

PUTNAM COUNTY CUSD #535
BOARD OF EDUCATION MEETING AGENDA
PUTNAM COUNTY PRIMARY SCHOOL - MEDIA CENTER
June 2, 2018
10:30 AM

“WHERE ALL STUDENTS WILL LEARN AND SUCCEED AND ALL MEANS **ALL**”

DISTRICT GOALS:

Demonstrate increased academic achievement for all students.

Improve communications among all stakeholders in the Putnam County School District and communities.

Maintain strong fiscal responsibility in the Putnam County School District.

- I. I. ROLL CALL
- II. PLEDGE OF ALLEGIANCE
- III. AUDIENCE PARTICIPATION
- IV. CORRESPONDENCE
- V. NEW BUSINESS
- VI. EXECUTIVE SESSION FOR APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE DISTRICT
 - A. Hires 2
 - B. Resignation 8
 - C. School Safety - Elementary Office Reconfiguration 10
- VII. ACTION ITEMS FOLLOWING EXECUTIVE SESSION
 - A. Hires
 - B. Resignation
 - C. Elementary Office Reconfiguration
- VIII. ADJOURN

402 East Silverspoon Ave.
Granville, Ill. 61326



Office (815) 882-2800
Fax (815) 339-2628

Putnam County High School
Mr. Clayton J. Theisinger
Principal

April 18th, 2018

Board of Education:

The position of In-School Suspension Supervisor/Instructional Coach was first posted as a possible vacancy for the 2018-2019 school year on February 12, 2018. We received three applicants within the posting period and elected to hold an interview with two of the candidates. The third candidate did not complete the credentials to earn a teaching license.

On March 27, 2018, I hosted interviews with Mr. Christopher Newsome and Mrs. Jodie Goetz (teacher). Both candidates presented themselves as individuals with the capabilities needed to manage and enhance our disciplinary programming. With considerations for the adjunct role of instructional coach, we opted to further explore the candidate who presented applicable teaching experience. Reference calls were made to two previous schools to provide assurance of her abilities as a teacher.

Based on the interview and conversations with the team, administration recommends the following hire:

In-School Suspension Supervisor/Instructional Coach: Ms. Kristen Lamps

Her application materials have been included for your review.

Respectfully submitted,

Clayton J. Theisinger

Kristen Lamps

387 N. 35th Road, La Salle, IL 61301

(815) 228-1661

lamps98@yahoo.com

I am very interested in the in-school suspension/instructional coach position within your district. I am confident that my background with ED/BD students would make me an excellent candidate, and with a degree in special education, I could also help with a special education caseload if needed. As I continue to teach and learn about difficult students, I enjoy the task more because I feel as though building a good relationship helps more than academically. Students tend to work harder for someone they have a good rapport with, and I believe that building and teaching healthy relationships should be a top priority. Although the majority of my teaching has been with elementary students, while I taught for Bureau County Special School, my path often crossed with the high school students. They would come into my classroom to play games with my students, often we would do P.E. together, and sometimes I subbed in their classroom. I enjoyed being around them, and we developed a very good rapport.

My experience includes student teaching in 3rd grade as well as Junior High Special Education. I did a long-term maternity leave in a 2nd grade classroom, worked as a K-5 Intervention Specialist, as well as K-5 Special Education teacher at an alternative school for an ED/BD classroom. During the 2017-2018 school year, I have been subbing periodically, and am currently in a long-term sub position for an ED/BD student. During the past several years, I feel as though I have acquired a large skillset that ranges from managing paraprofessionals to handling each student and their guardians, all which would benefit your district.

Sincerely,

Kristen Lamps

Kristen Lamps

Professional Profile

- Enthusiastic educator dedicated to providing a positive learning environment that is tailored to the individual needs of each student to ensure growth and success. I love to integrate technology and provide hands on experiences for my students. I believe that social development is a big piece of the educational puzzle and work hard to make sure my students are progressing socially as well as academically!

Core competencies include:

- Curriculum and instructional design
- Classroom Management
- Positive Reinforcement
- Technology Integration
- Team player
- Planning and organization

Education and Certifications

- BA Special Education (K-12)
- Western Governor's University, Salt Lake City, UT
- Graduation Date-July, 2014
- LBS1 Certified
- Knowledge/Experience: Aimsweb, STAR 360, RtI Interventions, Six-Minute Solutions, Great Leaps Reading and Math, Xtra Math, Rocket Math, SRA Reading and Math, Saxon Math, Math Facts in a Flash, FrontRow, Moby Max, Treasures Reading, Foundations, Heggerty, Words their Way, Read Naturally, Reading A to Z, Raz Kids, Spire, and Fountas & Pinnell.

Teaching Experience

- January, 2014-March, 2014-Student Teaching, Third Grade, Earlville District 9, Earlville, IL
- March, 2014-May, 2014-Student Teaching, 6th-8th Grade Special Education, Earlville District 9, Earlville, IL
- August, 2014-November, 2014-Maternity Leave, 2nd Grade, Earlville District 9, Earlville, IL
- December, 2014-May, 2015-K-5 Intervention Specialist, Marseilles Elementary District 150
- August, 2015-May, 2017-K-5 Special Education at the BEST Program, Cherry, IL
- August, 2017-February, 2018-Substitutue Teacher, La Salle County
- February, 2018-Current-Full Time Substitute Teacher at SV99 JFK, Spring Valley, IL

Technology Skills

- Microsoft Word and PowerPoint
- iPads and applications
- Chromebooks
- Google
- Smartboards/Mimio Boards
- PowerIEP/NetIEP

KARA K. RUTHERFORD

1000 Adams Street, Ottawa, IL 61350; 815-228-9885; krutherford0818@gmail.com

OBJECTIVE

Position teaching students with learning disabilities, intellectual disabilities, and/or behavioral disorders.

EDUCATION

M.A. in Education Leadership, June 2018; American College of Education, Indianapolis, IN
BSEd, Special Education, December 2012; Northern Illinois University, DeKalb, IL
Certification: IL Type 10, Learning Behavioral Specialist I – Unlimited

TEACHING EXPERIENCE

Self-Contained Teacher, Serena High School, Serena, IL, August 2016 – Present

9th to 12th grade self-contained cross categorical (ID, SLD, OHI) special education classroom

- Differentiated Instruction for English I and III and math to 10 students.
- Individualized lessons to meet needs of students.
- Used technology to help suit students' needs.
- Facilitate annual individualized education plan meetings.
- Conducted transition plans for students.
- Monitored student growth through progress monitor
- Attended professional development in-service about executive function skills and Life Skills Conference 2016.

Resource Teacher, Ransom Grade School, Ransom, IL, August 2013 – June 2016

Kindergarten to 8th grade resource room/special education teacher

- Adapted general education class work to meet individual student needs.
- Developed/Modified student's Individualized Education Plan.
- Assisted with school-wide RtI program and monitor.
- Monitored students' daily behavior.
- Assisted with After School tutoring program (2013-2015).
- Attended professional development in-service about Autism, mental health, Common Core, and PARCC

ACTIVITIES/HONORS

Dean's List, Northern Illinois University, 4 semesters, August 2010 – May 2012

Active member, Student Council for Exceptional Children, August 2011 – Present

Active member, Serena Renaissance Program, August 2017 - Present

Special June Board Report

PRINCIPAL: RONDA CROSS

Field Day

This year we added bouncy inflatables to our list of fun activities to do with our students. Needless to say, the inflatables were a huge hit with the students and staff...even this principal who had never been on one. PCEF provided the funding and we hope to have this be a repeat activity for next year.

Resignation

Ms. Scherf has accepted a position near the Indiana boarder and closer to home. Ms. Scherf did a phenomenal job with students, staff, parents, coaching and just jumping in wherever needed. She will be greatly missed. I have posted the position and hope to have a candidate to bring forward to you by the July meeting.

Putnam County Primary School

Recommendation for Hire (2018-19)

Position: Primary Special Education Teacher

Candidate Recommended: Kara Rutherford

Susan McNelis and Ronda Cross interviewed two candidates over the course of a month. Kara was selected as the best candidate for the primary position.

Mrs. Rutherford has 5 years of special education teaching experience. She has previously taught in Ransom and Serena. She is recommended to fill a position created by increased special education students and severity of need. Mrs. Rutherford is excited to join the PCPS team and have a great impact on students with high needs. She has already met with administration and will be in touch over the summer to work on a transition.

Recommendation for Personnel as Listed Below

As superintendent, I recommend the approval of hiring the personnel as per listed

Rationale

The building administrators followed the required protocol in posting of vacant positions. They conducted a thorough search that included stringent interviews and detailed reference checks. I spoke directly with each administrator regarding recommendations. It was stated that the listed personnel are the best candidate(s) and will provide the best instruction for our students.

- Kara Rutherford – Special Education Teacher at PCPS
- Kristen Lamps – In-School Suspension/Instructional Coach at PCHS

As superintendent, I recommend approval of the resignation with regrets as per listed

- Kylie Scherf– PCPS Physical Education Teacher

District Goal

Demonstrate increased academic achievement for all students.

Kylie Scherf
1223 Church St.
Peru, IL 61354

May 24, 2018

Mr. Carlson and the Board of Education
Putnam County Unit School District 535
402 East Silverspoon Avenue
Granville, Illinois 61326

Mr. Carlson and the Board of Education,

Please accept this letter as my resignation from the position of physical education teacher at the primary school, 8th grade girls basketball coach, and freshman girls basketball coach at the end of this 2017-2018 school year. I have been offered a position close to where I am from and have decided that it is a position that I cannot pass up, as I feel it will provide an opportunity that will help me grow as an educator.

I will, of course, be very sad to say goodbye to all of the Putnam County colleagues and friends I have made over the last two years. I feel that I have had great opportunities to learn and grow as a teacher and coach in this district and am extremely grateful for that.

Please contact me if there is anything I can do to be of assistance at this time.

Sincerely,

Kylie Scherf

Recommendation for Personnel as Listed Below

As superintendent, I recommend the approval of hiring the personnel as per listed

Rationale

The building administrators followed the required protocol in posting of vacant positions. They conducted a thorough search that included stringent interviews and detailed reference checks. I spoke directly with each administrator regarding recommendations. It was stated that the listed personnel are the best candidate(s) and will provide the best instruction for our students.

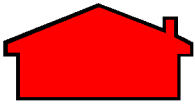
- Kara Rutherford – Special Education Teacher at PCPS
- Kristen Lamps – In-School Suspension/Instructional Coach at PCHS

As superintendent, I recommend approval of the resignation with regrets as per listed

- Kylie Scherf– PCPS Physical Education Teacher

District Goal

Demonstrate increased academic achievement for all students.



Pederson Construction

Box 312
Hennepin Il 61327
(815)-925-7535

Proposal

Number: E879

Date: **May 29, 2018**

Bill To:

Putnam County Dist. 535
PO Box 607
Granville, IL 61326

Job Site:

Putnam County Dist. 535
Elementary School
Hennepin, IL 61327

Terms	Project
	entry office

Description	Hours/Quantity	Rate	Amount
<p>Frame wall across room to separate entry office and classroom as discussed with owner. Frame wall with steel studs. Fill stud cavities with insulation for sound. Cover wall with two layers of 5/8" drywall. Tape, sand and paint.</p> <p>Cut 3'x5' window in block wall for a pass thru window. Frame opening with wood jamb and install by-pass window with tempered glass and a lock.</p> <p>Price includes labor, materials, clean up and debris removal</p>			6,800.00
Total			\$6,800.00

ACCEPTANCE OF PROPOSAL-The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____ Date _____

Signature _____ Date _____



Pederson Construction

Box 312
Hennepin II 61327
(815)-925-7535

Proposal

Number: E878

Date: **May 29, 2018**

Bill To:

Putnam County Dist. 535
PO Box 607
Granville, IL 61326

Job Site:

Putnam County Dist. 535
Elementary School
Hennepin, IL 61327

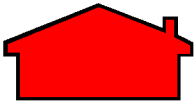
Terms	Project
	Foyer doors/window

Description	Hours/Quantity	Rate	Amount
Remove existing doors and install (2) 90 minute fire rated painted steel doors. Hardware to include hinges, rim panics w/pull and cylinder, (1) manual closer and (1) auto assist operator with two wall switches, & (1) control module for electric strikes Price includes installation and final hook up of strikes and auto assist. Electrical by others. Upgrade to Birch or Oak stained doors add \$570 Total labor and materials			7,215.00
Total			\$7,215.00

ACCEPTANCE OF PROPOSAL-The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____ Date _____

Signature _____ Date _____



Pederson Construction

Box 312
Hennepin Il 61327
(815)-925-7535

Proposal

Number: E880

Date: **May 29, 2018**

Bill To:

Putnam County Dist. 535
PO Box 607
Granville, IL 61326

Job Site:

Putnam County Dist. 535
Elementary School
Hennepin, IL 61327

Terms	Project
	Classroom

Description	Hours/Quantity	Rate	Amount
Remove cabinets from east wall of office. Leave plumbing intact for new sink. Cut wall to within 6-8" of ceiling and box in remaining framing with drywall. Sand, tape and paint drywall. Install new handicapped pedestal sink and faucet. Labor, materials, clean up and debris removal			4,285.00
Total			\$4,285.00

ACCEPTANCE OF PROPOSAL-The above prices and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.

Signature _____ Date _____

Signature _____ Date _____

Recommendations from Safety Committee

On behalf of the members of the Safety Committee and as superintendent, the following recommendation is being made for approval.

- 1.) Approval of the Office Reconfiguration Project per the provided estimates associated with the total cost of the project.

Rationale

The safety committee has met numerous times and research continues to take place by all the members to analyze best practice solutions to increase the level of safety within all four buildings within our school district. The board approved moving forward with the Office Reconfiguration Project at our May meeting. However, as indicated by the total dollar amount from the three estimates, the project exceeds the spending limit associated with my position. Therefore, as noted earlier, since the cost exceeds my spending limit, I am asking for a motion to proceed based on the overall cost.

District Goal

Demonstrate increased academic achievement for all students while also being fiscally responsible and striving to increase student/staff safety