**BURWELL PUBLIC SCHOOLS**

**DISTRICT 100 BOARD OF EDUCATION**

**REGULAR MEETING**

**DECEMBER 11, 2017 – 7:00 P.M.**

The meeting was called to order by President Ballagh at 7:00 p.m. Board members present were Ballagh, Dobbins, Lowery II Plock, Smith and Wilson. No one was absent. Superintendent Bird, Principal Max and Board Recorder McBride were present. Ballagh made note of the Open Meetings Law posting. Three guests were present in the audience.

Motion by Dobbins, second by Plock to approve the Agenda as presented. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Smith, second by Lowery II to approve the minutes of the November 13, 2017 Regular Meeting as presented. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Dobbins, second by Plock to approve the Treasurer’s Report as presented. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Smith, second by Dobbins to approve the payment of claims as presented. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Plock, second by Wilson to contract with Software Unlimited to provide a school accounting system for the District. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Smith, second by Dobbins to contract with Heartland Seating to repair existing motors on the high school bleachers at a cost of $12,286 from the Special Building Fund. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Dobbins, second by Lowery II to approve Administrative Regulation #2110, Job Description of the Superintendent. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Dobbins, second by Lowery II to approve Administrative Regulation #2115, Superintendent Evaluation Instrument. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Plock, second by Lowery to approve Board Policy #2110, Superintendent Responsibilities. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Dobbins, second by Smith to approve Board Policy #2115, Superintendent Evaluation Procedures. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Smith, second by Wilson to approve Board Policy #2120, Superintendent’s Release from Contract or Resignation. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Plock, second by Dobbins to approve the Special Building Fund claim for gym refinishing supplies from Mid America Research Chemical (MARC) in the amount of $3,450.50. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Dobbins, second by Plock to approve teacher negotiations for 2018-2019. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Superintendent Bird presented the 2016-2017 annual audit report.

Bird noted certification of school board elections is due January 5, 2018. Three board seats will be on the ballot.

Bird also updated the Board on the replacement process for hiring a new District Bookkeeper, noting Betsy Lamb had been hired for the position.

Principal Max gave an update on the local beef program.

Superintendent, Principal and Board reports were heard.

Motion by Dobbins, second by Lowery II to enter into executive session at 8:28 p.m. for the purpose of discussing the Superintendent’s Evaluation. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

Motion by Lowery II, second by Dobbins to leave executive session at 9:20 p.m. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none.

The next regular meeting will be held January 15, 2018 at 7:00 p.m. in the High School Library.

Motion by Dobbins, second by Smith to adjourn at 9:30 p.m. Carried 6-0. Voting aye: Ballagh, Dobbins, Lowery II, Plock and Smith and Wilson. Voting nay: none. Absent and not voting: none

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 Randall Dobbins, Secretary