

**HARTSBURG-EMDEN COMMUNITY UNIT DISTRICT # 21**  
**BOARD OF EDUCATION MEETING**

**Monday, October 15, 2018**  
**7:00 P.M.**

Call to Order: Time **7:00pm**

Roll Call:

Phillips - **Present**  
Zinser - **Present**  
Groth - **Present**

Aper - **Here**  
Cross - **Here**

Business – Action

- a. School Board Member Resignation
- b. Seating of new Board Members
- c. Oath of Office

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**Oath of Office to newly appointed Board Members**

**Board President:** I will now affirm the newly appointed members of the School Board.

**Board President:** Would the newly appointed members please stand, raise your right hand, and repeat after me:

I (state your name) . . . do solemnly affirm that . . . I will faithfully discharge the duties of the office of member of the School Board of Education of Hartsburg-Emden Community Unit School District # 21, . . . in accordance with the Constitution of the United States, the Constitution of the State of Illinois and the laws of the State of Illinois, . . . to the best of my ability.

I further affirm that:

I shall respect taxpayer interests by serving as a faithful protector of the school district’s assets;

I shall encourage and respect the free expression of opinion by my fellow Board Members . . . and others who seek a hearing before this Board, . . . while respecting the privacy of students and employees;

I shall recognize that a Board Member has no legal authority as an individual . . . and that decisions can be made only by a majority vote at a public Board Meeting;

and I shall abide by majority decisions of the School Board, . . . while retaining the right to seek changes in such decisions through ethical and constructive channels.

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Focus on Education

Nichole Folkman-teaching 5 classes and library 2 hours a day; composition is working on reflection; journalism is working on the yearbook; high school scholastic bowl is starting on Wednesday; the book fair went very well-\$1700 in sales- all grade school teacher wish lists were filled-we have received 2 grants already this year, \$5,000 and \$750.

Lindsey Grass-spends the mornings at the high school and afternoons at the grade school; working on rotating/displaying new books; circulation at both buildings has increased

Introduction of Guests/Persons Wishing to Address the Board

- a. J.M. Abbott & Associates, LTD – Audit

## Consent Agenda

- a. Approve minutes of the September 17, 2018 meeting
- b. Approve payment of payroll and monthly bills
- c. Approve Activity Report
- d. Approve Financial Report
- e. Approve Treasurer's Report
- f. Approve Agenda

Motion by **Aper** to approve the Consent Agenda. Seconded by **Groth**.

## Roll Call:

Zinser - <b>Y</b>	Cross - <b>Y</b>	
Groth - <b>Y</b>	Aper - <b>Y</b>	
Phillips - <b>Y</b>	Craig - <b>Y</b>	Miller - <b>Y</b>

## Correspondence Received

- a. Invitations for School Board Conference
- b. 2018 Resolutions Committee Report

## Administrative Reports

- a. Principal's Report
  - a. 7<sup>th</sup> grade live wax museum and 8<sup>th</sup> grade science fair went well; Family Reading Night also went well-it worked having it on 2 different nights; recommend Cari Rohlf and Angie Zinser for hire; fire drill at the high school and grade school; parent-teacher conferences 10/03 and 10/04, 87% attendance at the grade school and 50% attendance at the junior high/high school; had safety meeting last week; we are hosting the high school volleyball regional; junior high speech has started; high school golf went well; Olivia Garcia auditioned and will perform at ILMEA
- b. Superintendent's Report
  - a. School district trailer was stolen sometime over the weekend-it was there Thursday-noticed it was gone today; Mr. Wisniewski is going to a Tax Levy meeting on Wednesday; software for our payroll system has been bought out-Lori is going to a meeting on Friday; revisit how to fund grade school field trips next year; AD Update-Anna Hayes and Lexi Barry HMC Student Athletes of the Month; substitute teacher pay currently \$85.00-increase-board OK'd; Ashley Aper will help new grade school special education teacher and new grade school paraprofessional as they transition into their new positions

## New Business – Information

- a. Legislative Update
- b. Audit
  - a. Audit went well-no issues with management and bookkeeper does a nice job; 4.0 score from ISBE; only 1 working cash transfer; sold used school bus; per capita out-of-district tuition charge for CUSD #21 \$11,213.01
- c. Short-Term Substitute Teacher Training Agreement
- d. New Gym Door at Emden Elementary
- e. Air Conditioning in Gym
- f. Employment

## New Business – Action

- a. Audit
- b. Short-Term Substitute Teacher Training Agreement
- c. New Gym Door at Emden Elementary
- d. Air Conditioning in Gym
- e. Employment

Adjournment – Time: **8:48pm**

## Suggested Motions

October 15, 2018

Motion by **Zinser** to approve the Board President's acceptance of the resignation of Marcy Booth from the Hartsburg-Emden CUSD #21 School Board of Education as presented. Seconded by **Aper**.

Groth - **Y**                      Aper - **Y**  
Cross - **Y**                      Zinser - **Y**  
Phillips - **Y**

Motion by **Aper** to appoint **Mark Craig & Lisa Miller** to fill the vacant positions on the Hartsburg-Emden CUSD # 21 Board of Education effective immediately. The term for this position is for 7 months, until the next scheduled School Board Election in April of 2019. Seconded by **Zinser**.

Aper - **Y**                      Groth - **Y**  
Zinser - **Y**                      Phillips - **Y**  
Cross - **Y**

Motion by **Zinser** to approve the FY 18 Annual Audit as presented. Seconded by **Cross**.

All in favor:  
Yea - **7**  
Nay - **0**

Motion by **Aper** to approve the Short-Term Substitute Training Agreement as presented. Seconded by **Zinser**.

Zinser - **Y**                      Groth - **Y**  
Miller - **Y**                      Cross - **Y**  
Craig - **Y**                      Phillips - **Y**                      Aper - **Y**

Motion by **Aper** to approve the purchase of a new operational key entrance for the Gym door at the Elementary Building as presented for the price of \$4,100. Seconded by **Cross**.

Phillips - **Y**                      Zinser - **Y**  
Groth - **Y**                      Miller - **Y**  
Craig - **Y**                      Aper - **Y**                      Cross - **Y**

Motion by **Craig** to approve the purchase of Air Conditioning in the Gym as presented for the price of up to \$50,000. Seconded by **Zinser**.

Zinser - **Y**                      Craig - **Y**  
Groth - **Y**                      Phillips - **Y**  
Cross - **Y**                      Miller - **Y**                      Aper - **Y**

Motion by **Zinser** to approve Caroline Rohlfs as Elementary Special Education Teacher for the 2018-19 school year per salary schedule. Seconded by **Craig**.

Groth - **Y**                      Aper - **Y**  
Craig - **Y**                      Miller - **Y**  
Phillips - **Y**                      Cross - **Y**                      Zinser - **Y**

Motion by **Cross** to approve Angela Zinser as a Paraprofessional as an Elementary Special Education Teacher's Aide for the 2018-19 school at a salary of \$10.25. Seconded by **Miller**.

Aper - **Y**  
Zinser - **Present**  
Cross - **Y**

Miller - **Y**  
Phillips - **Y**  
Groth - **Y**

Craig - **Y**

Motion by **Zinser** to adjourn **at 8:48pm**. Seconded by **Aper**.

All in favor:  
Yea - **7**  
Nay - **0**

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Greg Phillips, President

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Dirk Aper, Secretary