

**DECATUR DISTRICT 61 BOARD OF EDUCATION  
REGULAR MEETING MINUTES**

DATE/TIME: April 23, 2013

5:00 PM

LOCATION: Keil Administration Building  
3<sup>rd</sup> Floor Conference Room

PRESENT: Daniel S. Winter, President  
LaVell Peete  
Dan Oakes  
Jackie Bullard

Kevin Moore, Vice President  
Sherri Perkins  
Brian Hodges

STAFF: Superintendent Gloria J. Davis  
Board Secretary Melissa Bradford  
Attorneys Everett Nicholas and Susan Nicholas and others

President Winter called the meeting to order at 5:00 PM.

<u>TOPIC</u>	<u>DISCUSSION</u>	<u>ACTION</u>
<b>Call for Closed Executive Session</b>	President Winter moved to go into Closed Executive Session, seconded by Mr. Moore to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, possible litigation and collective negotiating matters between the Board and representatives of its employees.	Board moved to Closed Executive Session at 5:00 PM.
	Hearing no questions, President Winter called for a roll call vote: Aye: Perkins, Oakes, Moore, Bullard, Hodges, Winter, Peete Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	
<b>Return to Open Session</b>	President Winter moved to return to Open Session, seconded by Mr. Moore. All were in favor.	Board returned to Open Session at 6:30 PM.
	The Board of Education has been in closed executive session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, possible litigation and collective negotiating matters between the Board and representatives of it employees. No action was taken during closed executive session.	
<b>Pledge of Allegiance</b>	President Winter led the Pledge of Allegiance.	
<b>Approval of Agenda, April 23, 2013</b>	Superintendent Davis recommended the Board approve the agenda for April 23, 2013 as presented. Mr. Moore moved to approve the recommendation, seconded by Mr. Peete. All were in favor.	Agenda was approved as presented.

TOPIC	DISCUSSION	ACTION
<b>Special Presentations and District Highlights</b>	<p>Superintendent Davis thanked the four current Board Members, Dan Winter, Kevin Moore, Jackie Bullard and LaVell Peete. She thanked them for their continued commitment and dedication to the students, families and staff in Decatur Public Schools and presented them each with an award of appreciation. Each of the four Board Members also thanked the students, families, staff and community.</p> <p>President Winter proclaimed April 24, 2013 as National Administrative Office Professionals Day.</p> <p>President Winter proclaimed May 6 – 10, 2013 as Teacher and Teaching Assistants Appreciation Week. And, May 7, 2013 as National Teacher Appreciation Day.</p> <p>President Winter congratulated Courtney Ferriell, Parsons Elementary School Teacher, for being named March 2013 Rotary Teacher of the month.</p> <p>President Winter congratulated Susan Freeman, Enterprise Elementary School Teacher, for being named April 2013 Rotary Teacher of the month.</p> <p>President Winter congratulated the Johns Hill Destination Imagination (DI) Team for winning first place on February 23, 2013 at the regional tournament in Pekin, IL and for winning third place on April 13, 2013 at the state tournament at Northern Illinois University.</p> <p>The DI team consist of the following coach and students:  <b>Principal:</b> Rob Prange, <b>Coach:</b> Karyn Webb  <b>Team Members:</b> Elliot Briscoe, Lauren Jacobson, Emily King-Nobles, Delaney Kwasny, Makenna Ingle, Caleb Maxey and Edgar Onate.</p>	Information only.
<b>Public Participation</b>	<p>Suzanne Kreps, President of The Decatur Education Association, and Paula Busboom, President of the Decatur Federation of Teaching Assistants, presented the four current Board Members (Dan Winter, Kevin Moore, Jackie Bullard and Lavell Peete) with a farewell gift from the unions.</p>	Information only.
<b>Consent Items</b>	<p>Superintendent Davis recommended the Board approve all of the Consent Items as presented which includes:</p> <ul style="list-style-type: none"> <li>A. Minutes: Regular/Closed, April 9, 2013</li> <li>B. Financial Conditions Report</li> <li>C. Treasurer’s Report</li> <li>D. Bid: Playground and Cafeteria Monitor</li> </ul>	<p>Motion carried.  All Consent Items were approved as presented.</p>

TOPIC	DISCUSSION	ACTION
	<p>E. Job Descriptions: Administrative Assistant to the Deputy Superintendent and Assistant to the Director of Human Resources</p> <p>F. Job Description: Technology Magnet Elementary Teacher</p> <p>G. Job Descriptions: Secretary to Elementary Principal, Secretary to Middle School Principal, Library Secretary – Itinerant, Data Analyst Secretary, Secretary to Grants Administrator, Registration/Alternative Education Secretary, Library Secretary – Collections and Processing, Secretary to Coordinator of Health and Secretary to the Director of Student Services</p>	
	<p>Mr. Moore moved to approve the recommendation, seconded by Mrs. Perkins.</p> <p>Hearing no discussion, President Winter called for a Roll Call Vote:                      Aye: Winter, Oakes, Moore, Bullard, Hodges, Perkins, Peete                      Nay: None                      Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	
<b>Roll Call Action Items</b>	<p>Superintendent Davis recommended the Board approve all Personnel Items and the Supplemental listed in the Memo from Jonnie Clark, Director of Human Resources.</p> <p>Mr. Moore moved to approve the recommendation seconded by Mr. Oakes. Hearing no discussion, President Winter called for a Roll Call Vote:                      Aye: Oakes, Winter, Moore, Hodges, Peete, Perkins, Bullard                      Nay: None                      Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried.                      All personnel items and the supplemental were approved as presented.</p>
<b>Administrator Appointment Director of Curriculum and Instruction</b>	<p>Superintendent Davis recommended the Board approve the appointment of Jenny Mullins for the position of Director of Curriculum and Instruction at a base salary of \$97,629.00, Level 16, Step 7, with an effective date of July 1, 2013 as presented.</p> <p>Ms. Bullard moved to approve the recommendation seconded by Mr. Moore. Hearing no discussion, President Winter called for a Roll Call Vote:                      Aye: Moore, Winter, Perkins, Bullard, Peete, Oakes                      Nay: None                      Abstain/Present: Hodges                      Roll Call Vote: 6 Aye, 0 Nay, 1Abstain/Present, 0 Absent</p>	<p>Motion carried.                      Jenny Mullins was appointed as Director of Curriculum and Instruction as presented.</p>

TOPIC	DISCUSSION	ACTION
<b>Administrator Appointment Enterprise Elementary School</b>	<p>Superintendent Davis recommended the Board approve the appointment of Ann Mathieson for the position of Principal at Enterprise Elementary School at a base salary of \$74,117.00, Level 16, Step 10, with an effective date of July 29, 2013 as presented.</p> <p>Mr. Moore moved to approve the recommendation seconded by Mr. Oakes. Hearing no discussion, President Winter called for a Roll Call Vote:                      Aye: Peete, Bullard, Oakes, Moore, Hodges, Perkins, Winter                      Nay: None                      Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried.                      Ann Mathieson was appointed as Principal at Enterprise Elementary School as presented.</p>
<b>Second Reading of Board Policies</b>	<p>Superintendent Davis recommended the Board approve the Second Reading of the following Board Governance Policies as presented:</p> <ul style="list-style-type: none"> <li>• <b>Policy, Section 6-Instruction</b> <ul style="list-style-type: none"> <li>○ 6:240-Field Trips</li> </ul> </li> <li>• <b>Policy, Section 7-Students</b> <ul style="list-style-type: none"> <li>○ 7:340-Student Records</li> </ul> </li> </ul> <p>Superintendent Davis noted that the District’s procedures for policies are to have a first reading and review for information only and the second reading is a recommendation for approval.</p> <p>Mr. Moore moved to approve the recommendation, seconded Mr. Peete.</p> <p>President Winter noted that the District utilizes Illinois Association of School Board (IASB) and we follow the school code as it relates to updating Board Policies.</p> <p>Hearing no discussion, President Winter called for a Roll Call Vote:                      Aye: Perkins, Bullard, Hodges, Oakes, Winter, Peete, Moore                      Nay: None                      Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	<p>Motion carried.                      The Board Policies were approved as presented.</p>
<b>FY13 District 61 Tentative Budget Amendment and</b>	<p>Superintendent Davis recommended the Board approve the FY13 District 61 Tentative Budget Amendment as presented. Superintendent Davis also asked the Board to Set a Public Hearing for Tuesday, June 11, 2013 in the 1<sup>st</sup> Floor Board Room after the initial vote.</p> <p>Mr. Moore moved to approve the recommendation, seconded by Mrs. Perkins. Director of Business Affairs Dr. Todd Covault presented information on the FY13 District 61 Tentative Budget Amendment.</p>	<p>Motion carried.                      The FY13 District 61 Budget Amendment was approved as presented.</p>

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	<p>Dr. Covault noted the District updated the reduction in expenditures based on the budget reductions that were previously approved by the Board of Education.</p>	
	<p>President Winter thanked Dr. Covault for his financial assistance with the budget considering the issues with the State of Illinois.</p>	
	<p>Hearing no further questions, President Winter called for a Roll Call Vote:                      Aye: Hodges, Winter, Oakes, Moore, Peete, Perkins, Bullard                      Nay: None                      Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	
<b>Set Public Hearing</b>	<p>President Winter asked for a motion to Set a Public Hearing for the FY13 Decatur Public School District 61 Tentative Budget Amendment for 6:30 PM on Tuesday, June 11, 2013 in the 1<sup>st</sup> Floor Board Room.</p>	<p>Public Hearing was set for June 11, 2013 as presented.</p>
	<p>Mr. Moore moved to approve the recommendation, seconded by Mr. Oakes. All were in favor.</p>	
<b>Resolution – Working Cash Fund Bonds</b>	<p>Superintendent Davis recommended the Board approve the Resolution declaring the intent of the Board to issue not to exceed \$7,000,000 of working cash fund bonds as presented.</p>	<p>Motion carried.                      The Resolution Declaring the Intent of the Board to issue not to exceed \$7,000,000 of Working Cash Fund Bonds was approved as presented.</p>
	<p>Mrs. Perkins moved to approve the recommendation, seconded by Mr. Moore.</p>	
	<p>Dr. Covault noted that the Working Cash Fund is primarily for cash flow purposes. The resolution of intent will take nearly two months to finalize and is the first step. Ann Nobel, Managing Director for Stifel Nicholas and Company, stated that the action tonight does not obligate the Board to sell the Bonds. It authorizes the District to start the process and will be finalized in June.</p>	
	<p>Dr. Covault stated that the Bonds will be paid off by 2019 and this will be structured such that it does not increase the tax levy.</p>	
	<p>Hearing no questions, President Winter called for a Roll Call Vote:                      Aye: Winter, Oakes, Moore, Bullard, Hodges, Peete, Perkins                      Nay: None                      Roll Call Vote: 7 Aye, 0 Nay, 0 Absent</p>	

TOPIC	DISCUSSION	ACTION
<b>Supt.’s Report 2013-2014 Alternative Ed Program</b>	Director of Student Services Dr. Rochelle Clark and Principal at Phoenix Academy Edwin Wilson presented an update regarding the 2013-2014 Alternative Education Program.	Information only.
<b>Dennis Lab School Update</b>	Deputy Superintendent Lisa Mann, Principal at Dennis Lab School Matt Andrews and other Team Members presented an update on the Dennis Lab School.	Information only.
<b>Board Discussion Items</b>	President Winter announced the retirement of Superintendent Gloria J. Davis, effective June 30, 2014.	Information only.

Superintendent Davis thanked everyone in Decatur Public Schools and the entire community.

<b>Announcements</b>	The Board of Education sends condolences to the families of:	Information only.
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Henry Walter English, who passed away Thursday, April 4, 2013. Mr. English is the father of Greg Smith, Maintenance Employee at the Buildings and Grounds Department.

Wilbur Robert “Junior” Reed, who passed away Tuesday, April 9, 2013. Mr. Reed is the father of Cindy Reed, Teacher at Hope Academy Magnet School.

Ross C. Dash, who passed away Monday, April 15, 2013. Mr. Dash is the uncle of Robin Shafer, Special Education Life Skills Teaching Assistant Parsons Elementary School.

John Kessinger, who passed away Monday, April 15, 2013. Mr. Kessinger is the father of Amy Blackburn, Itinerant Reading Teacher at Parsons Elementary School.

Dorothy Henderson, who passed away Monday, April 15, 2013. Mrs. Henderson is the grandmother of Kathy Streaty, Teaching Assistant at Parsons Elementary School.

Freddie Levi “Butch” Johnson, who passed away Tuesday, April 16, 2013. Mr. Johnson is the brother of Karla Johnson, Transportation/Purchasing Analyst at the Keil Administration Building.

Fern Estella Aderman, who passed away Monday, April 22, 2013. Mrs. Aderman is the grandmother of Danny Eddy, former Information and Technology Analyst in Decatur Public Schools.

TOPIC	DISCUSSION	ACTION
<b>Important Dates</b>	23 – 24 High School Testing: PSAE (11 <sup>th</sup> Grade), PLAN (10 <sup>th</sup> Grade) and EXPLORE (9 <sup>th</sup> Grade)	Information only.
24	NO HIGH SCHOOL LATE START!!! – <b>Normal High School Start Time, which is 8:14 AM</b>	
25	Special Called Board of Education Work Session – 9:00 AM, 3 <sup>rd</sup> floor Conference Room, Keil Administration Building	
	Freshman Orientation – Eisenhower and MacArthur High Schools, 6:30 PM - 7:30 PM	
26	DPS 3 <sup>rd</sup> Annual District Art Show – Madden Arts Center – Elementary Showcase, 5:00 - 7:00 PM	
30	Kindergarten Jamboree – Hope Academy, 4:00 PM - 6:00 PM	
<b>May</b>	1 Open House for Students Transferring from Brush College – Hope Academy at 5:30 PM	
	2 Open House for Students Transferring from Brush College – Harris Elementary School at 5:30 PM	
	Special Called Board of Education Open Session Meeting – 5:30 PM, 1 <sup>st</sup> floor Board Room, Keil Administration Building	
	3 4 <sup>th</sup> Quarter Midterm Distribution – District High School Progress Report Distribution DPS 3 <sup>rd</sup> Annual District Art Show – Madden Arts Center – Middle/High School Showcase, 5:00 - 7:00 PM	
	6 – 17 Advanced Placement Exams – High School Students	
	7 – 8 PSAE Makeup Exam Dates	
	10 4 <sup>th</sup> Quarter Midterm Distribution – Hope Academy	
	15 Eisenhower High School Senior Awards Night – EHS Auditorium at 7:00 PM	
	16 MacArthur High School Senior Awards Night – MHS Auditorium at 6:30 PM	
	23 Retirement Tribute for District 61 Employees – Eisenhower High School Galleria o Reception for Retirees and Their Guests, 5:45 - 6:30 PM o Program Open to the Public, 6:30 PM	
	26 High School Graduation at the Decatur Civic Center – MHS at 2:00 PM – EHS at 6:00 PM	

TOPIC	DISCUSSION	ACTION
	<p><b>NEXT MEETING</b></p> <p>A special Open Work Session has been called for Thursday, April 25, 2013 at 9:00 AM for the specific purpose of training Board Members on the electronic board packets.</p> <p>A special Open meeting has been called for Thursday, May 2, 2013 at 5:30 PM for the specific purpose of the oath of office, reorganization of the new board, election of officers and adoption of the Board of Education calendar for the next two years.</p> <p>The next Regular meeting of the Board of Education will be at 6:30 PM, Tuesday, May 14, 2013 in the 1<sup>st</sup> Floor Board of Education Room.</p>	<p>Information only.</p>
<b>Adjournment</b>	<p>Mr. Peete moved to adjourn, seconded by Mr. Moore. All were in favor.</p>	<p>Board adjourned at 8:40 PM.</p>

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Brian Hodges, Board President

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Melissa Bradford, Board Secretary