

STEWARD ELEMENTARY SCHOOL DISTRICT No. 220 STEWARD, ILLINOIS

Minutes of the Regular Board of Education Meeting

August 18th, 2021

6:00 pm –In person meeting, publicized and posted for participation.

Minutes taken by Matt Hayes.

The regularly scheduled meeting of August 18th, 2021 was called to order by President Chris Cardott.

On roll call at 6:02pm, the following members were present:

Board members present: Chris Cardott, Nate Ramsey, Dean Svela, Marcy DeLille
Julie Lovett, Chele Wells and Superintendent Steve Simpson

Board members late:

Board members absent:

Visitors: Karly Stover, James Holden and Joseph Powell

Public comment:

Presentations and reports:

On a motion by Dean Svela and a second by Chele Wells, and a roll call of all ayes, consent was given for the minutes of the July 21st, 2021 board meeting.

On a motion by Julie Lovett and a second by Dean Svela, and a roll call of all ayes, consent was given for the bills.

1. Good news communication and report from Superintendent Simpson
 - a. Faculty and Staff are doing wonderful.
 - b. Great energy from the students coming back to school.
 - c. Shawn Bullock is doing a great job working around the building getting things done.
 - d. We are signed up for the shield testing, but their window went from 3 weeks to 6-7 weeks. There is no cost in the shield testing.
2. Board communications for the Good of Steward
 - a. Thank you to Mr. and Mrs. Simpson for everything they did for the staff on the Teacher Institute on August 13th.
 - b. Teachers are impressed with Superintendent Simpson and the upbeat attitude of the staff.

- c. Teachers were impressed with the quality of information at the Teacher's Institute.
 - d. There is concern that the staff and students are always wearing masks in the hallways.
 - e. Families are happy with full day school schedule.
 - f. Would like to invite staff members to the next board meeting to let them know of any of their needs and how things are going.
3. Recognition and comments from employees and the public
 - a. None
 4. Eagle Scout Project Proposal by Life Scout James Holden for the Steward Boy Scout Troop #64.
 - a. James would like to put a light on the flag pole.
 - b. Need power, perhaps from the sign. Otherwise, will investigate solar power.
 - c. He needs to get the project done before December.

On a motion by Chele Wells and a second by Nate Ramsey, and a roll call of all eyes, consent was given for James Holden to begin his Eagle Scout project of lighting the school flag.

5. Playground Project (Pea Gravel Update)
 - a. P.J. O'Rorke will have the gravel here when we are ready.
 - b. 15-20 semis of gravel will be delivered.
 - c. A Friday will be planned to do the work after Labor Day.
6. Window A/C unit update/approval
 - a. Eight air conditioners were delivered to the school today.
 - b. Mr. Bullock has installed one in Mrs. Odle's room today.
7. Building Safety/Security
 - a. No updated quotes on changing locks are available currently.
 - b. Moline's in Dekalb visited the school and looked around but haven't yet provided a quote.
 - c. Mr. Simpson shared that the keys would be a costly part of the bid. There is also the option to use a card reader on the doors.
8. Staff handbook update
 - a. There hasn't been time to go through the handbook with the staff.
 - b. Mr. Simpson will ask staff if they are interested in forming a Handbook committee who will meet to work with the BOE to get it finalized.
9. Staff contract update
 - a. No changes have been made.
 - b. Step #1 will have the school attorney read over the language.
 - c. Step #2 will have the BOE read over for the specifics.
10. Health Insurance options update.
 - a. Jim Baxter from Egyptian Trust has created individual plans for each employee. Mr. Simpson will share the plans with each staff member for them to decide if they would like to enroll in any plan that is offered to them.
11. Open House/ Welcome Back Conferences
 - a. Thank you to the faculty for making themselves available.

- b. The staff who attended will receive sub pay for the day and half they were here.
- 12. Roof Leak & August 11th repair of single-story section.
 - a. Water had been coming in between the new building and the gym where the roofs come together.
 - b. O'Rorke Construction came and did the repairs.
 - c. The flat roof over the old school may need to be replaced in the near future.
 - d. Mrs. DeLille will look for who and when work has been done in the past on the flat roof.
- 13. Sanitation/ Custodial Cleaning supplies
 - a. We are in need of doing custodial laundry on a regular basis. There is a washer and dryer in the bus garage.
 - b. Mrs. Hayes has agreed to do the laundry on a short-term basis.
 - c. Cintas has been contacted, but they have not returned the call.
 - d. Installing the washer and dryer in the school will be pursued.

On a motion by Chele Wells and a second by Dean Svela, and a roll call of all ayes, the meeting moved into executive session at 7:06pm.

On a motion by Dean Svela and a second by Nate Ramsey, and on a roll call of all ayes, the meeting moved out of executive session at 8:29pm.

- 14. Appointment of Board Member to Fill Vacancy
 - a. Joseph Powell and Karly Stover were present to fill the vacated board position.
 - b. Joseph Powell was voted unanimously to fill the board position.
- 15. Approval of staff employment. A vote was taken to approve the following new staff members.
 - a. Katelyn Kalata full time 5th grade teacher. All were in favor.
 - b. Shawn Bullock full time custodian. All were in favor.
 - c. Kevin Larson full time PE teacher. Four votes of yes and one vote of no.
 - d. Paul Bennefield part time custodian. All were in favor.

On a motion by Marcy DeLille and a second by Chele Wells, and on a roll call of all ayes, Matt Hayes was approved as the Steward school treasurer.

- 16. Approval to Place Tentative Budget on Display in District Office for Review.
 - a. Tentative budget was shared with the Board.

On a motion by Julie Lovett and a second by Marcy DeLille, and on a roll call of all ayes, it was agreed to display the budget in the school office.

- b. A more thorough budget will be presented at the September meeting.
- 17. Meeting set for next board meeting.
 - a. Meeting time was suggested to be moved to 6:15pm on Wednesdays.

On a motion by Nate Ramsey and a second by Julie Lovett, and on a roll call of all ayes, the board meeting time was amended to 6:15pm on the third Wednesday of the month.

On a motion by Dean Svela and a second by Nate Ramsey, and a roll call of all ayes, the Board adjourned at 8:43pm.

Respectfully submitted:

Approved by the Board of Education:

Marcy DeLille, Secretary
Board of Education
September 15th, 2021

Chris Cardott, President
Board of Education