

Damiansville Elementary District 62
School Board Meeting Minutes
November 18th, 2008

Present at this meeting:

Kelly Arentsen	-Board Member	LeighAnn Arentsen	Treasurer
Susan Lynch	-Board Member	Angela Roeckenhau	Guest
Jill Kassen	-Board Member	Jenny Heimann	Guest
Donna Goebel	-Board Member		
Phyllis Kassen	-Board Member		
Kevin Arentsen	-Absent		
Mike Caraker	-Board Member		
Mike Toeben	-Superintendent		

Meeting called to order at 6:32pm.

Roll Call: Kevin absent

Pledge of Allegiance

Accept/Amend Agenda – Mike T added 5.05 – Volleyball Coach to unfinished business. Donna made a motion to accept the amended agenda, Jill seconded, vote 6-0.

Introduction of Guests/Guest Comments – none

Consent Items:

3.01 – Approval of Minutes from October 21st, 2008 meeting – two minor changes.

3.02 – Approval of Treasurer’s Report – we should make it without a TAW.

3.03 – Approve Payment of Bills – Randy is back, Ed kept track of his hourly split between parish and school – we benefited greatly from the split. Mike will use this information in negotiating the split of Randy’s time next year.

Jill made a motion that we accept the Consent Items as amended, Donna seconded, vote 6-0.

Superintendent’s Report

- Working with LeighAnn to find better interest rates along with good transfer options for our money. He may put together a policy that would allow the Super and Treasurer to move money without prior board approval. It was pointed out that they should make sure we don’t ever exceed the current FDIC limits on any single account.

Committee Reports

4.01 Building Committee – The Damiansville Town meeting was last night. There seemed to be lots of support for growth in the town, including the school – as long as it didn’t cost them a lot of money personally. The building committee may do a survey of its own soon and the U of I extensions group that did the village survey would help with this as part of their fees to the village. This survey could be done as soon as January.

Policy Readings

4.11 First Readings –

1:10 – School District Legal Status: Mike to research our actual population

1:20 – District Organization, Operations, and Cooperative Agreements: add SWIC? III Federation of Teachers?

1:20AP – Administrative Prodecure – Checklist for Handling Intergovernmental Agreement Requests: this is a checklist to be included on the 1:20 policy

1:30 – School District Philosophy

These policies are taken directly from the Press service Mike has subscribed to with minor modifications. Many other districts he has researched use these exact policies.

4.12 Second Readings – none at this time

Unfinished Business

5.01 403b Plan – The question last month about fees has been answered, beyond the \$1/employee/month service fee, there are no others. Jill made a motion that we adopt the 403b Plan as presented, Donna seconded, vote 6-0.

5.02 07-08 audit – Mike T will request a Management Letter from the auditor. Jill made a motion that we accept the audit as submitted, Donna seconded, vote 6-0.

5.03 Rtl Plan – First reading at this meeting. The plan covers Reading in K-2, perhaps 3 and 4. Mike hopes to add 1 grade level each year and addition subjects as they have time. The plan includes an SIT (group of parents) to provide feedback and support. The plan will be re-visited every 2 years. It basically documents what we already know and do.

5.04 Tax Anticipation Warrants – It looks as though we'll make it without needing one at this time.

5.05 – Volleyball Coach – Mike T recommended we hire Jenny Heimann as the new volleyball coach. Phyllis made a motion to accept this hire, Jill seconded, vote 6-0.

New Business

6.01 09-10 Tax Levy – We just got this year's information which makes it very difficult to speculate on next year's. We received about \$34,000 less than we levied last year. There is lots of concern among the board about whether the EAV will actually drop next year. We levy amounts of money in each category rather than percentages, which is what the county uses to calculate what we get.

6.02 Non-Certified Employee Handbook – Mike is looking for a handbook to describe the responsibilities and job descriptions of these positions.

6.03 Risk Management Plan – First reading. This plan allows us to allocate percentages of various staff members salaries to the TORT fund leaving more money in the Education fund to use for other things. Our risk management committee is – Mike, Diane and Randy.

Executive Session – Phyllis made a motion to move to executive session at 8:29pm, Donna seconded, vote 6-0.

The next meeting will be December 16th, 2008 at 6:30 p.m. This meeting will be held in the rectory meeting room.

Jill made a motion to leave executive session at 8:56pm, Donna seconded, vote 6-0.

Jill motioned to adjourn the meeting, Donna seconded, vote 6-0. Meeting adjourned at 8:57 p.m.

Kelly Arentsen, President

Mike Caraker, Secretary