

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION,  
BELLE VALLEY SCHOOL DISTRICT NO. 119, ST. CLAIR COUNTY, ILLINOIS  
NOVEMBER 17, 2009

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The Board of Education of District No. 119, St. Clair County, Illinois, met at Belle Valley School-South, 1901 Mascoutah Road, Belleville, Illinois, in said District at 7:00 p.m. on Tuesday, November 17, 2009.

President Kunz called the meeting to order at 7:00 p.m. The roll was called and the following members were present: Mrs. Collins, Mrs. Kunz, Mrs. Skillern, and Mr. Tiemann. Those absent: Mr. Vaughn, Mr. Byrd, and Mr. Smith.

The Board of Education and others in attendance recited the pledge of allegiance.

President Kunz recommended adoption of agenda. Mrs. Collins moved to adopt the board agenda. Mrs. Skillern seconded the motion. All members in favor, motion carried.

President Kunz called for citizen's non-agenda items. President Kunz presented a letter from Mr. Ted Farmer and thank you cards for memorials. There were no public comments from those in attendance.

President Kunz called for board member communication. There were no board member communications.

President Kunz asked if any board members had any questions for consent calendar items, which included: the minutes of the regular board meeting of the Board of Education on October 20, 2009, the minutes of the special board meeting on November 3, 2009, the treasurer's reports, financial report, policy committee minutes on October 15, 2009, extended school program report, cafeteria reports, enrollment report and tax report. Mrs. Collins noted corrections on the room location and spelling correction within the regular board meeting minutes. Board members discussed the financial statements. Mrs. McKay discussed the treasurer's reports. Mr. Tiemann moved to approve the consent calendar items with the corrected minutes. Mrs. Collins seconded the motion. Members voting aye on roll call: Mrs. Collins, Mrs. Kunz, Mrs. Skillern, and Mr. Tiemann. Nays: none, motion carried.

President Kunz asked if any board members had any questions for the bills. The board report for the bills was presented for approval and payment in the following amounts (see itemized lists attached): Ed. Fund \$50,328.58; O & M Fund \$19,362.23; Debt Service Fund \$9,720.70, Transportation Fund \$51,513.26; and Capital Project Fund \$421,015.59. Mrs.

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Skillern moved to approve the bills. Mrs. Collins seconded the motion. Members voting aye on roll call: Mrs. Collins, Mrs. Kunz, Mrs. Skillern, and Mr. Tiemann. Nays: none, motion carried.

Supt. Freeman discussed the request from the Booster Club to change their name from Belle Valley Parents' Booster Club to Belle Valley Parent-Teacher Organization (PTO). The Booster Club's by-laws require the Belle Valley Board of Education approve an action that officially changes the name. Mrs. Collins moved to approve the name from Belle Valley Parents' Booster Club to Belle Valley Parent-Teacher Organization (PTO). Mr. Tiemann seconded the motion. All members in favor, motion carried.

Supt. Freeman and Mrs. McKay discussed information concerning the proposed tax levy for 2009. A projected increase in the equalized assessed valuation for 7% and the correlating tax rates were discussed. The overall recommended increase on the levy is 37.25% with the Debt Service Fund included. The corporate and special purpose property taxes to be levied for 2009 are estimated at \$3,417,000, which represents a 6.57% increase over the previous year. Supt. Freeman, Mrs. McKay and board members discussed the historical and projected equal assessed valuation (EAV) of real estate. As the EAV goes up, the tax rates decrease. The Bond tax levy has increased significantly due to the building bonds approved by the voters in April 2009. A Truth in Taxation publication in the newspaper is required since the projected tax levy exceeds 5% over last year's levy. President Kunz recommended approving the tentative proposed tax levy as presented, which would require a Truth in Taxation publication and hearing in December. Mr. Tiemann moved to adopt the tentative proposed tax levy for the following amounts: Education Fund \$2,285,000.00; O & M Fund \$404,500.00; Transportation Fund \$138,500.00; Working Cash Fund \$57,500.00; Illinois Municipal Retirement Fund \$125,000.00; Social Security Fund \$140,000.00; Tort Immunity Fund \$127,000.00; Special Education Fund \$25,000.00; Fire Prevention/Life Safety Fund \$57,500.00; Lease Levy \$57,000.00, and the amount needed in the Debt Service Fund \$1,165,870.00. Mrs. Skillern seconded the motion. Members voting aye on roll call: Mrs. Collins, Mrs. Kunz, Mrs. Skillern, and Mr. Tiemann. Nays: none, motion carried.

Supt. Freeman discussed the board policy manual revisions to the following sections:

2:20 – School Board – Powers and Duties of the School Board

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- 2:80 – School Board – Board Member Oath and Conduct
- 3:40 – General School Administration - Superintendent
- 3:50 – General School Administration – Administrative Personnel other than the Superintendent
- 4:120 – Operational Services – Food Services
- 5:30 – General Personnel – Hiring Process and Criteria
- 5:90 – General Personnel – Abused and Neglected Child Reporting
- 5:150 – General Personnel – Personnel Records
- 5:190 – Professional Personnel – Teacher Qualifications
- 5:200 – Professional Personnel – Terms and Conditions of Employment and Dismissal
- 6:50 – Instruction – School Wellness
- 7:70 – Students – Attendance and Truancy

Administrative procedures:

- 4:110-AP2 - Operational Services – Administrative Procedure – Post-Trip Inspection and Bus Driving Comments
- 4:120-AP – Operational Services – Administrative Procedure – Food Services
- 4:170-AP2 – Operational Services – Administrative Procedure – Criminal Offender Notification Laws
- 5:30 – AP2 – General Personnel – Administrative Procedure – Investigations
- 5:150 – AP – General Personnel – Administrative Procedure – Personnel Records
- 5:190 – AP – Professional Personnel – Administrative Procedure – Plan to Ensure that All Teachers Who Teach Core Academic Subjects are Highly Qualified

Exhibits:

- 5:190-E1 – Professional Personnel – Exhibit – Notice to Parents of Their Rights to Request Their Child’s Classroom Teacher’s Qualifications
- 5:190-E2 – Professional Personnel – Exhibit – Notice to Parents When Their Child is Assigned To or Has Been Taught for at Least Four Straight Weeks By a Teacher Who is Not Highly Qualified
- 5:190-E3 – Professional Personnel – Exhibit – Letter to Teacher Who is Not Highly Qualified

The first reading of the above board policies, administrative procedures, and exhibits were discussed during the policy committee meeting on November 9, 2009. The policies listed are included on the St. Clair County Regional Office of Education’s full compliance list. Mrs. Collins asked about background checks on volunteers. Supt. Freeman stated that the employers

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of the carnival ride workers are required to do the background checks. The raptor software checks visitor driver's licenses at the South school building. Mrs. Skillern moved to approve the board policies, administrative procedures, and exhibits. Mrs. Collins seconded the motion. Members voting aye on roll call: Mrs. Collins, Mrs. Kunz, Mrs. Skillern, and Mr. Tiemann. Nays: none, motion carried.

Supt. Freeman noted that the Physical Education and Administrative Cost Cap Waivers were approved at a prior meeting and were included for information only.

Supt. Freeman discussed the building committee updates reviewed on Monday, November 16, 2009. Progress on the dirt work has been slow due to the many days of rain. SCI Engineering has stated that erosion control and compactness was going well. Storm sewer lines should be worked on Wednesday. Tree lines may need to be taken out at a cost of \$13,800. The allowance of 2,000 lbs of Code L would be an increased cost of \$100,000. On the south end of the property bush honeysuckle, an invasive species, is present. A forester will be contacted for his recommendation. The kitchen design and equipment layout has been completed. The tree line was discussed with the swell and cost to haul away.

Mrs. Goetter, Belle Valley North principal, stated that Mrs. Andrea LaForte received the Emerson Excellence Teaching Award this year. Mrs. Goetter's report was included in the board packet.

Dr. Leib, Belle Valley South principal, stated the Care Team has been collecting can goods for needy families. The Booster Club has purchased static window clings as a fundraiser for the Belle Valley School.

Supt. Freeman stated that the pastor from the Garden Heights Baptist Church offered help for needy families.

Supt. Freeman discussed the agenda for the Chicago board conference with expense reimbursement forms and a list of cell phone numbers. The conference offers sessions for new board members, negotiation sessions, and equipment sessions.

Upon the recommendation of President Kunz, Mrs. Collins moved that the Board of Education go into closed executive session at 7:53 p.m. for the purpose of discussing litigation,

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staff grievance, student discipline, board self-evaluation, negotiations, and the appointment, employment, or dismissal of an employee or an officer. Mrs. Skillern seconded the motion. Members voting aye on roll call: Mrs. Collins, Mrs. Kunz, Mrs. Skillern, and Mr. Tiemann. Nays: none, motion carried.

At 8:02 p.m. Mrs. Skillern moved that the Board of Education reconvene in open session. Mrs. Collins seconded the motion. All members in favor, motion carried.

Supt. Freeman asked board members to let him know if they are interested in attending the Southwest Division meeting.

Supt. Freeman discussed continuing the tradition of giving a ham to the staff. Mrs. Kunz stated that the staff appreciated the hams in previous years. Board members agreed to continue to give hams to the staff.

Supt. Freeman asked which board member was the delegate for the Chicago board conference. Mr. Tiemann volunteered to be the delegate at a previous board meeting.

There being no further business to come before the Board of Education at this time, Mrs. Collins moved that the meeting adjourn. Mr. Tiemann seconded the motion. All members in favor, motion carried.

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Karen L. Kunz, President  
Board of Education  
Belle Valley School District No. 119  
St. Clair County, Illinois

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Joan E. McKay, Secretary  
Board of Education  
Belle Valley School District No. 119  
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