

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

Monday, November 21, 2016  
Superintendent Office

President Mike Caraker called the meeting to order at 6:35 p.m.

Board Members present at roll call were: Roger Toennies, Chris Brandmeyer, Phyllis Kassen, Ron Gonsalves, and Mike Caraker. Also in attendance were Mark Heuring, Superintendent; Barbara Wobbe, Treasurer; Katie Caraker, Recording Secretary; Tiffany Graham, Faculty Member; and Sandy Kramer, Guest.

The Pledge of Allegiance to the flag was recited.

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

**Introduction of Guests/Guest Comments:** Sandy Kramer addressed issues surrounding gym rental and usage. The Board discussed fees for gym usage.

**Approval of Items on Consent Agenda:**

Approval of Minutes from October 24, 2016  
Approval of Treasurer's Report  
Approval of Payment of Bills

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

**Superintendent's Report**

- **Enrollment:** Mr. Heuring presented the enrollment as of the end of October. He noted that there are 20 students in Pre-K and enrollment has remained stable.
- **PARCC Scores:** Mr. Heuring reported that the District once again did well, ranking highest among Clinton County elementary schools. Teachers have continued to work hard to maintain a high level of achievement.
- **PTO Report:** Mr. Heuring attended the PTO meeting on November 8. He stated that the PTO will pay for a field trip to the CAP program in April and will be purchasing new PE equipment for junior high.
- **Building Security Follow-Up:** Mr. Heuring has no new information to report. He met with Brother Bob Rapp and intends to keep an open line of communication with the person who is hired for the position.
- **7<sup>th</sup>/8<sup>th</sup> Grade Springfield Trip:** Mr. Heuring noted that the 7<sup>th</sup> and 8<sup>th</sup> grade students would be going on the biennial field trip to Springfield on December 2.
- **Central Band Tour:** Mr. Heuring reported that the Central High School band performed for the student body on November 7.
- **Veterans Day Breakfast:** Mr. Heuring provided information about the breakfast held on November 10 in honor of the community's veterans.

**Committee Reports**

Finance Committee – Nothing to report.

Policy Committee – Nothing to report.

Building & Grounds Committee – Nothing to report.

PERA Committee – Nothing to report.

Athletic Committee – Toennies shared concerns he had heard about the athletic program. Mr. Heuring will follow up with Mike Toebe about a meeting schedule, preferably quarterly. The program will continue to be monitored to ensure equitability for both schools.

## **Unfinished Business**

There was no unfinished business.

## **New Business**

### Gym Usage Associated Cost and Fees

Toennies made a motion that the gym rental fees be raised as follows: \$150 for Damiansville residents, no kitchen use (cooking); \$175 for Damiansville residents, with kitchen use (cooking); \$225 for non-Damiansville residents. Kassen seconded. Upon roll call, the following members voted Yeas: Toennies, Brandmeyer, Kassen, Gonsalves, and Caraker. Nays: None. Motion carried.

### Telephone Service Agreement Contract

Mr. Heuring presented a 3-year service agreement from Tech Electronics for the maintenance and service of the existing phone system for a cost of \$90/month. Toennies made a motion to accept the service agreement from Tech Electronics at the rate of \$90/month for 3 years; Gonsalves seconded. Upon roll call, the following members voted Yeas: Toennies, Brandmeyer, Kassen, Gonsalves, and Caraker. Nays: None. Motion carried.

### Final Health Life Safety Report

Mr. Heuring provided the final findings regarding the Health Life Safety report from the Regional Office of Education. Two areas will have to be addressed: 1) door closures will need to be installed on the doors from the south entry/foyer into the gym kitchen; 2) a smoke detector will need to be installed at the top of the stairs near the kindergarten classroom and wired into the alarm system, for which the District will soon receive an estimate.

### Bus Hood Replacement

Mr. Heuring received two bids for a new bus hood: \$3233 from Southern Bus & Mobility for a new hood, painted to match, with warranty; and \$2480 from South Central Transit for a used hood, which would potentially have the same issues as the current hood and would not be covered by a warranty. Toennies made a motion to accept the bid from Southern Bus & Mobility for a new hood; Gonsalves seconded. Upon roll call, the following members voted Yeas: Toennies, Brandmeyer, Kassen, Gonsalves, and Caraker. Nays: None. Motion carried.

### Levy Hearing Date

Mr. Heuring provided the Board with several projections based on the estimated EAV from the County assessor. Brandmeyer made a motion to set the levy hearing date for December 19, 2016, at 6:30 p.m.; Kassen seconded. Motion carried.

## **Executive Session**

A motion was made by Toennies and seconded by Brandmeyer to adjourn to closed session at 8:00 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, Gonsalves, and Caraker. Nays: None. Motion carried.

The Board reconvened in open session at 10:00 p.m.

## **Action Items Following Executiev Session**

### Salary Conversion

Toennies made a motion to convert the custodian/bus driver position from salaried to hourly based on the new law effective December 1, 2016, with rate and benefits as discussed and review by the Finance Committee in April. Kassen seconded. Upon roll call, the following members voted Yeas: Toennies, Brandmeyer, Kassen, Gonsalves, and Caraker. Nays: None. Motion carried.

Toennies made a motion to convert the administrative assistant/bookkeeper position from salaried to hourly based on the new law effective December 1, 2016, with rate and benefits as discussed and review by the Finance Committee in April. Kassen seconded. Upon roll call, the following members voted Yeas: Toennies, Brandmeyer, Kassen, Gonsalves, and Caraker. Nays: None. Motion carried.

## **Adjourn**

A motion was made by Toennies, and seconded by Brandmeyer, to adjourn the meeting at 10:04 p.m. Motion carried.