

# Mendota School District 289

## Board of Education Meeting Minutes

Narration: District 289 Education Center Board Room-4/15/10

A regular meeting of the Board of Education of Community School District #289, LaSalle, Bureau and Lee was held on April 15, 2010 at 7:00 p.m. in the District #289 Education Center Board Room.

Narration: Call to Order

At 7:00 p.m. Mr. Borchelt called the meeting to order with the following Board members answering present: Mr. Borchelt, Mr. Pohl, Mr. Pappas, Mrs. D'Arteaga, Mrs. Guelde, Mrs. Lee and Mrs. Ossman.

Absent: none

Public Participation:

Julie O'Brien-Smith, Speech/Language Teacher, and Stacy Meisgeier, Special Education Teacher, and students of the Life Skills class at Northbrook School did a presentation to the Board members of what they have accomplished for the year and what State goals were met.

Report: Reports

The Building and Grounds report was given by Mrs. Burress. The Building Principals' reports were given by Mrs. Kelly, Blackstone school and Mr. Anderson for Northbrook school. Mr. Horsch presented the Curriculum Report and Mrs. Burress gave the Superintendent's report.

Resolution: Approval of Agenda

A motion was made by Mrs. Guelde, seconded by Mrs. D'Arteaga to approve the Agenda as presented. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mrs. D'Arteaga, Mr. Pappas, Mrs. Lee and Mrs. Ossman. Motion carried. (2.220)

Resolution: Approval of Consent Agenda

The motion was made by Mrs. Guelde, seconded by Mrs. D'Arteaga to approve the Consent Agenda as presented for the Disposition of Minutes for March 22, 2010 minutes, the Bank Reconciliation March 2010, District Treasurer's Report, Imprest Fund Report, Activity Fund Report, Cafeteria Report and the presentation and approval of bills. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mrs. D'Arteaga, Mr. Pappas, Mrs. Lee and Mrs. Ossman. Motion carried. (2.220, 4.050)

Narration: Building and Maintenance

No action taken

**Resolution: Second Reading - Board policy updates**

A motion was made by Mr. Pappas, seconded by Mrs. Guelde to adopt the recommended updates for the following policies: School Board - Powers and Duties of the School Board; Board Member Qualifications, Qualifications, Term, and Duties of Board Officers; Uniform Grievance Procedure; General School Administration- Superintendent; Revenues and Investments; Operational Services - Incurring Debt; Use of Credit and Procurement Cards, Insurance Management; Transportation; Waiver of Student fees; Facility Management and Building Programs; Safety; General Personnel- Hiring Process and Criteria; Abused and Neglected Child Reporting; Staff Development Program; Family and Medical Leave; Professional Personnel - Teacher Qualifications; Educational Support Personnel - Compensatory Time-off; Instruction - Organization of Instruction; Instructional Materials; Student Testing and Assessment Program; Students - Equal Educational Opportunities; Attendance and Truancy; Health, Eye, and Dental Examinations', Immunizations, and Exclusion of Students; Student Discipline; Community Relations - Visitors to and Conduct on School Property; Relations with Other Organizations and Agencies; School Board - Administrative Procedure - Nondiscrimination Coordinator and Complaint Manager; Operational Services - Administrative Procedure - Comprehensive Safety and Crisis Program; Operational Services - Administrative Procedure - Food Services; General Personnel - Administrative Procedure - Employee Conduct Standards; Students - Administrative Procedure - Establishing Student Residency; Students - Letter of Resident from Landlord in Lieu of Lease; Letter of Residence to Be Used When the Person Seeking to Enroll a Student is Living with a District Resident; Evidence of Non-Parent's Custody, Control, and Responsibility of a Student; School Board - Checklist for Filling Board Vacancies by Appointment; Student - Student Handbook Checklist. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mrs. D'Artega, Mr. Pappas, Mrs. Lee and Mrs. Ossman. (4.150)

**Resolution: Summer Migrant Program with Incentive Grant**

A motion was made by Mrs. D'Artega, seconded by Mrs. Guelde to approve the summer migrant program with the incentive grant of \$76,103. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mr. Pappas, Mrs. D'Artega, Mrs. Lee and Mrs. Ossman. Motion carried. (2.020)

**Resolution: Set Graduation Date and end of school schedule**

A motion was made by Mrs. Guelde, seconded by Mrs. Ossman to set the graduation date as May 27, 2010 at 7:00 p.m. and approve the end of school schedule. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mr. Pappas, Mrs. D'Artega, Mrs. Lee and Mrs. Ossman. Motion carried. (2.020)

**Resolution: Language Arts Curriculum**

A motion was made by Mr. Pappas, seconded by Mrs. Ossman to approve the Language Arts curriculum program, Storytown, for grades K-5 at the cost of \$153,048.34. The cost will be spread over two fiscal years. The following roll call was recorded: Ayes - Mrs. Ossman, Mr. Pappas, Mrs. Lee and Mr. Pohl. Nay - Mrs. Artega, Mrs. Guelde and Mr. Borchelt. Motion carried. (6.040)

**Resolution: Move to Executive session**

A motion was made by Mr. Pohl, seconded by Mr. Pappas to move to executive session at 8:15 p.m. to discuss the appointment, employment, compensation, discipline, performance or dismissal of employee. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mr. Pappas, Mrs. D'Artega, Mrs. Lee and Mrs. Ossman. Motion carried.

**Resolution: Return to Open session**

A motion was made by Mrs. Guelde, seconded by Mrs. D'Artega to return to Open session at 9:16 p.m. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mrs. D'Artega, Mr. Pappas, Mrs. Lee and Mrs. Ossman. Motion carried.

**Resolution: Contract renewal for non-tenured teachers**

A motion was made by Mrs. Guelde, seconded by Mrs. Ossman to approve the contract renewal for non-tenured teachers of Stacy Meisgeier, Todd Doyle, Julie DeFore, Kristin Kreckman, Danielle Buettner, Regina Perryman, Aubrey Rose, James Younger, Kathrine Ganschow and Courtney Klobucher for the 2010/2011 school year. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mrs. D'Arteaga, Mr. Pappas, Mrs. Lee and Mrs. Ossman. Motion carried.  
(2.020)

Resolution: Decision not to re-employ Teachers

A motion was made by Mrs. D'Arteaga seconded by Mrs. Guelde to adopt the following resolution:

AUTHORIZING NOTICE OF DECISION NOT TO RE-EMPLOY TEACHERS

BE IT RESOLVED, the Board of Education of the Mendota Community Consolidated School District No. 289, LaSalle County, Illinois as follows:

Section 1: That this Board hereby determines that Julie Wixon, Ashley Lamps, Tara Hass and Susan Sack shall not be re-employed as teachers in this School District for the next ensuing school term, and accordingly that the present contract of employment of Julie Wixom, Ashley Lamps, Tara Hass and Susan Sack shall terminate at the close of the present school term.

Section 2: That the President and Secretary of this Board of Education are hereby authorized and directed to sign and serve, or cause to be served, by certified mail, return receipt requested before the end of the school term, for and on behalf of this Board of Education on April 15, 2010 a Notice of Decision Not To Re-employ substantially in the form of Exhibit "A" attached hereto and made a part hereof.

Section 3: That the President of this Board of Education is authorized and directed to serve, or cause to be served, upon Julie Wixom, Ashley Lamps, Tara Hass and Susan Sack, a true and correct copy of this Resolution, including Exhibit "A" attached hereto by certified mail, return receipt requested, postage prepaid, addressed to the last known address of Julie Wixom, Ashley Lamps, Tara Hass and Susan Sack known to this District.

Section 4: The Superintendent is authorized to act as Agent for the Board in accomplishing service upon Julie Wixom, Ashley Lamps, Tara Hass and Susan Sack and in carrying out all acts attendant to effectuating the same.

Section 5: This Resolution shall be in force and effect forthwith upon its adoption.

Adopted this 15th day of April, 2010, by the following roll call votes:

Ayes: Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mr. Pappas, Mrs. D'Arteaga, Mrs. Lee and Mrs.

Ossman

Nays: None

Absent: None

Board of Education, Mendota  
Community Consolidated School District No. 289,

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President, Board of Education

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Secretary, Board of Education

Resolution: Decision not to re-employ teachers.... continued

EXHIBIT "A"

April 15, 2010

Julie Wixom  
Ashley Lamps  
Tara Hass  
Susan Sack

Re: Notice of Decision Not To Re-employ

Dear Mrs. Wixom:  
Dear Ms. Lamps:  
Dear Ms. Hass  
Dear Mrs. Sack:

Please be advised that the Board of Education of Mendota Community Consolidated School District No. 289, LaSalle County, Illinois, has determined that it will not re-employ you as a Teacher in the School District for the ensuing academic year.

That as a result of this decision and pursuant to the appropriate provisions of the School Code, as amended, you are hereby notified of your dismissal as a teacher in and for this School District at the close of the present school term. Your contract of employment will, therefore, terminate at the close of this present school term.

If you have any further questions regarding this, we would be happy to address them.

Very truly yours,

Board of Education  
Mendota Community Consolidated  
School District No. 289,  
LaSalle County, Illinois

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President, Board of Education

**Resolution: Reduction in Force**

A motion was made by Mrs. Guelde, seconded by Mrs. Arteaga to adopt the following resolution:

**RESOLUTION RE: AUTHORIZING NOTICE OF HONORABLE DISMISSAL  
OF EDUCATIONAL SUPPORT PERSONNEL**

WHEREAS, the Board of Education of Mendota Community Consolidated School District No. 289, LaSalle County, Illinois has received reports and recommendations from members of the administration regarding financial considerations, enrollment and job restructuring; and

WHEREAS, the reports of the members of the administration received indicated that a reduction in force is required in the area of educational support personnel department; and

WHEREAS, the reports of the members of the administration so received indicated that, pursuant to the School Code, the person in the educational support personnel, who shall be dismissed, are Janet DeLong, Petra Estrada, Bonnie Saylor, Sharon Henry, Penny Wamhoff, Stephanie Kleckner, Lorena Garza, Stacy Walters, Lisa Znaniecki, Tonia Summers-Peterson, Amy Sharp, Kelly Knaff, Carol Stanford, Wanda Mauch, Courtney Saylor, Elizabeth Luna, and Pat Siembab.

NOW THEREFORE, be it resolved by the Board of Education of the Mendota Community Consolidated School District No. 289, LaSalle County, Illinois as follows:

Section 1: That this Board has considered the aforesaid reasons as stated, as well as contained in the Statement of Honorable Dismissal which is attached hereto and made a part hereof, and does adopt the same as the reasons for the dismissal of employment of Janet DeLong, Petra Estrada, Bonnie Saylor, Sharon Henry, Penny Wamhoff, Stephanie Kleckner, Lorena Garza, Stacy Walters, Lisa Znaniecki, Tonia Summers-Peterson, Amy Sharp, Kelly Knaff, Carol Stanford, Wanda Mauch, Courtney Saylor, Elizabeth Luna, and Pat Siembab.

Section 2: That Janet DeLong, Petra Estrada, Bonnie Saylor, Sharon Henry, Penny Wamhoff, Stephanie Kleckner, Lorena Garza, Stacy Walters, Lisa Znaniecki, Tonia Summers-Peterson, Amy Sharp, Kelly Knaff, Carol Stanford, Wanda Mauch, Courtney Saylor, Elizabeth Luna, and Pat Siembab, are hereby honorably dismissed as teacher aides for and in this School District in conformance with the aforesaid statement at the conclusion of this school term.

Section 3: That said individual will receive all earned compensation on or before the third business day following last day of employment.

Section 4: That this dismissal is dictated by reorganization of staff, and not dictated by dissatisfaction with job performance.

Section 5: That the President and Secretary of this Board of Education are hereby authorized and directed to sign and serve, or cause to be served, pursuant to Illinois law, at least 30 days before the end of the school term, for and on behalf of this Board of Education on April 15, 2010, a Notice of Honorable Dismissal substantially in the form of Exhibit "A" attached hereto and made a part hereof.

Section 6: That the President of this Board of Education is authorized and directed to prepare such other additional notice and documentation as may be necessary in order to effectuate under law the dismissal of Janet DeLong, Petra Estrada, Bonnie Saylor, Sharon Henry, Penny Wamhoff, Stephanie Kleckner, Lorena Garza, Stacy Walters, Lisa Znaniecki, Tonia Summers-Peterson, Amy Sharp, Kelly Knaff, Carol Stanford, Wanda Mauch, Courtney Saylor, Elizabeth Luna, and Pat Siembab as teacher aides in this District.

Section 7: That the President of this Board of Education is authorized and directed to serve, or cause to be served, upon Janet DeLong, Petra Estrada, Bonnie Saylor, Sharon Henry, Penny Wamhoff, Stephanie Kleckner, Lorena Garza, Stacy Walters, Lisa Znaniecki, Tonia Summers-Peterson, Amy Sharp, Kelly Knaff, Carol Stanford, Wanda Mauch, Courtney Saylor, Elizabeth Luna, and Pat Siembab. a true and correct copy of this Resolution, including Exhibit "A" attached hereto, pursuant to Illinois law.

Resolution: Reduction in Force..... continued

EXHIBIT "A"

April 15, 2010

Dear \_\_\_\_\_:

Please be advised that the Board of Education of Mendota Community Consolidated School District No. 289, LaSalle County, Illinois, has determined that it will not be possible to reemploy you as an educational support personnel in this School District for the ensuing academic year. This determination is based upon restructuring of teacher aide assignments resulting in the need for fewer aides. Consequently, it has become necessary to discontinue certain types of educational support personnel.

That as a result of this decision and pursuant to the appropriate provisions of the School Code, as amended, you are hereby notified of your honorable dismissal as an educational support personnel in and for this School District at the close of the present school term. Your contract of employment will, therefore, terminate at the close of this present school term.

Should the Board, within the following school term or within one calendar year from the beginning of the following school term, increase the number of educational support personnel within the category of positions from which you are removed or reinstate the position so discontinued, you will be tendered a position to the extent that you are legally qualified to hold such a job within that category of position, and if determined by the District that you are the appropriate person to fill that position consistent with Board Policy, state statutes and regulations.

If you have any further questions regarding this procedure, we would be happy to address them.

Very truly yours,

Board of Education  
Mendota Community Consolidated  
School District No. 289,  
La Salle County, Illinois

By: \_\_\_\_\_  
President, Board of Education

Resolution: Reduction in Force..... continued

STATE OF ILLINOIS )  
 ) SS  
COUNTY OF LASALLE)

**AFFIDAVIT**

Marcia Burress, being duly sworn on oath says that he is a duly authorized Agent of the Board of Education of Mendota Community Consolidated School District No. 289, LaSalle County, Illinois, and that on the 15th day of April, 2010, at \_\_\_\_\_, he/she presented to and left with \_\_\_\_\_ a letter from the above mentioned Board, a copy of which is attached hereto and made a part hereof.

Affiant further saith that he/she verbally communicated the contents of said letter to \_\_\_\_\_, who then took possession of said letter. The Affiant has personal knowledge of the foregoing statements and the same are true and accurate.

\_\_\_\_\_  
Agent for the Board of Education of  
Mendota Community Consolidated  
School District No. 289  
LaSalle County, Illinois

Subscribed and sworn to before me  
this \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Notary Public

**RECEIPT OF SERVICE**

The undersigned, \_\_\_\_\_, hereby acknowledges receipt personally of a copy of the Board Resolution, Authorizing Notice of Decision Not To Re-employ Certain Teacher Aides, and Letter (notice) of Decision Not to Re-employ on the 15th day of April, 2010.

\_\_\_\_\_  
Witnessed by:

**PROOF OF SERVICE**

The undersigned, \_\_\_\_\_, hereby certifies that a copy of Resolution Re: \_\_\_\_\_, Authorizing Notice of Decision Not to Re-employ \_\_\_\_\_, and Notice Letter of Decision Not To Re-employ was served on \_\_\_\_\_ by depositing an envelope, certified mail, return receipt requested, addressed to the last known address of with U.S. Post Office in Mendota, Illinois, with postage fully prepaid, on the \_\_\_\_\_ day of \_\_\_\_\_, 2010.

\_\_\_\_\_  
Subscribed and sworn to before me this  
\_\_\_\_\_ day of \_\_\_\_\_, A.D. 2010.

\_\_\_\_\_  
Notary Public

**Resolution: Hire personnel**

A motion was made by Mrs. D'Arteaga, seconded by Mrs. Guelde to approve the recommendation to hire Troy Miller as Northbrook School principal for the 2010/2011 school year with a salary of \$80,000.00. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mrs. D'Arteaga, Mr. Pappas, Mrs. Lee and Mrs. Ossman. Motion carried. (2.030, #2)

**Resolution: Hire Personnel**

A motion was made by Mrs. Guelde, seconded by Mrs. D'Arteaga to hire Stacy Meisgeier as girls track coach for the 2009/2010 school year. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mrs. D'Arteaga, Mr. Pappas, Mrs. Lee and Mrs. Ossman. Motion carried. (2.020 #2)

**Resolution: Hire Personnel**

A motion was made by Mrs. Guelde, seconded by Mrs. D'Arteaga to approve the summer custodial staff of Carrie Delhotel, Sandy Gordon, Courtney Sayler, Jenny Espinoza, Laurie Ladenberger and Diane Klein as substitute. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mrs. D'Arteaga, Mr. Pappas, Mrs. Lee and Mrs. Ossman. Motion carried. (2.020 #2)

**Resolution: Adjourn meeting**

At 9:30 p.m. with no further business to conduct a motion was made by Mr. Pappas, seconded by Mrs. D'Arteaga to adjourn the meeting to the Budget Hearing meeting to be held on May 3, 2010 at 7:00 p.m. in the District #289 Education Board room. The following roll call was recorded: Ayes - Mr. Borchelt, Mr. Pohl, Mrs. Guelde, Mr. Pappas, Mrs. D'Arteaga, Mrs. Lee and Mrs. Ossman. Motion carried.

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Mr. Borchelt, Board President

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Mr. Pappas, Board Secretary