

**O'Fallon Township High School District 203**  
**Minutes of the Regular Meeting**  
**of the Board of Education**  
**April 28, 2011**

The Board of Education of O'Fallon Township High School District 203 held a regular session meeting on Thursday, April 28, 2011, at 5:00 P.M. in the High School Board Room. Board President Greg Cundiff called the meeting to order. Roll call by Eric Hubbard showed the following Board Members present: Greg Cundiff, Lynda Cozad, Eric Hubbard, Ronald Thouvenot, Eric Hubbard, and Mark Christ. Absent: Linda Cowden.

Others present: Darcy Benway, Superintendent; Rich Bickel, Principal; Amy Gass, Executive Assistant to the Superintendent; Martha Weld, Director of Curriculum; Martha Blackburn, Director of Special Education; Randy Dickenson, Vice Principal; Dan Howe, Assistant Principal, Stephanie Jones, School Attorney and Sharon Schreckenberg, Board Member Elect.

**2. EXECUTIVE SESSION**

**Appointment/Compensation/Discipline/Performance of Personnel (1)**

**Executive Session** – Mark Christ made a motion to **enter into Executive Session to discuss the Appointment/Compensation/Discipline/ Performance of Personnel (1), Collective Bargaining Matters (2), Student Matters (10) and Litigation (11)**. Susan Holden seconded the motion. Upon a roll call vote, all members present voted yes; the motion carried. The Board, Darcy Benway, Superintendent; Rich Bickel, Principal; Amy Gass, Executive Assistant to the Superintendent; Martha Weld, Director of Curriculum; Martha Blackburn, Director of Special Education; Randy Dickenson, Vice Principal; Dan Howe, Assistant Principal, Stephanie Jones, School Attorney and Sharon Schreckenberg, Board Member Elect entered into Executive Session at 5:05 P.M.

**3. TEMPORARILY ADJOURN THE REGULAR MEETING OF THE BOARD OF EDUCATION**

Susan Holden made a motion to **Temporarily Adjourn the Regular Meeting of the Board of Education** at 6:05 P.M to hold a reception for retiring Board President Greg Cundiff. Mark Christ seconded the motion. Upon a voice vote, all members present voted "yes"; the motion carried.

**4. RE-CONVENE REGULAR BOARD MEETING - OPEN SESSION**

The Board re-convened in Open Session at 7:00 P.M. Roll call by Eric Hubbard showed the following Board Members present: Greg Cundiff, Lynda Cozad, Eric Hubbard, Ronald Thouvenot, Linda Cowden, Mark Christ and Susan Holden.

April 28, 2011

Others present:

Darcy Benway, Superintendent; Rich Bickel, Principal; Amy Gass, Executive Assistant to the Superintendent; Martha Weld, Director of Curriculum; Martha Blackburn, Director of Special Education; Randy Dickenson, Vice Principal; Dan Howe, Assistant Principal; Stephanie Jones, School Attorney and Sharon Schreckenberg, Board Member Elect; Keith Richter; David Cozad; Mark Raeber; Michael Jung; Dave Witter; Taylor Scott; Demetrius Johnson; Steve Benway; Marcella Kramer; Todd J. Koehl; Michelle Gaul; and Dennis Cowden.

**5. All Board Members and others present stood for the Pledge of Allegiance.**

**6. Special Business**

**6.1 Declare Results of Board Election as Canvassed by the St. Clair County Clerk on April 21, 2011**

Darcy Benway read the results of the election. The results were as follows:

Ronald Thouvenot received 1,913 votes

Mark Christ received 2,137 votes

Geoffrey V. Dudley, Sr. received 1,430 votes

Sharon K. Schreckenberg received 2,000 votes

Michael Jung received 1,628 votes

Linda Cowden made a motion **that the board accept the canvass and declare the results of the board Election.** Lynda Cozad seconded the motion. Upon roll call, all members voted yes. Motion carried

**6.2 Recognition of Outgoing Board Member** – Greg Cundiff was recognized for his 14 years of service on the Board of Education. Darcy Benway presented an Endowment brick to Greg Cundiff in appreciation of his service as Board President.

**6.3 Administer Oath of Office to Newly-Elected Board Member** – Sharon Schreckenberg was sworn in as a Board member.

**7. Board President Adjourns Board of Education “Sine Die”** – Lynda Cozad made the motion to **adjourn the Board of Education “Sine Die”.** Linda Cowden seconded the motion. Upon a roll call vote, all members voted yes. Motion carried.

**8. Open Meeting of New Board of Education** – Roll call by Board Secretary Eric Hubbard showed the following Board members present: Lynda Cozad, Mark Christ, Eric Hubbard, Ronald Thouvenot, Linda Cowden, Susan Holden and Sharon Schreckenberg.

**9. Special Business**

**9.1 Board Appoints President Pro Tempore** –Greg Cundiff volunteered to serve as President Pro Tempore.

**9.2 President Pro Tempore appoints Secretary of Board Pro Tempore**  
**Greg Cundiff appointed Amy Gass as Secretary of Board Pro Tempore.**



**9.3 President Pro Tempore Accepts Nominations for Board President**

**9.3.1 Linda Cowden nominated Lynda Cozad as Board President.**

**9.3.2** Upon a roll call vote, all members present voted yes; the motion carried. Greg Cundiff, President Pro Tempore relinquished authority to newly elected Board President, Lynda Cozad.

**9.4 Board President Accepts Nominations for Board Vice President**

**9.4.1 Linda Cowden nominated Mark Christ as Board Vice President**

**Eric Hubbard nominated Ronald Thouvenot as Board Vice President**

**9.4.2** Upon a Board vote, Mark Christ received 5 votes; Ronald Thouvenot received 2 votes. **Mark Christ was deemed the elected Vice President.**

**9.5 Board President Accepts Nominations for Board Secretary**

**9.5.1 Linda Cowden nominated Eric Hubbard as Board Secretary.**

**9.5.2** Upon a Board vote, all members present voted yes; the motion carried.

**9.6 School Board Appoints a Recording Secretary**

**9.6.1** Mark Christ nominated **Amy Gass as Board Recording Secretary.** Ronald Thouvenot seconded the motion. Upon a roll call vote, all members present voted yes; the motion carried.

**9.7 School Board Appoints a Treasurer**

**9.7.1** Ronald Thouvenot nominated **Jeremy Davis as Treasurer.** Susan Holden seconded the nomination. Upon a roll call vote, all members present voted yes; the nomination carried.

**9.8 Board President Appoints Board Members to Board Committees**

**9.8.1** Finance Committee – **Tabled to May 19, 2011 Board Meeting**

**9.8.2** Facility Committee – **Tabled to May 19, 2011 Board Meeting**

**9.8.3** Personnel/Negotiations – **Tabled to May 19, 2011 Board Meeting**

**9.8.4** Education Committee – **Tabled to May 19, 2011 Board Meeting**

**9.8.5** BEST Committee – **Tabled to May 19, 2011 Board Meeting**

**10. Consent Agenda**

**10.1 Approve Consent Agenda**

**10.1.1** Special Board Meeting, March 10, 2011 (Student Discipline)

**10.1.2** Executive Session Special Board Meeting, March 10, 2011 (Student Discipline)

**10.1.3** Regular Board Meeting, March 17, 2011

**10.1.4** Executive Session Regular Meeting, March 17, 2011

**10.1.5** Special Board Meeting, March 24, 2011 (Student Discipline)

**10.1.6** Executive Session Special Board Meeting, March 24, 2011 (Student Discipline)

10.1.7 Special Board Meeting, April 6, 2011 (Employee Discipline)

10.1.8 Executive Session Special Board Meeting, April 6, 2011 (Employee Discipline)

**10.2 Accept Financial Report (As of April 30, 2011)**

**10.3 Approve Payment of Bills (April 2011)**

**10.4 Freedom of Information Act (FOIA) Requests (As Received)**

10.4.1 Bob Buck with Neopost – Information regarding mail/postage equipment and contracts

10.4.2 Steven K Knapp – Information regarding Office of Civil Rights complaint filed against BASSC

**10.5 Approve Disposal of Obsolete Equipment/Surplus Items**

- None

Susan Holden made a motion to **approve the Consent Agenda**. Ronald Thouvenot seconded the motion. Upon a roll call vote, all members present voted yes; the motion carried.

**11. Comments from Visitors**

- Marcella Kramer addressed the Board concerning the hardship that the new fees placed on large families. She asked the Board to consider capping the fees.

**12. Communications (As Received)**

- Letter from Greg C. Winn, Col, USAF, Retired announcing the OTHS AFJROTC unit earned an overall unit assessment score of "Exceed Standards"....the highest rating attainable.
- Letter received from Michael J. Hornitschek, Colonel, USAF, thanking OTHS Chamber Ensemble for their outstanding performance at our 2011 National Prayer Breakfast. He stated their renditions of 'Lux Aurumque' and 'Sing for Joy, Alleluia' were superb and well received by all in attendance.
- Email to Principal Bickel from Debbie (Payne) and her husband Mike Ginzel (OTHS 1980 graduates) stating her pride for her alma mater as she viewed the welcome video. Debbie stated the dedication and cooperation was obvious and expressed their thankfulness for continuing what we felt was a great foundation and tradition in the students at your school."
- Letter from Susan Knoblauch, Illinois High School Association, thanking OTHS student Nick Rivera for singing the National Anthem at the 2011 Boys Basketball State Finals. She stated his performance was marvelous and added so much to the atmosphere of this very special even

**13. Old Business**

**13.1 None**

**14. New Business**

**14.1 Review/Approve/Disapprove the Appointment/Compensation/Discipline/Performance/Dismissal of Personnel**



Mark Christ made a motion to **accept the following resignation:**

- **Jeff Yates** – Administrator, effective at the end of the 2010/11 School Year
- **Dorothy Williams** – Culture Mix Club Sponsor, effective at the end of the 2010/11 School Year
- **Vange Finnegan** – Culture Mix Club Sponsor, effective at the end of the 2010/11 School Year
- **Chala Bradley** – Assistant Dance Coach, effective at the end of the 2010/11 School Year
- **Joe Richardson** – Assistant Lacrosse Coach, effective immediately
- **Carol Reznicek** – AV Clerk, effective at the end of her 2010/11 year
- **Jennifer Haislar** – FBLA Sponsor, effective at the end of the 2010/11 School Year

Linda Cowden seconded the motion. Upon a voice vote, all members present voted “aye”; the motion carried.

Susan Holden made a motion to **employ:**

- **Tarah Rottmann** – Social Worker Intern for the 2011/12 School Year
- **David Crouthers** – Social Worker Intern for the 2011/12 School Year
- **Kristin Rue** – Social Worker Intern for the 2011/12 School Year
- **Elena Ahlvin** – 3/5 Social Studies Teacher; effective for the 2011/12 School Year
- **Lauren Sintzel** – 7/10 Business Teacher; pending proper certification; effective for the 2011/12 School Year
- **Robert Botkin** – Groundskeeper-Smiley Campus; 12-month position; effective April 19, 2011

Linda Cowden seconded the motion. Upon a roll call vote, all members present voted yes; the motion carried.

Mark Christ made a motion to **approve the following assignments:**

- **Stefanie Grossman** – French Club/French Honor Society Sponsor (Replacing Ann Pilackas); effective for the 2011/12 School Year
- **David Murdoch** – Assistant Boys’ Lacrosse Coach; effective immediately

Linda Cowden seconded the motion. Using previous roll call, all members present voted yes; the motion carried.

Ronald Thouvenot made a motion to **approve the following volunteers:**

- **Mallory Barker** – Model UN
- **Ryan Haislar** – FBLA
- **Zac Bilyeu** – Boys’ Lacrosse

Linda Cowden seconded the motion. Using previous roll call, all members present voted yes; the motion carried.

Mark Christ made a motion to **amend the motion to reject the resignation of Joe Richardson and terminate him immediately**. Linda Cowden seconded the motion. Upon a roll call vote, all members present voted yes; the motion carried.

#### **14.2 Review/Approve/Disapprove Annual Curriculum Report**

Mrs. Weld, Director of Curriculum made a power-point presentation summarizing the curriculum report.

Susan Holden made a motion to **approve the Annual Curriculum Report**. Linda Cowden seconded the motion. Upon a voice vote, all members present voted yes; the motion carried.

#### **14.3 Review/Approve/Disapprove Board Policies**

Mark Christ made a motion to **approve Board Policy 6:300-Graduation Requirements**. Susan Holden seconded the motion. Upon a roll call vote, all members present voted yes; the motion carried.

#### **14.4 Review/Approve/Disapprove Athletic Apparel Contract**

Susan Holden made a motion to **approve the standard Under Armour Athletic Apparel Contract**. Linda Cowden seconded the motion. Upon a roll call vote, all members present voted yes; the motion carried.

#### **14.5 Review/Approve/Disapprove Annual IHSA Membership Renewal**

Susan Holden made a motion to **approve the Annual IHSA Membership Renewal**. Linda Cowden seconded the motion. Upon a voice vote, all members present voted yes; the motion carried.

#### **14.6 Review/Approve/Disapprove Board Meeting Dates and Times FY2011-2012**

Susan Holden made a motion to **approve the Board Meeting Dates and Times FY 2011-2012**. Linda Cowden seconded the motion. Upon a voice vote, all members present voted yes; the motion carried.

#### **14.7 Review/Approve/Disapprove Section 125 Benefit Plan Document**

Susan Holden made a motion to **approve the Section 125 Benefit Plan Document**. Mark Christ seconded the motion. Upon a roll call vote, all members present voted yes; the motion carried.

#### **14.8 Review of Fees FY2011-2012**

Dr. Benway discussed FY2011-2012 Fees to see if there is a way to help ease the financial burden on families with multiple students attending OTHS. The Board has requested further analysis to be brought back for consideration at the May 19<sup>th</sup> Board meeting.

#### **14.9 Consideration of Board Policies (First Reading)**

The Board considered the following Board policies:

- 1:10-School District Legal Status
- 1:20-District Organization, Operations, and Cooperative Agreements
- 1:30-School District Philosophy
- 2:10-School District Governance
- 2:20-Powers and Duties of the School Board
- 2:30-School District Elections
- 2:40-Board Member Qualifications
- 2:50-Board Member Term of Office
- 2:60-Board Member Removal from Office
- 2:70-Vacancies on the School Board - Filling Vacancies
- 2:80-Board Member Oath and Conduct
- 2:90-Board Self-Evaluation Delete – Covered in policy 2:120
- 2:100-Board Member Conflict of Interest
- 2:105-Ethics and Gift Ban
- 2:110-Qualifications, Term, and Duties of Board Officers
- 2:120-Board Member Development
- 2:125-Board Member Expenses
- 2:130-Board-Superintendent Relationship
- 2:140-Communications To and From the Board
- 2:150-Committees Newly organized Board to determine committees
- 2:160-Board Attorney
- 2:170-Procurement of Architectural, Engineering, and Land Surveying Services
- 2:190-Mailing Lists for Receiving Board Material
- 2:200-Types of School Board Meetings New Open Meetings Act
- 2:210-Organizational School Board Meeting
- 2:220-School Board Meeting Procedure
- 2:230-Public Participation at School Board Meetings and Petitions to the Board
- 2:240-Board Policy Development
- 2:250-Access to District Public Records Revised due to new FOIA requirements
- 2:260-Uniform Grievance Procedure Minor recommended changes per School Code
- 4:15-Identity Protection
- 7:190-Student Discipline

#### **14.10 Consideration of Matthew B. Hesse Athletic Grant and Trust Agreement**

Action on this item was tabled until the May 19, 2011 Board Meeting.

#### **14.11 Consideration of Student Handbook FY2011-2012**

The Board considered the Student Handbook for FY2011-2012.

## **15. Other Business and Items for Consideration After the Agenda was Finalized**

- Dr. Benway mentioned to the Board that the preliminary Insurance renewal has been received at a renewal rate increase of 28%.

## **16. Committee Reports**

- No reports were given

## **17. Administrator's Report**

### **17.1 Superintendent's Report**

Dr. Benway commented on and reviewed the following with the Board:

#### **17.1.1 Legislative Update**

#### **17.1.2 Calendar of Events**

- 17.1.2.1** Prom – April 30, 2011 @ 6:00 at the Hyatt Downtown St. Louis
- 17.1.2.2** Honors Night – Monday, May 2, 2011 @ 7:00 p.m. in the Milburn Auditorium
- 17.1.2.3** Commencement – Saturday, May 21, 2011 @ 10:00 a.m. in the Panther Dome
- 17.1.2.4** Final Exams – May 25<sup>th</sup>, 26<sup>th</sup>, 27<sup>th</sup>
- 17.1.2.5** Last Day of Student Attendance – Friday, May 27, 2011

#### **17.1.3 Preview of Agenda Items for the May 19, 2011 Board Meeting**

- 17.1.3.1** Student Handbook
- 17.1.3.2** Extracurricular Assignments FY2012
- 17.1.3.3** Tentative Amended Budget FY2011
- 17.1.3.4** Auditing Firm FY2012
- 17.1.3.5** Legal Counsel FY2012

### **17.2 Principal's Report**

Rich Bickel commented on and reviewed the following with the Board:

#### **'Teaching Matters'**

- This was a professional development book study led by Martha Weld. A group of around 25 teachers and administrators read the book and participated in three study sessions dedicated to discussion of the book's themes and their applicability to our own professional experiences and growth.
- The questions and topics were drawn by from the book by Martha and they served as conversation starters that resulted in discussions that were really wonderful personal reflections on teaching and on our roles and practices as educators.
- This professional development exercise was a tremendous success as evidenced by the feedback received from those who participated. Using the work of Dr. Whitaker in a continuous and meaningful way has resulted in truly effective professional development.



- The educators participating in the sessions gave numerous examples of putting the principles of “What Great Teachers Do Differently” and “Teaching Matters” into practice in their own teaching and leadership. While this exercise was developmental in its own right, it turned out to be also a wonderful affirmation of our goal at the beginning of the year to make our professional development as applicable and effective as possible.

**State testing:**

- We just concluded earlier today our Prairie State Achievement Exam / ACT testing. Yesterday our freshmen took the EXPLORE test and the sophomores took the PLAN test. Both of those tests are preparation for their future ACT tests. While we won’t know the results of those tests for some time, we do know that they were carried out very well procedurally.
- The massive organizational undertaking regarding planning and logistics was carried out masterfully. I want to specifically recognize Mr. Jeff Yates for his very hard work in making this a success, as well as our Director of Curriculum Mrs. Martha Weld and Guidance Counselor Tiffany Truran who also work very hard on the testing front.

**Extracurricular accomplishment:** We were thrilled a couple of weeks ago to be able to honor our talented Winterguard students and their coaches for their remarkable achievements all year long, culminating with their WGI national championship in Dayton, Ohio. We hosted a recognition ceremony in the Pantherdome on 4/13/11 and the Winterguard was honored with a special proclamation from the city presented by Alderman Mr. Mike Bennet.

**Professional Honors:** I am pleased to announce that Dr. Pat Herrington was honored by McKendree University on April 14 with their Secondary School Mentor of the Year Award. Pat was selected by the faculty of the McKendree University School of Education to receive this well-deserved recognition at their Cooperating Teacher Appreciation Dinner. We are very proud of the teaching and mentoring excellence for which Pat was recognized.

On April 4, with about 15 minutes left in our school day, SRO Officer Spanley notified me that there had been a bank robbery a couple of blocks away and that the robbery suspect was on the loose. We locked the school down internally, securing all of the perimeter doors and holding our students in their 7<sup>th</sup> hour classes until we were advised about 40 minutes later that it was safe to dismiss them. The episode was handled wonderfully by everyone involved – our administrators sprang into action immediately and effectively handling a variety of very specific responsibilities, our teachers responded with the professional excellence that is the hallmark of our amazing staff, and our students were outstanding.

### **17.3 Other Administrative Reports**

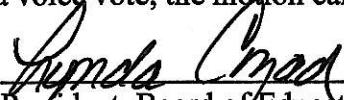
None at this time.

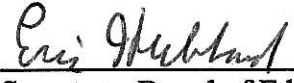
**18. Board of Education Remarks**

There were none.

**19. Adjournment**

There being no further business, Mark Christ made a motion to **Adjourn** the meeting at 9:01 P.M. Susan Holden seconded the motion. Upon a voice vote; the motion carried.

  
\_\_\_\_\_  
President, Board of Education

  
\_\_\_\_\_  
Secretary, Board of Education