

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

Monday, August 15, 2016
Superintendent Office

Vice President Donna Goebel called the meeting to order at 8:01 p.m.

Board Members present at roll call were: Donna Goebel, Susan Lynch, Roger Toennies, Chris Brandmeyer, Phyllis Kassen, and Ron Gonsalves. Also in attendance were Mark Heuring, Superintendent; Barb Wobbe, Treasurer; Katie Caraker, Recording Secretary; Nick Hollenkamp, Faculty Member.

The Pledge of Allegiance to the flag was recited.

Approval of Agenda: The agenda was amended to include item 7.02 Annex Roof under New Business. Toennies made a motion to accept the agenda and amendments, Kassen seconded. Motion carried.

Introduction of Guests/Guest Comments: There were no guest comments

Approval of Items on Consent Agenda:

- Approval of Minutes from July 18, 2016
- Approval of Treasurer's Report
- Approval of Payment of Bills

Lynch made a motion to accept consent agenda, Toennies seconded, and upon roll call the following members voted Yeas: Lynch, Toennies, Brandmeyer, Kassen, Gonsalves, and Goebel. Nays: None. Motion carried.

Set Budget Hearing Date

Kassen made a motion to set the date for the Budget Hearing for September 19 at 6:30 p.m.; Brandmeyer seconded. Motion carried.

Superintendent's Report

- **Enrollment:** Mr. Heuring discussed the enrollment for this year, explaining that 62 students were formally enrolled, 20 students have picked up but not returned registration packets, and there are potentially 4 other students who may enroll. The estimated enrollment for this year is around 85. Mr. Heuring will provide actual class numbers once school is in session.
- **New Superintendent Conference:** Mr. Heuring attended the conference in Springfield on August 3 and 4. He does not plan to attend the annual conference in late September of this year, but feels it would be beneficial next year.
- **Superintendent Mentorship:** Mr. Heuring will participate in the superintendent mentorship program. As part of this program, he will be attending meetings regularly in Mt. Vernon.
- **Teacher Institute:** Mr. Heuring met with the teachers to review schedules and provide mandated trainings on bullying/harassment, blood-borne pathogens, and DCFS mandated reporting. Teachers had the opportunity to work in their rooms prior to Open House. Mr. Heuring also provided teachers with a Faculty Handbook, outlining procedures and expectations.
- **Summer Cleaning/Evening Custodian:** The summer cleaning as approved by the Board was completed. Mr. Heuring has agreed that cleaning could be done during school hours in the afternoon and will use the same checklist as last year. He will adjust the hours cleaning will be done as necessary to limit the number of disruptions to the learning environment.

Barb Wobbe left at 8:15 p.m.

Committee Reports

- Finance Committee – Nothing to report.
- Policy Committee – Nothing to report.

Building & Grounds Committee – Mr. Heuring noted that the paint above the north entrance near the superintendent's office is peeling and will need to be painted in the future.

PERA Committee – Nothing to report.

Athletic Committee – Nothing to report.

Unfinished Business

Teacher(s)-in-Charge

Mr. Heuring recommended Nick Hollenkamp as Teacher-in-Charge. The Teacher-in-Charge would assume administrative responsibilities when the superintendent/principal is not in the building at any time before school, during school hours, and after school until 4:00 p.m. In the event that Mr. Hollenkamp is not present, another teacher will be asked to take the responsibility and will be compensated for the duty according to the contract (\$20/hour).

New Business

2016-2017 Preliminary Budget

Mr. Heuring sent a copy of the preliminary budget to the Board. He explained that the first state aid payment has been issued, and the projected amount at this time is \$231,162 for FY17. There is no guarantee that the State will actually be paying the projected amount, but if they do, it will mean an additional salary increase of .25% for all employees. Mr. Hollenkamp will discuss with the union the staff being paid the increase in a lump sum at the end of the year, provided the State meets their projected payment amount. If the State does not meet its obligation and there is not an increase of at least 1% in GSA, the salary increases will remain at 1.75%. Mr. Heuring further explained that certain categorical grant areas are missing, and there is no guarantee that the District will see categorical payments this year (e.g. transportation, special education, etc.). Toennies asked about REAP funds; Mr. Heuring is working on getting the necessary paperwork completed and will find out about draw-down dates for REAP funds and budget accordingly.

Mike Caraker arrived at 8:58 p.m.

Annex Roof

Mr. Heuring explained that there have been issues with the annex roof leaking and water damage. Ed Kramer has made the repairs he could but there are still structural issues and the roof will need to be replaced soon. Mr. Heuring is going to locate previous bids made for the roof to get an estimate of the project cost. The District will rebid the project.

Executive Session

A motion was made by Lynch and seconded by Caraker to adjourn to closed session at 9:09 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: Lynch, Toennies, Brandmeyer, Kassen, Gonsalves, Caraker, and Goebel. Nays: None. Motion carried.

The Board reconvened in open session at 9:55 p.m.

Approval of Items on Consent Agenda

Approval of Teacher-in-Charge

Toennies made a motion to approve the recommendation of Nick Hollenkamp as Teacher-in-Charge; Brandmeyer seconded. Upon roll call, the following members voted Yeas: Toennies, Brandmeyer, Kassen, Gonsalves, Caraker, Goebel, and Lynch. Nays: None. Motion carried.

Adjourn

A motion was made by Toennies, and seconded by Gonsalves, to adjourn the meeting at 9:58 p.m. Motion carried.

Mike Caraker, President

Phyllis Kassen, Secretary