

**DRAFT**

MINUTES  
DAMIANSVILLE ELEMENTARY SCHOOL DISTRICT 62  
DAMIANSVILLE, ILLINOIS  
REGULAR MEETING OF THE BOARD OF EDUCATION

Tuesday, February 16, 2010  
Eighth Grade Classroom

President Jill Kassen called the meeting to order at 6:30 p.m.

Board Members present at roll call were: Kelly Arentsen, Mike Caraker, Donna Goebel, Jill Kassen, Phyllis Kassen, Susan Lynch (on speakerphone) and Roger Toennies. Also in attendance was Mike Toeben, Superintendent, Leigh Ann Arentsen, Treasurer, Diane Hegger, Faculty, Marjorie Riddell, Faculty, and Carolyn Laird, parent.

The Pledge of Allegiance to the flag was recited.

**Approval of Agenda:** Arentsen made a motion to accept the agenda, P. Kassen seconded. Motion carried.

Guest comments: Carolyn Laird discussed her concerns for the welfare of her child. Mr. Toeben described the remediation plan that is currently in place.

**Approval of Items on Consent Agenda:**

Approval of Minutes from January 19, 2010 and January 27, 2010 meetings

Approval of Treasurer's report

Approval of Payment of bills - Mr. Toeben presented 1 additional bill for the credit card \$514.40 (includes walkie talkies, ink cartridges, plant)

Toennies made a motion to accept consent agenda with the additional items listed above, P. Kassen seconded and upon roll call, the following members voted Yeas: Arentsen, Caraker, Goebel, J. Kassen, P. Kassen, Lynch, Toennies. Nays: None. Motion carried.

**Superintendent's Report**

- Mr. Toeben stated that Albers/Damiansville Cougars boys basketball team won second in state in their division. There was a parade through Damiansville then back to Albers for an after party at the JC shed. Both towns are to receive second in state signs from the county.
- Mr. Toeben reported that the Damiansville School Booster Club received 40% of the concession stand money and the % of spirit wear profit equal to the % sold by Damiansville school.
- Katie Caraker, office assistant, has been handling the lunch program, newsletter and will be working on the student management software
- Mr. Toeben stated that the lights for the gym have been ordered; the lights are scheduled to be put in on the February 26<sup>th</sup> and March 1<sup>st</sup> since there is no school.
- The sesquicentennial committee is having a contest among the students to see who can come up with the best logo for the sesquicentennial.
- Mr. Toeben stated that the Spring Dinner Meeting is March 3<sup>rd</sup> in Litchfield.
- Mr. Toeben reported that he and the teachers will be attending a seminar at Centralia High School on the next teacher institute day, Friday, February 26<sup>th</sup>. The custodian and 2 cleaning ladies will be having asbestos training on that day.
- Mr. Toeben stated that the last date to put a referendum on the November 2010 ballot is August 27, 2010.

**Committee Reports**

Building Committee – Kelly Arentsen distributed a copy of an e-mail from Rod Wright of Unicom explaining what type of service he would be able to provide the school district and a referendum committee.

Policy Committee – Arentsen made a motion to accept the policy manual updates from the Press Policy Manual Service that were included in the board packet (2:40, 2:110, 3:40, 4:30, 4:40, 4:100, 4:140, 5:35, 5:90, 5:100, 5:120, 5:250, 5:280, 5:330, and 7:190), P. Kassen seconded. Motion carried.

### **Unfinished Business**

Negotiation Team – Mr. Toebe has spoken with Mrs. Hegger about negotiations. She suggested that the two of them could meet to discuss the language issues, if there are any.

Track for Spring '2010 – Both Boards have passed track and now are officially looking for coaches. Gwen Fuehne, Angie Winkeler, Ms. Lawson, and two high school students have expressed interest. Mr. Glynn is in the process of finding meets to schedule.

School Improvement Committee – The first meeting is scheduled for February 22<sup>nd</sup> at 6:00 p.m. Ideas for discussion at the upcoming school improvement committee meetings are: curriculum, review of parent/student handbook, test scores, and three to five major school improvement goals.

2-way radios for buses – The school has the new handheld radios. The radios work in and around the Damiansville bus route. The radios are also being used to communicate with the custodian throughout the day and with the teachers' aide at recess. The bus drivers also bring their cellular telephones along on the route to the high schools.

2010-2011 school year teacher placement – The aide is handling the RTI this year. This could be combined with the 7<sup>th</sup> and 8<sup>th</sup> grade Social Studies and Physical Education. Ms. Maue still plans to retire; but, there hasn't been an official resignation letter yet.

Student Management Software – Mr. Toebe led a discussion about the handout from Common Goal Systems. This company did a presentation on School Insight, the student management software, for Katie, Diane, and Mr. Toebe. It is geared toward small schools; about 7-10 schools in the area use the system. Mr. Toebe went to Oakdale to see how they use the system and plans to go to Irvington also. Our district will be doing a free trial run through June 30<sup>th</sup>. The teachers will be trained on February 19<sup>th</sup>.

### **New Business**

Bell system – Mr. Toebe reviewed the bid for a bell upgrade to the current intercom system. A motion was made by Toennies, and seconded by P. Kassen to approve the purchase of the school bell upgrade and upon roll call, the following members voted Yeas: Arentsen, Caraker, Goebel, J. Kassen, P. Kassen, Lynch, Toennies. Nays: None. Motion carried.

Albers/Damiansville Co-op – A simple survey to parents and students to gather feedback on what could be done to make the sports co-op better was reviewed. It was decided to add those eligible to participate, add track and add a space for a reason why you did not participate on the survey.

A motion was made by Toennies, and seconded by P. Kassen to adjourn to closed meeting at 7:59 p.m. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District. Upon roll call, the following members voted Yeas: Arentsen, Caraker, Goebel, J. Kassen, P. Kassen, Lynch, Toennies. Nays: None. Motion carried.

The Board reconvened in open session at 9:04 p.m.

A motion was made by Arentsen, and seconded by P. Kassen to adjourn the meeting at 9:05 p.m. Motion carried.

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Jill Kassen, President

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Donna Goebel, Secretary