

Regular Board Meeting
October 17, 2016

The Board of Education of Wabash Community Unit School District #348 met in Regular Session on Monday, October 17, 2016 in the library of North Intermediate Center of Education.

Vice President Earnest called the meeting to order at 7:10 p.m.

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

Also present were Superintendent Tim Buss, Mt. Carmel High School Principal (MCHS) Pat Cheesman, Mt. Carmel Middle School (MCMS) Principal Steve Holt, North Intermediate Center of Education (NICE) Principal Chris Taylor, South Elementary School (SES) Principal Sheila Odom, (MCMS) Dean Jake Newkirk, Director of Instruction Shelley Richardson, Director of Technology Kevin Smith, Director of Transportation Karen Stoneberger, Regina Paddick –WCTA, Elizabeth Kieffer –WCTA, Kevin Madden – WSJD, T. J. Hug –MCR, Cale Calvert –ADG, Debbie Reed –MCMS, Kelly Sanders –SES, Mike White –Facility Needs, Pat Merriel –NICE, Julie Richison –NICE, Elizabeth Savage –MCHS, Grace Walker –Student, Shannon Walker –Parent and District Secretary Kim Zimmer.

Earnest led the pledge to the flag.

President Schuler arrives at meeting at 7:12 p.m.

Consent Agenda

- a. Approval of Minutes of Past Board Meeting
 - September 19, 2016 Budget Hearing
 - September 19, 2016 Regular Board Meeting

- b. Approval of Monthly Bills
 - Invoices paid September 2016
 - Bills Payable October 2016

- c. Approval of Financial Report

Account balances were:

Cash Deposits	\$	(30,065.26)
Investments	\$	63,458.69
4 Fund	\$	(63,703.00)
5 fund	\$	34,574.00

- d. Approval of Correspondence
 - Paula Peach MCHS English Teacher retiring effective June 30, 2021

- e. Approve Administrative Reports
 - South Elementary School Principal Sheila Odom (attachment #1)
 - North Intermediate Center of Education Principal Chris Taylor (attachment #2)
 - Mt. Carmel Middle School Principal Steve Holt (attachment #3)
 - Mt. Carmel High School Principal Pat Cheesman (attachment #4)

Director of Instruction Shelley Richardson (attachment #5)
Director of Transportation Karen Stoneberger (attachment #6)
Superintendent Tim Buss (attachment #7)

- f. Approve 2016-2017 District #348 School Improvement Plans to Proceed
- g. Review Board Goals
- h. Prepare for Board Self-Evaluation & Superintendent Evaluation

No one needed to pull any items off the consent agenda for further discussion therefore, Earnest motioned to approve the items on the consent agenda and Peach seconded the motion. A roll call vote was taken. All present voted aye. Jared Alka was absent. **Motion carried.**

Visitors

Kale Calvert –ADG

Mr. Calvert reviewed with the board the bids received to replace the MCHS HVAC system. The bids were as follows:

J & R Mechanical, Inc	\$187,830
Merz Heating & Air Conditioning	\$216,670
Midwest Roofing – Sheet Metal	\$298,000
Sharp & Williams	\$217,937

The board discussed the bids and wanted to go with the low bid if J & R would complete an **AIA A305 Contractor's Qualification Statement** that the board could review prior to voting. The board agreed to table the bid acceptance vote until the statement was completed.

Accept Reports

Life Track/Senior exit (Postgrad)-Regina Paddick

Ms. Paddick reported to the board on the results for the class of 2014 via the Life Track program. She explained that it was difficult to get in contact with most of the students. She expressed to the board that the results seemed very lacking. The board instructed her to discontinue the program and perhaps look into a different type of survey program.

Unfinished Business - None

New Business

District #348 Facility Needs Committee Recommendation for Placement of Grades for the 2017-18 School Year

The committee was represented by Mike White. He summarized to the board on the work that the committee had been doing. The committee recommended the following:

This scenario is being proposed for the 2017/2018 school year.

- Early Childhood, Kindergarten, 1st, and 2nd grades will be at North Intermediate Center of Education (Pre-K will remain in their current location)
- 3rd, 4th, 5th, and 6th grades will be at Mt. Carmel Middle School (fully utilizing the newer facility)
- 7th and 8th grades (Jr. High will primarily be located in the new classrooms at the High School) as well as 9th, 10th, 11th, and 12th grades (Sr. High)

A motion to accept the committee's recommendation for grade placement for the 2017-2018 school year was made by Janice Alka and seconded by Peter. A roll call vote was taken. All present voted aye. Jared Alka was absent. ***Motion carried.***

The board thanked the committee for their work and dedication.

Move to go to Closed Session

At 7:40 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, individual student matters and litigation." Hocking seconded the motion. All present voted aye. Jared Alka was absent. ***Motion carried.***

Open Session

A motion to return to open session was made by Peach and seconded by Peter. All present voted aye. Jared Alka was absent. ***Motion carried.*** The meeting returned to open session at 7:48 p.m.

Closed Minutes Approved

Janice Alka moved to approve the minutes of the closed session as read in closed session. Hocking seconded the motion. All present voted aye. Jared Alka was absent. ***Motion carried.***

Approve MCHS Student Early Graduation

Upon the recommendation of President Schuler to allow Student (BN) to graduate early due to personal circumstances pending all graduation requirements by the end of the first semester, a motion to approve was made by Hocking. The motion was seconded by Earnest. All present voted aye. Jared Alka was absent. ***Motion carried.***

Adjournment

A motion to adjourn was made by Peach and seconded by Peter. All present voted aye. Jared Alka was absent. ***Motion carried.*** Meeting adjourned at 7:50 p.m.

SOUTH ELEMENTARY SCHOOL
October 2016 Board Report
Sheila Odom – Principal

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PTO Yankee Candle Fundraiser was recently held by Fund Raiser Chairperson, Joe Judge. Our students sold approximately \$ 12,000 worth of Yankee Candle products! This is really down from past years.

Emergency Personnel Meeting – all principals attended a meeting at the high school with area emergency personnel on Monday, September 26, 2016 at 7:00 p.m. Safety remains an ongoing focus at South Elementary School.

Fire Safety Week – On Tuesday, October 11, the Mount Carmel fire department talked with the Kindergarten classes about Fire Safety and the Kindergarten students were given time to look at the fire truck. Also, that day, they brought the smoke house to talk to second graders about how to get out of a burning home. Fire drill with fireman was on Wednesday, October 12, 2016.

Institute Day – On Friday, October 7, SES teachers attended the District #348 Teacher Institute Day. Items covered: Facility tax, attendance, Bushue trainings and Peer Studies.

School Mall – on Monday, October 3, 2016, students took home the School Mall booklets for a fund raiser for SES. Every completed booklet returned the school receives \$2.25 and there is a bonus if 100 booklets are returned. Money will go into the general school fund to provide programs for the students. Booklets were due Thursday, October 6. We met our goal with 142 booklets returned.

South Elementary School PTO – Sponsored a school carnival on Thursday, October 13, 2016 from 5:30 – 7:30. The carnival consisted of games, crafts, prizes, and cakes. Hotdogs, chips, drinks and cookies were sold for \$2.50. The entrance fee was a food item for the local food pantry.

Upcoming Dates:

October 18: PBIS Meeting at 3:20 in the conference room

October 20: Rising Star Team Meeting at 12:30 in Mrs. Metcalf's room

October 20: 3 hour early dismissal

October 20: Parent Teacher Conferences from 5:00 – 7:30 p.m.

October 21: Parent Teacher Conferences from 8:00 – 11:30 a.m. – No school for students.

October 24: Grade Card Day for those who did not attend the conferences.

October 24 - October 28 - Red Ribbon Week - "Drugs are not Cool!"

October 24: RtI Meetings

November 2: Faculty Meeting at 3:20 in Library

November 9: BLLC Meeting at 3:20 in Conference Room

November 11: Veteran's Day – No School

November 14 – 18: American Education Week

Monday, October 17, 2016

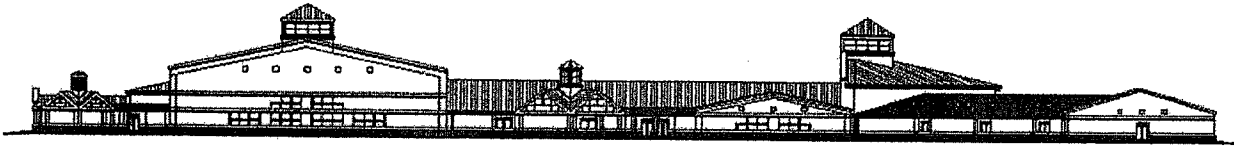
To: WCUSD #348 School Board
From: Chris Taylor, N.I.C.E. Principal
Subject: N.I.C.E. October School Board Report

- * N.I.C.E. will be celebrating Red Ribbon week October 24-28. There are themed days scheduled to educate students on drugs/alcohol dangers.
- * N.I.C.E. had its annual fire drill with M.C.F.D. All students evacuated the building in 1:42. Staff and students were commented on how well the evacuation went by the fire department.
- * Parent/Teacher conferences are scheduled for October 20 and 21. We have always had around 80-85% turnout rate with 100% contact and will be expecting the same again this year.
- * MCFD will be giving out Fire Detectors to families and having a coloring contest for 3rd grade students for additional prizes during fire prevention safety month
- * Teacher institute day included information on Peer study groups, bushue training, and a district wide information meeting.
- * Book fair took place week of October 11. Parent volunteers are helping out throughout the week.
- * Fundraiser items sold were dropped off by Paragon Promotions to be given to students for delivery on October 13.
- * N.I.C.E. students collected over 600 cans for the tri-state food drive that MCHS participated in.
- * 3rd grade held their annual field trip to Beall Woods. Students enjoyed a variety of outdoor projects and activities and had perfect weather for the day.
- * 3-5 grade students will attend the Young Audience Series at WVC. We were lucky enough that all three grade levels get to attend a program at the same time.
- * Students will be participating in the yearly Bus Evacuation drill conducted by Dist. #348 transportation.
- * N.I.C.E. will once again be participating in the Great American Shakeout on 10/20

Dates to Remember

Oct.	5	Faculty meeting
	7	teacher institute
	10	no school
	12	bllic
	17	young audience series
	20	3 hr early p/t conferences
	21	p/t conferences
Nov.	2	Faculty Meeting
	9	Bllic
	11	No School
	18	3 Hr. Early out
	23	2 Hr. Early out
	24-25	No School

Attachment #2



Mount Carmel Middle School
 1520 Poplar Street | Mount Carmel, IL | 62863
 Phone: 618-262-5699 | Fax: 618-263-9096
 www.mcms.wabash348.com

Principal: Steve Holt
 sholt@wabash348.com

Dean of Students: Jake Newkirk
 jnewkirk@wabash348.com

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

**School Board Report
 October 17, 2016**

Teacher Institute Day

Staff members participated in a Teacher Institute Day on Friday, October 7th. They participated in a district-wide meeting, continuation of the yearlong peer-study, scoring a behavioral screener, and state mandated trainings.

Upcoming School Improvement Day

MCMS staff members will also participate in a School Improvement Day on October 20th. The staff will be continuing with their state mandated Bushue trainings, Rising Star continuous improvement meetings, work on Peer Study content, and any last minute preparations for conferences. As you can see, it will be a busy day.

End of 1st Quarter & Parent/Teacher Conferences

The end of the 1st quarter was October 14th. Parent/Teacher conference letters were sent home early in October. Conferences are scheduled for October 20th from 5:00 – 7:30 p.m. and on October 21st from 8:00 – 11:30 a.m. Our 6th and 7th grade staff members have been working on preparing for student led conferences and 8th grade will be doing traditional conferences for the fall and student led in the spring.

American Education Week

November 14th – 18th is American Education Week. During this week, we will be honoring the hard working people that work with children who are helping to shape future generations. On Wednesday, November 16th at 7:00 a.m., our SLC students will be honoring current MCMS staff, board members, and retired educators by serving them breakfast.

MCMS Science Fair – Our 8th grade science students are presenting this year's science fair projects on November 18th from 5:30 – 7:00 pm. If you are available, stop by to see the student's hard work.

Basketball

The 7th & 8th grade girls' basketball teams have been preparing for the season and will start with a game at Robinson on October 17th. The boys' basketball team starts their season with a pre-season home tournament on Monday, October 24th. At this point, all of our home games have been displaced to MSHS, Allendale, and WVC. The girl's season will last thru the end of January and the boy's season will last until the middle of February. For a complete listing of games, visit the MCMS website.

Upcoming Dates:

10/19	School Bus Evacuation Drills
10/20	School Improvement Day/Parent/Teacher Conferences
10/21	Parent/Teacher Conferences
10/24-28	Red Ribbon Week
10/25	Red Ribbon Week Drug Education Panel
10/29	Oblong Parade
10/28	Admin Meeting
11/2	Faculty Meeting
11/7	BLLC Meeting
11/11	Veterans Day – No School
11/14-18	American Education Week
11/18	2 nd Quarter Mid Term
11/21	School Board Meeting

Approved by the Board of Education on November 21, 2016



School Board Report
Mount Carmel High School
 October 17, 2016



- We are proud of the efforts of all our athletic teams and marching band as they complete their seasons! Mallory Raber, Blake Golden and Dawson Brown qualified for the golf state tournament which was played on October 14 & 15.
- I was proud of the students of MCHS for their efforts at Sunrise Spirit Rally. The number of canned goods counted was impressive, the work to create the football stadium and field was awesome, the student lock in went well. I want to thank the faculty and staff that either spent all night or several hours helping supervise. The community came to support the pep rally at 5:30 am was neat.
- We are preparing for Parent/Teacher Conferences; teachers are making efforts to get parents to come to the High School. We make many email and phone contacts throughout each semester.
- School Improvement Plan has being revised; the BLLC will be working on the changes to the Plan and incorporating more depth into the process. We will concentrate on five major items that will improve teaching
- The Teacher Institute was on October 7th: All faculty and staff were working in their Peer Study groups.
- National Honor Society Ceremony is Thursday October 20th beginning at 7:30.
- Up-coming events-

October

- 14 end of the 1st quarter
- 17 2nd STAR Assessment -ELA
Board meeting 7:30 pm
- 18 WVC Visit for seniors
- 20 National Shake-out 10:20
School Improvement Day-3 hour early dismissal
Parent/Teacher Conferences 5-7:30
- 21 Parent/Teacher Conferences 8-11:30
Senior night Football
- 23-28 Bus Safety Week-Bus drills date not set
- 27 Blood Drive-Gym 2
- 28 Adm. meeting 9-11 **Mr. Brewer and Mr. Cheesman out of building**

Nov.

- 1 Department Chair meeting 7:30

Shelley Richardson, Director of Instruction
October 17, 2016
Board Report

Professional Development

On October 6th the administrative team participated in leadership training with national speaker and author, Todd Whitaker. Todd is one of the nation's leading authorities on staff motivation, teacher leadership, and principal effectiveness, Todd has written over 40 books including the national best seller, *What Great Teachers Do Differently*. He spoke to us about the essential of leadership and the importance of developing a clear vision and focus. This time was very beneficial for the team and we are exploring the possibility of scheduling him for a future Teacher Institute.

The third Teacher Institute of the year was held on October 7th. The day began with a presentation by Mr. Buss outlining the one percent sales tax that will be on the ballot in November. Mr. Buss answered questions from faculty and staff and encouraged everyone to get information about the tax out to the community. He then spoke about the closing of South School and reported on the work of the Facilities Committee. The session ended with a review of the district improvement goals that were developed with the assistance of the Center for School Improvement. Afternoon sessions consisted of Peer Study meetings and Bushue training.

RTI Review

During the past two weeks Mr. Buss and I have been meeting with each school's RTI team to learn more about this process in each school. Response to Intervention (RTI) is a multi-tier approach to the early identification and support of students with learning and behavior needs. The RTI process begins with high-quality instruction and universal screening of all children in the general education classroom. Struggling learners are provided with interventions at increasing levels of intensity to accelerate their rate of learning.

One of the district action steps identified through our work with the Illinois Center of School Improvement is that of providing professional development to staff working with students in need of academic support. Mr. Buss and I will be synthesizing the data that was gathered from the school meetings and discuss findings with the administrative team.

Parent Survey

Parents will be offered the opportunity to participate in a school survey during the Parent/Teacher conferences on October 20 and 21. Questions will concern topics such as response to intervention, attendance, Accelerated Reader, homework, etc.

Curriculum

Project Lead the Way-Gateway has begun at Mt. Carmel Middle School. The three science teachers will be teaching one of the Project Lead the Way modules for one quarter of the year. All students in 6th, 7th and 8th grades will have the opportunity to develop skills such as problem solving, critical and creative thinking, collaboration, and communication that they will use both in school and for the rest of their lives on any career path they take. As PLTW students progress through the courses that are offered at MCMS and then at MCHS they will be empowered to explore career paths, engage in problem solving and process thinking, develop technical knowledge and skills, and build communication skills.

By participating in the Project Lead the Way summer training our science teachers learned to facilitate and coach as their students guide their own learning.

On October 28th, Sheila and I will be participating in a workshop presented by MyON, a product that we are considering for next school year. MyON is a personalized literacy platform designed to provide a student-centered, literacy environment.

Online School Registration

Lumen Touch has notified us that they are currently developing a platform for online school registration that should be ready for the next school year. Jeannie Kennard has been in contact with Lumen and we will be participating in a webinar in the near future.

Transportation Report

Karen Stoneberger

10/17/2016

The District currently has 12 Regular Routes with 882 Eligible Riders.

2 Special Needs Routes with 26 Eligible Riders

2 Riders to Norris City

61 St. Mary's Riders

5 Pre-K Riders

Average 656 regular miles daily

Average 218 Special needs miles daily

Approximate monthly mileage 12,464 driven

Approximate Special need mileage 4,142 driven

Vehicle scheduled:

11 Sports Trips

11 Teachers and Others

9 Sports Trips @ 1,179 miles

4 Field trips @ 318 miles

Bus Evacuation drills will be conducted October 17-20 2016

Attachment #6

Approved by the Board of Education on November 21, 2016

SUPERINTENDENT'S REPORT
OCTOBER 17, 2016

DISTRICT #348 SCHOOL SAFETY COMMITTEE MEETING

We had another very productive meeting on Monday, September 26, 2016. Emergency agencies present were: Mt. Carmel Police, Illinois State Police, Mt. Carmel Fire, Emergency Management Agency, Wabash County Sheriff, Wabash County Health Department, and Wabash General Hospital/Ambulance Service. We reviewed ALL School Emergency and Crisis Response Plans. I appreciate the cooperation District #348 gets with ALL Emergency Agencies.

ILLINOIS CENTER for SCHOOL IMPROVEMENT (CSI)

We continue to work with the Illinois Center for School Improvement (CSI) in partnership with ISBE and the American Institutes for Research (AIR) in the area of school improvement. We are progressing nicely toward a complete District Improvement Plan (SIP).

DISTRICT IMPROVEMENT TEAM/SCHOOL IMPROVEMENT TEAMS

Our District Improvement Team will meet this month to update our District Improvement Plan with the group from CSI. The School Improvement Teams have been meeting and will continue to meet using the "Rising Star".

1% SALES TAX PRESENTATION

I have been quite busy presenting 1% sales tax information to many groups/individuals. Most of the presentations have been positive. I will continue this through the November 8 election.

DISTRICT #348 FACILITY NEEDS COMMITTEE

The committee continues to work hard examining our facilities. A recommendation from that committee is forthcoming.

IMPORTANT DATES

October 7	Teacher Institute Day
October 10	Columbus Day (No School)
October 10-14	Fire Prevention Week
October 14	End of First Quarter
October 17	School Board Meeting 7:00pm
October 17-21	School Bus Safety Week/Bus Driver Appreciation Week
October 20	US Shakeout Drill (Nationwide earthquake drill 10:20 am)
October 20	School Improvement Day (3 Hour Early Dismissal)
October 20-21	Parent Teacher Conferences (Thursday 5:00-7:30pm and Friday 8:00-11:30 am)
October 24-28	Red Ribbon Week
October 27	PLC (3:40 pm)
November 11	Veterans Day – No School
November 18	School Improvement Day (3 Hour Early Dismissal)
November 21	School Board Meeting 7:00 pm
November 23	Thanksgiving Break begins (2 hour early dismissal)

Attachment #7