

MINUTES
DAMIANSVILLE ELEMENTARY SCHOOL DISTRICT 62
DAMIANSVILLE, ILLINOIS
MEETING OF THE BOARD OF EDUCATION

Tuesday, February 21, 2017
Superintendent's Office

President Mike Caraker called the meeting to order at 6:30 p.m.

Board Members present at roll call were: Donna Goebel, Roger Toennies, Chris Brandmeyer, Phyllis Kassen, and Mike Caraker. Also in attendance were Mark Heuring, Superintendent; Katie Caraker, Recording Secretary; Cory Lawrence, Faculty Member; and Ryan Elliott, Guest.

The Pledge of Allegiance to the flag was recited.

Approval of Agenda: There were no amendments to the agenda. Brandmeyer made a motion to accept the agenda; Toennies seconded. Motion carried.

Introduction of Guests/Guest Comments: Ryan Elliott, Lifetouch representative, presented a banner to the District from Lifetouch commemorating the National Blue Ribbon Award.

Susan Lynch arrived at 6:34.

Approval of Items on Consent Agenda:

- Approval of Minutes from January 17, 2017
- Approval of Treasurer's Report
- Approval of Payment of Bills

Questions were answered about the following bills: 1) Englemann Concrete Construction regarding the work on the north doors that is not entirely complete; 2) Southern Bus & Mobility for work completed during the month; 3) Summit Financial Resources being the account payee for commodities provider Lanter Distributing. Toennies inquired about REAP funds; Mr. Heuring stated he had not checked into it in a while but would do so. Toennies made a motion to accept the items on the consent agenda; Kassen seconded. Upon roll call the following members voted Yeas: Toennies, Brandmeyer, Kassen, Caraker, Goebel, Lynch. Nays: None. Motion carried.

Superintendent's Report

- **Enrollment:** Mr. Heuring presented the enrollment as of the end of January. There were no changes.
- **Teacher Evaluations:** Mr. Heuring stated that teacher evaluations would be wrapped up by the end of February for the six teachers completing the second year of the two-year cycle. Mr. Heuring will be reviewing their documentation and completing summative ratings by March 1.
- **Lunch Audit:** Mr. Heuring explained that the off-site assessment form and production records were submitted for the lunch program audit. The on-site evaluation is scheduled for March 29.
- **Illinois State Budget:** Mr. Heuring discussed the state budget situation. He explained that the District's General State Aid payments are on track for now and said nothing new would occur before the beginning of March.
- **Read Across America:** Mr. Heuring reported that Honors English classes from Central Community High School would be visiting area elementary schools. Students would be at Damiansville School on Thursday, March 2, to read and do projects with primary grades.
- **Hood Chemical Tank Inspection:** Mr. Heuring reported that the kitchen hood fire cylinder is due for its 12-year hydro-test. The test will be conducted over the supper and will cost approximately \$441.00.
- **Board of Education Training:** Mr. Heuring reminded Board members about the mandatory training that needs to be completed.

Committee Reports

Finance Committee – Mr. Heuring stated that he would like to meet with the committee to discuss current and future budgets. He also reported that he scheduled a meeting with Kevin Wills of First Mid-State to discuss the construction

bond; the Board was invited to attend the meeting. Mr. Heuring was asked to compose a job description for the Treasurer.

Athletic Committee – Lynch asked for an update on when the committee will meet; Mr. Heuring stated that there was nothing set at this time.

Unfinished Business

Roof Replacement

Geissler Roofing is scheduled to begin work on the annex roof on March 6 and anticipate finishing the majority of the work the same day. The remaining finish work will be completed the following day or shortly thereafter, depending on weather conditions.

New Business

Snow Melt/Salt Pallet

Mr. Heuring presented the Board with a quote of \$951.00 for a pallet of snow melt, the cost of which would be divided between the school and church. Toennies made a motion to purchase a pallet of snow melt for the quoted price, the cost of which would be divided between the church and school; Brandmeyer seconded. Upon roll call, the following members voted Yeas: Toennies, Brandmeyer, Kassen, Caraker, Goebel, Lynch. Nays: None. Motion carried.

Water Testing

Mr. Heuring presented a bid from Ideal for \$975.00 for lead testing of 10 water sources. He also received quotes for \$40.00/source and \$50.00/source if the District were to do its own draws, and \$67.00/source with third-party draws. Mr. Heuring reported that it may be in a school's best interest to wait to do the testing until the law is more clearly defined. He would like to conduct the testing during the school year to achieve the most accurate results but recommends waiting until he receives further clarification.

Executive Session

A motion was made by Toennies and seconded by Brandmeyer to adjourn to closed session at 7:00 p.m. to discuss the hiring, compensation, discipline, performance, or dismissal of specific employees of the public body. Upon roll call, the following members voted Yeas: Toennies, Brandmeyer, Kassen, Caraker, Goebel, Lynch. Nays: None. Motion carried

The Board reconvened in open session at 7:37 p.m.

Action Items Following Closed Session

Superintendent Evaluation

The Board presented Mr. Heuring with his annual evaluation.

Reduction in Force

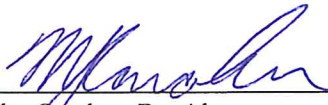
There will be no action taken at this time regarding a reduction in force.

Resignation

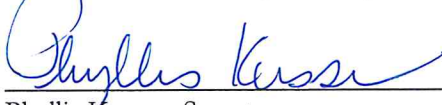
Toennies made a motion to accept Katie Caraker's resignation letter; Brandmeyer seconded. Motion carried. Mr. Heuring will post the vacancy.

Adjourn

A motion was made by Toennies, and seconded by Kassen, to adjourn the meeting at 7:38 p.m. Motion carried.



Mike Caraker, President



Phyllis Kassen, Secretary