

MINUTES  
DAMIANSVILLE ELEMENTARY SCHOOL DISTRICT 62  
DAMIANSVILLE, ILLINOIS  
RE-ORGANIZATION MEETING OF THE BOARD OF EDUCATION

Tuesday, April 26, 2011  
Seventh Grade Classroom

President Jill Kassen called the meeting to order at 6:33 p.m.

Board Members present at roll call were: Chris Brandmeyer, Mike Caraker, Donna Goebel, Jill Kassen, Phyllis Kassen, Susan Lynch and Roger Toennies. Also in attendance was Mike Toebe, Superintendent.

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

**Organization of Board of Education:**

Administer Oath of Office – The oath of office was recited by all the Board Members.

Election of the Board President – Caraker made a motion to nominate Jill Kassen for Board President, Lynch seconded and upon roll call, the following members voted Yeas: Brandmeyer, Caraker, Goebel, J. Kassen, P. Kassen, Lynch, and Toennies. Nays: None. Motion carried.

Election of the Board Vice-President – Toennies made a motion to nominate Mike Caraker for Board Vice-President, P. Kassen seconded and upon roll call, the following members voted Yeas: Brandmeyer, Caraker, Goebel, J. Kassen, P. Kassen, Lynch, and Toennies. Nays: None. Motion carried.

Election of the Board Secretary – Toennies made a motion to nominate Donna Goebel for Secretary, P. Kassen seconded and upon roll call, the following members voted Yeas: Brandmeyer, Caraker, Goebel, J. Kassen, P. Kassen, Lynch, and Toennies. Nays: None. Motion carried.

Set meeting dates - The Board set the following regular meeting dates/times:

May 16, 2011 at 8:00 p.m.  
June 20, 2011 at 8:00 p.m.  
July 18, 2011 at 8:00 p.m.  
August 15, 2011 at 6:30 p.m.  
September 19, 2011 at 6:30 p.m.  
October 17, 2011 at 6:30 p.m.

November 21, 2011 at 6:30 p.m.  
December 19, 2011 at 6:30 p.m.  
January 17, 2012 at 6:30 p.m.  
February 21, 2012 at 6:30 p.m.  
March 19, 2012 at 6:30 p.m.  
April 16, 2012 at 6:30 p.m.

The Board also set the following special meeting dates/times:

September 6, 2011 at 6:30 p.m.  
October 3, 2011 at 6:30 p.m.  
November 7, 2011 at 6:30 p.m.  
December 5, 2011 at 6:30 p.m.

January 2, 2012 at 6:30 p.m.  
February 6, 2012 at 6:30 p.m.  
March 5, 2012 at 6:30 p.m.  
April 2, 2012 at 6:30 p.m.

**Action item:** Mr. Toebe to e-mail schedule of meeting to the Board.

**Board Appointments:**

Standing Committees – The following Board Members will continue on the standing committees: Caraker, Goebel, J. Kassen and Lynch - Building Committee; Goebel, P. Kassen, and Lynch - Policy Committee. Goebel and Toennies - Finance Committee.

Appointment of KSED Governing Board Member – J. Kassen will continue to be the KSED Governing Board Member representing School District 62. If J. Kassen cannot attend, a proxy can be sent along with another individual who would like to attend the meeting.

Appointment of Treasurer – The appointment of a new treasurer was tabled at this time. The treasurer bond is up for renewal on May 22<sup>nd</sup>.

**Action item:** Mr. Toeben to check on advertising requirements for Treasurer.

Appointment of Recording Secretary – This is not needed since the Board’s secretary is currently doing these duties.

**Contracts and Policies:**

Toennies made a motion to reaffirm all contracts, agreements and existing policies, Brandmeyer seconded and upon roll call, the following members voted Yeas: Brandmeyer, Caraker, Goebel, J. Kassen, P. Kassen, Lynch, and Toennies. Nays: None. Motion carried.

A motion was made by Lynch, and seconded by P. Kassen to adjourn the meeting at 6:58 p.m. Motion carried.

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Jill Kassen, President

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Donna Goebel, Secretary