

**PLEASANT VALLEY SCHOOL DISTRICT #62  
BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
OCTOBER 16, 2018**

MEMBERS PRESENT:

Mary Gray  
Cliff Quine  
Adam Larck  
Gia Jones  
Erika Mason

OTHERS PRESENT:

Tracy Colwell-Forck  
Dr. Allen Johnson  
Kelly Galyean  
Angie Robertson  
Rebecca Trecek  
Robert Ramoska  
Jane Bassett  
Elli Kaufman  
Summer Tortat  
Abigail Reno  
Kayla Funk  
Emily Banwart

President Mary Gray called the Board of Education meeting to order at 7:08 p.m.

COMMUNICATIONS AND VISITORS:

Tracy Colwell-Forck welcomed the teachers present, asked them to make introductions to the Board of Education members.

Dr. Johnson shared information regarding the Bob Quarello Memorial Scholarship benefit being held on Sunday, November 4, 11 am - 2 pm.

Kayla Funk, and Abigail Reno shared Pleasant Valley Middle School was accepted as a new school in the Energizing Student Potential program. This is a grant Linda Hancin applied for and our school district received. The teachers shared information regarding this grant and what this means for the 5th grade class.

Cliff Quine moved to approve the minutes of September 25 (Regular & Executive) Board of Education meetings. Erika Mason seconded the motion. Motion passed by unanimous voice vote.

Cliff Quine moved to approve the financial statement and bills as presented. Erika Mason seconded the motion. Roll call vote as follows: Cliff Quine, aye; Adam Larck, aye; Gia Jones, aye; Erika Mason, aye; Mary Gray, aye.

**BUSINESS:**

- The Oath of Office was administered to new Board of Education member, Robert Ramoska. Robert Ramoska was seated as a new Board of Education member.
- Cliff Quine made the motion to declare the identified district equipment as surplus and unnecessary 105 ILCS 5/10-22.8. Erika Mason seconded the motion. Roll call vote as follows: Cliff Quine, aye; Adam Larck, aye; Gia Jones, aye; Robert Ramoska, aye; Erika Mason, aye; Mary Gray, aye.

**INFORMATION:**

- District Scorecard was reviewed by Mrs. Colwell-Forck
- Enrollment information was shared with the board
- Tracy Colwell-Forck and Dr. Johnson reviewed the 2018 financial audit

**ASSISTANT PRINCIPAL REPORT:**

- Mrs. Robertson shared the elementary building held their fire drill with the fire department present. The students and staff were able to evacuate in 1:27. The fire department praised our school on how well they did.
- Mrs. Robertson shared she, Mrs. Ryan, and Mrs. McPherson worked together to plan a new event for the elementary school. They held a community day on October 10. All students K-3 heard a 30 minute presentation from the police department, Hult Health Center, and the Human Society. The students learned about several topics from the police department including how the police can help them, how and why to call 911, gun safety, and internet safety. Hult Health Center presented about nutrition and smart food choices. The Humane Society discussed pet safety.
- Mrs. Robertson thanked all the teachers for their hard work preparing for conferences this week.

**PRINCIPAL REPORT:**

- Ms. Galyean shared the recipient for September's No Talking incentive was a 4th grader. He won 4 movie tickets and popcorn, and a \$25 gift card to Little Caesars.
- She shared there was a fundraiser kickoff assembly this past week. Mrs. Lukehart, the PTO and students will be collecting orders through October 22. She shared orders can be placed online at [www.clubschoicefundraising.com](http://www.clubschoicefundraising.com).
- Ms. Galyean shared the 8th grade class visited Bradley University on October 15. Students toured the campus including the gymnasium, dorms, and cafeteria where they had lunch. The students came back excited and grateful for this experience. Bradley University gifted each student with a water bottle and t-shirt. Upon sending Bradley a thank you email, they promptly replied expressing interest in returning to the Middle School in the spring to send the importance of education message again.

- Ms. Galyean shared the 8th grade will travel to the Civic Center on Tuesday, October 23 for the career fair. She shared these are great opportunities that provide 8th grade students time to think about options as they prepare for high school.

**SUPERINTENDENT REPORT:**

- Mrs. Colwell-Forck shared a visual presentation with the board on the SMART goal training that was attended and SMART goals for the district
- Mrs. Colwell-Forck thanked the kitchen staff for all their preparations of food for the parent teacher conferences being held October 17 and 18
- Mrs. Colwell-Forck shared the Middle School will be hosting a Haunted Hallways on Wednesday, October 24, 3:00 - 5:30 p.m.

**BOARD OF EDUCATION REPORT:**

- None given

Erika Mason moved to adjourn to executive session at 7:48 p.m. regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity, and the placement of individual students in special education programs and other matters relating to individual students. Adam Larck seconded the motion. Roll call vote as follows: Cliff Quine, aye; Adam Larck, aye; Gia Jones, aye; Robert Ramoska, aye; Erika Mason, aye; Mary Gray, aye. Motion passed.

Cliff Quine moved to come out of Executive session at 8:34 p.m. Erika Mason seconded the motion. Roll call vote as follows: Cliff Quine, aye; Adam Larck, aye; Gia Jones, aye; Robert Ramoska, aye; Erika Mason, aye; Mary Gray, aye. Motion passed.

Erika Mason made a motion to adjourn the meeting at 8:34 p.m. Cliff Quine seconded the motion. Motion passed by unanimous voice vote.

President Mary Gray adjourned the meeting at 8:34 p.m.

  
Tracy Colwell-Forck, Secretary

Board of Education #62

  
Mary Gray, President

Board of Education #62

**PLEASANT VALLEY SCHOOL DISTRICT #62  
BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
SEPTEMBER 25, 2018**

**MEMBERS PRESENT:**

Mary Gray  
Scott Reynolds  
Cliff Quine  
Adam Larck  
Erika Mason  
Gia Jones

**OTHERS PRESENT:**

Kristie Russell (entered at 6:50 pm)  
Erin Welch (entered at 6:50 pm)  
Kristy Heim (entered at 6:50 pm)  
Bethany Barber  
Tracy Colwell-Forck  
Allen Johnson  
Kelly Galyean  
Angie Robertson  
Rebecca Trecek

**BUDGET HEARING**

President Mary Gray called the budget hearing to order at 6:45 p.m.  
No community input. The Administration reviewed the 2018-2019 budget.  
Scott Reynolds moved to close the budget hearing. Erika Mason seconded the motion.  
The budget hearing was closed at 7:00 p.m.

**REGULAR MEETING**

President Mary Gray called the Regular scheduled Board of Education meeting to order at 7:01 p.m.

**COMMUNICATIONS AND VISITORS:**

President Gray welcomed the visitors. Tracy Colwell-Forck shared Jeff Ensinger's resignation as a Board of Education member and thanked him for his service to the district. Jeff Ensinger gave praise to the school district, administration and our board of education. He voiced he has appreciated his time here serving in the district.

Cliff Quine shared an obituary of a former board member who passed away, Mr. Alvin Link.

Scott Reynolds moved to approve the minutes of August 21, 2018 (Regular & Executive) Board of Education meetings. Erika Mason seconded the motion. Motion passed by unanimous voice vote.

Scott Reynolds moved to approve the financial statement and bills as presented. Erika Mason seconded the motion. Roll call as follows: Cliff Quine, aye; Adam Larck, aye, Erika Mason, aye; Gia Jones, aye; Scott Reynolds, aye; Mary Gray, aye. Motion passed.

Erika Mason moved to adopt the 2018-2019 budget. Scott Reynolds seconded the motion. Roll call as follows: Cliff Quine, aye; Adam Larck, aye, Erika Mason, aye; Gia Jones, aye; Scott Reynolds, aye; Mary Gray, aye. Motion passed.

Scott Reynolds moved to approve the compilation and filing of the Fall Enrollment and Housing Report, Teacher Service Record, Application for Recognition of Schools, Public Act 97-0256, and the Immunization Report. Erika Mason seconded the motion. Roll call as follows: Cliff Quine, aye; Adam Larck, aye, Erika Mason, aye; Gia Jones, aye; Scott Reynolds, aye; Mary Gray, aye. Motion passed.

Adam Larck moved to approve the increasing of the Treasurer's Bond. Erika Mason seconded the motion. Motion passed by unanimous voice vote.

Cliff Quine moved to approve naming Tracy Colwell-Forck as Board secretary retroactive to August 7, 2018. Erika Mason seconded the motion. Motion passed by unanimous voice vote.

Cliff Quine moved to approve the disposal, recycle or sale of miscellaneous items. Scott Reynolds seconded the motion. Roll call as follows: Cliff Quine, aye; Adam Larck, aye, Erika Mason, aye; Gia Jones, aye; Scott Reynolds, aye; Mary Gray, aye. Motion passed.

#### **INFORMATION:**

- Mrs. Colwell-Forck gave an update on the district's risk management plan. She reviewed and gave further explanation to different aspects of the plan
- Mrs. Colwell-Forck reviewed the district scorecard
- Enrollment update was shared with the Board.

#### **ASSISTANT PRINCIPAL REPORT:**

- Mrs. Robertson shared information on the parent nights held for each grade level. Parents were given information and resources on curriculum, report cards, PBIS and expectations. Kindergarten had 34% in attendance, first grade had 38% in attendance, second grade had 21% in attendance, and third grade had 28% in attendance

- Mrs. Robertson gave a thank you to Mrs. Colleen Ryan who was a huge help for each night. She also gave a thank you to the many volunteers who assisted with serving food and watching the children during the grade level presentations.
- She shared the grandparents' breakfast was held on Monday, September 10. She shared about 100 grandparents attended. Mrs. Robertson thanked the cooks for providing the food, custodians for setting up, and Mrs. Colleen Ryan and the Title 1 staff for helping it run smoothly.
- Mrs. Robertson shared she is pleased with how their morning stations are going and that the year is off to a good start.

#### **PRINCIPAL REPORT:**

- Ms. Galyean gave a thank you to Coach Smith and Coach Garber for a great kick off to the basketball season.
- Ms. Galyean shared on September 14, the Bradley basketball coaches and players were here to discuss the importance of getting an education, problem solving, shared life stories as part of the Stay In to Win program. On October 15, she shared our 8th grade students will be going on a field trip to tour Bradley University, followed up with lessons during the school year on career/goal setting by Mr. Osterloo
- Ms. Galyean thanked Mrs. Colwell-Forck for coming up with the No Talking ticket incentive. The first drawing was held at the end of August and the student chosen could not have been more happier. She shared it was a memory for him and all of the staff for years to come.
- Ms. Galyean thanked Mrs. Ryan for going out and getting the donations for the No Talking incentive

#### **SUPERINTENDENT REPORT:**

- Dr. Johnson shared with the board of education members a quarterly update report on the progress of Mrs. Colwell-Forck
- Mrs. Colwell-Forck shared she would reiterate what Mrs. Robertson and Ms. Galyean shared and had nothing additional to add to the updates given

#### **BOARD OF EDUCATION REPORT:**

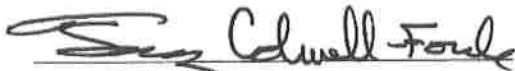
- Cliff Quine shared Mary Gray and Erika Mason were recently recognized for receiving their Master Board member achievement.
- Gia Jones thanked the District for giving the board of education members staff t-shirts.

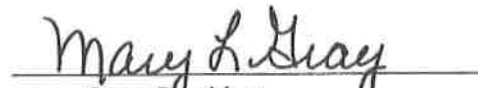
Scott Reynolds moved to adjourn to Executive session at 7:34 p.m. regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity 5 ILCS 120/2 (c) (1). Erika Mason seconded the motion. Roll call as follows: Cliff Quine, aye; Adam Larck, aye; Erika Mason, aye; Gia Jones, aye; Scott Reynolds, aye; Mary Gray, aye. Motion passed.

Cliff Quine moved to come out of Executive session at 8:33 p.m. Scott Reynolds seconded the motion. Motion passed by unanimous voice vote.

Cliff Quine made a motion to adjourn the meeting at 8:34 p.m. Scott Reynolds seconded the motion. Motion passed by unanimous voice vote.

President Mary Gray adjourned the meeting at 8:34 p.m.

  
Tracy Colwell-Forck, Secretary  
Board of Education #62

  
Mary Gray, President  
Board of Education #62

**PLEASANT VALLEY SCHOOL DISTRICT #62  
BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
AUGUST 21, 2018**

**MEMBERS PRESENT:**

Mary Gray  
Cliff Quine  
Adam Larck  
Erika Mason  
Gia Jones

**OTHERS PRESENT:**

Tracy Colwell-Forck  
Dr. Allen Johnson  
Kelly Galyean  
Angie Robertson  
Rebecca Trecek  
Kayla Funk  
Colleen Ryan

President Mary Gray called the regular scheduled Board of Education meeting to order at 7:02 p.m.

**COMMUNICATIONS AND VISITORS**

Mrs. Colwell-Forck shared a thank you letter received from OSF Children's Hospital to Pat Kaiser and the 8th grade class for the potted plants they delivered.

**APPROVAL OF MINUTES, STATEMENTS AND BILLS**

Erika Mason moved to approve the minutes of August 7 (Special and Executive). Gia Jones seconded the motion. Motion passed by unanimous voice vote.

Erika Mason moved to approve the bills as presented. Cliff Quine seconded the motion. Roll call vote as follows: Cliff Quine, aye; Adam Larck, aye; Gia Jones, aye; Erika Mason, aye; Mary Gray, aye. Motion passed.

**BUSINESS**

The Administration reviewed the tentative budget for the 2018-2019 school year and placed it on file for 30 days. The public hearing for the budget will be held on September 25 at 6:45 p.m.

The updated Risk Management Plan was reviewed by Dr. Johnson with the Board. He shared the original plan was drafted in 2013, some updates were needed to reflect new positions that were not in existence at that time as well as a re-evaluation of property values to update to the current value. Erika Mason moved to approve the updated plan. Cliff Quine seconded the motion. Motion passed by unanimous voice vote.



Mrs. Colwell-Forck discussed the formation of a committee regarding school uniforms and utilization of a balanced school year. She shared that this will be formed later this year.

### INFORMATION

- Enrollment information was shared with the board by Mrs. Colwell-Forck.
- Mrs. Ryan, our family engagement coordinator, gave an update to the Board members. She shared about the Book Fair that was coordinated at both buildings on Back to School night. She shared some of her short term goals which include increasing attendance at school events, increasing positivity within our community and increasing community partnerships with the school

### ASSISTANT PRINCIPAL REPORT

- Mrs. Robertson shared the staff breakfast was a great success. She gave thanks to the breakfast committee who help plan and set up for this event. A thanks was given to Jody McKinty who catered the food.
- Mrs. Robertson shared Meet the Teacher night was held on Monday, August 20. She shared it was well attended and everything went smoothly. She gave thanks to the custodians and secretaries who helped get everything set up and ready.
- She shared that the first day of school went very well. There was much excitement from both students and staff.

### PRINCIPAL REPORT

- Ms. Galyean gave a thank you to Mrs. Robertson and the elementary staff for all their work on the back to school breakfast and team building activities. She also thank Mrs. Robertson for her great design on the staff t-shirts.
- Ms. Galyean shared Meet the Teacher night was on Monday, August 20. She thanked everyone for making it a success. She shared there was a great turn out, 172 of the 202 students listed on the class lists attended.
- She thanked the staff, students and families for a good first day of school

### SUPERINTENDENT REPORT

- Mrs. Colwell-Forck shared the first day of school was off to a good start.
- Mrs. Colwell-Forck thanked all the staff for getting the school and classrooms ready.
- She shared there was some work to be done organizationally at the middle school with Meet the Teacher night in the area of registration.
- She shared the upgrades to the elementary school are almost complete and it has made a huge improvement.

**BOARD OF EDUCATION REPORT**

- Erika Mason complemented the staff breakfast that was held. She also shared her son really loved the improvements to the Middle School library
- Gia Jones shared how she enjoyed the staff breakfast, that is was done very well
- Mary Gray gave compliments to the staff breakfast also.

Erika Mason moved to go into executive session at 8:00 p.m. regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. Adam Larck seconded the motion. Roll call vote as follows: Cliff Quine, aye; Adam Larck, aye; Gia Jones, aye; Erika Mason, aye; Mary Gray, aye. Motion passed.


Erika Mason moved to come out of executive session at 8:28 p.m. Gia Jones seconded the motion. Roll call vote as follows: Cliff Quine, aye; Adam Larck, aye; Gia Jones, aye; Erika Mason, aye; Mary Gray, aye. Motion passed.

Cliff Quine made the motion to approve Cardell Pickens as an RTI assistant at the middle school and Molly Spears and Katelyn Pruitt as Bright Futures assistants for the 2018-2019 school year. Erika Mason seconded the motion. Roll call vote as follows: Cliff Quine, aye; Adam Larck, aye; Gia Jones, aye; Erika Mason, aye; Mary Gray, aye. Motion passed.

Cliff Quine made a motion to adjourn the meeting at 8:30 p.m. Erika Mason seconded the motion. Motion passed by unanimous voice vote.

Mary Gray adjourned the meeting at 8:30 p.m.

  
Mrs. Tracy Colwell-Forck, Secretary  
Board of Education #62

  
Mary Gray, President  
Board of Education #62