

EMMONS SCHOOL DISTRICT #33
MEETING OF THE BOARD OF EDUCATION
August 28, 2008

The following were present:

Damian England, President	Michele Reiser
Dan Jordan, Vice President	Jackie Zogran
Jim Fischer, Secretary	Dr. Robert Machak, Superintendent
Donna Gunn (6:39pm)	Dr. Cynthia Vandrush, Principal (7:08pm)
Michele Poss	Carla Pratt, School Secretary (7:08pm)

Also present were staff members, Jennifer Wu, Kathy O'Connor, Cheryl McCameron, Tina Meyer, and Mary Beth Reich, District Treasurer, Jennifer Nolde, and community member, Mr. Humann.

President England called the meeting to order at 6:12pm. Motion to move to Closed session to discuss Collective Bargaining and Superintendent Goals for the year 2008/2009. Second by Jackie Zogran. Yes: 6, No: 0. The Board moved to Closed Session at 6:14 pm.

The Board reconvened open session at 6:50pm.

Motion to recess Open session until after the Public Hearing on the 08/09 Budget by Michele Poss. Second by Donna Gunn. Yes: 7, No: 0.

The Board reconvened Open Session at 7:08pm

Motion to approve the agenda after changing item V. A to prior to item III, and adding Items C – Hiring part time custodian and D – Contract Negotiations to Item X, New Business, by Dan Jordan. Second by Jim Fischer. Yes:7, No:0.

The Board presented Mary Beth Reich with a resolution and certificate honoring her appointment as Teacher of the Year for SEDOL for the 2007/2008 school year.

Motion to approve the minutes of the July 24 Special Board Meeting, July 25 Regular Meeting and July25 Closed Meeting with a correction to the date of the release of the budget for public inspection to August 28, 2008 in the Regular Meeting Minutes, by Dan Jordan. Second by Michele Poss. Yes:7, No:0.

Motion to approve the Bill list by Dan Jordan. Second by Jim Fischer. Yes: Zogran, Fischer, Jordan, Reiser, Poss, Gunn and England. No:0.

Superintendent's Report:

Security System Update:

Keyless entries on the doors to the Commons and to the North Middle School Wing have been made operational. The door to the Main Office has been kept locked during the school day and visitors to the building will now need to be “buzzed” in to the office. We have also put a doorbell in place to notify the office personnel of a visitor waiting for entrance. The date for School Photos was moved up so that we will be able to have IDs for each student in a timely manner. These IDs will also be used a library and bus passes.

The Superintendent is still working with TDS Doors to get the window and window frame in Lisa Smith’s room fixed. TDS Doors hopes to have it replaced by next week.

The door in the maintenance room needed to be replaced also, and while doing so, it was noticed that it was not up to fire code. That door will be brought up to code with its replacement.

The Superintendent and the Principal met with different law enforcement officials during the summer. A lockdown is planned for September 9th, and officials from Lake County Sheriff’s Department will be assisting.

Part of the overall plan in terms of infrastructure was to explore the possibility of purchasing an alarm security system. The estimates range from \$5000 to \$9000. These estimates include motion sensors and a hook up to either the alarm company or the Sheriff’s Department. The Superintendent will have a recommendation for the Board at next month’s meeting.

The Superintendent is working with David Steffenhagen of Country Insurance regarding the damages and losses from the summer break in.

Sale of Universal Fitness Equipment:

The universal fitness equipment which was purchased for the PE Department at a cost of \$3295 a few years ago no longer fits into the PE curriculum. The focus is now on individual wellness and lifelong conditioning. The Universal Equipment is no longer used and the PE Department could use the space it takes up more efficiently. They would like to look into donating the machine to another school that could use it. The Board consensus was to donate the equipment to another school. The Superintendent will work with the PE teachers to find a place for the equipment and will give the Board an update in September.

Discipline Philosophy Update:

The Student Services Advisory Committee has been reading “Beyond Discipline” by Alphonse Cohn. While the expectations for student behavior have not changed, there may be a

philosophical shift to a more constructivist view or looking at appropriate behavior as another skill to learn.

Dr. Vandrush has also been talking to staff and students about community and respecting yourself and others. She has gone to each Middle School grade this week to have joint meetings and has invited students to be part of the Principal's Cabinet. This will give them a way to talk to administration about policies etc. Students will have to apply for the Cabinet with essays.

Amended School Calendar:

The school calendar has been amended to include School Improvement days. The days that are presented are appropriate and not out of the ordinary for school districts. In addition to the regular 4 half days we usually have on the calendar, the administration and staff are asking for 3 additional half days on March 24, 25 and 26 to be used in combination of parent/teacher conferences and curriculum mapping. The Superintendent would like to see the calendar for the 09/10 school year presented before end of the 08/09 school year.

Motion to amend the school calendar for the 08/09 school year with the above dates and to add April 7, 2009 as a non attendance day due to elections by Jackie Zogran. Second by Donna Gunn. Yes:7, No:0.

Finance Report:

Changes in some of the budget account numbers have been mandated by law. The Superintendent met with Collette Ford and Jennifer Nolde regarding these mandated changes in account numbers.

The year to year comparison and the 5% report will be given to the Board in September now that we have an approved budget.

Treasurer's Report:

51% of Property Taxes between May and July have been collected. Due to the fact that a lot of people have moved to a lower income category as seen by the increased number of families applying for benefits, we may see more applications for fee waivers. Corporation replacement tax is also down.

Principal's report:

Beginning of the Year Activities:

September 19th was the first for returning staff. We held orientation in the morning and School Master training in the afternoon. We began the first day of school for students, September 20, with a spirit assembly. Kindergarten orientation was also held on the morning of the 20th. The afternoon was used for a number of different professional development trainings from which the staff was able to choose.

An All Staff meeting was held on September 25. During the school year, an All Staff Meeting will be held on the last Monday of each month.

Other than transportation, the opening of the school year went smoothly.

The Principal and the Superintendent met with Ron Brandt of Durham School Services and some of his staff to try to figure out what problems were present in the area of bus transportation. Durham was working with last years routes from NBD Wolf Company. They believe they can make the routes more efficient and have re-routed them, but the administration still has a few concerns. The Superintendent wants to express his compliments to Mr. Brandt and Durham on their efforts in working with parents and parent complaints.

Durham continues to work on routing, and route efficiency.

Reading Program Review:

Dr. Vandrush gave a presentation updating the Board on the current Reading Program.

Goals Report:

President England reported that one of the Board's goals is to get a broader base of input, including community members, parents, teachers, and paraprofessionals on the different goals committees.

Correspondence:

The Board received a thank you note from Matt Tabar for all that was done for him at his retirement.

The Superintendent received a contract from Durham School Services. The Board and Durham will need to sign the contract.

The District received a new contract from OCE for the lease of the copiers for the current year. The Superintendent told OCE that he was uncomfortable signing the contract with the money owed us for reimbursement for extra copies still outstanding. Their Finance Department refuses to send the reimbursement without a signed contract for the current year. There is a section on the new contract for comments. The Superintendent recommends either noting the

money owed to Emmons on the comment section along with a contingency note, or requesting a letter on OCE letterhead stating that they will release the money owed to Emmons once the contract is signed and sent. The new contract has a “rolling” copy number rather than a monthly number. The Superintendent will stipulate that we will not pay per copy until we go over the annual maximum amount allowed. The Board gave him the authority to sign the contract if a letter from OCE releasing the money upon receipt of the contract is attached.

Unfinished Business:

Approval of Stipend and Job Description for Building Supervisor:

Motion to approve the job description and a stipend of \$20.00/hour for building supervisors by Michele Poss. Second by Jackie Zogran. Yes: Fischer, Jordan, Reiser, Poss, Gunn, Zogran and England. No:0.

Approval of Tentative Budget:

Motion to approve the tentative budget of fiscal year 2008/2009 as presented by Dan Jordan. Second by Jackie Zogran. Yes: Jordan, Reiser, Poss, Gunn, Zogran, Fischer, and England. No:0.

Approval of Goals for 08/09:

There are eight Board goals for the 2008/2009 school year. They are: Superintendent Evaluation, Administrative Practices, Board Policy, Academic Excellence, Organizational Structure, Finance, Communications, and Facilities Management.

Motion to approve the District Goals as stated by Dan Jordan. Second by Michele Poss. Yes:7, No:0.

New business:

Approval of Resignation:

Motion to approve the resignation of Holly Lukasik by Jim Fischer. Second by Donna Gunn. Yes:7, No:0.

Bus Safety Hazard Area Resolution:

Motion to approve the bus safety hazard resolution as presented by Jim Fischer. Second by Jackie Zogran. Yes:7, No:0.

Approval of Part Time Custodian:

Jack McKeveitt, our part time custodian from last yr. had some health concerns and will not be able to come back to work until after Thanksgiving. Roy Carney did some daily work for us during the summer, and has applied for the position. The Superintendent recommends that Roy Carney be hired at a rate of \$9.50/hr for 4 hours per day on a temporary basis until Mr. McKeveitt is able to come back to work. Motion to hire Roy Carney on a temporary basis for 4 hours a day at a rate of \$9.50/hr by Dan Jordan. Second by Jackie Zogran. Yes: Reiser, Poss, Gunn, Zogran, Fischer, Jordan and England. No:0.

Contract Negotiation:

The president of the teachers union, Sydney Ryan, has approached the administration with a proposal to extend the teacher’s contract for a year with a freeze on all stipends, and an increase in insurance coverage. The teacher’s union would like to incorporate the paraprofessionals in their bargaining unit. Jim Fischer and Jackie Zogran will be on the bargaining committee.

Goals Meetings Dates:

The Superintendent Evaluation committee will meet on Thursday, September 4 at 8:30am, the Administrative Practices Committee will meet on September 5 at 8:00am, the Board Policy Committee will meet on September 5 at 9:00am., the Academic Excellence Committee will meet on Wednesday, September 20 at 1:00pm, the Organizational Structure will meet on September 15 oat 8:30am, the Finance Committee will meet on September 19 at 8:30am, the Communications Committee will meet on September 10 at 2pm, and the Facilities Management Committee will meet on September 6 at 7:30am.

Motion to adjourn at 10:25pm by Dan Jordan. Second by Jim Fischer. Yes:7, No:0.

The meeting was adjourned at 10:25pm. Respectfully Submitted,

Carla Pratt

School Secretary

President

Date

Secretary

