

EMMONS SCHOOL DISTRICT #33
MEETING OF THE BOARD OF EDUCATION
July 23, 2009

The following were present:

Dan Jordan, President

Jim Fischer, Vice President

Laurie Christophersen

Michele Poss

Michele Reiser

Dr. Robert Machak, Superintendent

Carla Pratt, School Secretary

President Jordan opened the meeting with roll call at 6:03pm.

Jim Fischer was appointed Secretary pro tem.

Motion to move to Closed Session to discuss personnel and student issues by Laurie Christophersen. Second by Michele Poss. Yes: Fischer, Christophersen, Poss, Reiser, and Jordan. No: 0.

The Board reconvened Open Session at 7:18pm.

Present were staff members Marte Gehring, Jane Gorsline, Erich Grauke, Lisa Lawler, Cheryl McCameron, and Cynthia Thielen.

Visitors to be Recognized:

Dr. Machak introduced new staff members Marne Gehring and Jane Gorsline to the Board.

Approval of Agenda:

There were two changes to the agenda; addition of item D, letter of intent to retire, under New Business and addition of item XII A, Return to Closed Session.

Motion to approve agenda with these changes by Laurie Christophersen. Second by Michele Poss. Yes: 5, No: 0.

Approval of Minutes:

Motion to approve the Open Session minutes of June 18, 2009, the Closed Session minutes of June 18, 2009, and the Public Hearing minutes of June 18, 2009, with a grammatical correction, by Jim Fischer. Second by Michele Reiser. Yes: 5, No: 0.

Examination and Approval of Bill List:

Motion to approve the July, 2009 bill list by Michele Reiser. Second by Laurie Christophersen. Yes: Fischer, Poss, Reiser, Christophersen, and Jordan. N: 0.

Superintendent's Report:

School Calendar:

An extra day for a teachers institute day was added to the calendar on August 17. This will be used as a work day for teachers. On August 18, the teachers will be meeting to discuss school discipline, RTI, and Rubrics. This will allow for the last day of school to be prior to the end of May, 2010, barring any snow days. The School Code requires 174 instructional days and we have built in 176 instructional days.

Daily Schedule:

Existing periods for Middle School students have been shortened by 2 or 3 minutes to allow for an advisory period at the beginning of each day. Attendance and announcements will be done at this time, so as not to interrupt academic classes.

The schedule allows every student to have two Connection classes and a Physical Education class daily. This year, Connection classes will be assigned, but the intent is that they will be offered as electives in following years.

For 7th graders, one of their Connection Classes will be Spanish. Yearbook will be offered as a Connections Class for 7th and 8th graders this year rather than an after school club. For students who need extra help, a Studies Skills and Reading Lab will be offered during Connections blocks. Middle School teachers have asked that all 6th grade students be placed in the Study Skills class. Mrs. Thielen and Dr. Machcak have been researching programs for the Reading Lab.

The new schedule allows for grade level Physical Education classes. It will also allow Band to be placed during the instructional day, rather than prior to school starting. Band has not been moved into the day for this school year because the time needed to communicate that change to parents was not available.

Those 4th and 5th grade students who do not take band during the day will be assigned to a music period with Mrs. Schoessow.

Residency Event:

During the Residency Event on July 20, 21, and 22, we registered about 120 of our approximate 200 families. Another 25 to 30 families have dropped off registration at the office. A letter will go out to families who have not yet registered or who have failed to prove residency. If they haven't completed one or both of these, their students will not be allowed to begin school until both are complete.

Preferred Foods had representatives at the event, and lunch sales were brisk. Durham Transportation also had representatives present and they were very helpful in answering parent requests and questions. Most families were very positive about the event.

Treasurer's Report:

Mrs. Lawler-Ludwig presented the Board with an updated Treasurer's Report for the month of June.

The district had 1.4 million in cash reserves at the end of June.

There are quite a few line items that were not properly allocated. Insurance is severely over budget, but that should be corrected next year. There was one extra payment made to the School Psychologist which will be returned to the district. The line item for the Day Custodian is also over due to the overtime worked, a raise for the custodian, and part time custodial help that was allocated to that line item.

The budget for Library Supplies was over in one item line and under in others, so the actual payout was basically within budget. The line item for the Superintendent Secretary salary had two individual's salaries under it rather than one, so it too was over. A major underage was Superintendent Benefits. Cobra payments were going into that line item causing the underage. It now has a separate line item.

The State owes the district \$108,000 for last year. We have received \$60,000 as of the first week of July and some of our transportation reimbursement.

The Financial Committee will meet prior to the August meeting and the Public Hearing for the budget will be set for September.

SEDOL:

SEDOL is waiting for the State to approve the stimulus funds and for information regarding when they will be released.

IASB:

Hotel reservations are due by the end of August for the November IASB Conference.

Goal Reports:

Administrative Evaluation:

Nothing new to report.

Organizational Structure:

Nothing new to report.

Fiscal Accountability:

The Fiscal Accountability Committee will meet prior to the August meeting to discuss the budget for the coming year.

Policy Update and District Mission:

The Committee has one policy to review.

Academic Excellence:

Nothing new to report.

Facilities Management:

Nothing new to report.

Administrative Practices:

Nothing new to report.

Correspondence:

The Board received notes of gratitude from Mrs. Watkins and Mrs. Vogel.

The Board also received a letter from Mrs. Posey which they have read and acknowledged.

Unfinished Business:

Policy Revision:

Policy 6:240 has not yet been revised. The Board tabled that agenda item.

New Business:

Approval of Superintendent's Salary:

Based on the Superintendent Evaluation, the Board recommends an increase of 3% , or \$3,450 to the Superintendent's salary for the 2009/2010 school year.

Motion to approve the increase of \$3,450 to the 2008/2009 salary for the Superintendent by Michele Poss. Second by Michele Reiser. Yes: Poss, Reiser, Christophersen, Fischer, and Jordan. No: 0.

Approval of part-time Health Clerk position:

Motion to approve hiring Mrs. Kelly Yee as the part time Health Clerk at a salary of \$9.00/hr for 4 hours a day, with a total of 178 days by Jim Fischer. Second by Laurie Christophersen.

Yes: Reiser, Christophersen, Fischer, Poss, and Jordan. No: 0.

Approval of Full Time Custodial Position:

Dr. Machak recommended hiring Mr. Roy Carney as a full time custodian.

Motion to approve the hiring of Roy Carney as a full time custodian at a salary of \$20, 363.20 with 10 sick days and 10 vacation days and individual health insurance to begin August, 2009 by Michele Poss. Second by Laurie Christophersen, Yes: Christophersen, Fischer, Poss, Reiser, and Jordan. No: 0.

Approval of Irrevocable Intent to Retire:

Motion to accept the irrevocable intent to retire, following the 2012/2013 school year from Mrs. Margaret Pisani by Michele Reiser. Second by Jim Fischer. Yes: 5, No: 0.

Recognition of Visitors:

Mrs. Sydney Ryan addressed the Board. She stated that after having spent the last year working with Dr. Machak, she would like to commend the Board for their choice of him as Superintendent. She also stated that the Union and the district had and a very good working relationship this past year, and that the Union can see only benefit from the changes that have taken place in moving Emmons forward.

Return to Closed Session:

Motion to return to Closed Session to continue the discussion of personnel issues and student issues by Michele Poss. Second by Michele Reiser. Yes: Reiser, Poss, Christophersen, Fischer, and Jordan. No: 0.

The Board returned to Closed Session at 9:05pm.

Return to Open Session:

The Board returned to Open Session at 10:40pm.

Motion to adjourn by Michele Reiser, Second by Laurie Christophersen. Yes: 5, No: 0.

The meeting adjourned at 10:41pm.

Respectfully Submitted,

Carla Pratt
School Secretary

_____ President

Date

Secretary