

**EAST ALTON SCHOOL DISTRICT NO. 13**  
**BOARD OF EDUCATION**  
**JUNE 19, 2018**

The Board of Education of East Alton District 13, Madison County, Illinois, met in Regular Session at 6:00 P.M. on Tuesday, June 19, 2018, in the Professional Development Room, at East Alton Middle School, 1000 Third Street, East Alton, Illinois.

**REGULAR MEETING.**

All stood for the Pledge of Allegiance.

On call of roll, the following members answered present:

**PRESENT.**

Marvin Peterson, President  
Margaret Foiles  
Mary Karrick  
Dawn Kinnikin  
Duane Shirley

Board Members Joan Mudge and Keith Trout were absent.

**ABSENT.**

COMMUNITY COMMENTS:

- Kim Handler questioned the school name changes. She also asked about Board Member, Joan Mudge's absence, posted Board minutes and contract negotiations.
- Dustene Shoemaker asked about forming a P.T.A.

Motion was made by Mary Karrick and seconded by Duane Shirley to approve Regular Meeting minutes held May 15, 2018, and Executive Session minutes held May 15, 2018, as presented. Motion carried with all members present voting "Yes".

**MINUTES.**

Motion was made by Mary Karrick and seconded by Dawn Kinnikin to approve and pay the bills for the period of May 15, 2018, thru June 19,

**BILLS.**

2018, as presented. Motion carried with all members present voting “Yes”.

Motion was made by Mary Karrick and seconded by Margaret Foiles to destroy EASD #13 Executive Session audio recordings more than eighteen months old. Motion carried with all members present voting “Yes”.

**DESTROY  
EXECUTIVE  
SESSION.  
AUDIO  
RECORDINGS.**

Motion was made by Duane Shirley and seconded by Margaret Foiles to approve the Military Leave of Absence for Middle School Teacher, Tyler Sims, Army National Guard, from August 17, 2018, to approximately November 12, 2018, as presented. Motion carried with all members present voting “Yes”.

**SIMS  
MILITARY  
LEAVE OF  
ABSENCE.**

Motion was made by Dawn Kinnikin and seconded by Mary Karrick to approve employment, as presented: Michele Buller, National Junior Honor Society Sponsor, Eric Hensley, Middle School Vocal Music Director, and Madison Jacobi, Bulleteer Sponsor. Motion carried with all members present voting “Yes”.

**EMPLOY  
BULLER,  
HENSLEY,  
JACOBI.**

Motion was made by Dawn Kinnikin and seconded by Margaret Foiles to approve the Handwriting Curriculum, as presented. Motion carried with all members present voting “Yes”.

**HANDWRITING  
CURRICULUM.**

Motion was made by Margaret Foiles and seconded by Mary Karrick to approve job descriptions for Cafeteria and Athletic Director, as presented. Motion carried with all members present voting “Yes”.

**CAFETERIA,  
ATHLETIC  
DIRECTOR,  
JOB  
DESCRIPTIONS.**

Motion was made by Duane Shirley and seconded by Margaret Foiles to approve Board policies, as presented:

**BOARD  
POLICIES.**

## **School Board**

2:105 Ethics and Gift Ban

2:170-AP Administrative Procedure-Qualification Based Selection General School Administration

3:40-E Checklist for the Superintendent Employment Contract Negotiation Process

## **Operational Services**

4:60-AP2 Administrative Procedure-Third Party Non-Instructional Contracts

4:80 Accounting and Audits

4:80-AP1 Administrative Procedure-Checklist for Internal Controls\*\*Renumbered\*\*

4:80-AP2 Administrative Procedure-Fraud, Waste, and Abuse Awareness Program

## **General Personnel**

5:20-AP Administrative Procedure-Questions and Considerations for Conducting Internal Harassment in the Workplace Investigation

## **Instruction**

6:60 Curriculum Content

6:60-E Notice to Parents of Students Enrolled in Family Life and Sex Education Classes

6:130 Program for the Gifted

6:135 Accelerated Placement Program

6:135=AP Administrative Procedure-Accelerated Placement Program Procedures

6:190 Extracurricular and Co-Curricular Activities

6:240-AP Field Trip Guidelines

6:250 Community Resource Persons and Volunteers

## **Students**

7:20-AP Administrative Procedure-Harassment of Students Prohibited

7:50 School Admissions and Student Transfers

7:180-AP1 Administrative Procedure-Prevention, Identification, Investigation and Response to Bullying

:180-AP1, E1 Resource Guide for Bullying Prevention

7:180-AP1, E2 Be a Hero by Reporting Bullying

7:180-AP1, E3 Memo to Staff Regarding Bullying

7:180-AP1, E4 Memo to Parents/Guardians Regarding Bullying

7:180-AP1, E5 Report Form for Bullying

7:180-AP1, E6 Interview Form for Bullying Investigation

7:180-AP1, E7 Response to Bullying

7:185-E Memo to Parent/Guardians Regarding Teen Dating Violence

7:190-AP1 Student Handbook-Hazing Prohibited

7:280-E2 Reporting and Exclusion Requirements for Common Communicable Diseases

7:280-E3 Prevention of Staphylococcal Infections for School

7:300-E2 Certificate of Physical Fitness for Participation in Athletics

7:310-AP Administrative Procedure-Student Distribution of Non-School Sponsored Publications

7:340 Student Records

7:340-AP1 Administrative Procedure-School Student Records

7:340-AP1, E1 Notice to Parents/Guardians and Students of their Rights Concerning School Records

**Community Relations**

7:25 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities

Motion was made by Margaret Foiles and seconded by Dawn Kinnikin to approve Resolution No. 18-01 “Prevailing Wage Rate”, as presented.

**RESOLUTION  
NO. 18-01.**

Motion approved with all members present voting “Yes”.

Motion was made by Duane Shirley and seconded by Mary Karrick to approve Resolution No. 18-02 “Working Cash Permanent Transfer of

**RESOLUTION  
NO. 18-02.**

Interest”, as presented. Motion carried with all members present voting “Yes”.

Motion was made by Dawn Kinnikin and seconded by Duane Shirley to approve Band fundraisers, as presented: Cherrydale Farms Catalogs, 9/26-10/12/18, Applebee’s Restaurant, 6/18/18 or 7/18/18, Management Pizza Sales, 2/18-3/1/19, make pizza 3/9/19, and Lifetouch Yearbooks, 1/7-2/8/19. Motion carried with all members present voting “Yes”.

**BAND  
FUNDRAISERS.**

Motion was made by Margaret Foiles and seconded by Duane Shirley to enter Executive Session at 6:25 P.M. to discuss matters pertaining to personnel and/or employment. Motion carried with all members present voting “Yes”.

**EXECUTIVE  
SESSION.**

Returned to Open Session at 8:25 P.M.

**OPEN SESSION.**

Motion was made by Margaret Foiles and seconded by Keith Trout to approve Jeff Spihlman’s change of retirement date to June 20, 2018, as presented. Motion carried with all members present voting “Yes”.

**SPIHLMAN  
RETIREMENT  
DATE.**

Motion was made by Margaret Foiles and seconded by Dawn Kinnikin to adjourn meeting at 8:23 P.M. Motion carried with all members present voting "Yes".

**ADJOURN  
MEETING.**

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PRESIDENT

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SECRETARY