

**Regular Board Meeting**

**April 16, 2018**

The Board of Education of Wabash Community Unit School District #348 met in Regular Session on Monday, April 16, 2018 in the library of Mt. Carmel Elementary School.

President Schuler called the meeting to order at 7:00 p.m.

Secretary Janice Alka called the roll. Attending in addition to the secretary were Kyle Peach, Neil Earnest, Theresa Hocking, Jared Alka, Ryan Peter, and Tim Schuler.

Also present were Superintendent Tim Buss, Mt. Carmel High School (MCHS) Principal Jake Newkirk, Mt. Carmel Junior High School (MCJHS) Principal Steve Holt, Mt. Carmel Grade School (MCGS) Principal Chris Taylor, Mt. Carmel Elementary School (MCES) Principal Sheila Odom, Director of Instruction Shelley Richardson, Director of Technology Kevin Smith, Director of Transportation –Karen Stoneberger, Kevin Madden –WSJD, Suzy Ernst –DRR, Dawn Drone –WCEA, Regina Paddick –WCTA, Danielle Ewald –WCTA, Angie Mills –AIR, Shlonda Horton –AIR, Karin Kelsey –MCHS, Jim Tennis –Guest, Tyler Buss –Athletic Director, Todd Drone –Parent, Tracie Guard –Parent, and District Secretary Kim Zimmer.

Schuler led the pledge to the flag.

**Consent Agenda**

a. **Approval of Minutes of Past Board Meeting**  
-March 19, 2018 Regular Board Meeting Minutes

b. **Approval of Monthly Bills**  
-Invoices Paid March 2018  
-Bills Payable April 2018

c. **Approval of Financial Report**  
Account balances were:  
Cash Deposits           \$    109,642.54  
Investments             \$  1,902,943.97  
4 Fund                    \$  1,144,501.00  
5 Fund                    \$  1,630,581.00  
Breakfast/Lunch         \$     54,599.30

d. **Approval of Correspondence**  
Cathy Witsman MCJHS Family & Consumer Science and General Music Teacher retiring the end of the 2022-2023 school year.

Marla Grant MCES 2<sup>nd</sup> Grade Teacher resigning effective the end of the 2017-2018 school year.

Lori Kroll MCES Part-Time Evening Custodian resigning effective June 1, 2018

Julia Lynn Wheeler MCES Physical Education Assistant resigning effective June 1, 2018

e. **Approve Summer Work Hours**

*Approved by the Board of Education on May 14, 2018*

- f. Approve Administrative Reports
  - Mt. Carmel Elementary School Principal Sheila Odom (attachment #1)
  - Mt. Carmel Grade School Principal Chris Taylor (attachment #2)
  - Mt. Carmel Junior High School Principal Steve Holt (attachment #3)
  - Mt. Carmel High School Principal Jake Newkirk (attachment #4)
  - Director of Instruction Shelley Richardson (attachment #5)
  - Director of Transportation Karen Stoneberger (attachment #6)
  - Superintendent Tim Buss (attachment #7)
- g. Approve Board Policy Manual Updates
- h. Approve Off Season Sports Clinics and Camps

A motion to approve the consent agenda was made by Hocking and seconded by Earnest. A roll call vote was taken. All present voted Aye. ***Motion Carried.***

#### Accept Reports

District/School Improvement Plan Update –Angie Mills & Shlonda Horton from American Institute for Research (AIR)

Angie Mills and Shlonda Horton gave a power point presentation to the Board summing up the 2017-2018 district and school improvement progress.

#### Unfinished Business

Discuss District #348 Pay to Play & Transportation for Sporting/Band Events for 2018-19

Parents of student athletes –Tracie Guard, Todd Drone, and Dawn Drone addressed the Board regarding hardships they experience due to the teams being responsible for their own transportation to the sporting events. There was discussion regarding Pay to Play and Transportation for Extra-Curricular. The Board requested that the matter be tabled until the May board meeting. A motion to table the matter was made by Janice Alka and seconded by Hocking. All present voted Aye. ***Motion Carried.***

#### New Business

Approve MCES Student Handbook for 2018-19 School Year

A motion to approve the MCES Student Handbook for 2018-19 School Year was made by Peter and seconded by Hocking. All present voted Aye. ***Motion Carried.***

Approve the Issuance of High School Diploma

Superintendent Buss addressed the Board regarding Jim Tennis who was a student in the District back in the 1970's. He was not issued a diploma as a result of (13) absences the end of his senior year. Superintendent Buss asked the Board if something could be done in order to issue Mr. Tennis a diploma. A motion was made by President Schuler to ask MCHS Principal Jake Newkirk to review the transcript for James Tennis in order to determine whether he should be given additional credit that would enable Mr. Tennis to be awarded a diploma from Mt. Carmel High School. The motion was seconded by Peter. A roll call vote was taken. All present voted Aye. ***Motion Carried.***

#### Move to go to Closed Session

At 7:53 p.m., Peach moved to enter into Executive Session pursuant to Section 2(c)(1) of the Open Meetings Act: "The appointment, employment, compensation, discipline, performance, or dismissal of specific employees." The motion was seconded by Janice Alka. All present voted aye. ***Motion Carried.***

**Open Session**

A motion to return to open session was made by Peter and seconded by Peach. All present voted aye. **Motion Carried.** The meeting returned to open session at 8:03 p.m.

**Closed Minutes Approved**

Jared Alka moved to approve the minutes of the closed session as read in closed session. Peach seconded the motion. All present voted aye. **Motion Carried.**

**Personnel Matters**

**Personnel Matters**

A motion to approve the following Certified employment recommendations was made by Janice Alka:

- Michael Aubrey            -MCES Summer School Teacher beginning June 4, 2018
- Tara Bruce                -MCGS Summer School Teacher beginning June 4, 2018
- Tanya Grounds           -MCJHS Summer School Teacher beginning June 4, 2018

The motion was seconded by Earnest. All present voted Aye. **Motion Carried.**

A motion to approve the following Non-Certified employment recommendations was made by Peach:

- Doug Spear                -Summer Paint Crew Supervisor beginning June 4, 2018
- Kyle Buss                 -Summer Paint Crew beginning June 4, 2018
- Dennis Keneipp         -Summer Mowing for District beginning May 1, 2018
- Paul Jones                -MCGS Part-Time Custodian to move to Full-Time Custodian beginning April 17, 2018

The motion was seconded by Janice Alka. All present voted Aye. **Motion Carried.**

**Adjournment**

A motion to adjourn was made by Hocking and seconded by Janice Alka. All present voted aye. **Motion Carried.** Meeting adjourned at 8:06 p.m.

April School Board Report  
Mount Carmel Elementary School  
Monday, April 16, 2018  
Prepared By: Sheila Odom

Parent - Teacher conferences were held on March 20<sup>th</sup> and 22<sup>nd</sup>. We had 81% of our parent's conference with the teachers on parent conference nights. These meetings actually take place several afternoons, as well as my teachers started at 3:30 p.m. on the Tuesday & Thursday. Total parent contact was 88% if you include recent IEP meetings and phone conferences. The teachers made contact with the parents to try to get all parents signed up for a conference.

On March 22<sup>nd</sup> the students celebrated their good behavior at MCES. The 3<sup>rd</sup> quarter universal celebration for PBIS was started in the morning greeting time with Mrs. Alka getting them pumped up. Then they went to the hallways and classrooms to work on big posters to demonstrate, "Be Respectful", "Be Responsible" and "Be Safe". The students listened to music and a few danced.

On March 26<sup>th</sup> we finished our paragon fundraiser and took in over \$5,000 in sales, which netted the school \$2,100.

On March 29<sup>th</sup> the students were allowed to throw pies in Mrs. Hadley, Mrs. Wheeler and Mrs. Odom's face, along with several other teachers. This was their reward for meeting the \$2,500 goal they had for "Jump Rope for Heart". They did so well; they also got to tape Mrs. Hadley to the wall with duct tape. Other fun things that day were sweets parties for the most crayons turned in for FFA and pizza parties for selling the most items for the fund raiser. These were won, by class, one class per grade.

On Tuesday, April 10<sup>th</sup> the Kindergarten Class went to the Children's Museum in Evansville. They were divided into groups of 5 per adult. They had a picnic lunch and really had a great time.

Mount Carmel Elementary School hosted our Student Health Event for the year in the form of an all day Field Day called: "Zoo Animals." It was held on April 13th, (weather permit). It will feature competitions and the students learned about zoo animals.

On April 20<sup>th</sup> MCES will attend a production of "Cinderella". This musical is under the direction of Mrs. Kim Mandrell at MCHS. The students are excited to go to this event.

On April 25th, the Pre-K, EC & Kindergarten class will attend the Petting Zoo, hosted by MCHS - FFA and agriculture classes. This will be a morning time activity. We want to wish a very special thank you to Miss Nina Geiling, and her students in advance for all the preparation involved.

**REST OF APRIL CALENDAR AND ALL OF MAY CALENDAR**

April 20 - "Cinderella" at MCHS - 9:00 a.m.  
April 25: Petting Zoo - Kindergarten Class Only  
April 25: Administrative Assistants - Chamber of Commerce Luncheon  
April 26: 3 hour early dismissal - School Improvement Day - Students dismissed at 12:15 p.m.  
April 26: Retirement Tea - District Office @3:15 p.m.  
April 27: Teachers Institute Day - No school for students  
April 27: Faculty meeting for lunch  
April 30 - May 4: Kindergarten Screening  
May 3: First Grade Musical Program at 6:30 p.m.  
May 4: Second Grade Field Trip - Zoo  
May 15: Kindergarten Music Program - 12:50 p.m.  
May 15: Kindergarten Transition Day  
May 21: School Board Meeting  
May 31: Inflatable Games Play Day - Last Day of School - Dismissal 1:00 p.m.  
Regular School is out for the summer!  
Summer School Session offered Monday through Thursday starting on June 4 - June 29.  
Both Reading and Math will be provided.

April 16, 2018

To: WCUSD #348 School Board  
From: Chris Taylor, M.C.G.S. Principal  
Subject: M.C.G.S. April School Board Report

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- \* Parcc testing completed! Technology worked great and everyone has worked together to make it a successful testing week.
- \* Parent/Teacher Conferences were a success. We had another very large turnout. Most students presented student led conferences at this p/t session.
- \* Mrs. Wilcox came and spoke to 5<sup>th</sup> and 6<sup>th</sup> grade students interested in trying out for the cheerleading squad next year.
- \* M.C.G.S. staff/students will participate and have speakers come and promote Child Abuse Awareness Month for April.
- \* Spring pictures taken by Life Touch.
- \* MCJHS tours will be scheduled later this month. Students will tour the school, meet with teachers, and get prepared for next school year. \* 4<sup>th</sup> grade will be going to their annual Safety Day at the 4-H center.
- \* The teacher institute and 3 hr. Early out schedule will have peer-study presentations from the yearlong project teachers have been researching on specific topics.
- \* Bllc will be reviewing handbook for changes next year.
- \* All Aimsweb benchmarking in Reading and Math are completed for the year.
- \* Fifth grade students completed the state Science Assessment.
- \* Spring fundraiser chocolates were given to students for delivery. We had good fundraising totals again selling World's Finest Chocolates.
- \* Students will be going to watch a rehearsal of Cinderella at MCHS.

Dates to Remember		
Apr.	11	5 <sup>th</sup> Science Assessment
	11	Faculty Meeting
	18	Bllc
	19	Your Choice Graduation
	20	Cheerleading tryouts
	20	Cinderella at MCHS
	23-25	Child Abuse Presentations
	26	3 Hr. School Improvement
	27	No School
	May	2
7		Red Cross Blood Drive
9		Bllc
21		PBIS Celebration Day
28		No School
30		Awards Day
31		Last Day Students 1:10 teachers 3:00

# Mount Carmel Junior High School

201 N. Pear Street | Mount Carmel, IL | 62863

Phone: 618-262-8886 Fax: 618-262-2302

<http://mcjhswabash348.blogspot.com/>

Principal: Steve Holt

sholt@wabash348.com



"We are on a mission every day to provide challenging learning opportunities so students can reach their fullest potential as independent thinkers."

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## School Board Report

April 16, 2018

### PARCC Testing

PARCC testing for the 7<sup>th</sup> and 8<sup>th</sup> grade students went well during the week of March 26<sup>th</sup>. Technology worked well, so thanks to Kevin Smith and Tim Wachs for all of their work leading up to testing. MCJHS expects to have preliminary results back this summer and final results in the fall.

### School Improvement

Peer Study groups will be finishing their work on their selected topics and will be presenting this information during the April Teacher Institute Day.

### Parent/Teacher Conferences

Parent/Teacher Conferences were held on March 20<sup>th</sup> and 22<sup>nd</sup>. This year, we gave the parents the option of having a student led conference or a traditional parent/teacher conference. While there are many benefits to student led conferences, we felt it would be nice to allow parents the option. If parents were unable to attend either day, they can schedule an alternate conference with the grade level team. In addition, teachers also sent home the student led conference forms if parents were unable to attend. In total, 45 conferences (20%) were held, which is a decrease from last year at this time.

### Crisis Drill - Active Shooter Drill

MCJHS and MCHS will participate in an active shooter training drill on April 27<sup>th</sup>. For this year's training, students will not be included due to some revisions in our plan.

### Spring Concert

Our music department has been working very hard to prepare for our annual spring concert on Thursday, May 10<sup>th</sup>. The concert will feature our 5<sup>th</sup> – 8<sup>th</sup> grade bands as well as our 6<sup>th</sup> – 8<sup>th</sup> grade chorus groups. Feel free to attend to hear some great musical performances.

### Staff Appreciation Week

The junior high school will be celebrating Staff Appreciation Week during the week of May 7<sup>th</sup> – 11<sup>th</sup>. Every staff member pours their heart out for kids and this is just one simple way we can thank them for all they do. I encourage all of our community members during this week to thank at least one special teacher who touched their lives.

### Annual Awards Ceremony

MCJHS will be holding their annual Awards Ceremony on Thursday, May 31<sup>st</sup> in the morning. This is a great way to finish out the school year by recognizing the outstanding accomplishments of our students. Parents, school board members, and community members are invited to help us celebrate those accomplishments.

### Extra & Co-curricular

Our Scholastic Bowl team has been doing well and will conclude their season at the end of April. Track is in full swing and had their first meet on April 3<sup>rd</sup>. For a complete listing of meets, visit the MCJHS website at

*Approved by the Board of Education on May 14, 2018*

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<http://mcjhswabash348.blogspot.com>. In addition, the MCJHS 2018-2019 Cheerleading Squad is being organized and will have try-outs at the end of April to start preparing for next year.

## Upcoming Dates:

4/16	School Board Meeting
4/17	ISA Testing
4/20	4 <sup>th</sup> Quarter Mid Term
4/25	Administrative Professional Luncheon
4/26	School Improvement - 3 Hour Early Dismissal
4/26	WCTA & WCEA Retirement Tea
4/27	Teacher Institute Day – No School for Students
4/30	Admin Meeting
5/7-5/11	Staff Appreciation Week
5/10	Spring Music Concert
5/11	End of the Year Dance
5/14	School Board Meeting

*Approved by the Board of Education on May 14, 2018*

# School Board Report Mt. Carmel High School

April 16, 2018

- *Important dates-* Honor's Night May 17<sup>th</sup> at 7 p.m., Graduation May 18<sup>th</sup> at 8 p.m., the student's last day May 31. \*Seniors last class day will be May 11<sup>th</sup>, and finals exempt students May 25<sup>th</sup>.
- Student requests are finalized; Mrs. Paddick and I will finalize the needs for the Master Schedule within the next two weeks; then the students will be loaded to populate the classes within the Master Schedule. The Guidance Department will then need to talk with students about course changes to student's schedules. We hope to have student schedules and faculty assignments complete by May 4<sup>th</sup>.
- Summer school is being planned for June and July. We will use our online program, called GradPoint, with courses offering of Algebra 1, Geometry, Algebra II A, English 1, 2 and 3, Earth Science, and Biology; as well as Driver's Education classroom (if we can find a teacher). There will be letters sent to students who have failed a semester, a phone call will be made, a post will be made on the district's Facebook page, & a School Messenger call will be sent out.
- Cheer leader try-outs were completed on April 13<sup>th</sup>.
- All juniors completed the SAT Assessment on April 10<sup>th</sup> -- every junior was present that day. The Science assessment will be completed on April 24 by all of our Biology students.

## Upcoming Dates

4/19-22 – Spring Musical, "Cinderella"

4/23 – CEO Trade Show (Parkview Christian Church)

4/26 – Retirement Tea @ MCGS

5/2 – St. Mary's & Allendale 8<sup>th</sup> Grade Tours



**Shelley Richardson, Director of Instruction**  
**April 16, 2018**  
**Board Report**

**Curriculum**

I am in the process of completing a textbook review in order to determine what the curriculum needs will be in the upcoming years. Some of our textbooks are getting very old and needing replaced. I will be submitting textbook recommendations to the Board in the near future.

**Professional Development**

Peer Study Team presentations are scheduled for April 26<sup>th</sup> during the School Improvement early out and conclude during the Teacher Institute on April 27<sup>th</sup>. Board members are welcome to attend. These presentations are very informative.

Teachers will also be completing a Needs Assessment Survey that will help guide curriculum and professional development for next year. Survey results will be presented to the Board in next month's report.

Mt. Carmel High School and Mt. Carmel Junior High School will also be participating in an active shooter drill the afternoon of the 27th.

**School Registration**

Jeannie Kennard, Kristi Berry and I have been working with Lumen Touch to determine if we are able to add more online components to the school registration process for next year. We will set registration dates once we have confirmation from Lumen that we are set to proceed.

**Grants**

Final Title I, Title II and Early Childhood grant amendments will be submitted by the end of this month to adjust line items and to allow for allocation changes.

**EIS Reporting**

I will be working next week to submit required data into the Employment Information System (EIS).

**Early Childhood ISBE Monitoring**

The ISBE monitoring evaluation report will be received from the ISBE sometime next month. Results will be shared with the Board in May.

Transportation Report  
Karen Stoneberger  
4/16/18

The District currently has 12 Regular Routes with 854 eligible Riders.

Averaging Approximately 826 miles per day

1 Special Needs Route with 19 Riders

4 Brownsville Students

8 Riders to Norris City

Two students were added to the Annex this month.

Approximate Regular Miles Driven 10,738

Approximate Special Need Mileage 1,627

61 St.Mary, students

Vehicles Scheduled

9 Sports Trips

7 Teachers Meetings

1 Sports Trip @ 105 mls.

# **SUPERINTENDENT'S REPORT**

**APRIL 16, 2018**

## **BUILDING AND GROUNDS COMMITTEE MEETING**

I will be scheduling a meeting later this week to tour the schools and look at projects needed to be scheduled for the summer.

## **LEGISLATIVE UPDATE**

We have finally received our increase in General State Aid for this year with regards to the new Evidence Based Funding Model. With that new money, the district will need to formulate a plan on how these new resources will be spent.

## **DISTRICT #348 RETIREMENT RECEPTION**

This will be held on Thursday, April 26<sup>th</sup> at 3:15 pm at MCGS. We have one (1) certified person that we will honor. Mrs. Bev Johnson from MCHS. We also have two (2) non-certified personnel; Mr. Dave Roberson (Custodian), and Mr. Terry Walbaum (Custodian). We also have Mrs. Karen Stoneberger-District #348 Transportation Director.

## **ENROLLMENT FIGURES**

(See attached figures)

## **REVISED BUDGET**

We are in the process of revising the budget as we do every year. Below are some time lines:

Revised Budget Display May 14-June 18

Revised Budget Hearing June 18 at 6:45 PM

Adopt Revised Budget at regular board meeting on June 18

## **MAY 31 LAST DAY OF SCHOOL FOR STUDENTS/TEACHERS**

We will be dismissing students 2 hours early and teachers will be dismissed at 3:00 pm.

## **UPCOMING DATES**

April 16	School Board Meeting 7:00pm
April 23	MCHS CEO Class Trade Show 4:30-6:00 @ Parkview Christian Church
April 26	School Improvement Day (3 hour early dismissal)
April 26	Retirement Tea @ MCGS 3:15 pm
April 27	Teacher Institute (No School for Students)
May 1	PLC Meeting 3:40pm
May 14	School Board Meeting 7:00pm
May 17	MCHS Honors Night 7:00pm
May 18	MCHS Graduation 8:00pm
May 31	Last Student/Teacher Day of Attendance (2 hour early dismissal for students)

