

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

Monday, June 20, 2011
Fifth Grade Classroom

President Jill Kassen called the meeting to order at 8:00 p.m.

Board Members present at roll call were: Chris Brandmeyer, Mike Caraker, Donna Goebel, Jill Kassen, Susan Lynch and Roger Toennies. Also in attendance was Mike Toeben, Superintendent, Virgil Jansen, guest, Sandy Kramer, guest and Michelle Weiss, faculty member.

The Pledge of Allegiance to the flag was recited.

P. Kassen arrived at 8:01 p.m.

Approval of Agenda: Lynch made a motion to accept the agenda as amended with the addition of 7.05 Sports Coop, Toennies seconded. Motion carried.

Approval of Items on Consent Agenda:

Approval of Minutes from May 16th, 2011 & May 18th, 2011 meeting,

Approval of Treasurer's report,

Approval of Payment of bills - Mr. Toeben presented 2 additional bills for Albers-Damiansville Athletics (refer to handout) in the amount of \$9,148.35 and Ameren in the amount of \$6,009.17 for electrical services for the new addition.

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

Superintendent's Report

Mr. Toeben reported on the following:

- A list of administrative duties performed in June by Diane, Mike and Katie (refer to handout). Katie is not at school as much in the summer. She has been running the summer reading program and performing weekly functions such as maintaining the website.

Committee Reports

Building Committee – The electric service will be two phase instead of three saving approximately \$5,000 from the construction budget. The project manager with R.W. Boeker has estimated the cost of filling in the well to be \$3,200 to \$3,300. Geotechnical has found some savings with the sewer.

Action item: Mr. Toeben to add a June construction update on the website.

Unfinished Business

Maintenance Issue/Summer Work – coming back Wednesday to finish the cafeteria floor. Amberclean is scheduled Monday for carpet cleaning.

School Treasurer – Virgil Jansen received a copy of Leigh Ann Arentsen's reports. He will contact Leigh Ann to review the tasks she performs every month.

Pre-K – The Board discussed the amount of Pre-K applicants received to date and additional ways to communicate that Damiansville Elementary School District will be having a Pre-K program.

Action item: Mr. Toeben to put information about the planned Pre-K program on the website and in the church bulletin.

Open positions – Mr. Toeben will begin interviews the first week of July. Toennies made a motion to allow Mr. Toeben to post the third grade position. P. Kassen seconded. Motion carried.

New Business

Non-certified salaries – Mr. Toeben reviewed the salaries for the non-certified staff (refer to handout). It was decided to wait for the state aid and budget before making any determinations on these salaries for the 2011-2012 school year.

2011-2012 budget – **Action item:** Mr. Toeben to send e-mail to Finance Committee to set date for meeting to go over the proposed budget for the 2011-2012 school year.

Bread/Milk bids – Any action was postponed on the bread/milk bids until next month.

Review closed session minutes – Toennies made a motion keep the last six months of closed session minutes closed. P. Kassen seconded. Motion carried.

Sports Coop – Mr. Toeben distributed the parent survey results and led a discussion about his plans to meet with Sharon Harms and the Sports Coop committee.

A motion was made by P. Kassen, and seconded by Lynch to adjourn to closed meeting at 9:24 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: Brandmeyer, Toennies, Lynch, J. Kassen, Caraker, Goebel and P. Kassen. Nays: None. Motion carried.

The Board reconvened in open session at 9:50 p.m.

A motion was made by Lynch, and seconded by P. Kassen to adjourn the meeting at 9:51 p.m. Motion carried.

Jill Kassen, President

Donna Goebel, Secretary