

DECATUR PUBLIC SCHOOL DISTRICT #61  
BOARD OF EDUCATION  
AGENDA

Special Open Session Board Meeting  
Keil Administration Building  
3<sup>rd</sup> Floor Conference Room  
1<sup>st</sup> Floor Board Room

August 06, 2018  
3:00 PM Special Open Session  
Closed Session Immediately Following  
3:45 PM Open Session Continuing

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Legend: AI = Action Item      DI = Discussion Item      IO = Information Only

**Strategic Plan Mission:**

*The mission of Decatur Public Schools, the destination district of our community, is to unlock students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:*

- *commitment to the whole person resulting in student growth and confidence*
- *relevant, innovative, personalized academic pathways that promote passion and pride*
- *a learning environment that fosters curiosity and the thirst for achievement and discovery*
- *a culture of diversity, adaptability, and resilience*
- *meaningful and lasting relationships*
- *extraordinary school and community connections*

**The Board of Education Parameters that Guide Our Work:**

- We will make decisions in the best interest of all students.
- We will treat all people with dignity and respect.
- We will seek input and collaboration throughout our diverse community.
- We will communicate clearly and honestly.
- We will practice responsible stewardship of all our resources.

**IO 1.0 CALL TO ORDER**

**IO 2.0 CALL FOR EXECUTIVE SESSION**

The Board of Education will meet in Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body.

**IO 3.0 PLEDGE OF ALLEGIANCE**

**AI 4.0 APPROVAL OF AGENDA, AUGUST 06, 2018**

**IO 5.0 PUBLIC PARTICIPATION**

- Identify oneself and be brief.
- Comments should be limited to 3 minutes.

**AI 6.0 ROLL CALL ACTION ITEM**

- A. Personnel Action Items
- B. Direct Superintendent to Make an Employment Offer to an Assistant Superintendent-Executive Director of Support Services
- C. Employment of a Principal at Stephen Decatur Middle School

**DI 7.0 BOARD DISCUSSION**

- A. Building Facilities

**IO 8.0 IMPORTANT DATES**

- |                      |    |   |
|----------------------|----|---|
| <u><b>August</b></u> | 14 | Teacher Work Day and Elementary and K-8 Schools Open Houses   |
|                      | 15 | First Day of Student Attendance for the 2018-2019 School Year   |
|                      | 20 | Middle School Open Houses   |
|                      | 22 | Intra-Governmental Joint Meeting with the City of Decatur, Decatur Public School District 61 and the Decatur Park District <ul style="list-style-type: none"><li>– 5:00 PM to 7:00 PM</li><li>– Banquet Room 302-A in the University Commons at Millikin University</li></ul> |
|                      | 27 | High School Open Houses   |

**Please contact your home school for additional Open House information**

**NEXT MEETING**

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, August 14, 2018 in the 1<sup>st</sup> Floor Board Room at the Keil Administration Building.

**9.0 ADJOURNMENT**



## Board of Education Decatur Public School District #61

<b>Date:</b> August 6, 2018	<b>Subject:</b> Personnel Action
<b>Initiated By:</b> Deanne Hillman, Director of Human Resources and the Human Resources Department	<b>Attachments:</b> 12 Pages of Personnel Action
<b>Reviewed By:</b> Paul Fregeau, Superintendent	

### BACKGROUND INFORMATION:

Per Board Policy 5:30 Hiring Process and Criteria – The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School board policy on equal employment opportunities and minority recruitment.

### CURRENT CONSIDERATIONS:

All offers of employment are contingent upon the approval of the Board of Education. Accordingly, anyone who is offered and begins employment prior to the approval of the Board of Education understands that they will do so as a substitute. If the approval of the Board of Education is obtained, these substitutes will then be made whole retroactive to their first day of employment.

### FINANCIAL CONSIDERATIONS:

These positions are in the budget.

### STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education approve all Personnel Action Items as presented.

### RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

**To: Board of Education**  
**From: Deanne Hillman**  
**Human Resources Director**  
**Date: August 2, 2018**  
**Board Date: August 6, 2018**  
**Re: Personnel Action**

**EMPLOYMENT RECOMMENDATIONS**

**TEACHERS:**

Name	Position	Effective Date
Melissa Baker	General Music, Parsons/Stevenson	August 13, 2018
Amanda Bodine	Grade 4, Parsons ( <i>Pending Licensure</i> )	August 13, 2018
Kimberly Byrne	Kindergarten, Stevenson	August 13, 2018
Beth DeWitt	Grade 6, Durfee	August 13, 2018
Bridgett Ertl	Math, MacArthur	August 13, 2018
Kylie Hale	Grade 3, Durfee	August 13, 2018
Michelle Knap	Language Arts, Thomas Jefferson	August 13, 2018
Tryis McPike	Counselor, Eisenhower	August 13, 2018
Alicia Morris	Grade 2, French Academy	August 13, 2018
Samantha Robbins	Hearing Impairment Itinerant, Macon Piatt	August 13, 2018
Dee Whicker	Grade 5, Harris	August 13, 2018
Jennifer Young	Language Arts, MacArthur	August 13, 2018

*Pending Licensure- will begin as a Substitute Teacher in the position until Illinois Teacher Licensure is received.*

**TEACHING ASSISTANTS:**

Name	Position	Effective Date
JaDawn Bryant	Care (Calm)/Recovery Room Assistant, Hope Academy, 6.5 hours per day	August 13, 2018
Linda Graves	Care (Calm)/Recovery Room Assistant, Stevenson, 6.5 hours per day	August 13, 2018
Amber Hankla	Special Education Teaching Assistant, Harris, 6 hours per day	August 13, 2018

Shawala Holloway	Student Transition Room Assistant, Eisenhower, 6.5 hours per day	August 13, 2018
Lena Rotramel	Care (Calm)/Recovery Room Assistant, Enterprise, 6.5 hours per day	August 13, 2018
Brandy Sills	Special Education Teaching Assistant, Harris, 6 hours per day	August 13, 2018
Thurston Wiggins	Care (Calm)/Recovery Room Assistant, Durfee, 6.5 hours per day	August 13, 2018
Tailer Young	Care (Calm)/Recovery Room Assistant, Stephen Decatur, 6.5 hours per day	August 13, 2018

**SCHEDULE B:**

Name	Position	Effective Date
Thomas Beller	Middle School Assistant Baseball Coach, Stephen Decatur	July 30, 2018
JaDawn Bryant	Elementary Girls Basketball Coach, Hope Academy	October 8, 2018
Jesse Danbury	Middle School Head Baseball Coach, Stephen Decatur	July 30, 2018
Marlon Dixon	High School Assistant Football Coach, MacArthur	August 6, 2018
Tammy Gunter	High School JV Volleyball Coach, Eisenhower	August 8, 2018
Jack Haskell	Middle School Head Softball Coach, Stephen Decatur	July 23, 2018
Krista Hudson	Freshman and Sophomore Class Advisor, Eisenhower	August 13, 2018
Alvin Jackson	Elementary Wrestling Coach, Various	September 10, 2018
Ashlyn Jackson	Middle School Assistant Softball Coach, Stephen Decatur	July 23, 2018
David Mattingly	Middle School Assistant Softball Coach, Thomas Jefferson	July 23, 2018
Jerry Seeforth	Elementary Wrestling Coach, Various	September 10, 2018
Dion Simmons	Elementary Wrestling Assistant Coach, Various	September 10, 2018
Michael Whiteman	Elementary Wrestling Assistant Coach, Various	September 10, 2018

**CUSTODIAN:**

Name	Position	Effective Date
Andrew Fuiten	2nd Shift Custodian, Durfee	August 13, 2018

**OFFICE PERSONNEL:**

Name	Position	Effective Date
Natasha Hamilton	Secretary to the Elementary Principal, Durfee	July 23, 2018

**OUTREACH PERSONNEL:**

Name	Position	Effective Date
Linda Dickerson	Part-time Family Liaison, Stephen Decatur, 4.5 hours per day	August 15, 2018

**TRANSFERS****ADMINISTRATION:**

Name	Position	Effective Date
Arthur Bycznski	From SED, MacArthur to Special Education Administrator, Macon Piatt Special Education	July 30, 2018
Jessica Ellison	From MPSED Elementary Principal, Southeast (SEAP), 220 days to MPSED Alternative Education Program Principal, Southeast, 220 days	July 16, 2018
Ashley Grayned	From Extended Learning Program Supervisor, PDI to Director of Innovative Programs, Keil Building	August 6, 2018

**TEACHERS:**

Name	Position	Effective Date
Gayle Bowman	From Business, Eisenhower to Business, Eisenhower/MacArthur	August 13, 2018
Julie Comerford	From Teaching Assistant, SEAP to Cross Categorical, Muffley ( <i>Pending Licensure</i> )	August 13, 2018
Kimberly Hainline	From Grade 2, Durfee to Grade 2, South Shores	August 13, 2018
Dawn Hawkins	From Itinerant Planning, Baum/Muffley to Grade 3, Parsons	August 13, 2018

Elizabeth Karakachos	From MIECHV Parent Educator, Southeast to Grade 2, Parsons	August 13, 2018
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TEACHING ASSISTANTS:

Name	Position	Effective Date
Stacey Atwater	From Pre K Teaching Assistant, Baum to Pre K Teaching Assistant, Southeast, 6.5 hours per day	August 13, 2018
Nicole Cook	From Montessori Assistant, Enterprise, 6 hours per day to Care (Calm)/Recovery Room Assistant, Oak Grove, 6.5 hours per day	August 13, 2018
Ashley Dugger	From SED Assistant, Franklin, 6 hours per day, to Care (Calm)/Recovery Room Assistant, Johns Hill, 6.5 hours per day	August 13, 2018
Curtis Graham	From School Security Officer, Eisenhower to Care (Calm)/Recovery Room Assistant, Eisenhower, 6.5 hours per day	August 13, 2018
Pamela Kennedy	From Library Media Assistant, Harris, 5 hours per day to Care (Calm)/Recovery Room Assistant, Baum, 6.5 hours per day	August 13, 2018
Michelle Mitchell	From Alternative Education Assistant, Phoenix Academy, 6.25 hours per day to Care (Calm)/Recovery Room Assistant, Muffley, 6.5 hours per day	August 13, 2018
Gwen Muex	From Locker Room Supervisor, MacArthur, 6.5 hours per day to Care (Calm)/Recovery Room Assistant, Parsons, 6.5 hours per day	August 13, 2018
Clara Oldham	From Library Media Assistant, Garfield, 5 hours per day to Care (Calm)/Recovery Room Assistant, Phoenix Academy, 6.5 hours per day	August 13, 2018
Mark Potter	From Life Skills Assistant, Parsons, 6 hours per day to Care (Calm)/Recovery Room Assistant, Dennis, 6.5 hours per day	August 13, 2018
Glanda Reed-McKinney	From Pre K Teaching Assistant, RCC to Pre K Teaching Assistant, Pershing, 6.5 hours per day	August 13, 2018

Alexsandra Reynolds	From Cross-Categorical Assistant, MacArthur, 6.5 hours per day to Care (Calm)/Recovery Room Assistant, Harris, 6.5 hours per day	August 13, 2018
Derek Spates	From Locker Room Supervisor, Johns Hill, 6.5 hours per day to Student Transition Room Assistant, MacArthur, 6.5 hours per day	August 13, 2018
Thomas Taylor	From SED Assistant, MacArthur, 6.5 hours per day to Care (Calm)/Recovery Room Assistant, MacArthur, 6.5 hours per day	August 13, 2018
Ashley Tyler	From Secretary to the Elementary Principal, French Academy, to Care (Calm)/Recovery Room Assistant, French Academy, 6.5 hours per day	August 13, 2018
Troy Willoughby	From Behavior Specialist Assistant, MPSSED, 6.25 hours per day to Care (Calm)/Recovery Room Assistant, South Shores, 6.5 hours per day	August 13, 2018
Jaclyn Wiseman	From Pre K Teaching Assistant, RCC to Pre K Teaching Assistant, Pershing, 6.5 hours per day	August 13, 2018

#### CUSTODIANS:

Name	Position	Effective Date
Matthew McCoy	From 2nd Shift Custodian, Eisenhower to 2nd Shift Custodian, Stephen Decatur	July 30, 2018
Robert Redpath	From 2nd Shift Custodian, Stephen Decatur to 1st Shift Custodian, Hope Academy	July 30, 2018
Jordan Softley	From School Security Officer, Hope Academy to 2nd Shift Custodian, Eisenhower	August 1, 2018

#### SECURITY PERSONNEL:

Name	Position	Effective Date
James Dellert	School Security Officer, Harris to School Security Officer, Hope Academy	August 13, 2018

**RESIGNATIONS****ADMINISTRATOR:**

Name	Position	Effective Date
Matthew Andrews	Principal, Dennis Lab School	August 1, 2018

**TEACHERS:**

Name	Position	Effective Date
Kelly Bassett	Grade 3, French Academy	July 26, 2018
Stephene Beller	Social Studies, Stephen Decatur	July 20, 2018
Traci Dixon	Math, Stephen Decatur	July 18, 2018
Michelle Ginn	Grade 6, Durfee	August 1, 2018
Suzanne Kreps	DEA President, IEA Office	August 10, 2018
Tamra Neal	Alternative Classroom Teacher, Phoenix Academy	July 27, 2018
Lauren Pruter	Vocal Music, Garfield/MacArthur	July 30, 2018
Douglas Smith	SED, Eisenhower	July 24, 2018
Jacqueline Tish	Speech Language Pathologist, Pershing	July 25, 2018
Adam Torbeck	Science, MacArthur	August 13, 2018
Andrea Wakeland	Grade 6, Muffley	July 31, 2018

**TEACHING ASSISTANTS:**

Name	Position	Effective Date
Kristie Crawford	Special Education Teaching Assistant, Thomas Jefferson	July 31, 2018
Andrea Livingston	Pre K Teaching Assistant, Southeast	July 31, 2018

**OUTREACH PERSONNEL:**

Name	Position	Effective Date
Sarah Phillips	Family Liaison, Enterprise	July 27, 2018
Cathryn Pyle	Family Liaison, Franklin	July 24, 2018

**SCHEDULE B:**

Name	Position	Effective Date
Joe Caputo	Elementary Cross Country, South Shores	July 24, 2018
Traci Hayward	Elementary Cross Country, Dennis	June 22, 2018
Darrell Houston	Middle School Girls Basketball Coach, Garfield	July 27, 2018
Tyredius Phillips	High School Assistant Football Coach, Eisenhower	July 30, 2018

**RESIGNATION CORRECTION****TEACHING ASSISTANT:**

Name	Position	Effective Date
Nathan Johnston	Essential Skills Teaching Assistant, Harris	July 9, 2018

**RETIREMENTS****OFFICE PERSONNEL:**

Name	Position	Effective Date
June Miller	Middle School Clerk Typist, Thomas Jefferson	August 30, 2018

**TEACHING ASSISTANTS:**

Name	Position	Effective Date
Starr Holden	Special Education Teaching Assistant, Parsons	October 2, 2018

**COMPENSATION RECOMMENDATIONS:**

- The following staff members should be compensated **\$50.00** for participating in CPI Refresher on July 11, 2018 at IEA Office:

Sheryl Austin

Hannah Krueger

Madeline Morthland

Jennifer Sickles

Jessica St. Pierre

Diane Wells

- The following staff members should be compensated for participating in TEAMS Summer Stipend on July 24 and July 25, 2018 at PDI:

Kathy Moore                      \$198.00

Sarah Hott                      \$198.00

Debbie Boerger                      \$198.00

Daniel Bennett                      \$198.00

Mary Rossi                      \$198.00

Heather Herron                      \$198.00

Laura Turner                      \$198.00

Jill Robertson                      \$99.00

Brad Williams                      \$198.00

Abby Jordan                      \$99.00

Megan Hull                      \$99.00

- The following staff members should be compensated for participating in Trauma Sensitive Training on July 23 - July 25, 2018 at IEA Office:

Pamela Kennedy	\$150.00	Sarah Bodzin	\$200.00
Cassandra Mann	\$300.00	Mark Potter	\$150.00
Deborah Rapson	\$300.00	Sarah Smith	\$200.00
Teri Maple	\$300.00	Kelsea Hirsch	\$100.00
Christine Seaver	\$300.00	Thurston Wiggins	\$92.00
Curtis Graham	\$150.00	Judy Greenwood	\$300.00
Matthew Gremo	\$300.00	Carrie Haley	\$300.00
Shawala Holloway	\$50.00	Rick Koetje	\$300.00
Jenny Kosiec	\$183.00	Steve Ropp	\$250.00
Samantha Stark	\$300.00	Jodi Folmsbee	\$300.00
Macie Gillis	\$300.00	Christina Angle	\$300.00
Jennifer Thomas	\$200.00	JaDawn Bryant	\$50.00
Ann Downey	\$300.00	Albulena Emroski	\$300.00
Heather Ethell	\$300.00	Tina Harper	\$50.00
Annette Kirkpatrick	\$300.00	Ken Schuster	\$300.00
Sharon Bird	\$300.00	Ashley Dugger	\$100.00
Patty Elam	\$300.00	Leslie Johnson	\$300.00
Sarah Pierce	\$300.00	Jason Flournoy	\$200.00
Rebecca Kern	\$250.00	Derek Spates	\$150.00
Thomas Taylor	\$150.00	Kelly Terhark	\$300.00
Marianne Black	\$233.00	Michelle Mitchell	\$8.00
Alison Bickel	\$250.00	Charisse Brown	\$300.00
Alissa Gruenewald	\$300.00	Jill Headrick	\$300.00
Tammy Schmitt	\$300.00	Melissa Schulz	\$300.00
Brooke Taylor	\$300.00	Stacy Benda	\$300.00
Allison Coit	\$150.00	Melissa Goede	\$300.00
Jennifer Hutton	\$150.00	Colleen Johnson	\$300.00
Gwen Muex	\$75.00	Gerri Munos	\$300.00
Kelli Murray	\$283.00	Michelle Houchins	\$300.00
Tamra Neal	\$300.00	Clara Oldham	\$150.00
JoBeth Page	\$300.00	Candi Ntsimi	\$150.00
Tailer Young	\$100.00	Linda Graves	\$150.00
Jennifer Hopkins	\$300.00	Helenia Jelks	\$150.00
Penny Jones	\$300.00	Beth Poynton	\$300.00
Ashley Swanson	\$200.00		

- The following staff members should be compensated for participating in TEAMS Summer Stipend on July 10 - July 14, 2018 and July 24 - July 28, 2018 at PDI:

Ben Steele	\$2640.00	Allison Brinkoetter	\$2376.00
Phillip Winecke	\$2640.00	Pamela Blades	\$2640.00
Merijha Branson	\$2640.00	Cathalyn Jones	\$2640.00
Tisha Neeley	\$2640.00	Stacy Witts	\$2112.00
Melisa Cripe	\$2376.00	Diane Orr	\$2640.00
JoBeth Sweeney	\$2112.00	Carolynn Keizer	\$2574.00

Lindsey Fuller	\$2640.00	Jessica Niebrugge	\$2640.00
Sara Kennedy	\$2640.00	Sarah Andrews	\$1500.00

- The following staff members should be compensated **\$50.00** for participating in 6 Traits Writing Implementation Grades 2-3 on July 25, 2018 at PDI:

Julie Turner	Jaime Goodman
Joni Grubbs	Katie Hill
Cheri Timmons	Kimberly Hainline
Alison Bickel	Jennifer Doyle
Tricia Athey	Deb Harper
Sue Krause	Larry Eastin
Dawn Rose	Elizabeth Harding
Ashley Guntle	

- The following staff members should be compensated **\$50.00** for participating in 6 Traits Writing Implementation Grades 4-6 on July 26, 2018 at PDI:

Kelly Bailey	Teresa Cobb
Abby Emroski	Stacey Long
Jamie Michl	

- The following staff members should be compensated **\$50.00** for participating in K - 1 Traits Writing Implementation on July 26, 2018 at PDI:

Julia Mower	Philip Drete
Tara Pitt	Ashton Doty
Ashley Falk	Michelle Nixon
Jason Surian	Amy Davenport
Melissa Schulz	Natalie Click
Kassandra Mikesell	Harl Hillman
Leslie Woolsey	Ann Downey
Summer Hemphill	

- The following staff members should be compensated **\$50.00** for participating in 6 Traits Writing Implementation Grades 4 - 6 on July 27, 2018 at PDI:

Frances Niblack-Rickard	Abby Martin
Carissa Craven	Chelsie Kirschner
Ashley Minton	Ashley Jennings
Ann Akers	Megan Hull
Hilda Nicholls	Ashley Ridley
David Behm	Billie Hall

- The following staff members should be compensated **\$50.00** for participating in CPI Refresher Training on July 17, 2018 at IEA Office:

Adam Carlisle

- The following staff members should be compensated **\$100.00** for participating in Planning Building-Wide Trauma Informed Family Events on June 6, 2018 at Muffley:

Libby Kirkland	Jill Keller
Stephanie Meis	
- The following staff members should be compensated **\$100.00** for participating in CPI Initial Training on July 30, 2018 at Training Center:

Joni Grubbs	Michelle Hazelrigg
Katie Hill	Sara Daykin
Cassandra Mann	Carrie Haley
Carissa Craven	Aubrey Downing
Nathaniel Tallent	Stacy Witts
Albulena Emroski	Sara Ingram
William Miller	Valerie Bush
Melissa Schulz	Crystal Rora
- The following staff members should be compensated for participating in 6 Traits Writing Implementation Grades K - 1 on July 25, 2018 at PDI:

Julie Turner	\$100.00	Rebecca Cordova	\$50.00
Aubrey Downing	\$50.00	Jill Hubbard	\$50.00
Nicole Jones	\$50.00	Sarah Pritts	\$50.00
Jordan Rahar	\$50.00	Nathaniel Tallent	\$50.00
Sara Daykin	\$50.00	Jessica Hearn	\$50.00
Tammy Carver	\$50.00	Melissa Horton	\$50.00
Susan Barnes	\$50.00	Melissa Prasun	\$50.00
Amanda Werkheiser	\$50.00	Carl Williams	\$50.00
Amanda Fairchild	\$50.00	Jamie Reed	\$33.33
Summer Boyd	\$50.00	Hollie Peckert	\$50.00
- The following staff members should be compensated **\$297.00** for participating in Retreat Committee on June 19, July 5 and July 20, 2018 at Stephen Decatur:

Stephene Beller	Tom Beller
Shelby Hawkshaw	Melessa Tyus
Lori Fleming	Lisa Holmes
- The following staff members should be compensated for participating in 6 Traits Writing Implementation Grades 2-3 on July 27, 2018 at PDI:

Jessica Brinkoetter	\$50.00	Michelle Hazelrigg	\$50.00
Teri Maple	\$50.00	Tamara McCormick	\$50.00
Diana Bell	\$25.00	Lyndsay Lemanczyk	\$50.00
Sarah Pierce	\$50.00		
- The following staff members should be compensated for participating in Buck Institute PBL on July 31, 2018 at Dennis:

Rebekah Novak	\$100.00	Sarah Smith	\$200.00
Sara Daykin	\$100.00	Cassandra Mann	\$100.00

Jill Robertson	\$100.00	Julie Ryan	\$100.00
Linda Burnham	\$100.00	Jaime Goodman	\$100.00
Brittany Acree	\$100.00	Jennifer Parks	\$100.00
Phil Drete	\$100.00	Abby Martin	\$100.00
Deborah Rapson	\$100.00	Josh Thornton	\$100.00
Allison Brinkoetter	\$100.00	Phillip Winecke	\$100.00
Sara Bodzin	\$100.00	Keith Creighton	\$100.00
Laura Turner	\$100.00	Alex Moody	\$100.00
Emma Morrison	\$100.00	Taylor Torreson	\$100.00

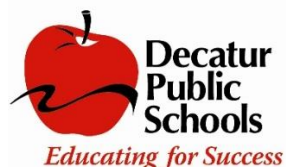
- The following staff members should be compensated for participating in Building Trauma Informed Retreat on July 31, 2018 at Durfee:

Elena Delaney	\$25.00	Maria Bohnsack	\$50.00
Kelsea Hirsch	\$50.00	Christine Seaver	\$50.00
Kristi Adams	\$50.00	Patricia Mamrak	\$50.00
Kylie Hale	\$50.00	Tamara McCormick	\$50.00
Teri Moore	\$50.00	Marcia Lawson	\$50.00

- The following staff members should be compensated for participating in Third Grade Handwriting on July 30, 2018 at PDI:

Julie Turner	\$100.00	Linda Burnham	\$50.00
Jaime Goodman	\$50.00	Kathy Fornear	\$50.00
Maria Bohnsack	\$50.00	Alison Bickel	\$50.00
Tricia Athey	\$50.00	Sue Krause	\$50.00
Olivia Mannlein	\$50.00	Carrie Sager	\$50.00
Lyndsay Lemanczyk	\$50.00	Dawn Rose	\$50.00
Mary Rossi	\$50.00	Sharon Bird	\$50.00
Elizabeth Harding	\$50.00	Sarah Pierce	\$50.00
Ashley Guntle	\$50.00		

- The following staff member should be compensated **\$2,000.00** for the X-Step for her years of service to Decatur Public Schools:  
Starr Holden



## Board of Education Decatur Public School District #61

<b>Date:</b> August 06, 2018	<b>Subject:</b> Administrative Recommendation
<b>Initiated By:</b> Deanne Hillman, Director of Human Resources	<b>Attachment:</b> Administrative Recommendation for Matthew Fraas, Middle School Principal, Stephen Decatur
<b>Reviewed By:</b> Dr Paul Fregeau, Superintendent	

### **BACKGROUND INFORMATION:**

Matthew Fraas currently has a Bachelor's degree in Elementary Education from MacMurray College, Jacksonville, IL and two Master's degrees. One Master's Degree is in Educational Leadership and the other is a Post Master's Certificate Superintendent's Endorsement. Both degrees are from the University of Illinois, Springfield, IL.

Matthew has been the Principal at Ball Charter Elementary School, Springfield, IL since 2013. He was previously the Assistant Principal at Turner Junior High School, Jacksonville, IL from 2012-2013. He was also a Principal at Lincoln Elementary School from 2007-2012 and a Principal at Murrayville-Woodson Elementary School, Jacksonville, IL from 2005-2007. He also served as a Dean at Turner Junior High School from 2004-2005. Before his Administrator positions, he was a Teacher at Jefferson Elementary School, Jacksonville, IL from 2000-2004.

### **CURRENT CONSIDERATIONS:**

The interview team respectfully recommends Matthew Fraas as the Middle School Principal at Stephen Decatur.

### **FINANCIAL CONSIDERATIONS:**

This position is in the appropriate budget.

### **STAFF RECOMMENDATION:**

The Administration respectfully requests the Board of Education approve the Administrative Recommendation for the Employment of a Principal at Stephen Decatur Middle School as presented.

### **RECOMMENDED ACTION:**

- ☒ Approval
- ☐ Information
- ☐ Discussion

**BOARD ACTION:** \_\_\_\_\_

To: Dr Paul Fregeau, Superintendent  
From: Deanne Hillman, Director of Human Resources  
Date: August 6, 2018  
Re: Administrative Recommendation

The following person is recommended for the position of Middle School Principal at Stephen Decatur.

Matthew Fraas  
920 Grove Street  
Jacksonville IL 62650

Education:

2018	MA	Superintendent's Endorsement, University of Illinois Springfield, Springfield, IL
2005	MA	Educational Leadership, University of Illinois Springfield, Springfield, IL
2000	BA	Elementary Education, MacMurray College, Jacksonville, IL

Experience:

2013 – present	Principal, Ball Charter Elementary School, Springfield, IL
2012 – 2013	Assistant Principal, Turner Junior High School, Jacksonville, IL
2007 – 2012	Principal, Lincoln Elementary School, Jacksonville, IL
2005 – 2007	Principal, Murrayville-Woodson Elementary School, Jacksonville, IL
2004 – 2005	Dean, Turner Junior High School, Jacksonville, IL
2000 – 2004	Teacher, Jefferson Elementary School, Jacksonville, IL

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For payroll purposes only

Effective: August 1, 2018

Pro-rated: Yes X No

Level: 16 Step: 18

Base: \$102,385.00

Number of full contract days: 260

TRS: as allowable

Prorated: \$93,721.65

Certified Number: 626896

Pending Illinois Certification: \_\_\_\_\_

Account Number: 10.81.2410.0103.0.110 98%  
80.81.2367.0103.0.110 2%

Salary approved \_\_\_\_\_

Date \_\_\_\_\_

24 July 2018  
Preliminary planning information for the  
Decatur Public School District #61

The following information is provided to assist the Decatur Public School District #61 in analyzing its facilities needs and developing a plan for the future. The information is general in nature and should be expected to warrant revision as additional information is considered or created. Please challenge any information that seems inconsistent, incomplete or incorrect so that we may review, clarify, elaborate, or correct, whichever is applicable. As ideas emerge, a cost benefit analysis is recommended to create a data driven result, allowing the district to respond objectively to the competing interests that will emerge. Please see the notes at the end for clarifications.

1. What would be the cost to replace John's Hill with a new facility? How about Durfee?
  - a. For John's Hill: 89,761 existing s.f. (500 students) x \$300\* = \$26,930,000.00
  - b. For Durfee: 44,024 existing s.f. (350 students) x \$300 = \$13,210,000.00
  - c. *For the District's information: The estimated HLS replacement cost for John's Hill is \$20,945,463 and the estimated cost for Durfee is \$11,760,200 using ISBE's building replacement process formula. Building replacement calculations do not consider total project costs.*
2. What would be the cost of building a new 750 or 900 K-8?
  - a. 750 students x (150 to 165\*\* s.f./student) = 112,500 to 123,750 s.f. times \$300/s.f. = \$33,750,000 to \$37,125,000.00
  - b. 900 students x (140 to 160 s.f./student) = 126,000 to 144,000 s.f. times \$300/s.f. = \$37,800,000 to 43,200,000.00
3. Capacities of existing schools. Capacities developed below should be considered preliminary (developed for expediency) in that they do not consider the desired programs (a typical consideration in a recommended capacity analysis; for instance, a 1,200 s.f. space can house 40+ students for study hall, but that same space can hold no more than 24 for use as a science lab). These numbers are developed by identifying the number of classrooms\*\*\* times an average class size of 25 (which may or may not be appropriate depending upon age of student and size of space), and then applying a utilization factor (from ISBE building capacity calculations) reflecting the percentage of time that the classrooms are available for instructional use. Since some schools operate with more students than the "capacity" listed below, it is physically possible to house more students than listed. Once a program is "mapped" across an existing building and all spaces available for instructional use are agreed upon, a more definitive measure of capacity can be developed.
  - a. Facilities Not included:

- i. Milligan, Phoenix, Decatur Area Technical Academy, Pershing EES Campus, Pershing Early Learning Center, Robertson Charter School, Social Emotional Alternative program, Southeast Early learning Center
- b. Elementary Schools, Preliminary capacity:
  - i. Dennis: 300
  - ii. Durfee: 340
  - iii. Enterprise: 360
  - iv. Franklin: 300
  - v. French: 320
  - vi. Garfield: 300
  - vii. Hope: 500
  - viii. John's Hill: 430
  - ix. Michael Baum: 450
  - x. Muffley: 320
  - xi. Oak Grove: 320
  - xii. Parsons: 320
  - xiii. South Shores: 320
  - xiv. Stevenson: 300
  - xv. William Harris: 500
- c. Middle Schools
  - i. Thomas Jefferson: 490
  - ii. Stephen Decatur: 680\*\*\*\*

4. What is the estimated cost to construct John's Hill at the existing site:
  - a. A 750 student John's Hill constructed on the existing site is estimated to cost between \$33,750,000 to \$37,125,000.00
  
5. If the School District moved John's Hill into Thomas Jefferson Middle School, what would be the renovation costs (bigger cafeteria, renovated fine arts spaces, maker spaces, 21<sup>st</sup> Century spaces, etc.)?
  - a. Estimated renovation costs: Auditorium remodel: 5000 s.f. x \$300 (raw costs) + Cafeteria Remod: 5000 s.f. x \$250 (raw costs) + 21<sup>st</sup>. C spaces 6000 s.f.x \$150 (raw costs) = \$3,100,000 (total raw cost) x 1.20 (markup for total project costs) = Approximately \$4,400,000.00
  
6. If the School District moved all Montessori programs to Garfield, what would be needed?
  - a. It is our understanding that currently, approximately 385 students are enrolled at Garfield, resulting in approximately 79 s.f./student. Our expectation is that staff would report that this arrangement is restrictive, and that much more could be accomplished if the area per student were greater (more in keeping with current elementary school planning practices; elementary *typically* varies between 115 – 135 s.f./student; K-8 typically varies between 150 – 175 s.f. / student depending upon the number of students). Therefore for planning purposes, assuming a desired population of 800 students in the Montessori Program:

- i. The lower range could be estimated as follows: 800 students x 125 s.f. / student (average) = 100,000 s.f. minus 31,415 (existing area) = 68,585 s.f. x \$300 = \$20,575,000.00.
  - ii. The upper range could be estimated as follows: 800 students x 165 (average) = 132,000 minus existing s.f. (31,415) = 100,000 x \$300 = \$30,000,000.00
7. Can the Thomas Jefferson Middle school be moved into SDMS, combining both facilities into one Middle School? With a combined enrollment of 812 students (FACES planning data), and enough square footage (over 200 s.f. / student) it appears that both schools could fit into SDMS, however spaces may need to be reconfigured, and some funds should be budgeted for that work (see 10. Below).
8. What are the best buildings to expand? What are the best buildings to take off-line? Obviously this is a complex question to answer. A facility may have a floor plan that is easily expanded, but a site that restricts expansion. Or, it may have a plan and site which are easily expanded, but its physical condition and proximity to students may not warrant expansion. Therefore we ran a brief analysis which considered its present utilization, its Facility Condition Index, the "expandability" of its floor plan, and the site area, and developed the following suggestions for your consideration.
  - a. Best buildings to expand: Muffley, Enterprise, Parsons, South Shores, and Michael Baum.
  - b. Best buildings to consider taking off line: Because of their condition, John's Hill and Durfee are the highest priorities to address. Assuming that those facilities are addressed using the building replacement process, Oak Grove, Harris and Southeast make the most sense to take offline.
9. What are the total costs to add A/C, including electrical?
  - a. Architectural Expressions has estimated a cost of approximately \$12,200,000.00 to air condition the remaining K-8 facilities. We would recommend adding a 20% contingency for planning purposes (the actual cost will vary depending upon how and when the projects are implemented) to bring the estimated cost to complete the work to \$14,600,000.00. Please let us know if you would like that cost to be broken down by facility.
10. Which is less to renovate to become a K-8, SDMS, or TJ?
  - a. Because of the flexibility of the original design, the SDMS would cost less to convert to become a K-8 facility (estimated to cost between \$1,500,000.00 - \$2,000,000.00 to convert High School spaces into 21<sup>st</sup>. century / maker spaces) than the cost to convert Thomas Jefferson (estimated to cost around \$4,400,000.00). A cost benefit analysis would be a stronger measure of the comparative value of the two approaches however than a comparison of first (construction) costs.
11. When applying for ISBE's building replacement process, can the school district take the identified building replacement cost and spread it over multiple facilities? (for instance,

instead of building one 500 student replacement facility, building 125 student additions to 4 facilities)?

- a. It is our understanding that ISBE has allowed additions to be built as opposed to complete replacement facilities, but not for multiple buildings. In conversation with ISBE staff, they would be open to reviewing this approach with the district (once the district had a better idea of the proposed plan). Ultimately, the staff's ability and comfort confirming that the plan meets the intent of the statute will determine whether this approach will be approved.

### **Notes about planning information**

\* \$300 / s.f. is an estimate of Total project costs (sitework, bricks and mortar, contingencies, furnishings fixtures and equipment, site investigation and surveys, fees for services, documents printing, construction testing, and technology). It is a reasonable planning figure given the current construction climate for conventional school construction.

\*\* The square-feet-per-student is a planning convention to develop a reasonably sized building to house students for a projected enrollment for planning purposes. We have included a range to reinforce the fact that the actual size needed is a function of the district's desired programs and activities both of which have yet to be determined.

\*\*\* Much of the planning information is taken from the FACES planning information provided by the school district in the fall of 2015, and may not reflect current enrollments.

\*\*\*\* The square feet of this facility suggests that its capacity can be increased beyond the 32 classrooms listed in the FACES planning information.