

EMMONS OF THE BOARD OF EDUCATION
EMMONS SCHOOL, DISTRICT #33
December 18, 2008

A meeting of the Board of Education was held on December 18, 2008. Present were:

Damian England, President
Dan Jordan, Vice President
Jim Fischer, Secretary
Michele Poss
Donna Gunn (6:17pm)

Michele Reiser
Jackie Zogran
Dr. Robert Machak, Superintendent
Dr. Cyndy Vandrush, Principal
Donna Trischan, School Secretary

Also present were: Staff members Cheryl McCameron and George Shepherd and Community members Scott Reiser and Joe Reiser.

President England opened the meeting at 6:08. The roll was called.

Motion to move to

Closed Session to discuss personnel issues and organizational structure for the 2009/2010 school year by Michele Poss. Second by Jackie Zogran. Yes:6, No:0. The Board Moved to Closed Session at 6:09pm.

The Board reconvened Open Session at 7:04pm.

VISITORS TO BE RECOGNIZED:

The Board recognized Andrea DeJong and George Shepherd for their work on the Emmons Annual Boys Basketball Tournament and presented them with certificates of appreciation.

Motion to approve the agenda by Jim Fischer. Second by Jackie Zogran. Yes: 7, No: 0.

Motion to approve the minutes of the November 17, 2008 regular and closed meetings by Jackie Zogran. Second by Michele Reiser. Yes: 7, No: 0.

SUPERINTENDENT'S REPORT:

FINANCE REPORT:

The Board discussed final figures for the Emmons Invitational Basketball Tournament. The Superintendent indicated that he would discuss details of the expenses with Mr. Shepherd.

The Superintendent will get information on Band expenses totaling close to \$1000 and clarify that expense at the January meeting.

Motion to approve the bill list for November and December, 2008 by Michele Reiser. Second by Jackie Zogran. Yes: Jordan, Reiser, Poss., Gunn, Zogran, Fischer, and England. No: 0.

DIAMOND DEVELOPMENT UPDATE:

The next meeting of the Village Zoning committee will be held on January 8, 2009. The Superintendent suggested that we try to get more community members at that meeting to support the plan.

SCHOOL CLOSING PROCEDURES:

Dr. Machak and Mr. Seaver have been working on the website to include a link to sign up for automatic e-mail notification should school be closed due to inclement weather or any other emergency.

GATEKEEPER UPDATE:

Gatekeeper will have a representative at Emmons to meet with staff regarding their 403(b) investment plans and to answer any questions they may have.

SECURITY UPDATE:

Security Systems is scheduled to complete the alarm system on December 19th. If weather causes a school closing, the Superintendent will try to reschedule them for December 23, 2008.

LUNCH PROGRAM UPDATE:

Dr. Machak attended a workshop in Peoria regarding the bid procedure for school lunch programs. There is a new law in effect that contracts under \$100,000 do not have to go out for bid. Dr. Machak would like to go through the process regardless. He met with Preferred Foods, a company that has a program that brings in pre-made food on a one time a week delivery. They offer recognizable brands and an a la carte option. The company, as does Ceres, provides the school with refrigerators and ovens. He will also meet with Ceres in January, 2009. Dr. Vandrush will be conducting an online survey on the satisfaction with Ceres. More information will be available in January.

ISBE CONFERENCE:

Jackie Zogran, Michele Poss, and Michele Reiser shared information from the ISBE conference they attended in November.

TREASURERS REPORT:

Jennifer Nolde was not in attendance. Her written financial reports were included with the Board Packet.

PRINCIPAL'S REPORT:**INTERNET SAFETY:**

Detective Karen Kates from the Lake County Sheriff's Department will meet with students from grades 5 – 8 on January 29, 2009 to discuss internet safety. She will also meet with parents at 7pm on January 29.

MAPS/AIMS WEB MEETINGS:

Dr. Vandrush reported that no parents attended the offered MAP/AIMS Web meetings offered on November 24 and 25.

VOLUNTEER POLICY UPDATE:

During the Halloween parties held in October, the fire alarm went off twice, each resulting in a fire truck and staff from the Fire Department being dispatched to Emmons. It became apparent to administration that we had an abundant number of volunteers and many smaller siblings attending the parties. The safety aspect of this practice has become a concern. We have a current policy that states that volunteers should not bring along children not yet attending school. Dr. Vandrush sent a letter out to parents informing them that we would be enforcing this policy and that we would begin limiting the number of adult volunteers to a number deemed appropriate by the grade level. If an adult is not listed on the volunteer list presented to the office by the teacher, they will not be allowed to attend the party or event.

UPDATE ON ONLINE CONFERENCE SCHEDULING:

93.74% of parents scheduled appointments for student progress conferences in November. Conference satisfaction feedback was also gathered online.

LIBRARY GRANTS AND FUNDRAISERS:

Mrs. Ryan addressed the Board regarding grants and fundraisers for the library. She has applied for the Per Capita Grant and is expecting that we will be awarded something through this grant. She also applied for Picturing America Grant and received notification that Emmons was awarded the Impact Educator Grant. The Middle School will use this to Kayak at Camp Henry Horner and learn CPR, which will tie into books they will be reading.

The PTO Scholastic Book Fair raised \$127 for the One for Books program.

Other fundraisers that Mrs. Ryan is involved with include Las Vega Restaurant, Pizza Hut, and Six Flags. She has tried the Borders gift wrap program for two years, and it has been relatively unsuccessful.

Library activities this year have included a Midnight showing of Twilight attended by 60 students and 7 staff members, a Teddy Bear sleepover, Teen Advisory Board (which will have 20 members once the 6th grade is brought on board), and Zero Hour on Wednesdays.

Mrs. Ryan has also increased c0-teaching opportunities and increased the Inter Library Loan to about 60 to 70 titles per month.

GOALS REPORTS:

SUPERINTENDENT EVALUATION:

There is an article regarding Superintendent Evaluation in the Board packet for the Board to read. Discussion of this will be on the January agenda.

UNFINISHED BUSINESS:

SECOND READING OF BOARD POLICIES:

The Board held a second reading of policies 2:210, 2:260, 4:10,4:60, 4:110, 5:10, 5:100, 5:250, 5:290, 5:330, 6:20, 6:60, 7:20, 7:70, 7:180, 7:220, 7:340, 8:20, 2:80-E, 2:220, 4:60, 4:70, 5:50, 5:90, 5:240, 5:290, 6:10, 6:60, 6:120, 6:230, 7:10, 7:20, 7:50, 7:210, 7:230, 2:105, 2:120, 4:20, 4:50, 4:55, 4:80, 4:90, 4:170, 6:20.

Motion to accept policy updates as presented by the Policy Committee by Jackie Zogran. Second by Michele Poss. Yes: 7, No: 0.

Community Service Guidelines:

The application form for Community Service Program offered by Lake County has been sent to Linda Seychel. As agreed to by the Board, we are requesting only low-incident offenders. We will not accept anyone involved in situations involving drugs, or violence, and no one from our community. They will work only on weekends, breaks and summer when no school is in session.

Motion to approve the Community Service Guidelines by Donna Gunn. Second by Michele Poss. Yes: 7, No: 0.

COMPENSATORY TIME OFF:

Motion to approve the Compensatory Time Policy and Procedure by Donna Gunn. Second by Jackie Zogran. Yes: 7, No: 0

RESIGNATION OF NATHAN PRATT:

Motion to accept the resignation of Nathan Pratt by Dan Jordan. Second by Jackie Zogran. Yes: 7, No: 0.

MATERNITY LEAVE:

Motion to accept the request for maternity leave for Rachel Kunzer by Donna Gunn. Second by Jackie Zogran. Yes: 7, No: 0.

TAX LEVY:

Motion to adopt the Tax Levy as presented by Donna Gunn. Second by Jackie Zogran. Yes: Jordan, Reiser, Poss, Gunn, Zogran, Fischer, and England. No: 0.

VACATION POLICY:

The Board discussed the proposed Vacation Policy. It was agreed to review the policy and; put a discussion on the January agenda.

Motion to adjourn the meeting by Dan Jordan. Second by Michele Reiser. Yes: 7, No: 0.

The meeting was adjourned at 8:49pm.

Respectfully Submitted,

Carla Pratt

School Secretary

_____ President

Date

Secretary