

MINUTES OF THE REGULAR MEETING OF THE BOARD OF EDUCATION,  
BELLE VALLEY SCHOOL DISTRICT NO. 119, ST. CLAIR COUNTY, ILLINOIS  
SEPTEMBER 19, 2017

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The Board of Education of District No. 119, St. Clair County, Illinois, met in the conference room, Belle Valley School District, 2465 Amann Drive, Belleville, Illinois, in said District at 7:00 P.M. on Tuesday, September 19, 2017.

President Kunz called the meeting to order. The roll was called and the following members were present: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Those absent: none.

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

President Kunz recommended approving the agenda. Mr. Warner moved to approve the agenda with the additional board bill. Mrs. Winfield seconded the motion. All members in favor, motion carried.

Supt. Gale introduced Shane Jones, attorney with Tueth, Keeney Law Firm. Mr. Jones discussed the law firm's work with schools in the regional area. The Tueth Keeney Law Firm has twenty attorneys in Illinois and Missouri. The attorneys make sure school districts stay in compliance with the laws. He stated the firm would be privileged and a pleasure to provide legal services for Belle Valley School District. The legal retainer option has a range of \$50 to \$150 per month. The retainer client receives a \$10 per hour discount from the regular attorney rate per hour. The firm's scope of services includes in service workshops, contract negotiations, and other legal services. Mrs. Miller asked about rate differences. Mr. Jones stated the enrollment of the school district drives the retainer fee due to the number of phone calls and would expect to charge \$75 per month to the Belle Valley School District. President Kunz asked if anyone else had any questions. There were no further questions.

Dr. Lieb, principal, discussed the photography club proposal. Dr. Leib stated the club would meet for twenty days during the school year and compared the stipend to other stipends. She estimated that competitions would add two to four more days to the photography sponsor and a stipend could ranges from \$800 to \$935.

President Kunz thanked all the visitors and staff in attendance at the meeting and asked if anyone had any public comments. A parent introduced herself, but did not have any public comments.

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Dr. Leib, principal, discussed the RtI groups of students formed to help improve reading. Aims web with a complete meeting starting this coming Monday. PBIS students are flagged to be more proactive and implement interventions for students with behavior problems with class DOJO. Kindles are being used by teachers to track behavior and homework status for each middle school student.

Mrs. Callahan, principal, attended the SWIC new administrator and teacher meeting earlier in the evening.

Supt. Gale discussed the Belleville Fire Department spot inspection. Supt. Gale reached out to Wolf Branch School for assistance with the mine subsidence issues. Wolf Branch School requested assistance from Belle Valley's technology person to assist with moving computers and hooking up smart boards from one school building to the other. Doug Sawyer went over to Wolf Branch School to help them out with their technology needs.

Supt. Gale discussed plans to invite Scott AFB airman and military parents to Veteran's Day program with a lunch for service members. Supt. Gale discussed the Remind text program, which sends out short text messages to parents and staff. The Remind program could save a few thousand dollars. Supt. Gale is looking into a new website. The current web site cost \$130 per month, and the new website would be less. Supt. Gale asked for teachers to respond to a building survey. The Belle Valley students have suggested organizing and hosting a blood drive after the recent hurricane disasters. Supt. Gale discussed the District is having trouble finding a licensed social worker. Supt. Gale discussed having an engineering study for the Amann Drive and Green Mount Road intersection. Supt. Gale discussed investment of 54 month CD for 2.0% rate with Germantown Trust and a money market at Reliance Bank of 1% for a monthly money market.

President Kunz asked if anyone had any questions for the consent agenda items, which included the minutes of the regular board meeting of the Board of Education on August 22, 2017, the special and executive session meeting minutes of the Board of Education on August 22, 2017; the freedom of information request, enrollment report, tax report, the treasurer's report, the financial report, and board bills. Mrs. Winfield discussed the chromebook purchase. Mr. Radliff moved to approve the consent agenda. Mrs. Winfield seconded the motion.

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Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

Supt. Gale stated the board policies included in board packets are recommended for approval. Board policies presented for approval includes the following:

- 2:20-E – Exhibit – Waiver and Modification Request Resource Guide
- 2:210 – Organizational School Board Meeting
- 2:220-E3 – Exhibit – Closed Meeting Minutes
- 2:260 – Uniform Grievance Procedure
- 4:630-E – Exhibit – Notice to Contractors
- 4:70 – Resource Conservation
- 4:170-AP1, E1 – Exhibit – Accident or Injury Form
- 4:170-AP1, E2 – Exhibit – Memo to Staff Members Regarding Contacts by Media About a Crisis
- 4:170-AP4 – Administrative Procedure – National Terrorism Advisory System
- 6:80 – Teaching About Controversial Issues
- 6:120-AP1-E1- Exhibit – Notice to Parents/Guardians Regarding Section 504 Rights
- 6:120-AP3 – Administrative Procedure – Service Animals
- 6:120-AP3-E1 – Exhibit – Guidelines for Service Animals in School Facilities
- 6:180 – Extended Instructional Programs
- 6:210 – Instructional Materials
- 6:290 – Homework
- 6:310-E – Exhibit – Class Substitution Request
- 6:330 – Achievement and Awards

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- 7:80 – Release Time for Religious Instruction/Observance
- 7:140-AP – Administrative Procedure – Use of Metal Detectors for Student Safety
- 7:160 – Student Appearance
- 7:275 – Orders to Forgo Life Sustaining Treatment
- 7:340-AP1-E2 – Exhibit – Using a Photograph or Video Recording of a Student
- 7:340-AP1-E5 – Exhibit – Biometric Information Collection Authorization
- 7:340-AP2 – Administrative Procedure – Storage and Destruction of School Student Records
- 8:20-E – Exhibit – Application and Procedures for Use of School Facilities
- 8:70 – Accommodating Individuals with Disabilities

Mr. Warner moved to approve the above board policies. Mrs. Collins seconded the motion. All members in favor, motion carried.

Supt. Gale discussed the Risk Management plan with estimated Tort Immunity expenses paid from the Tort Fund. The Risk Management plan should be approved each year. Mrs. Collins moved to approve the Risk Management Plan. Mr. Warner seconded the motion. Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

President Kunz asked Mrs. McKay to present the audited Annual Financial Report for the 2016-2017 school year. Mrs. McKay discussed the Annual Financial Report and the annual audit for the 2016-2017 school year. Mrs. McKay discussed the major changes during the school year, which included the addition of two Pre-K classrooms and refinancing of the 2009B bonds. The District received a financial profile designation of recognition of 3.7 due to more operating revenue received compared to more operating expenses for the fiscal year. The District has 276 days of cash on hand, which would cover 75% of a fiscal year. President Kunz recommended approving the 2016-2017 audited Annual Financial Report. Mr. Warner moved to approve the 2016-2017 audited Annual Financial Report. Mr. Radliff seconded the motion. Members

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voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

Upon the recommendation of President Kunz, Mr. Radliff moved that the Board of Education go into closed executive session at 8:15 p.m. for the purpose of discussing personnel under 5ILCS 120/2 (c.) (1). Mrs. Collins seconded the motion. Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

At 8:22 p.m., board members exited executive session.

President Kunz recommended the employment of Martin Son as the middle school RtI teacher aide at the rate of \$16.43 per hour. Mrs. Winfield moved to employ Martin Son as a RtI teacher aide. Mr. Warner seconded the motion. Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

President Kunz recommended the employment of Kyle Stansbery as the middle school Learning Center teacher aide at the rate of \$17.43 per hour. Mrs. Winfield moved to employ Kyle Stansbery as the Learning Center teacher aide. Mr. Bernal seconded the motion. Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

President Kunz recommended the maternity leave of Jessica Fagan during the FY18 school year. Mrs. Winfield moved to approve the maternity leave of Jessica Fagan during the FY18 school year. Mr. Radliff seconded the motion. Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

Supt. Gale discussed employing two substitute teachers for fiscal year 2018 at the normal substitute rate of \$90 per day. Dr. Leib and Mrs. Callahan discussed pulling the Learning Center teacher aide to use as a substitute teacher on several school days. Mrs. McKay discussed the substitute teachers working nine days straight and off on the tenth day. The substitute teacher could work up to seventeen days per month in order to comply with the health insurance laws. Mrs. Collins moved to employ two substitute teachers for FY18 at the normal substitute

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rate of \$90 per day. Mr. Warner seconded the motion. Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

Supt. Gale discussed the concrete restoration projects. Mr. Grohmann received three bids for the concrete work. Supt. Gale discussed the insulation bid of \$2,000 and HVAC for \$5,274 for the observatory building. The electrical work for the building would be in addition to the insulation and HVAC bids.

Mr. Warner moved to approve the Photography stipend for Sandy Martion for \$935 for the FY18 school year. Mrs. Collins seconded the motion. Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

Mrs. Collins moved to approve Tueth, Keeney Law Firm with a \$75 monthly retainer fee. Mr. Warner seconded the motion. Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

Mr. Warner moved to approve the \$10,460 concrete bid from Phil Yarber. Mr. Radliff seconded the motion. Members voting aye on roll call: Mr. Bernal, Mrs. Collins, Mrs. Kunz, Mrs. Miller, Mr. Radliff, Mr. Warner, and Mrs. Winfield. Nays none, motion carried.

Mrs. Miller recommended tabling the HVAC and insulation bids until later. No action was taken.

Supt. Gale asked if any board members would like to attend the division dinner on October 4 at Columbia CUSD No. 4. Mr. Radliff expressed an interest in attending the division dinner meeting.

President Kunz stated that Becky Stevens has requested an adoption leave for thirty days. Mrs. Collins moved to approve an adoption leave of thirty days for Becky Stevens. Mr. Bernal seconded the motion. All members in favor, motion carried.

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There being no further business to come before the Board of Education at this time, Mr. Radliff moved that the meeting adjourn. Mrs. Collins seconded the motion. Board meeting adjourned at 8:55 p.m. 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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