

**OTTAWA TOWNSHIP HIGH SCHOOL #140  
BOARD OF EDUCATION  
REGULAR MEETING/CLOSED SESSION  
ROOM 202  
NOVEMBER 18, 2013  
6:30 P.M.**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER/ROLL CALL:** Board President Timothy J. Creedon III called to order the regular meeting of the Board of Education of the Ottawa Township High School District 140, at 6:30 p.m. on November 18, 2013. Members present: Bill Byczynski, Karen Fisher, Tim Creedon, Gene Duffy, George Shanley, Don Harris and Anita Kopko.

**OTHERS PRESENT:** Matt Winchester, Mike Cushing, Laura Bankowski, Jeff DeWalt, OTHSEA President Wendy Sheridan, Darren Walter from the FFA Alumni Association, representatives from the media; WCMY radio, Times, and News Tribune newspapers.

**MINUTES:** Motion made by Kopko, seconded by Duffy to approve the minutes from the regular meeting on October 28, 2013, as submitted. On roll call all members present voted yea. Motion carried.

**BILLS/PAYROLL:** Motion made by Fisher, seconded by Harris to approve the treasurer's report, financial statements, bills and payroll for October 2013. On roll call all members present voted yea. Motion carried.

**CORRESPONDENCE:** none

**AUDIENCE TO VISITORS:** Darren Walter, a member of the FFA Alumni Association spoke on the importance of continuing the ag program at OTHS after teacher Kevin Cleary's retirement this year. Darren stated, "There are student teachers out there that are waiting to make OTHS their destination point".

**ADMINISTRATIVE REPORTS**

**SUPERINTENDENT:** We had an unexpected fire drill last week. A circuit board that helps control the fire system went bad and one of our sensors triggered the alarm. This caused only a portion of the building to alarm but we were able to safely evacuate all areas. The circuit board has been replaced and the fire alarm system is fully functional.

I received commendations and recommendations from our recent Health/Life Safety compliance visit from the Regional Office of Education. The Board of Education and administration was commended for their consistent effort through the years for maintaining our buildings. The ROE commented on the outstanding preparation of records from the custodial staff and Director of Maintenance and Operations Scott Clinch. The required Board member trainings posting were pointed out as a positive and also our detailed curriculum guide was mentioned as being well organized. Recommendations included posting of signage identifying fire extinguishers- similar to our AED signage, a procedure for verification of receipt of student birth certificates, including policies on restraints and teen dating violence in our policy manual, and with the new licensure system- assuring verification of registered licensure is placed in personnel files. The new signage regarding concealed carry of firearms was discussed and schools will receive uniform signage early in 2014 that will need to be posted on main entrance areas.

This summer's approved life/safety work will include all facets of restroom renovation on our lower level east and west restrooms near the West Gym, the outside football concession restrooms, varsity locker room restroom and shower area, restrooms on the 700, 800, and 900 floors, teacher work area restrooms, and cafeteria roof work. I will be asking permission to seek bids on our summer Life/Safety work during the New Business portion of our meeting but I wanted to mention the work items as part of my Superintendent's report.

OTHS Educational Foundation grant applications were sent out today. All teachers and support personnel are eligible to apply for grants from \$1,500 to \$3,000 and beyond for special classroom projects, enrichment programs, Departmental, Interdepartmental, or School-wide Projects. Grant applications are due no later than February 13, 2014, and recipients will be notified in March.

Congratulations to Media Specialist, Dan Heaver, as he was selected to receive one of twenty Library Book Selection Service "Read for Information" grants. The grant allows up to \$1,500 toward the purchase of non-fiction books, e-books, and/or audio books.

November 15<sup>th</sup> was School Board Member recognition day. On behalf of the students, faculty, staff, and administration, I thank you very much for the time and commitment you provide to our school district and the community it serves.

The State is behind \$262,041.14 to date.

**PRINCIPAL:** The OTHS Volleyball Team raised \$4,405 for the Susan G. Komen Foundation.

On October 28 and 30, 2013 we hosted parent/teacher conferences at OTHS. 1,673 parent/teacher conferences took place over the course of the two evenings. I would like to thank all of the parents who attended the conferences and for taking time out of their busy schedules to spend some time discussing their child or children. I would also like to thank the faculty members as they did an excellent job of encouraging parents to attend the conferences and also conducting the conferences in a professional manner.

The EXPLORE Test was given to approximately 271 – 8th graders on Saturday, November 2, 2013.

Mike Cooper, OTHS Athletic Director, and I attended an IHSA Town Hall meeting today at Tinley Park High School. A total of twenty-four (24) by-law amendment proposals were received prior to the deadline from official representatives of IHSA member schools.

A reminder that school will not be in session on Wednesday, November 27, 2013 due to the parent/teacher conferences that were conducted during October. Also, a reminder that the first semester will end on Friday, December 20, 2013 as final exams will be administered on Wednesday-Friday, December 18-20, 2013.

Current enrollment is 1,440 students.

**ASSISTANT PRINCIPALS:** None

**PERSONNEL**

**RESIGNATION:** Motion made by Shanley, seconded by Byczynski to accept the resignation of custodial helper Greg Matas effective October 28, 2013. This position will not be filled at this time. On roll call all members present voted yea. Motion carried.

**PERMISSION TO POST PAYROLL POSITION:** Motion made by Duffy, seconded by Harris to grant permission to post the payroll position after a revised job description. On roll call all members present voted yea. Motion carried.

**VOLUNTEER:** Motion made by Shanley, seconded by Fisher to approve Michael Herzog as a volunteer with our strength and conditioning program for the 2013-14 school year. On roll call all members present voted yea. Motion carried.

**UNFINISHED BUSINESS - none**

**NEW BUSINESS**

**TAX LEVY RESOLUTION:** Motion made by Kopko, seconded by Duffy to adopt the resolution to establish a tentative tax levy for 2014 with a 2.2% decrease, this figure does not include our debt services. No hearing will be needed in December because our tax levy will not exceed 105%. All members present voted yea. Motion carried.

**LIFE SAFETY BIDS:** Motion made by Fisher, seconded by Byczynski to seek bids for summer 2014 Life/Safety work. The scope of work will include restrooms in the Shannon Building, men's locker rooms, lower level restrooms near West Gym, cafeteria roof. On roll call members present voted yea. Motion carried.

**PRESS PLUS POLICY: Isolated Time Out and Physical Restraint – FIRST READ**

**PERMISSION TO SELL:** Motion made by Duffy, seconded by Kopko to seek permission to sell a Delta wood shaper and two wrestling mats with sealed bids and the right of refusal. On roll call all members present voted yea. Motion carried.

**CLOSED SESSION:** Motion made by Creedon, seconded by Shanley to enter into closed session at 6:47 p.m. to discuss two student discipline matters with possible action to be taken. On roll call all members present voted yea. Motion carried. (6:57 p.m.)

**RETURN TO OPEN SESSION:** Motion made by Creedon, seconded by Fisher to return to open session at 8:20 p.m. On roll call all members present voted yea. Motion carried.

**EXPULSION RECOMMENDATION:** Motion made by Creedon, seconded by Kopko to expel Student 2013-14-01 for two calendar years for "gross misconduct". The student will be eligible to return to school on November 19, 2015. On roll call all members present voted yea. Motion carried.

Motion made by Creedon, seconded by Byczynski to expel Student 2013-14-02 for the remainder of the 2013-14 school year and the entire 2014-15 school year for "gross misconduct". The Ottawa Township High School Board of Education has set forth specific terms and conditions for Student 2013-14-02 to follow, if these conditions are successfully completed,

Student 2013-14-2 may return to OTHS at the start of the 2014-15 school year. Student 2013-14-02 will be offered the opportunity to attend LaSalle County Regional Safe School. On roll call all members present voted yea. Motion carried.

**ADJOURNMENT:** With no further business, motion made by Harris, seconded by Duffy to adjourn the meeting at 8:24 p.m. All members present voted yea. Motion carried.

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**President**

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**Secretary**

