

**DRAFT**

Damiansville Elementary  
School Board Meeting Minutes  
April 15, 2008

Present at this meeting:

Kelly Arentsen	-Board Member	Phil Jansen	Guest
Susan Lynch	-Board Member	Michelle Weiss	Guest
Jill Kassen	-Board Member	Lynn Hegeman	Guest
Donna Goebel	-Board Member		
Phyllis Kassen	-Board Member		
Kevin Arentsen	-Board Member (arrived 6:40pm)		
Mike Caraker	-Absent		
Mike Toeben	-Superintendent		

Meeting called to order at 6:35PM.

Roll Call: Mike C and Kevin A Absent.

Pledge of Allegiance.

Kevin A arrived 6:40pm.

Acknowledge Guests.

Accept/Amend Agenda: Added 6.06 Summer School Program to New Business.

Jill made a motion to accept agenda, Donna seconded. Vote 6-0.

Guest Communications: Phil Jansen presented the money earned at the Fourth Grade Basketball Tournament, sponsored by the Booster Club, which he is organizing. The Tournament made a profit of \$653. The 3<sup>rd</sup> and 4<sup>th</sup> grade parents and some 7<sup>th</sup> and 8<sup>th</sup> grade students volunteered their time. This Tournament wraps up the season. Phil is trying to formulate some by-laws for the Booster club.

Consent Items: Phyllis made a motion to accept consent items, Donna seconded. Vote 6-0.

### **Superintendent's Report**

- Registration for 08-09 school year is set for Tuesday, May 13.
- Our school received financial recognition for last year.
- The Board members are asked to complete a survey for the IASB and return to Mike to be mailed back in.
- The TRS payment for Mrs. Rohling is a one-time payment, and will come out of the education fund.
- Summer cleaning should include shampooing the rugs and thorough room cleaning, move everything out and wipe everything down. Mike suggested we hired an additional cleaning person.
- Randy has a list of maintenance items to do this summer. Mike T will bring the list to the meeting next month.

### **Unfinished Business**

5.01 Bus Issues – The final cost of the bus will be \$66,921, minus \$5500 for the bus we are trading in, the loan amount will be for \$61,421. Loan rates from area banks include: Centruie at 4.15% for 5 yrs, Germantown at 4.0% for 5 yrs, First County at 3.3% for 5 yrs.

Donna made a motion to use First County bank, Susan seconded. Vote 5-1 (Jill voted against).

5.02 Facilities Management – Building committee – Nothing to report at this time.

5.03 Informative Committee on Reorganizing - Albers – The committee spoke to two different guys about doing a feasibility study. Bob Roger shared several studies that he had done in the past. His cost will be \$5500, which the state will provide \$4500, and Damiansville and Albers will split the remaining \$1000.

Kevin made a motion to use Bob Roger for the study, Phyllis seconded. Vote 6-0.

5.04 Long-Term Sub pay – We currently do not have a pay policy for long-term subs. Other schools in the area place long-term subs on the first year pay scale after 5, 10, or 20 days substituting for the same teacher. We will create a policy concerning long-term sub pay before the next school year starts.

Kevin made a motion to back pay Mrs. Varel and Mrs Ganz for long-term substituting this year, paying at the first year pay scale after 20 days, Donna seconded. Vote 5-1. Susan abstained.

**New Business**

6.01 Open Positions for the 08-09 School Year – We have openings for a first grade teacher, a teacher’s aide and special education teacher. Several students will be tested this summer, at this time we are unsure what our Special Ed needs are. Mike will post the first grade and teacher’s aide positions on the ROE website, which is a free service. KSED is on the look out for other schools to share special ed services with.

6.02 Prevailing rates for 08-09 school year – The Board needs to adopt these rates at the May meeting.

6.03 08-09 school calendar & amended 07-08 calendar – The Board needs to adopt these calendars at the May meeting.

6.04 07-08 amended budget – The Board needs to accept the amended budget at the June meeting.

6.05 Resignation of music teacher – Mrs. Swaim – Mrs. Swaim will be retiring at the end of this school year. She will be able to continue to work part time and collect her TRS. The Board will need to make a motion to re-employ her at the May meeting.

6.06 Summer School Program – Mrs. Ganz wants to have a summer school program at our school this summer. She would most likely use Mrs. Rohling’s room, since it will be air conditioned all summer anyway. There will be no other cost to the school, she will pass the cost on to the students attending. She has done this in the past. The Board agrees this is a good program to continue.

Donna made motion to move to executive session at 7:55pm, Kevin seconded. Vote 6-0

Donna made motion to leave to executive session at 8:30pm, Kevin seconded. Vote 6-0

**The next meeting will be May 20, 2008 at 6:30 p.m. This meeting will be held in the rectory meeting room.**

Jill motioned to adjourn the meeting. Donna seconded. Vote 6-0.

Meeting adjourned at 8:30 p.m.

-----  
Kelly Arentsen, President

-----  
Mike Caraker, Secretary  
(Minutes taken by Jill Kassen)