meinert

Information Item

First aid was completed 1232 times, 272 medications were administered, 16 incident reports were completed, 2 health histories were completed for IEP's, 3 cases of pinkeye were reported and notes were sent home to the corresponding classrooms. One case of mono was reported and notes were sent home to the corresponding class. Five cases of strep throat were reported and notes were sent home to the corresponding classes. Two cases of viral meningitis were reported and notes were sent home to the corresponding classes. All physicals for new transfer students, PK, Kdg, 6th, and 9th grades have been reviewed. All kindergarten eye examination forms were reviewed. All dental examination forms for kindergarten, second, and sixth grades were reviewed. Letters were sent to the parents of the students who were lacking health exam and/or vaccination requirements, eye exam requirements, and dental exam requirements. Final notice letters will be sent out the second week in October. Final notice letters for dental exam requirements will be sent in May 2012. If the requirements are not met or not in process of being met those students will be excluded from school as of October 17, 2011. Report cards may be held for students who are lacking eye or dental examination requirements. I have completed the health concerns lists and they were distributed to the appropriate kitchen, bus driver, administrative and teaching staff members. I will reprint and redistribute health concerns lists due to updates after winter break. Illinois mobile dentists have been scheduled to be here November 30, 2011 to give free or reduced price dental exams for students in preschool-8th grades. Permission slips will be sent out in November. Flu shots have been scheduled for staff members on October 20, 2011 from 7:30 - 8:30 a.m. Nurse's office supplies were ordered for the school year. Emergency action care plans for students were reviewed and gone over with appropriate staff. Staff members received Diabetic Emergency training, Epi-Pen administration training, and a presentation on food allergies, Blood Borne Pathogen training, and a review of AED application and use on August 19, 2011. I am working with the technology department on the new health module in STI. We will now be using this module for all health related computer charting. We will be testing how well the system works for the needs of the health office. We are collaboratively working out all the bugs. This new module was a free update thru STI. Currently all health information that can be has been transferred into the new module and I have entered and updated all other information. I performed and documented the AED monthly maintenance checks and performance tests on all 3 AED's on August 25, 2011 and September 19, 2011.

6:07 Maintenance and Custodial Department – Mr. Gassman

Information Item

6:071- Update:

- East elementary doors have been installed
- Mowing grounds
- Helped with Saturday volleyball games
- Painted football fields (practice and game) and soccer field

- Adjust HVAC schedules as needed
- Finished hallway motion sensors
- Game and event setups in September
- Daily cleaning of cafeteria
- Research and rehire for custodial position needed to be filled
- Ordering supplies for stock and repairs
- Upgrading HVAC laptop computer for trouble shooting and repairs
- Put light switches on wall to control Big Gym fans for events
- Setup football fields on game day
- Put end zone lettering on football field

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 September 23, 2011 School Improvement Day.

Information Item

6:083 – State Funding: (see attached information)

Information Item

6:084 – ROE Walk-through: On Oct. 5th the Regional Office of Education did its life/safety walk through.

Information Item

6:085 – Driver's Education/Schedule:

Information Item

6:086 – Teacher Employment RIF:

Information Item

6:087 – Use of Canine Search Units:

Information Item

VII. BOARD MEMBER REPORTS OR REQUESTS

Information Item

7:01 - Board Communications – Mrs. Burdick

7:02 - Board Meetings – President S. Kinney

Northwest Division Dinner Meeting Reminder – 10/13/11

Delegate Assembly Meeting – Delegate and Alternate

Comments on IASB Workshop (Oct. 1st) "Data Driven"

Time Revision of Board Coffee

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 – Mrs. K. Kinney

FUTURE MEETINGS

October 13, 2011 (Wed.)	6:00 p.m.	Northwest Division Meeting
October 19, 2011 (Wed.)	6:00 p.m.	Nutrition Task Force Meeting
November 7, 2011 (Mon.)	3:00 p.m.	Agenda Meeting
November 7, 2011 (Mon.)	5:30 p.m.	Policy Meeting – If needed
November 10, 2011 (Thurs.)	5:30 p.m.	Board Coffee
November 14, 2011 (Mon.)	6:00 p.m.	Monthly School Board Meeting

VIII. OLD BUSINESS

IX. NEW BUSINESS

9:01 – Audit Presentation – Mr. Damon

Motion/Action/RC

9:02 – IHSA Cooperative Agreement (Renewal) Boys/Girls Track & Baseball with Pecatonica – Mr. Robertson

Motion/Action/RC

X. DISTRICT BUSINESS REPORTS – Mr. Damon

Information Item

10:01 – Fund Balance

10:02 – Expenditure Summary

10:03 – Investment Report

10:04 – Bank Collateral

10:05 – Activity Fund Balance

XI. EXECUTIVE SESSION

1. Collective negotiating matters between the District and its employees or their representatives, or

deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2)

2. Self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the District is a member. 5 ILCS 120/2(c)(16)

3. 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