

**REGULAR MEETING
WINNEBAGO COMMUNITY UNIT DISTRICT #323
JULY 20, 2009**

Mrs. Johnson Lovett called the meeting was called to order at 7:09 p.m. Mr. Daly, Mr. Lambrecht, Mr. Lovett, Mrs. Miller, Mr. Schoeneweiss, Mr. Turner and Mrs. Johnson-Lovett answered roll call.

All joined in the Pledge of Allegiance.

Revisions to the agenda included a revised personnel report and deletion of bakery bids to be approved. Mr. Schoeneweiss made a motion to approve the revised agenda, seconded by Mrs. Miller. All voted aye and the motion was approved.

Public Questions and Comments

Brenda McClanahan stated that there is there is a proposal to limit hours to forty hours per week. Dr. Harezlak said that he would look into it. Dora Qualls stated that she is opposed to the proposed change in the seniority for bus drivers

Mr. Daly made a motion to approve the revised consent agenda; seconded by Mr. Turner.
Roll call vote:

Aye: Mr. Lambrecht, Mr. Lovett, Mrs. Miller, Mr. Schoeneweiss, Mr. Turner, Mr. Daly, and Mrs. Johnson-Lovett.

Nay: none

Approved: 7-0

Items approved under the consent agenda were

11.1. Approval of Minutes

11.1.1. Regular Board Meeting – June 15, 2009

11.1.2. Executive Session – June 15, 2009

11.1.3. Facilities Committee - June 15, 2009

11.2. Approve Accounts Payable & Bond Payment

11.3. Approve Personnel Report

- New Hires: Melanie Sawdey – WMS – Language Arts, Dana Kline – WHS – Guidance Counselor, Michelle Cunningham – Substitute caller, Allen Becker – Long-term substitute/Project Lead the Way, Julie Johnson – McNair Part-time RtI Teacher, Emily Fuller – McNair – 5th Grade Teacher, Laura Fye – McNair Special Education Aide
- Rehire: Michelle Anderson – WHS Part-time Health/ Part-time RtI Teacher, Laurie Speers – WHS Study Hall Monitor
- Internal Transfer: Jennifer Brenner – WMS Keyboarding Teacher to Student Advisor
- Reclassify: Sherri Zimmerman – WHS – Office Aide to Special Ed Aide; Corinne Schuur – WMS Special Ed Aide to RtI Aide, Colleen Blakeslee – WHS –ISS/Hall Monitor to RtI Aide, Lori Morehead – McNair Lunchroom to Special Ed Aide

- Resignations: Inga Danko – WMS – Language Arts, Lisa Swank – WMS – Guidance Counselor, Christine Campbell – McNair – Grade 5, Cheryl Hart – Latchkey Coordinator

- 11.4. Approve supply bids for dairy, food, ~~and bakery items~~
- 11.5. Renew IASB Membership
- 11.6. Set depository for district funds
- 11.7. Set newspaper of record
- 11.8. Annual approval of policy manual
- 11.9. Review of closed session minutes
- 11.10. Approve supply bids for food items

SUPERINTENDENT’S REPORT

Dr. Harezlak stated that we had Technical Assistance Visit by Regional Office of Education that occurs about every three years. We just received a letter stating that we are fully in compliance.

Dr. Harezlak stated that Mr. Burns has been chosen as the Kishwaukee Region Illinois Principal’s Association Herman Graves award winner. The state winner of the award will be announced at the October IPA Conference in October.

Superintendent’s Goals were listed in the written Superintendent’s Report.

Summer Maintenance is progressing. He suggested scheduling a walkabout for board members. There is a meeting on Friday regarding the Simon Gym Floor. They will work out a plan of action. The floors at the high school are still being tested. The classrooms have pretty much been cleaned and waxed.

OLD BUSINESS

Mr. Schoeneweiss made a motion to approved Second Reading of Board Policy 13.1.1 7:270 AP3 –Students-Administrative Procedure: Resource Guide for Supporting Children with Severe Food Allergies. All voted aye and the motion was approved.

Mrs. Miller made a motion to approve Intergovernmental Agreement with the Village of Winnebago CUSD #323; seconded by Mr. Schoeneweiss.

Roll call vote:

Aye: Mrs. Miller, Mr. Schoeneweiss, Mr. Turner, Mr. Daly, Mr. Lambrecht, Mr. Lovett and Mrs. Johnson-Lovett,

Nay: none

Approved: 7-0

Mr. Zumdahl said that we are waiting for information on the state budget and how the state budget will impact our budget. Our enrollment is dropping, State aide is tied to enrollment and therefore state aide will be affected.

Mr. Daly asked where we are with the park district intergovernmental agreement.

Lynnette Sawyer reported on the changeover in financial software.

Mr. Turner made a motion to continue matching payment of \$400 per month for rent for the building for the robotics team for this year only.

Roll Call Vote

Aye: Mr. Lovett, Mrs. Miller, Mr. Schoeneweiss Mr. Turner, Mr. Daly, Mr. Lambrecht and Mrs. Johnson-Lovett.

Nay: none

Approved: 7-0

NEW BUSINESS

Mr. Schoeneweiss conducted the first reading of Board Policies was conducted:

- 14.1.1. Policy 2:220 E1 – School Board- Exhibit: Board Treatment of Closed Meeting Verbatim Records and Minutes
- 14.1.2. Policy 4:55 – Operational Services: Use of Credit and Procurement Cards
- 14.1.3. Policy 4:55 AP – Operational Services - Administrative Procedure: Use of Credit and Procurement Cards
- 14.1.4. Policy 4:120 – Operational Services: Food Services
- 14.1.5. Policy 4:120 AP – Operational Services - Administrative Procedure: Food Services
- 14.1.6. Policy 4:130 – Operational Services: Free and Reduced-Price Food Services
- 14.1.7. Policy 4:170 – Operational Services: Safety
- 14.1.8. Policy 4:170 AP1 – Operational Services - Administrative Procedure: Comprehensive Safety and Crisis Plan
- 14.1.9. Policy 4:170 AP6 – Operational Services - Administrative Procedure: Plan for Responding to a Medical Emergency at a Physical Fitness Facility
- 14.1.10. Policy 5:35 – General Personnel: Compliance with the Fair Labor Standards Act
- 14.1.11. Policy 5:35 AP1 – General Personnel - Administrative Procedure: Fair Labor Standards Act Exemptions
- 14.1.12. Policy 5:35 AP2 – General Personnel - Administrative Procedure: Employee Records Required by the Fair Labor Standards Act
- 14.1.13. Policy 5:35 AP4 – General Personnel - Administrative Procedure: Fair Labor Standards Act 12-Step Compliance Checklist
- 14.1.14. Policy 5:35 E – General Personnel - Exhibit: Volunteer Agreement Executed by a Non-Exempt Employee
- 14.1.15. Policy 5:120 – General Personnel: Ethics
- 14.1.16. Policy 5:185 – General Personnel: Family Medical Leave Act
- 14.1.17. Policy 5:185 AP – General Personnel - Administrative Procedure: Resource Guide for Family Medical Leave Act
- 14.1.18. Policy 5:310 – Educational Support Personnel: Compensatory Time-Off
- 14.1.19. Policy 5:310 E – Educational Support Personnel – Exhibit: Agreement to Receive Compensatory Time-Off
- 14.1.20. Policy 6:60 AP – Instruction - Administrative Procedure: Comprehensive Health Education Program
- 14.1.21. Policy 6:120 AP1, E2 – Instruction - Exhibit for Administrative Procedure: Special Education Required Notice and Consent Forms
- 14.1.22. Policy 7:40 AP – Students - Administrative Procedure: Placement of Nonpublic School Students Transferring Into the District
- 14.1.23. Policy 7:60 – Students: Residence
- 14.1.24. Policy 7:60 AP2 – Students - Administrative Procedure: Establishing Student Residency

- 14.1.25.Policy 7:60 AP2, E1 – Students - Exhibit for Administrative Procedure: Exhibit for Administrative Procedure: Letter of Residence from Landlord in Lieu of Lease
- 14.1.26.Policy 7:60 AP2, E2 – Students - Letter of Residence to be Used When the Person Seeking to Enroll a Student is Living with a District Resident
- 14.1.27.Policy 7:60 AP2, E3 – Students - Exhibit for Administrative Procedure: Evidence of Non-Parent’s Custody, Control, and Responsibility of a Student
- 14.1.28.Policy 7:170 – Students: Vandalism
- 14.1.29.Policy 7:190 – Students: Student Discipline
- 14.1.30.Policy 7:190 E2 – Students: Student Handout Checklist
- 14.1.31.Policy 7:250 AP2 – Students - Administrative Procedure: Protocol for Responding to Students with Social, Emotional, or Mental Problems

Mr. Schoeneweiss attended the WYPSE meeting. The village is looking to annex the property that was considered for the ethanol plant. The village approved the motion for the lease contract for the school district to install a network antenna on the water tower.

Mrs. Johnson-Lovett appointed Mr. Schoeneweiss to attend the WYPSE meetings that are held quarterly.

Mrs. Miller made a motion to approve the District Title I Plan; seconded by Mr. Lovett.

Roll call vote:

Aye: Mrs. Miller, Mr. Schoeneweiss, Mr. Turner, Mr. Daly, Mr. Lambrecht, Mr. Lovett, and Mrs. Johnson-Lovett

Nay: none

Approved: 7-0

Transportation Report – Mike Reinders

Mr. Reinders explained the routes from last year. There is some overlay because of the staggered start times. We were only up 8% in miles for the amount of routes we were covering. If start times were all the same times, we could run less runs, but the staggered times were based on educational considerations. Campus routes do not cross each other unless it is close to the attendance centers. It is suggested that buses be ordered by September for FY2011 to keep the costs down by avoiding the new emission standards. Unit 33 is having problems. It is a 2000 model. The engine work would cost about \$3,000 and it needs some bodywork also. It might be better to trade it. There is a 2005 or a 2008 available. Mr. Reinders will discuss this further with Mr. Zumdahl. The new 2010 emission standards will add at least \$8,000 to the costs of a new bus. There are so many special runs that if we had enough drivers, we could use nine more vans.

Future Meetings

- Board walk through Wednesday, August 12 at 5:00 p.m.
- Transportation Committee Meeting August 10 at 5:30 p.m.
- Bus Driver Meeting August 17 at 5:00 p.m.
- Regular Board Meeting – Monday, August 17, 2009 at 7:00 p.m. McNair

- Finance Committee – Monday, August 17, 2009 6:00 p.m.
- New Employee Breakfast – August 20 at 7:30 a.m. – WHS cafetorium
- Board walk through – August 20 at 8:30 a.m.
- Board Retreat – Evaluation and Goals – September 14 at 6:00 p.m.
- Insurance Committee - possibly August 24th or 25th at 5:00 p.m.

Dennis Daly and Duane Lovett will meet with park district representatives.

Motion from Mr. Lambrecht to table action on the bidding process for bus drivers; seconded by Mrs. Miller. All voted aye and the motion was approved. A Transportation Committee was scheduled for August 10 at 5:30 p.m.

Mr. Daly made a motion for the meeting to be adjourned; seconded by Mrs. Miller and the meeting was adjourned at 8:47 p.m.

Approved: August 17, 2009

Respectfully submitted,

Elizabeth Johnson-Lovett, President

Sue Jansen, Secretary