

**McLouth USD 342  
Board of Education  
Regular Meeting  
February 13, 2023**

- A. Call the Meeting to Order** – President Kim Troupe called the meeting to order at 7:00 p.m.
- B. Roll Call**  
Board members present: Mrs. Pamela Carleton, Mrs. Heather Coit, Mrs. Tara Garrow, Mr. Dean Wolfe and Mrs. Kim Troupe  
Board members absent: Mr. James Copeland and Mrs. Jennifer Harsh  
Also present: Mr. Jerome Johnson, Mrs. Lorie Patterson, Ms. Vicki Enyart, Mrs. Missy Miller, Mrs. Robin Croxell and Mr. Aaron Polson
- C. Approval of the Agenda** – Mr. Wolfe moved to approve the agenda as presented. Mrs. Coit seconded. Motion carried 5-0.
- D. Consent Agenda** – Mrs. Patterson requested the addition of exempt or non-exempt classification to the job descriptions under f. Mrs. Garrow moved and Mr. Wolfe seconded the motion to accept the Consent Agenda with the changes to the job descriptions. The Consent Agenda consisted of the following items: a. Approval of Minutes from January 9, 2023 Regular Board Meeting, January 27, 2023 Special Board Meeting and February 1, 2023 Special Board Meeting; b. Approval of Check Registers; c. Accept Treasurer’s Report; d. Accept the Resignations of Mr. George Karn-Head Cross Country Coach, Mr. Blake Behrens-Middle School Assistant Boys’ Basketball Coach (effective 01/23/2023) and Senior Class Sponsor at the end of school year, Ms. Lindsay Mills-Middle School Boys’ Basketball Coach (effective 01/23/2023) and Mr. Caleb Pokorny-Middle School Assistant Boys’ Basketball Coach (effective 01/23/2023); e. Accept the Donation from Casey’s General Stores in the amount of \$39.40; and f. Approval of Job Descriptions – Activities Director, High School Secretary/Registrar, Middle School Secretary/AD Secretary & Secondary Principal. The motion carried 5-0.
- E. Comments from the President**
- F. Administrative Reports**
- a. Superintendent – begin advertising for AP/AD, HS secretary, secretary/data position, forced choice
  - b. Elementary Principal
  - c. Secondary Principal
- G. Polson-Required Secondary Graduation Requirements-Changes** – Mr. Polson provided information on graduation requirement changes and answered questions.
- H. Science Curriculum Presentation** – Mrs. Miller reviewed the science curriculum recommendations.
- I. Discussion and Possible Approval for an Assistant Principal Position and Job Description for the 23-24 School Year** – Mr. Wolfe moved to approve an assistant principal position and the job description as presented. Mrs. Garrow seconded. Motion carried 5-0.
- J. Discussion and Possible Approval for a Secretary/Data Position and Job Description for the 23-24 School Year** - Mrs. Coit moved to approve the secretary/data position and the job description as presented. Mr. Wolfe seconded. Motion carried 5-0.
- K. Discussion and Possible Approval of the 23-24 Academic Calendar** – Mr. Wolfe made a motion to approve the 2023-2024 academic calendar as presented. Mrs. Garrow seconded. Motion carried 5-0.
- L. Discussion and Approval of Summer School** – Mrs. Miller provided information.

Mrs. Harsh arrived at 8:17 p.m.

Mrs. Carlton moved to approve the elementary summer school as presented. Mrs. Harsh seconded. Motion carried 6-0.

- M. Discussion and Approval of Driver's Education** – Mr. Johnson provided information. Mr. Wolfe moved to approve driver's education as presented. Mrs. Harsh seconded. Motion carried 6-0.
- N. Discussion and Approval of Premium Pay Pending State Board Approval on 02/14/23** – Discussion-Mr. Wolfe moved to approve premium pay pending state board approval, to include payment to Keystone for special education staff. Pay is to be made in split payments-one for each semester. Mrs. Garrow seconded. Motion carried 6-0.
- O. Discussion and Approval of Board Policy Update-Ongoing KASB Merger** – Mrs. Harsh made a motion to approve the policy updates as presented. Mrs. Garrow seconded. Motion carried 6-0.
- P. Keystone Update** – Mrs. Troupe provided an update.
- Q. Executive Session** - Mr. Wolfe made a motion to go into executive session to discuss confidential student information pursuant to the exception relating to actions adversely or favorably affecting a student under KOMA, and the open meeting will resume in the boardroom at 8:51 p.m. Mr. Wolfe invited Mrs. Enyart and Mr. Johnson into executive session. Mrs. Garrow seconded. Motion carried 6-0. Mrs. Enyart and Mr. Johnson attended executive session. The board returned to open session at 8:51 p.m. Mr. Wolfe made a motion to go into executive session to discuss negotiable items under the exception for employer-employee negotiations under KOMA, and the open meeting will resume in the boardroom at 9:00 p.m. Mr. Wolfe invited Mr. Johnson and Mrs. Patterson into executive session. Mrs. Harsh seconded. Motion carried 6-0. Mr. Johnson and Mrs. Patterson attended executive session. The board returned to open session at 9:00 p.m. Mr. Wolfe made a motion to return to executive session to discuss negotiable items under the exception for employer-employee negotiations under KOMA, and the open meeting will resume in the boardroom at 9:18 p.m. Mr. Wolfe invited Mr. Johnson and Mrs. Patterson into executive session. Mrs. Harsh seconded. Motion carried 6-0. Mr. Johnson and Mrs. Patterson attended executive session. The board returned to open session at 9:18 p.m. Mr. Wolfe made a motion to go into executive session to discuss employee performance pursuant to the non-elected personnel exception under KOMA, and the open meeting will resume in the boardroom at 9:25 p.m. Mr. Wolfe invited Mr. Johnson into executive session. Mrs. Carlton seconded. Motion carried 6-0. Mr. Johnson attended executive session. The board returned to open session at 9:25 p.m.
- R. Action Following Executive Session** – Mr. Wolfe made a motion to extend the contract of Mrs. Melissa Miller. Mrs. Garrow seconded. Motion carried 6-0.
- S. Other**
- T. Adjourn** – Mrs. Troupe adjourned the meeting at 9:26 p.m.

Mrs. Kim Troupe, President

Mrs. Lorie Patterson, Clerk