

**DURAND COMMUNITY UNIT  
SCHOOL DISTRICT #322  
MINUTES**

TYPE OF MEETING: REGULAR

DATE OF MEETING: June 13, 2011

TIME OF MEETING: 6:00 PM

PLACE OF MEETING: BOARD ROOM

MEETING CALLED TO ORDER BY: SUE KINNEY, PRESIDENT

RECORDING SECRETARY: SUSAN GIBLER

MEMBERS PRESENT: SUE KINNEY  
JEFF MCCOY  
AMY BURDICK  
KATE KINNEY  
TOM SULLIVAN  
BRAD FAULKNER  
RICK STEDER

**IN ATTENDANCE:** Curt Stalheim, Mike Duffy, Jeff Pinker, Mark Parent, Bill Damon, Peter Robertson, Dave Meissen

**CALL TO ORDER/ROLL CALL/PLEDGE**

The regular meeting began at 6:00 p.m. The Pledge of Allegiance was recited. The meeting began with President Sue Kinney calling the meeting to order. Roll call: Tom Sullivan, here; Jeff McCoy, here; Amy Burdick, here; Rick Steder, here; Brad Faulkner, here; Kate Kinney, here; and Sue Kinney, here.

**PUBLIC COMMENTS TO AGENDA**

There were no comments from the public.

**ADOPTION OF AGENDA**

Motion made by Mr. Faulkner, second by Mrs. Burdick to adopt the agenda as presented. Voice vote all were in favor, the motion carried.

President Kinney swore in newly appointed Board member, Rick Steder.

Mr. Dave Meissen, Head Bus Driver, provided information for the Board showing where the routes begin in respect to where the drivers live. This information is attached with these minutes. He explained that it is his responsibility to ensure that fewer than 15,000 miles are put on the buses each year.

**CONSENT AGENDA**

Motion made by Mr. Faulkner, second by Mr. Sullivan to approve the consent agenda which included Board minutes from May 3, 9, 22 and 23, 2011, abstract of bills, and approval of

destruction of the December 2009 taped closed session. Roll Call: Tom Sullivan, aye; Jeff McCoy, aye; Kate Kinney, aye; Brad Faulkner, aye; Rick Steder, aye; Amy Burdick aye and Sue Kinney, aye. The majority were in favor, the motion carried.

### **ADMINISTRATIVE REPORTS**

#### **Dolan Education Center - Mark Parent**

**Programs:** On May 13<sup>th</sup> the Dolan Education Center hosted the Durand fifth grade and Natural Horseman, Scot O'Connor for a day of leadership training. I want to recognize Scot O'Connor for a job well done and thanks to the Durand fifth grade for being terrific guests.

**Grade & Awards Ceremony:** On May 26<sup>th</sup> Dolan hosted the Grade & Awards Ceremony as well as the eighth grade promotion and high school graduation. Jeff Carlson of the Special Education Co-op gave the graduation speech which was enjoyed by all. Seven eighth graders and two high-school students went through the ceremony.

**Yearbooks:** Yearbooks were completed and distributed on May 26<sup>th</sup>. The students competed in a contest for the cover and Nick Stralow of Winnebago came in first with Dan Schulte of Durand placing second.

#### **Additional Comments:**

Mr. Parent added there are 21 students registered for summer school and 7 staff will be assisting with this program.

#### **Elementary School Principal – Kurt Alberstett**

**Honor Roll Assembly:** I held the end of the year Honor Roll Assembly for 5<sup>th</sup> and 6<sup>th</sup> graders. It was well attended by parents and family members. Honor roll, attendance and principal awards were given out.

**Assembly:** I held an all school elementary assembly to kick off our new summer reading program. I will have more details on that at the next meeting.

**Good Citizenship Luncheon:** The Good Citizenship luncheon was held. Pizza was provided by Ciminos with 15 parents or family members attending.

**Memorial:** We dedicated a memorial to Mary Anne Drago in the courtyard. Ms. Drago was an elementary special education teacher who passed away in November of 2009.

**Meetings:** I attended tenured teacher post evaluation meetings to discuss their evaluations. I held the elementary handbook meeting to discuss changes to the handbook. Teachers, parents, students and administrators met to review the handbook with input from Amy Burdick as well.

**Reviews:** I attended annual reviews for special education students. Student progress was discussed with the parents and plans were developed for the next school year.

**Graduation:** I attended High School Graduation with my wife and attended parties afterwards.

**Elementary Field Days:** Elementary Field Day was held. Students had an opportunity to participate in different sporting activities with the help of the graduating seniors. Ms. Meyers does an excellent job of organizing this day.

**Summer School:** I organized Summer School for 2011. This included using data to find students who would benefit from summer school and finding staff and creating class lists. Summer School will run from June 20<sup>th</sup> to July 15<sup>th</sup>. There is more information in the Board Packet.

Mr. Alberstett was not in attendance. Mr. Duffy spoke on his behalf. He explained Summer School is scheduled to run from June 20, 2011 - July 15, 2011. He explained having this in the middle of the summer months will help with student regression. In addition, since the District does pre-testing and post-testing in September, January and the end of April, the statistics will show the advantage to having Summer School placed on those dates. Lastly, the Elementary Student Handbook will be available for approval on the June 29, 2011 agenda.

### **Junior High-High School Principal – Jeff Pinker**

**Meetings:** I conducted eight parent meetings, three junior high and five high schools, dealing with grades, discipline and athletic related issues. I attended a CareerTec meeting where we finalized our Perkins, PIG and CTEI grants. We were granted additional moneys to purchase 7 IPADs, a cart for the IPADs and a computer. I attended a NUIC meeting with Mr. Robertson. We discussed next year's schedules, official's pay, sportsmanship and other conference related issues. I attended four administrative meetings. The administrative staff discussed issues at the district and upcoming events. I facilitated two faculty meeting. Attached is the agenda from that meeting. I facilitated four handbook committee meetings. We reviewed the first half of the book and made several changes. I am in the process of making the recommended changes. When we are finished the changes will be presented to the Board for approval.

**Special Education:** I attended twenty-four annual review IEP meetings and one RTI meeting to review student eligibility and update their current IEPs when necessary.

**Observations:** I conducted six pre-observation meetings with tenured staff members and did four observations of classroom instruction.

**Events:** I attended the High School Awards Assembly. The students and Ms. Stinnett did a wonderful job setting up and presenting the ceremony. I chaperoned two junior high dances. The students were well behaved. I facilitated Graduation and 8<sup>th</sup> grade promotion. Both events were well attended and the student speakers did an excellent job.

### **Additional Comments:**

Mr. Pinker explained that the High School Summer School will be held in Pecatonica this year. He does not have the number attending at this time. He stated Driver's Education did not fulfill the requirements of enough students so those students were sent to Winnebago. In Junior High there were two students who qualified for summer school. One student will be taking math in Durand and one other student will be going to Roscoe to take two classes. He added that next year he is looking at having these services with Pecatonica, Winnebago and Durand.

### **Activity/Transportation Director – Peter Robertson**

**School Buses:** The 2011-12 new school buses are set to arrive the morning of June 27, 2011. I will be here to receive the new buses and ensure all paperwork is completed.

**Softball:** The Class 2A softball regional was held at Saelens Park on May 16<sup>th</sup>, 17<sup>th</sup> and the 20<sup>th</sup>. The Durand/Pecatonica girl's team advanced to the regional final and lost a heartbreaker in the bottom of the 7<sup>th</sup> to Harvard. I will request to the IHSA Durand/Pecatonica be awarded a post season softball tournament again next spring.

**Driving:** I drove a school bus 20+ times over the months of March, April and May. I drove the early route getting kids to and from practice or games to help off-set costs.

**Meetings:** I attended a Road Commissioner and School meeting on May 05, 2011. We discussed the winter weather and how the districts approached the issues. Everyone who attended was overall pleased. Another meeting will be conducted in the October of 2011 to prepare for the winter of 2011/12. I attended 2 athletic association meetings at 6:30 a.m. on April 23, 2011 and May 21, 2011. We discussed the football field lights, the golf outing and future meetings.

I attended the academic awards assembly on May 18<sup>th</sup> and the softball awards assembly on May 25, 2011. I attended a Crisis Management team meeting on May 31, 2011 and a Recognition Committee meeting on June 02, 2011. I attended a transportation meeting/breakfast on June 02, 2011. We talked about the school year and it was an opportunity to appreciate the hard work the drivers do for us for the year. I met with the Athletic Association on Saturday, June 04, 2011 at 7:30 a.m. I helped take registration forms for the Durand Open on July 16, 2011.

Lastly, I met with Paul Heinen on Saturday, June 04, 2011 at my home. The family has enough money to donate to the school and purchase the new score board at the football field. We talked about the type of board, the manner in which the board will be held in place and the location of the board. I thanked Paul and his family and talked about installation and manpower when it arrives 6-8 weeks after the purchase.

**Report:** Recognition Committee Report – See attached

**Activity/Athletic Cost Analysis** – See attached.

**Additional Comments:**

Mr. Robertson added there is another meeting with the Athletic Association regarding the Golf Outing in July. He praised the Athletic Association stating they are a wonderful and generous group who give our District funds to do many activities. He stated Mr. Paul Heinen has informed him that his family is purchasing a new scoreboard for the football field in honor of his brother, Mark. The scoreboard will arrive in 6 to 8 weeks. The goal is to have it up by the first game if possible. This will be placed at the southwest corner of the football field.

Mr. Robertson explained that the Board had directed him to meet with the Recognition Committee which he did. The Committee wants to allow the banners with the pictures. The Committee wants to embrace technology and move forward. The minutes from that meeting are part of the board packet.

Mr. Robertson asked that the Board take a moment to look at the walls in the East Entrance where Mrs. Waller has prepared the History of Durand Schools. She has been working on this for over a year and has done a beautiful job. Lastly, Mr. Robertson briefly explained his preparation of the Activity/Athletic cost analysis. These are breakdowns of the cost of each of the programs and stated the figures are estimates.

Mrs. Kinney asked if the girl's volleyball team would be able to attend the Freeport summer league without having a Head Volleyball Coach. Mr. Robertson stated he shares Mrs. Kinney's concern. He informed the Board there is an individual interested in the position and hopes to know more in the near future. Mrs. K. Kinney asked if it would be possible to have the girls from last year's team working with this year's team. Mr. Duffy stated that may be difficult to make work as it would need to be the right individual.

**Technology Report – Mrs. Winchel**

**Summer Projects:**

Fiber Optic Cable System Infrastructure - Running a Fiber Optic "backbone" throughout the building to increase network speed and enable all switches to be "home runs" to the servers. Deploy Kace Management Systems - Help Desk, Software Distribution, Inventory, Operating system imaging. Install Symantec backup and virtual tape library. Implementing (2) iPad labs, Elementary and Career Tech, adding a new computer lab to Junior High and re-imaging computers in the building. Recycling old computers, implement Sophos Anti-virus software and upgrade all computers to Windows 7 and Office 2010.

**Additional Comments:**

Mr. Duffy reported for Mrs. Winchel. He said much of the work regarding the fiber optic cable system is done as they wanted it completed before Summer School began. He added that Mrs. Winchel is confident she will complete her summer projects by the start of the school year.

**Nurses Report – Mrs. Meinert**

**May Report:** There were 945 student assessments conducted. 238 medications were administered. Three incident reports were completed. Three health histories were

requested from Special-Ed service providers. Ten cases of strep throat were discovered and notes were sent home. Growth and Development class was conducted for 5<sup>th</sup> grade. Free informative kits and brochures were distributed to all participating students. Dental requirements were reviewed for kindergarten, 2<sup>nd</sup>, and 6<sup>th</sup> grades. Letters and waiver forms were sent home to the parents of those students who did not meet the mandated requirement. A list of students who did not meet the mandated requirements was given to Mr. Alberstett. Those students' report cards will be held until requirements are met. I performed and documented the AED monthly maintenance check and performance test on all 3 AED's. The dental state report was completed online. The vision state report was completed online. The vision and hearing screening state report was completed and mailed. I conducted vision and hearing screenings for another preschool screening on May 26<sup>th</sup>. I would like to thank everyone for all of your help again this year. I'll see you all again in the fall. I returned all medications to students on the last days of school. Any medications that were left were given to the appropriate corresponding principals.

**Annual Nursing Report for 2010-2011:** 6531 student assessments were conducted. 2017 medications were administered. 42 incident reports were completed. 39 health histories were completed. 36 cases of pinkeye were reported. 4 cases of mono were reported. 34 cases of strep throat were reported. 3 cases of influenza A were reported. 4 cases of head lice were discovered. 1 case of shingles was discovered. 2 cases of impetigo were reported. 1 case of viral meningitis was reported. 1 case of pinworms was reported. 5 cases of chickenpox were reported. I arranged to conduct vision and hearing screenings with the Pecatonica school nurse. We conducted screenings in Pecatonica on October 19<sup>th</sup> and conducted screenings in Durand on October 25<sup>th</sup>. We tested all students in preschool-third grades, all eighth graders, and all Special-Ed students. I conducted all of the re-screenings and made all of the appropriate referrals. I also conducted all of the vision and hearing screenings for the preschool and kindergarten screening programs. I completed and mailed the vision and hearing state report in May. Growth and development class for 5<sup>th</sup> grade was conducted in May. Parents were given the opportunity to preview their child's video before the class was held. Free informative handouts were given to all students. Several blood pressure checks were given to staff and community members. All physicals for new transfer students, preschoolers, kindergarteners, 5<sup>th</sup>, and 9<sup>th</sup> graders were reviewed. All immunizations were entered into the SDS health record system. 2 students were excluded due to noncompliance of required immunizations. Certified final notice letters were sent to those individuals lacking requirements. Several letters were sent and phone calls were made in effort to meet the compliance date of October 15<sup>th</sup>. The immunization state report was conducted online without difficulty. All kindergarten eye examination forms were reviewed. Letters and waiver forms were sent to the parents of the students who were lacking the mandated requirement. Report cards were held for those failing to meet this requirement by the October 15<sup>th</sup> deadline. The vision eye exam state report was completed online in May. A Health Concerns list was completed in August and distributed to the appropriate staff. Flu vaccines were administered to staff members on October 18, 2010. 60 employees received the vaccine. The Smile Mobile Dentists were here on November 22, 2010 to provide free/reduced cost dental exams and cleanings to those students in preschool-8<sup>th</sup> grades. A representative from the program was here on October 29<sup>th</sup> to give a presentation to classrooms promoting participation. Dental requirements were reviewed for kindergarten, 2<sup>nd</sup>, and 6<sup>th</sup> grades. Several letters and phone calls were made in effort for parents to meet the May 15<sup>th</sup> deadline. A list of students who did not meet the mandated requirements was given to Mr. Alberstett. Those students' report cards will be held until requirements are met. The dental state report was completed online in May without difficulty. The audiometer received its yearly calibration check in April and may continue to be used for next school year. I implemented a new AED maintenance checklist. Monthly AED maintenance checks and performance tests were conducted and documented. Expired supplies were replaced. Student emergency action plans were collaborated on with Mr.

Alberstett and parents. The plans were distributed to appropriate staff members. These plans will be reviewed and adapted next school year. I utilized STI for student health information and charting online for health records this year. With the help of Angie Winchel this adaptation has gone well and is very useful for the health office. All online health records have been updated to include immunization records, student assessments, vision exams, dental exams, and health conditions. I attended the annual school health day's conference in October. I produced new registration forms for the health office to reduce the amount of paper used in the registration health office packet. With the assistance of Angie Winchel an IDPH I-CARE (Illinois Comprehensive Automated Immunization Registry Exchange) web portal was created. This allows me to access patient records for information about immunizations statewide. I updated the health office forum on the durandbulldogs website. I submitted a medication policy change request to the policy committee. Our medication policy has been changed and forms reflecting the policy change have been adapted. I presented information on Diabetic Emergencies and Glucagon/EPI-PEN administration for staff in April. In the future this information will be presented annually along with information on Blood Borne Pathogens and AEDs during teacher institute days at the beginning of each school year. Thank you for another great opportunity for working in the Durand School District. Have a great summer.

### **Maintenance and Custodial Department – Mr. Gassman**

#### **6:071 – Summer Projects:**

Began floor waxing; Installed new ice machine in athletic room; Installing new refrigerated drinking fountains in upper and lower elementary; Painting many classrooms; Painting small gym and cafeteria; Replacing small gym and weight room doors-old ones are rusty; Installing shades in cafeteria on south wall windows; Sealing blacktop on southwest and playground areas; Putting in new horse shoe pits; Repairing home base area at baseball field-collects water right now; Adding two new cameras to building and upgrading DVR for cameras; Updating classroom furniture; Repair to northwest entrance blacktop on north parking lot; Installing wireless motion sensors for lighting in hallways (much more cost effective than hard wire); HVAC has been set for summer hours; Working with contractors on summer projects; Bought new cleaning system: **Kaivac**-provides a more efficient and thorough cleaning of showers, bathrooms and locker rooms; Scheduling in house summer projects; Ordered HVAC filters and parts for annual maintenance; I am replacing drinking fountains in main hall and across from media center; we will replace older units with combo drinking fountain and water bottle filling station. This will help reduce number of plastic bottles purchased and then thrown away; replacing east exit door; looking to remove old playground equipment and add new this summer.

#### **Additional Comments:**

Mr. Duffy shared comments provided by Mr. Tom Zelton giving accolades to our custodial department/group for the presentation of the summer school rooms. The teachers were delighted that they could begin working as the rooms were prepared so well.

### **Superintendent – Michael Duffy**

**Enrollments:** Please see the enclosed update. Mr. Duffy reviewed the enrollments with the Board. He stated we are slowly losing students. He reported that he met earlier this evening with the Mayor of Durand to try to look at ways of bringing people to town.

**Membership with KIDS through ROE:** We need a motion to approve membership with the ROE, AV consortium. The cost remains at a \$1.00 per student. Motion made by Mr. Sullivan, second by Mr. Faulkner to approve the membership with KIDS through the Regional Office of Education. Roll call vote: Tom Sullivan, aye; Rick Steder, aye; Brad Faulkner, aye; Kate Kinney, aye; Amy Burdick, aye; Jeff McCoy, aye; and Sue Kinney, aye. All were in favor, the motion carried.

**Technology Plan Approval:** We have included the corrected copy for the Technology Integration Plan. We will need a motion to approve adoption of the plan. Motion made by Mr. Sullivan, second by Mrs. K. Kinney to approve the technology plan. Roll call vote: Rick Steder, aye; Brad Faulkner, aye; Kate Kinney, aye; Amy Burdick, aye; Jeff McCoy, aye; Tom Sullivan, aye; and Sue Kinney, aye. All were in favor, the motion carried.

**Projected NCLB Allocations:** Both our Title I and Title II projected allocations have been approved. The Title I projected allocation is for \$54,447 which is for improving the academic achievement of the disadvantaged, (primarily in Reading and Math). The Title II is in the projected amount of \$26,727 and is to be used for the improvement of teacher quality. These are projected amounts and may be prorated.

**Bread Bid from Lewis Bakery:** We have included the bread bids. We do not have to formally ask for bread bids but we do ask our current provider for their projections on bread bids for next year to use in the budget planning process. Motion made by Mr. Sullivan, second by Mr. McCoy to approve the bread bid from Bakery Products. Voice vote all were in favor, the motion carried.

**Career Tec:** The meeting minutes are attached. Our new Career Technology Director will work with Pat Maley for the last 2 weeks of June. She will be paid on a per diem basis for this time.

**Director Evaluations:** Each Director's evaluation will be finished during the month of June. I assume that we will update each of their contracts after the teacher negotiations are completed or during August if the teacher negotiations are not yet finished.

### **BOARD MEMBER REPORTS OR REQUESTS**

#### **Board Communications – Mrs. Burdick**

Mrs. Burdick read a list of names thanking the Board for the Bulldog Bucks. A thank you was also read from the Ed Johnston family, the Durand Ecumenical Council as well as Gwen Babler.

**Board Meetings – President S. Kinney** President Kinney handed out pins to the Board members thanking them for their dedication of serving on the Board. President Kinney gave a reminder that there will be no July Board meeting. The June 29, 2011, Special Board Meeting will cover the end of the fiscal year information. Lastly, there will be an IBB training for the Negotiations Committee on July 9, 2011 at 9:00 a.m. to 2:30 p.m.

**Finance and Budget – President Kinney** - No meetings are scheduled at this time.

**Career Technology Co-Op – Mrs. K. Kinney** Mrs. K. Kinney attended her first Career Tech meeting on May 21, 2011. She stated she learned that Durand sent 9.2% of our actual enrollments to CareerTec. In comparison Freeport sends 57%. Mrs. Kinney said the program is having financial shortcomings. She noted there are a number of students who are not able to get into the classes they would like because of the lacking of instructors. Mr. Duffy did say their funding comes from federal government. Mr. Robertson also stated this coming year Durand will be having approximately 30-32 students attending CareerTec.

**Special Education - Mr. Sullivan** Mr. Sullivan stated he will report at the next meeting as the June meeting is scheduled for tomorrow evening.

**Curriculum/Technology – Mrs. Burdick** No report at this time.

**Policy - Mr. Sullivan** No report at this time.

**Nutritional Task Force – Mr. Sullivan** No report at this time.

**School Handbooks – K. Kinney** The final draft will be available at the June 29 Special Board Meeting.

### **OLD BUSINESS**

No old business at this time.

### **NEW BUSINESS**

#### **Band Camps – Mr. Robertson**

Mr. Robertson stated Mr. Schmidt is asking to have the Elementary, JH and HS Band Camps at the following times:

### **Elementary**

July 25 – 28 from 9:00 a.m. to 11:30 a.m.

### **Junior High**

July 25 – 28 from 12:30 – 3:00 p.m.

### **High School**

August 1 – 5 High School Band Camp

From 9:00 a.m. – noon

Motion made by Mr. Sullivan, second by Mr. Faulkner to approve the above noted band camps. Voice vote all were in favor, the motion carried.

### **Cheerleading Camp – Mr. Robertson**

Mr. Robertson reported the Junior High Cheerleading camp is scheduled from August 15-18 from 8:30 a.m. to 11:30 a.m. This will be supervised and the camp is free. Motion made by Mr. Sullivan, second by Mr. Faulkner to approve the cheerleading camps. Voice vote all were in favor, the motion carried.

### **Hosting a Drum Corp Unit on July 17, 2011 – Mr. Robertson**

Mr. Schmidt informed Mr. Robertson that the Phantom Regiment Drum Corp would like to use our gymnasium/cafeteria,(not kitchen), boys and girls locker rooms and the choir and band room on July 17, 2011. The group is responsible to feed all members and ensure there is proper clean-up. He noted at the end of this day the Community is often invited to attend their practice. Mr. Schmidt will be available and in the building on that day. Board approval is required because this is an outside group using the building and also July 17 is a Sunday. Motion made by Mr. Sullivan, second by Mrs. K. Kinney to approve the Durand Schools hosting of the Drum Corp Unit on July 17, 2011. Voice vote all were in favor, the motion carried.

## **DISTRICT BUSINESS REPORT**

### **Fund Balance Report and Treasurer's report – Mr. Damon**

Mr. Damon provided the treasurer's report, fund balance report and an updated analysis of the State of Illinois payments. He stated the District did get the distribution of early real estate taxes for \$618,000. This was considerably less than what we received last year which is a sign of the economy. Additional early tax distributions are scheduled for June and he thought we may take in another 2 million dollars this month for these taxes. Additional Dolan tuition money also arrived and all tuition bills are now collected except Harlem. Mr. Damon stated there was another special education payment this month of \$57,000.00 for special education personnel. The remaining of those quarter payments is still outstanding as are all third quarter payments. The General Assembly approved the FY-12 budget with a proposed \$148.00 increase to the general state aid foundation being eliminated so they kept the foundation level at \$6,119.00 per pupil which projects a loss of about \$93,000.00 from the Education fund. They did however, approve the full funding of the mandated categoricals including the regular transportation which was prorated at 60% and will be prorated at 50% next year. Additional budget discussions may be forthcoming. The expenses were somewhat high this month. He has been working with Mrs. Winchel and Mr. Gassman to fund their end of the year projects.

Lastly, Mr. Gassman and Mr. Damon attended a meeting sponsored by Darts regarding our current waste disposal. Roscoe Disposal had a very nice recycling program and he did receive an updated quote from them. He stated our current supplier is considerably less money so we will stay the current supplier.

## FUTURE MEETINGS

June 29, 2011	6:00 p.m.	Special Board Meeting
<b>No July School Board Mtg.</b>		
July 9, 2011	9:00 - 2:30	IBB Training Workshop
August 1, 2011	5:30 p.m.	Agenda Meeting
August 1, 2011	6:00 p.m.	Policy Meeting if needed
August 4, 2011	5:30 p.m.	Board Coffee
August 8, 2011	6:00 p.m.	Monthly School Board Meeting

## EXECUTIVE SESSION

Motion made by Mr. Sullivan, second by Mr. McCoy at 7:10 to enter into executive session at 7:20 p.m for:

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)

Roll call vote: Kate Kinney, aye; Amy Burdick, aye; Jeff McCoy, aye; Tom Sullivan aye; and Sue Kinney, aye. All were in favor the motion carried.

The regular meeting adjourned at 7:09 p.m.

## ACTION ITEMS/PERSONNEL AND SITES/HIRING AND CONTRACT ISSUANCE/DIRECTIVES

### Resignations and Leave of Absence

1. Motion made by Mr. Sullivan, second by Mrs. Burdick, to thank Brenda Morris, bus driver, and Angela Springer, cafeteria staff, and accepts their resignations. Voice vote all were in favor, the motion carried.
2. Motion made by Mr. Sullivan, second by Mr. Faulkner for the non-renewal of Kelly Corwin. Voice vote all were in favor, the motion carried.
3. Motion made by Mrs. Kinney, second by Mr. Steder to hire Co-Food Service Directors, Nancy Goode at \$14.86 per hour and Karen Hutchison at \$13.95 per hour. Roll call vote: Kate Kinney, aye; Amy Burdick, abstain; Jeff McCoy, aye; Tom Sullivan, aye; Brad Faulkner, aye; Rick Steder, aye; and Sue Kinney, abstained. The majority were in favor, the motion carried.

4. Motion made by Mr. Sullivan, second by Mr. McCoy to hire the remaining candidates

<b>Position</b>	<b>Candidate</b>	<b>Lane/Step</b>	<b>Salary</b>
Summer School Aide (Elem)	Cheryl Stoffel		\$12.60
Summer School Aide (Elem)	Linda Medley		\$12.05
Summer School Teacher (Elem)	Katie Beal		\$25.00 per hr.
Summer School Teacher (Elem)	Caryn Tannehill		\$25.00 per hr.
Summer School Teacher (Elem)	Peggy Schmidt Wyatt		\$25.00 per hr.
Summer School Teacher (Elem)	Sue Szymanski		\$25.00 per hr.
Summer School Teacher (JH)	Sharon McDivitt		\$25.00 per hr.
Health/PE Teacher	Sean M. Downey	BA/2	TBD
Elem. Special Education Teacher	Joe Schuld	M/4	TBD

Roll call vote: Amy Burdick, aye; Jeff McCoy, aye; Tom Sullivan, aye; Kate Kinney, aye; Rick Steder, aye; Brad Faulkner, aye; and Sue Kinney, aye. All were in favor the motion carried.

5. Motion made by Mr. Sullivan, second by Mr. Faulkner to hire Mr. John Paulsgrove as a School Improvement Coach and independent contractor for the 2011-2012 school year, not to exceed \$7,500.00. Roll call vote: Jeff McCoy, aye; Tom Sullivan, aye; Amy Burdick, aye; Rick Steder, aye; Brad Faulkner, aye; Kate Kinney, aye; and Sue Kinney, aye. All were in favor, the motion carried.

6. Motion made by Mr. Sullivan, second by Mr. Faulkner to approved the review of the executive session minutes for the month of May 2011. Voice vote all were in favor, the motion carried.

Motion made by Mr. McCoy, second by Mrs. Kinney to adjourn the meeting. The meeting was adjourned at 8:19 p.m. Voice vote all were in favor, the motion carried.

Dated: June 13, 2011

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Sue Kinney  
President

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Amy Burdick  
Secretary