

**Regular Board Meeting**  
**July 18, 2016**

The Board of Education of Wabash Community Unit School District #348 met in Regular Session on Monday, July 18, 2016 in the library of North Intermediate Center of Education.

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

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

Also present were Superintendent Tim Buss, Mt. Carmel High School (MCHS) Principal 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, Director of Instruction Shelley Richardson, T.J. Hug – DRR, Scott Allen –WSJD, Regina Paddick –WCTA, Samantha Baker –MCMS, Pam Oliver –NICE, Trevor Hargrave –MCMS, Stacey Swift –NICE, Amanda Singer –NICE and District Secretary Kim Zimmer.

Schuler led the pledge to the flag.

**Consent Agenda**

- a. Approval of Minutes of Past Board Meetings
  - June 20, 2016 Special Board Meeting
  - June 20, 2016 Regular Board Meeting
  
- b. Approval of Monthly Bills
  - Invoices paid June 2016
  - Bills payable July 2016
  
- c. Approval of Financial Report

Account balances were:

Cash Deposits	\$ 42,496.24
Investments	\$ 694,075.96
4 Fund	\$ 449,729.00
5 fund	\$ 681,974.00
  
- d. Approval of Correspondence

Gail Schlegel	-MCHS Science Teacher retiring effective the end of the 2020-2021 school year
Chelsea McDermant	-SES P.E. Assistant resigning effective June 21, 2016
Josh Kissen	-NICE 3 <sup>rd</sup> Grade Teacher resigning effective the end of the 2015-2016 school year
Tina Odom	-MCMS Paraprofessional resigning effective the end of the 2015-2016 school year
Morgan Meador	-SES 1 <sup>st</sup> Grade Teacher resigning effective the end of the 2015-2016 school year
Melinda Henson	-SES Paraprofessional requesting a Medical Leave of Absence for the first semester of the 2016-2017 school year

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)
- Superintendent Tim Buss (attachment #5)

Hocking motioned to approve the items on the consent agenda and Jared Alka seconded the motion. A roll call vote was taken. All present voted aye. Janice Alka was absent. **Motion carried.**

Visitors

None

Accept Reports

None

Unfinished Business

None

New Business

Set Dates and Times of 2016-2017 Budget Display and Hearing

Budget on display August 16, 2016 – September 19, 2016

Budget Hearing at 6:45 p.m. on September 19, 2016

Approve Budget on September 19, 2016

Review and Accept Cafeteria Bids

Upon Superintendent Buss' recommendation to approve the lowest line item bids from each bidder, a motion to approve was made by Peach and seconded by Peter. A roll call vote was taken. All present voted aye. Janice Alka was absent. **Motion carried.**

Review and Accept Fuel and Oil Bids

Superintendent Buss reviewed the two bids from Anderson Brothers and Andrews Oil with the Board. A motion to approve the fuel bid from Andrews Oil (Andrews Brothers No Bid the fuel) was made by Hocking and seconded by Jared Alka. A roll call vote was taken. All present voted aye. Janice Alka was absent. **Motion carried.**

A motion to approve the lowest bid from Andrews Oil for motor oil at \$8.98/gallon was made by Jared Alka and seconded by Peach. A roll call vote was taken. All present voted aye. Janice Alka was absent. **Motion carried.**

Move to go to Closed Session

At 7:08 p.m., Peter 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." Hocking seconded the motion. All present voted aye. Janice 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. **Motion carried.** Janice Alka was absent. The meeting returned to open session at 7:58 p.m.

**Closed Minutes Approved**

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

**Employment of Personnel**

Earnest motioned to approve the employment of the following non-certified personnel:

Samantha Baker            -MCMS Individual Assistant beginning the start of the 2016-2017 school year  
Pam Oliver                 -NICE Pre-K Assistant (1 Yr. Temporary) for the 2016-2017 school year

Hocking seconded the motion. All present voted aye. Janice Alka was absent. ***Motion carried.***

Peach motioned to approve the employment of the following certified personnel:

Stacey Swift                -NICE Early Childhood Teacher beginning the start of the 2016-2017 school year  
Trevor Hargrave            -MCMS 8<sup>th</sup> Grade Math Teacher beginning the start of the 2016-2017 school year  
Amanda Singer             -NICE 3<sup>rd</sup> Grade Teacher beginning the start of the 2016-2017 school year

Peter seconded the motion. All present voted aye. Janice Alka was absent. ***Motion carried.***

Hocking motioned to approve the transfer of the following personnel:

Angelica Bobbitt            -MCMS 8<sup>th</sup> Grade Resource Assistant beginning August 11, 2016

Earnest seconded the motion. All present voted aye. Janice Alka was absent. ***Motion carried.***

Peter motioned to approve the employment of the following extra-curricular position:

Seamus Smith                -MCHS Head Baseball Coach beginning the start of the 2016-2017 school year

The motion was seconded by Earnest. All present voted aye. Janice Alka was absent ***Motion Carried.***

**Adjournment**

A motion to adjourn was made by Peach and seconded by Peter. All present voted aye. Janice Alka was absent. ***Motion carried.*** Meeting adjourned at 8:00 p.m.

**SOUTH ELEMENTARY SCHOOL  
JULY 18, 2016 SCHOOL BOARD REPORT  
PRINCIPAL – SHEILA ODOM**

**Summer School**

Summer school finished on Thursday, June 23rd, with Mr. Aubrey having an average of 15 students.

**Custodial Staff**

The custodians have been working hard this summer. The majority of cleaning has been completed. PTO has purchased four new tables for cafeteria and wood chips for the playground. The school will be ready at the beginning of August.

**Painting**

The painting crew has done a wonderful job of updating the paint around the school. They have updated paint in a few other areas. The paint crew has also power washed the building all around.

**Administrators Academy**

The ROE 20 will host the beginning of school year administrator academy, which I and several other administrators will attend, Tuesday, July 19, 2016, at Norris City for the first time. We will be updated on legal issues by IPA lawyer, Brian Schwartz.

**Secretaries**

The secretary and secretary/nurse as well as I, will be back in the office on August 1, 2016.

**Central Registration**

Central registration for South Elementary, NICE, and MCMS is planned for Tuesday, August 2nd, from 9 a.m. – 1 p.m. and 3 p.m. – 7 p.m. to be hosted at Mount Carmel Middle School.

**Meet-N-Greet**

South School will be hosting Meet-N-Greet on Thursday, August 11<sup>th</sup> from 4:00 p.m. – 5:30 p.m. Parents/Students may get acquainted with classroom teachers, bring school supplies, and check out their classrooms.

July 18, 2016

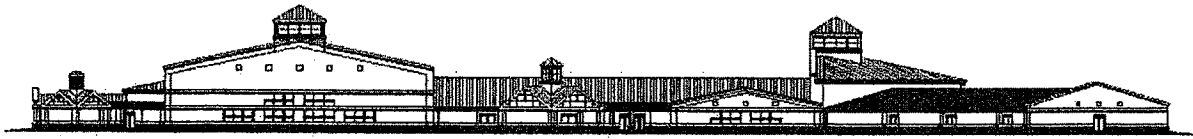
To: WCUSD #348 School Board  
From: Chris Taylor, N.I.C.E. Principal  
Subject: N.I.C.E. July School Board Report

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- \* Summer maintenance is still ongoing. Custodial staff is doing an outstanding job.
- \* Schedules for all students have been completed for next school year.
- \* In process of rebounding books in need for next school year.
- \* Summer School has been completed with 15 students participating throughout the month of June.
- \* Dates determined for BLLC, Rising Star, and Faculty Meetings for 2016-2017 school year.
- \* Sent letters to staff for assignments for upcoming school year with schedule for first two institute days.
- \* Updating staff emergency binders with updated information for 2016-2017 school year.
- \* Attending Administrator Workshop at Norris City.
- \* Should have enough chrome books for each classroom teacher to receive one at the beginning of the school year.

Upcoming Dates

July 19	Administrator Workshop
August 1	Office re-opens
August 2	Registration k-8
August 11	First day for teachers
August 12	Meet and Greet
August 15	First day of school for students



## 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."*

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### School Board Report July 18, 2016

#### Summer School

Summer School is nearly complete for MCMS students. The last official day is July 28<sup>th</sup>. Stephanie Kolb has been doing a great job in providing individualized instruction to our MCMS students. MCMS would like to thank Stephanie Kolb and Mount Carmel High School summer staff for hosting this program.

#### Central Registration

Central registration for South Elementary, NICE, and MCMS is planned for August 2<sup>nd</sup>. This event will still be held at the middle school with only a few adaptations due to the construction on the gym roof and floor. We are all set for it and hope for great attendance.

#### Meet & Greet

MCMS will be hosting our annual Meet & Greet event on the evening of August 11<sup>th</sup> from 5:30 – 7:00 P.M. The students will be able to pick-up their schedule, drop off supplies, practice their locker combination, visit the classrooms, and talk with their teachers.

#### Back to School Administrator's Academy

Several administrators from District # 348 will be attending a Back to School Administrators Academy on July 19<sup>th</sup> at Norris City. This academy will take a look at the most common legal issues school administrators' face on a day-to-day basis for student management.

#### Custodial Staff

The custodians have been doing a fantastic job of preparing the school for the upcoming school year. This summer is a bit different with working around the construction from the storm damage.

#### Upcoming Dates:

7/18	School Board Meeting
8/42	K-8 Registration at MCMS
8/11	Teacher Institute Day
8/11	MCMS Meet & Greet
8/12	Teacher Institute Day
8/15	First Day of School for Students

Mt. Carmel High School  
School Board Report  
July 18, 2016

- The custodial staff is continuing cleaning and preparing for the upcoming school year. They have worked around the summer school, camps and clinics with all these activities at MCHS.
- Football field grass is in good shape. There are a few issues with the track surface that should be addressing in the future.
- MCHS has offered summer school for students who need remediation in Math through WVC in Algebra 1 and GradPoint in Geometry. First summer session had 44 students in math, 42 in Consumer Economics, 42 students in Government, and 37 in Drivers Education. Second sessions there are 63 in Math. One student graduated due to credit recovery this summer.
- Mr. Brewer and I have been scheduling students in STAR testing, Project Lead the Way courses, he has created logins for incoming freshmen and I have placed all staff in Bushue Trainings. We have prepared for the beginning of the new School year in the fall.
- MCHS will have student registration on August 9: Seniors at 8 to 9:30, Juniors 10-11:30, Sophomores 1-2:30, Freshmen 4:30-6. At 6 pm Freshmen and their parents are invited to Orientation in the Auditorium.

# **SUPERINTENDENT'S REPORT**

## **JULY 18, 2016**

### **SUMMER MAINTENANCE PROJECTS**

Work is being completed throughout the District. Not much of major projects. The custodians are doing a tremendous job this summer. Some Highlights: Pre-K Roof repaired, NICE tree removed, South School guard shack (donated by Mike McPherson) has been positioned and ready for August. Dee White Field dugout project will be spear headed by the Mt. Carmel Kiwanis Club. We have close to \$3,000 raised to help offset material for the dugouts. More donations are coming in.

### **BUDGET PREPARATION**

Darlene and I are preparing the 2016-2017 school budget now and will be ready to present it at the August meeting. We may have a much better idea of state funding now that we have a K-12 Education budget. We still do NOT have an amount from our local monies.

### **REGISTRATION**

We are preparing for the start of school. Registration dates have been set. K-8 Registration will be on Tuesday, August 2<sup>nd</sup> from 9-1 and 3-7 at Mt. Carmel Middle School. MCHS Registration will be Tuesday August 9<sup>th</sup>.

### **MCMS Roof Repair**

Most of the demo work has been done on main roof. Weather permitting, the install of the metal on the roof will start this week. All other areas of work needed to get done is ready to go once the roof is put on.