



St. George CCSD No. 258

— Every Child Every Day —

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SUPERINTENDENT OF SCHOOLS

Dr. Jay P. Smith

BOARD OF EDUCATION

LaDawn Armstrong, President
Thomas Yuska, Vice President
Kathleen Fouts, Secretary
Darrell Pendleton, Member
David Munsterman, Member
James Elliott, Member
Doug Balk, Member

MINUTES OF THE REGULAR BOARD OF EDUCATION MEETING AUGUST 17, 2023 ST. GEORGE SCHOOL - DISTRICT OFFICE BOARD ROOM

Meeting was Called to Order at 6:31 p.m. by the President, LaDawn Armstrong.

Present at **Roll Call**: Armstrong, Fouts, Pendleton, and Munsterman.

Absent: Yuska and Elliott.

A quorum was present.

Individuals present at **Roll Call** other than Board of Education members:

Dr. Jay P. Smith, Superintendent; Jason Johnson, Treasurer; Christine Johnston, Principal; Bryan Wells, Assistant Principal / Athletic Director; Rhonda Stegall, Board Recording Secretary; Doug Balk, Board Member Elect; Jamie Howard-Breeden, Fifth Grade Teacher / Union Co-President; and Ashley Uphoff, First Grade Teacher.

Additional Agenda Items

Mrs. Fouts made a motion to appoint Doug Balk to fill the vacancy on the board. Mr. Munsterman seconded the motion.

Yeas: All.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Mr. Balk read the Oath of Office. Board Committees were updated.

Introduction of Guests and Comments

Mr. Pendleton made a motion to approve the **Consent Agenda**, which included:

- Minutes from the Special Board Meeting on June 12, 2023
- Minutes from Regular Board Meeting on June 16, 2023
- Financial Reports and Monthly Expenditures for June and July
- Quarterly Reports
- Move September Regular Board Meeting from September 28, 2023 at 6:30 PM to be on September 21, 2023 at 6:30 PM

- Set September 21, 2023 at 6:20 PM in the District Office Board Room for the Hearing for the 2023-2024 Budget
- Classroom Maintenance Agreement with KASEC for the 2023-2024 School Year
- Destruction of Closed Session Audio Recordings from July 2021 – December 2021
- Resignations:
 - Kathryn Simone as School Bus Driver effective June 28, 2023
 - Danielle McGinnis as Head Soccer Coach effective July 6, 2023
 - Jessica Serafini as Paraprofessional effective August 7, 2023
 - Kristin Bien as Cafeteria Server effective August 10, 2023
- Policies from Press Plus Issue 112 (First Reading)
 - 2:80 Board Member Oath and Conduct
 - 2:80-E Board Member Code of Conduct
 - 2:170 Procurement of Architectural, Engineering, and Land Surveying Services
 - 4:45 Insufficient Fund Checks and Debt Recovery
 - 4:100 Insurance Management
 - 5:230 Maintaining Student Discipline
 - 6:10 Educational Philosophy and Objectives
 - 6:190 Extracurricular and Co-Curricular Activities
 - 6:240 Field Trips
 - 7:275 Orders to Forgo Life-Sustaining Treatment
 - 7:305 Student Athlete Concussions and Head Injuries
 - 8:25 Advertising & Distributing Materials in Schools Provided by Non-School Related Entities
 - 8:95 Parental Involvement

Mrs. Fouts seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Administrative and Board Committee Reports

Assistant Principal / Athletic Director – Bryan Wells

Mr. Wells informed the board that Jared Zimmer resigned as Assistant Baseball Coach and the school is seeking a new Head Soccer Coach. Mr. Wells provided an update about the Softball and Baseball Co-Ops and mentioned that fall sports (Baseball, Softball, and Cross-Country) are in progress.

Principal – Christine Johnston

Mrs. Johnston informed the board that the current reading series for the primary grades is expiring and the process of investigating a new reading series is starting. Mrs. Johnston noted the following: new teacher orientation occurred on July 26; Jamie Howard-Breeden began his School Principal internship with her; the PERA Committee met and reviewed the evaluation process; and the SIP team met and created a plan to work with teachers for plan implementation. Mrs. Johnston also mentioned that the District received a grant from the Kankakee County Health Department for \$6,250 to help fund the HSL program.

Superintendent Report – Dr. Jay P. Smith

August Start of the Year Teacher Institute Days: Last year's theme was structured around Relationships. Dr. Smith noted that this year's theme is "More CowBell" referencing the Saturday Night Live "More Cowbell" skit to emphasize the importance of having "More Cowbell" in our personal and professional lives throughout the school year. For some of us this might mean we need more patience with our students or colleagues, maybe we need to maximize our plan time more effectively, etc.

Personnel Updates: Dr. Smith highlighted details about employment recommendations and resignations. He also mentioned that Lisa DeBruyn and Bryan Wells passed their driving tests and are fully permitted School Bus Drivers.

Potential Solar Project: Dr. Smith informed the Board that Forefront Power, a company out of California inquired about installing a solar farm on our property. More information will be gathered and provided to the Board for consideration.

Miscellaneous:

- Mr. Grill prepared a Tentative Budget which will be on display for 30 days and included on the agenda for approval at the September Board meeting.
- The September Board Meeting date needs to be changed from 28th to the 21st due to a conflict with the annual superintendent's conference.
- Dining options for the annual School Board Convention in November in Chicago were discussed.

Committee Reports

KASEC: Dr. Smith mentioned that interviews for the KASEC Director position, which will be vacant next year due to Deb Quain's retirement, will begin in November. The Communications Program is still seeking a part time teacher and social worker.

Other: None.

Discussion and Possible Action Items

- A. Motion was made by Mrs. Fouts to approve and display the Tentative 2023-2024 Budget. Mr. Munsterman seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

- B. Motion was made by Mrs. Fouts to adopt the KASEC Budget for FY 2023-2024. Mr. Balk seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

- C. Motion was made by Mr. Pendleton to approve the FY2024 School Maintenance Grant Project Application and reserve local funds to cover the portion of the District's projected costs. Mrs. Fouts seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

- D. Motion was made by Mrs. Fouts to approve the Independent Contractor Agreement with Riverside Medical Center for Hospital School Liaison Services as presented. Mrs. Armstrong seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Communication / Informational

- Board Communications
- Board Highlights
- Student Enrollment
- August Teacher Institute Agendas
- 2023-2024 Instructional Staff Assignments

Closed Session

Motion was made by Mrs. Fouts to enter Closed Session at 7:03 p.m. for the purposes of discussing:

- *The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. – 5 ILCS 120/2(c)(1).*
- *Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. – 5 ILCS 120/2(c)(11).*
- *Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).*

Mr. Munsterman seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Mrs. Fouts made a motion to return to open session at 7:29 p.m. Mr. Munsterman seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Closed Session Action Items

- A. Mrs. Fouts made the motion to approve the Closed Session Minutes from August 17, 2023. Mr. Munsterman seconded the motion.

Yeas: All.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

- B. Mrs. Fouts made the motion to retain the confidentiality of all previous Closed Session Minutes. Mr. Pendleton seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

- C. Approve Employment of Staff for FY 2023-2024

Mrs. Armstrong made the motion to approve the employment of Ana Eickmann as a Kindergarten Long Term Substitute for the 2023-2024 school year at the standard substitute rates. Mr. Balk seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Mrs. Fouts made the motion to approve the employment of Lisa DeBruyn as a Head Cook at the rate of \$17.00 per hour and as a School Bus Driver at the standard driver rates contingent upon a successful background check. Mr. Munsterman seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Mr. Balk made the motion to approve the employment of Allison Hoy as Cafeteria Server at the rate of \$15.75 per hour contingent upon a successful background check. Mr. Pendleton seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Mrs. Fouts made the motion to approve the employment of Cristen Ringo as Paraprofessional at the rate of \$17.28 per hour contingent upon a successful background check. Mr. Balk seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

D. Approve Coaching and Extra-Duty Assignments for FY 2023-2024. No motions were made for this agenda item.

E. Approve Moving District Office Administrative Assistant and Director of Transportation and Maintenance to Salaried Positions

Mrs. Armstrong made the motion to approve moving the District Office Administrative Assistant to a salaried position effective July 1, 2023 as presented. Mrs. Fouts seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Mrs. Fouts made the motion to approve moving the Director of Transportation and Maintenance to a salaried position effective July 1, 2023 as presented. Mr. Balk seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

F. Mrs. Armstrong made the motion to approve the Leave of Absence Request for Tracy Redman as presented. Mr. Balk seconded the motion.

Yeas: Armstrong, Fouts, Pendleton, Munsterman, and Balk.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.

Mrs. Fouts made the motion to adjourn at 7:35 p.m. Mr. Munsterman seconded the motion.

Yeas: All.

Nays: None.

Absent: Yuska and Elliott.

Motion passed.



Tom Yuska, Vice President



David Munsterman, Secretary ProTem