

**MINUTES
BOARD OF EDUCATION
OKAW VALLEY COMMUNITY UNIT SCHOOL DISTRICT # 302
July 19, 2007**

CALL TO ORDER AND ROLL CALL

The Board of Education of Okaw Valley Community Unit School District #302 was called to order at 7:01 P.M. by President Sean Creviston with the following Board members and administrators present: Sean Creviston, Michelle McClain, Doug Miller, Tim Rothrock, John Vander Burgh, Kari Younger, Paula Duis, Joel Hackney, Nick Kearfott, and Marilyn Bayley. Bev Watson was absent.

VISITORS COMMENTS AND COMMUNICATIONS

President Creviston called for visitor comments and communications. Heidi Beck addressed the Board on behalf of parents who wished to discuss a concern related to personnel. President Creviston indicated that the Board would speak with visitors in closed session.

CONSENT AGENDA

The Consent Agenda, consisting of the following items, was presented to the Board of Education:

- Approve the minutes of the regular meeting held June 21, 2007 and the special meeting held June 28, 2007 as presented.
- Establish all monthly revolving funds for the 2007-2008 school year: Okaw Valley Elementary School Petty Cash, \$100; Okaw Valley Intermediate School Petty Cash, \$100; Okaw Valley Middle School Petty Cash, \$100; Okaw Valley High School Petty Cash, \$150; Unit Office Petty Cash, \$100; District Imprest Fund, \$5,000.
- Appoint Marilyn Bayley, Superintendent, as custodian of the District Imprest Fund for the 2007-2008 school year.
- Appoint building principals as custodians of school activity accounts - Paula Duis, Okaw Valley Elementary School and Okaw Valley Intermediate School; Joel Hackney, Okaw Valley Middle School, and Nick Kearfott, Okaw Valley High School.
- Appoint Marilyn Bayley, Superintendent, as district administrator for the Illinois Municipal Retirement Fund and the Teachers Retirement System for the 2007-2008 school year.
- Designate Scott State Bank, Bethany, Illinois and Shelby County State Bank, Findlay, Illinois as depositories of district funds.
- Designate the firm of Robbins, Schwartz, Nicholas, Lifton, and Taylor as school attorney.
- Authorize the use of Upchurch and Associates for district architectural work as needed.

It was moved by John Vander Burgh and seconded by Tim Rothrock that the Board of Education approve the Consent Agenda as presented. Roll call vote: Creviston, yea; McClain, yea; Miller, yea; Rothrock, yea; VanderBurgh, yea; Younger, yea. Yeas, 6; Nay, 0; Absent, 1; Abstention, 0. Motion carried.

FINANCIAL REPORT, BILLS, PAYROLL

The monthly financial report, bills, and payroll were presented for Board approval. The Superintendent recommended that bills and payroll for the school district be approved as follows:

- Bills for the month of July, 2007 - Education, \$51,803.52; O & M, \$9,206.40; Transportation, \$3,790.28; Life/Safety, \$0.
- FY 2007 Payroll for the month of June, 2007 - Education, \$227,651.04; O & M, \$15,452.14; Transportation, \$7,470.18; IMRF, \$7,229.16; FY07 payroll for the month of July, 2007 - Education, \$142,208.47; Transportation, \$1,532.46; IMRF, \$1,459.18; FY07 payroll for the month of August, 2007 - Education, \$126,088.35; Transportation, \$1,559; IMRF, \$1,267.56.

It was moved by Tim Rothrock and seconded by John Vander Burgh that the payrolls for the months of June, July, and August, 2007 and that the bills for the month of July, 2007, be approved as presented. Roll call vote: Creviston, yea; Mc Clain, yea; Miller, yea; Rothrock, yea; VanderBurgh, yea; Younger, yea. Yeas, 6; Nay, 0; Absent, 1; Abstention, 0. Motion carried.

COMMUNICATIONS AND INFORMATION

Reports: There were no administrative reports.

Other: A member of the OV PTO requested a meeting with the district facilities committee to discuss how the PTO and the school district could work together to improve school playground facilities

BOARD POLICY

At the June meeting, the Board approved on first reading revised school board policies (7:60, *Residence*; 7:190, *Student Discipline*; 6:235, *Access to Electronic Networks*); administrative procedure 6:235R; and Exhibits 7:340-E1 (*Student Records Notification*), and 6:235-E2. Superintendent Bayley recommended approval on second reading and adoption.

It was moved by Michelle McClain and seconded by Doug Miller that the Board approve on second reading and adopt revisions to board policies, administrative procedures and exhibits as presented. Roll call vote: Creviston, yea; Mc Clain, yea; Miller, yea; Rothrock, yea; VanderBurgh, yea; Younger, yea. Yeas, 6; Nay, 0; Absent, 1; Abstention, 0. Motion carried.

BIDS

Superintendent Bayley presented a summary of bids received for bakery, dairy, food, and fuel for the 2007-2008 school year (summary attached) and recommended that the Board accept bids as follows: Interstate Brands for bakery products; Prairie Farms Dairy for dairy products; Fox River Foods for food products for the bid period; and E-K Petroleum for gasoline and diesel fuel.

It was moved by Michelle McClain and seconded by Tim Rothrock that the Board accept bids as presented for 2007-2008: Bakery - Interstate Brands; Dairy - Prairie Farms Dairy; Food - Fox River Foods; and Fuel - E-K Petroleum. Roll call vote: Creviston, yea; Mc Clain, yea; Miller, yea; Rothrock, yea; VanderBurgh, yea; Younger, yea. Yeas, 6; Nay, 0; Absent, 1; Abstention, 0. Motion carried.

CLOSED SESSION

It was moved by John Vander Burgh and seconded by Doug Miller that the Board enter closed session at 7:38 P. M. as provided in 5 ILCS 120/2, subsection (c) for the purpose of discussing matters related to appointment, employment, and/or compensation of employees and matters related to collective negotiations. Roll call vote: Creviston, yea; Mc Clain, yea; Miller, yea; Rothrock, yea; VanderBurgh, yea; Younger, yea. Yeas, 6; Nay, 0; Absent, 1; Abstention, 0. Motion carried.

It was moved by John Vander Burgh and seconded by Michelle Mc Clain that the Board of Education return to open session at 7:47 P. M. Voice Vote: All voted aye. Motion carried.

EMPLOYMENT

Superintendent Bayley presented recommendations for employment of teaching and extra-curricular staff.

It was moved by Tim Rothrock and seconded by Doug Miller that the Board approve the employment of Maria Camareno as presented, with assignment as OVHS Spanish teacher. Roll call vote: Creviston, yea; Mc Clain, yea; Miller, yea; Rothrock, yea; VanderBurgh, yea; Younger, yea. Yeas, 6; Nay, 0; Absent, 1; Abstention, 0. Motion carried.

It was moved by Michelle McClain and seconded by Sean Creviston that the Board employ Heidi Vander Burgh as elementary teacher for 2007-2008. Roll call vote: Creviston, yea; Mc Clain, yea; Miller, yea; Rothrock, yea; VanderBurgh, Abstain; Younger, yea. Yeas, 5; Nay, 0; Absent, 1; Abstention, 1. Motion carried.

It was moved by Doug Miller and seconded by Tim Rothrock that the Board approve the assignment of Mark Tovey as OVHS Golf coach for 2007-2008. Roll call vote: Creviston, yea; Mc Clain, yea; Miller, yea; Rothrock, yea; VanderBurgh, yea; Younger, yea. Yeas, 6; Nay, 0; Absent, 1; Abstention, 0. Motion carried.

OTHER

The Board set meetings of the Strategic Planning Committee (5:00 p.m.), the Facilities Committee (6:00 p.m.), and a Special Meeting of the Board of Education (7:30 p.m.) for Thursday, July 26th, 2007 at OVHS.

ADJOURNMENT

It was moved by Michelle McClain and seconded by John Vander Burgh that the Board of Education adjourn at 9:50 P. M. Voice vote: All voted aye. The motion carried.

President, Board of Education

Secretary, Board of Education