

PUTNAM COUNTY CUSD #535
BOARD OF EDUCATION MEETING AGENDA
PUTNAM COUNTY PRIMARY SCHOOL - MEDIA CENTER
February 29, 2020
7:45 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. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE
- III. ROLL CALL
- IV. NEW BUSINESS
 - A. Elevator Lift Replacement at PCJH (action) 2
- V. EXECUTIVE SESSION FOR THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE, OR DISMISSAL OF SPECIFIC EMPLOYEES OF THE SCHOOL DISTRICT.
 - A. Resignations 7
 - B. Hires 9
- VI. ACTION ITEMS FOLLOWING EXECUTIVE SESSION
 - A. Resignations
 - B. Hires
- VII. ADJOURN

Nu-Trend Accessibility Systems, Inc.

P.O. Box 1002, Moline, IL 61266

(309) 797-4647

Proposal No. 611420

Proposal Submitted to:	Work to Be Performed At:
Name: Putnam County School Dist	Jr High School
Street:	
City:	City: State:
State: IL	Date of Plans: 2/25/2020

Equipment to be Installed: (1) Savaria Omega Inclined Platform Lift

Commercial Application, ADA Compliant

The cost of this equipment, complete, delivered and installed \$44,500.00*

*Includes freight, installation, State of Illinois Permit and Inspection

Terms and Conditions:

- A. The equipment is bid as installed to a prepared site, site prep must be to Nu-Trend specifications.
- B. Equipment is provided as per manufacturers standard for commercial application, lift consists of tubular guide rail system, a folding platform that is moved along the guide rails by a rope sprocket drive system, overspeed safety system, and call stations at each landing. Unit includes: 30" X 49" platform size, 90-degree access for lower landing, 660 load capacity, automatic platform ramps, power fold platform, power safety arms, auxiliary folding seat, under panel safety sensors, platform controls, attendant pendant controller, audio/visual alert, constant pressure controls, standard color Light Grey powder coat finish, anti-skid floor surface, rail/posts as required and machine cabinet
- C. The performance, workmanship and materials are guaranteed for 36 months when used for the purpose and under the conditions for which designed. Warranty is limited to repair or replacement of such product or parts found to be defective upon inspection by a qualified technician. Nu-Trend to provide one year warranty on labor and no charge on service call (travel expense) for 6 months
- D. After first six months Service is not covered under warranty, as factory does not reimburse for labor and service calls. Service calls are billed as zones, a zone is determined by time and mileage. Labor is based on \$ 140.00 per hour. Prices are subject to change without notice.

Continued

- E. Terms of payment are: Payment of (\$ 44,500.00) is due in full upon completion of the job. If site prep is not coordinated with the scheduled delivery of the unit an additional amount of balance due will be requested. If Nu-Trend is required to store the unit a fee of \$ 75.00 every 30 days will be billed . If payment is not made as outlined above, there will be a 1-1/2% interest added to the balance due every 30 days.

- F. Work performed by **Nu-Trend Accessibility Systems, Inc.:**
 - 1. Measure, order, deliver and install equipment
 - 2. Test to insure proper installation as designed.
 - 3. Instruct designated person for proper operation and function.

- G. Work and cost of work to be provided by contractor includes, but not limited to:
 - 1. Electrical - provide 240V power in surface mounted lockable fused disconnect to designated area

- H. Any delays caused on behalf of the customer, their employed or contractors (including return trips or delays installation) will be billed at \$120.00 per hour above the cost of this equipment.

- I. Minimum cancellations fee \$ 12,000.00.

- J. In the event that legal suit should be brought for collection of any moneys, prevailing party shall be entitled to costs incurred in connection with such action, including reasonable legal fees.

Acceptance of proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. I hereby authorize **Nu-Trend Accessibility Systems, Inc.** to do the work as specified and agree to the attached terms and conditions. Payment will be made as outlined above. This proposal may be with drawn by us if not accepted within 30 days.

Signature

Date

Nu-Trend Accessibility Systems, Inc.

P.O. Box 1002, Moline, IL 61266
(309) 797-4647

Proposal No. 611320

Proposal Submitted to:	Work to Be Performed At:
Name: Putnam County School Dist	Jr High School
Street:	
City:	City: State:
State: IL	Date of Plans: 2/25/2020

Equipment to be Installed: (1) Savaria MultiLift Vertical Platform Lift
Commercial Application with Enclosure
2-stop, ADA Compliant

The cost of this equipment, complete, delivered and installed \$15,850.00*
*Includes freight, installation, State Permit and Inspection

Terms and Conditions:

- A. The equipment is bid as installed to a prepared site, site prep must be to Nu-Trend specifications.
- B. Equipment is provided as per manufacturers standard, for commercial application, screw drive, 750# capacity, 36" X 54" platform, antiskid flooring, handrail, emergency stop/alarm, 42" tall side barrier walls, full enclosure with metal infill panels, lower door with clear Plexiglas infill, upper gate with clear Plexiglas panel, (2) call stations, emergency manual lowering wrench, constant pressure controls, standard color beige.
- C. The performance, workmanship and materials are guaranteed for 36 months when used for the purpose and under the conditions for which designed. Warranty is limited to repair or replacement of such product or parts found to be defective upon inspection by a qualified technician. Nu-Trend to provide one year warranty on labor.
- D. Service is not covered under warranty, as factory does not reimburse for labor and service calls. Service calls are billed as zones, a zone is determined by time and mileage. Labor is based on \$ 140.00 per hour. Prices are subject to change without notice.

Continued

- E. Terms of payment are: Payment of (\$ 15,850.00) is due in full upon completion of the job. If site prep is not coordinated with the scheduled delivery of the unit an additional amount of balance due will be requested. If Nu-Trend is required to store the unit a fee of \$ 75.00 every 30 days will be billed . If payment is not made as outlined above, there will be a 1-1/2% interest added to the balance due every 30 days.
- F. Work performed by **Nu-Trend Accessibility Systems, Inc.:**
1. Measure, order, deliver and install equipment
 2. Test to insure proper installation as designed.
 3. Instruct designated person for proper operation and function.
- G. Work and cost of work to be provided by contractor includes, but not limited to:
1. Prepare site to specifications and in accordance with shop drawings
 2. Electrical as required
- H. Any delays caused on behalf of the customer, their employed or contractors (including return trips or delays installation) will be billed at \$140.00 per hour above the cost of this equipment.
- I. Minimum cancellations fee \$ 8,000.00.
- J. In the event that legal suit should be brought for collection of any moneys, prevailing party shall be entitled to costs incurred in connection with such action, including reasonable legal fees.

Acceptance of proposal:

The above prices, specifications and conditions are satisfactory and are hereby accepted. I hereby authorize **Nu-Trend Accessibility Systems, Inc.** to do the work as specified and agree to the attached terms and conditions. Payment will be made as outlined above. This proposal may be withdrawn by us if not accepted within 30 days.

Signature

Date

Recommendation to Approve Elevator and Lift at PCJH

As superintendent, I recommend the board of education approves installing new elevator and lift for handicapped accessibility at PCJH:

Rationale

The current handicapped accessible elevator in the JH media center and stair lift to the cafeteria are no longer functioning properly on a consistent basis. Both devices are dated and the cost of trying to make complicated repairs is longer the best move fiscally. The current units are only able to be serviced by one provider out of the northern Chicago area. The general service charge to come check out any issue is assessed at least six hours of driving time. This does not guarantee that the repair will be able to be completed depending on actual inspection and available parts. The district was able to secure a very competitive quote from a company out of the Quad City area. They are a family owned business for many years, much closer reducing huge service calls down the road. The estimated costs are very close to what we were looking at two years ago knowing this was going to need to be done sooner than later. This will also cover the cost of having the initial inspection completed and filed as required annually. Our custodial staff will handle removing the old units and scrapping the materials. It is the recommendation to move forward and replace the dated handicapped accessible elevator and lift at PCJH.

District Goal

To maintain fiscal responsibility while making sure to be in compliance

Hannah Weinzierl
132 N Walter Ave
McNabb, IL 61335

February 25, 2020

To Whom it May Concern:

Please accept this letter as my formal resignation from my position of Agriculture Teacher and Assistant FFA Advisor at Putnam County High School. My employment will cease on June 30, 2020.

Thank you for all of the opportunities that I have been given, it has been a pleasure to teach in the Putnam County School District. If I can be of any assistance in my remaining time here, please feel free to reach out. It has been a pleasure.

Sincerely,

Hannah Weinzierl

As Superintendent, recommendation to approve hiring and resignation

Hires

- Sarah Forqan - Agriculture Teacher and FFA Co-Advisor
- Ben Temple - Agriculture Teacher and FFA Co-Advisor

Resignations

- Hannah Weinzierl – HS Ag Teacher/FFA Sponsor

Rationale

- Sarah Foran and Ben Temple, as outlined in Mr. Theisinger's recommendation, are the two best candidates to fill our two vacancies for teaching Agriculture and co-sponsoring our FFA activities at the HS.
- Hannah Weinzierl submitted her letter since she was formally hired by another school district right by where she is moving.

District Goal

Demonstrate increased academic achievement for all students

402 East Silverspoon Ave.
Granville, Ill. 61326



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

Putnam County High School
Mr. Clayton J. Theisinger
Principal

February 25th, 2020

Board of Education:

The position of Agriculture Teacher and FFA Advisor was first posted as a vacancy for the 2020-2021 school year on January 10th, 2020. Upon receiving informal word of a possible second vacancy, I left the vacancy posted for an additional few weeks. I received four applicants within the total posting period and elected to hold an interview with each candidate.

I held interviews on the dates of Friday, February 7, 2020, and Monday, February 10, 2020. From the four candidates, reference calls were made for those identified as quality individuals who could carry out rigorous learning in well-managed environments. Application materials were also sent to Mr. Carlson for a secondary review. After making reference calls and having both resignations of previous teachers on file, I offered the position to the two individuals identified as most qualified and suitable for Putnam County High School.

Based on the interviews and reference calls, I recommend the following hires:

Agriculture Teacher and FFA Co-Advisor: Miss Sarah Foran

Agriculture Teacher and FFA Co-Advisor: Mr. Ben Temple

Application materials for both candidates have been included for your review.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'CJ Theisinger', written in a cursive style.

Clayton J. Theisinger

SARAH FORAN
1438 East 2250 North Rd. White Heath, IL 61884
217-722-5317 sjforan3@gmail.com

Education

Illinois State University

May 2017

Bachelor of Science

Double Major: Agriculture Education

Agriculture Communications & Leadership

Work Experience

Armstrong Township High School

June 2017 - Present

Agriculture Educator / FFA Advisor

- Teach nine different agriculture classes including:
 - Basic Ag Mechanics (2 sections)
 - Ag Mechanics and Technology
 - Ag Business Management
 - Introduction to Ag, Ag Science and Horticulture 1 & 2
- Oversee FFA Chapter activities, competitions, conferences
 - Insure chapter remains active and engaged
 - Chartered an Alumni and started the Annual FFA Alumni Dinner and Auction

Related Experience

IAVAT Section 18 Secretary

July 2017 – May 2019

- Take notes during IAVAT meeting (spell out, put abbreviation in parenthesis)
- Send out summary of notes after meetings

IAVAT Section 18 Fair Manager/Treasurer

May 2019 – Present

- Compiled judges, organized and ran the Summer FFA Livestock Fair, Grain Fair, Record Book Fair, Ag Mechanics Fair, Agriscience Fair, Agribusiness Fair
- In charge of distribution of winnings to each school and FFA member
- Handle the finances of Section 18

CASE Certified

June 2018 - Present

- Introduction to Agriculture, Food and Natural Resources
- Principles of Agricultural Science – Plant

June 2019 – Present

FFA Leadership Camp Staff

July 2016 - Present

- Work as a camp counselor
- In charge of fifteen students from all over the state
- Supervise the Section President as she guided group discussions.
- Assist group's team building and leadership building activities

Intern: Department of Agriculture, Illinois State University

May – August 2014

- Teacher Assistant
- Responsible for AGR 201 class; grading papers, quizzes and tests; answering student's questions, maintain discussion blog with the students, variety of agricultural topics; sent out email reminders for upcoming deadlines
- Rewrote course books for Agriculture Education (AGR 190) and Agriculture Communications and Leadership (AGR 192).
- Attended 2014 State Convention with the purpose of recruiting high school students, thinking about college
- Assisted Dr. Steffen with additional work he requested

SARAH FORAN

1438 East 2250 North, White Heath, IL 61884 | C: 217-722-5317 | sjforan3@gmail.com

January 14, 2020

Mr. Clayton Theisinger
Putnam County High School
402 E Silverspoon Ave
Granville, IL 61326
(815)-882-2800
theisingerc@pcschoo535.org

RE: Enthusiastic and Hard-Working Teacher

Dear Mr. Theisinger,

I learned of the job opening for the Agriculture Teacher and FFA Advisor position on the Illinois AgEd website and I am very interested! I am in my third year at Armstrong Township High School, serving as the Ag Teacher and FFA Advisor and have loved every minute of it! The reason for my departure at year-end, is due to a move to Lacon, IL: I will be getting married in November 2020. Unfortunately the commute will be too long to stay at Armstrong.

On my attached resume, you will find some of the things I have done the past two and a half years of teaching and while working with the Armstrong FFA. My few years of experience, as well as my education background, have given me the foundation to teach and maintain a hands-on learning environment. From my history with the current Agriculture teachers at Putnam County, I have learned that you have a very successful program both in and out of the classroom. I am looking for an opportunity exactly like this one, to work in a school with an established and successful program.

I would greatly appreciate the opportunity to work with and learn from you and your talented team. I welcome an interview. I look forward to speaking with you soon.

Sincerely,
Sarah Foran

BENJAMIN TEMPLE

216 North Cottage Ave, Apt 6, Normal, IL 61761 | btempl1@ilstu.edu | 815-228-8341

- OBJECTIVE** |
- Obtain an Agricultural Education teaching position in a high school setting
 - To further develop students' understanding of Agriculture
- EDUCATION** |
- **Illinois State University**- Normal, IL
 - Bachelor of Science in Agriculture-Teacher Education
 - Academic Honors: Spring 2019 Dean's List
- PRE-PROFESIONAL EXPERIENCE** |
- Olympia High School**- Stanford, IL
MAY 2019- PRESENT
- Student Teaching Site
 - 118+ hours
- Heyworth High School**- Heyworth, IL
SEPTEMBER 2018- NOVEMBER 2018
- Observation/ Teacher assistance
 - 56 Hours
- Serena High School**- Serena, IL
MARCH 2018
- Observation
 - 27 Hours
- NCUE Urban Bus Trip**- SCHURZ HIGH SCHOOL
APRIL 2018
- Observation of a diverse setting
 - 8 Hours
- RELATED WORK EXPERIENCE** |
- Gast Internship**
APRIL 2017- JUNE 2019
- Organize and lead Illinois State FFA Agriculture Communications CDE
 - Recruitment (State FFA and National FFA Convention)
 - Organize Illinois State University Agricultural Education resource room
 - Run the Illinois State University Agricultural Education Social Media
- OTHER WORK EXPERIENCE** |
- Assistant Manager BTM LANDSCAPING**
MAY 2012- 2017
- Assistant Manager TEMPLE FARMS**
JANUARY 2012- 2017
- LEADERSHIP** |
- 2017: Collegiate FFA Member of the year
 - 2017-2018: Collegiate FFA President
 - 2018: Collegiate FFA Officer of the year
 - 2018: Illinois FFA Leadership Camp Staff
 - 2018- 2019: Collegiate Farm Bureau President
 - 2019- ISU Agricultural Education Professor Hiring Committee member
 - 2019: Illinois State University Department of Agriculture Ambassadors President

Ben Temple

Agricultural Educator

815-228-8341
btempl1@ilstu.edu
3615 East 2351 Road
Serena, IL 60549

January 13, 2020

Mr. Clayton J. Theisinger
Principal
Putnam County High School
402 E. Silverspoon Ave.
Granville, IL 61326

Dear Mr. Theisinger,

I am interested in the position of High School Agriculture Teacher and FFA Advisor at Putnam County High school. As a Spring 2020 graduate of the Illinois State University Agricultural Teacher education program, I am successfully prepared and qualified to teach agricultural curriculum in a high school setting. My vast experiences in agriculture and passion for teaching make me the ideal candidate for this Agricultural Education teaching position at Putnam County High School.

My background in agriculture has given me the knowledge and passion necessary to teach successfully in this setting. My experience in agriculture started at a young age, since I am currently the 6th generation to live and work on my family's livestock and row crop farm. This experience gave me a first-hand opportunity to see the application and cultivate a deeper understanding of curriculum that I will be teaching. In addition to growing up on the family farm, I was also greatly involved in the Serena FFA program and took part in nearly every opportunity available. My experiences inside and outside of the classroom have given me the tools to be truly student centered in my teaching and adapt lessons in a way that all students can understand. My passion for agriculture will shine bright as I strive to provide every student with a well-rounded understanding of the agricultural industry.

I am very excited to begin sharing my passion and knowledge of agriculture in a way that makes sense and is enjoyable for students. I graduated from and am student teaching at a rural school which both have similar demographics as Putnam County High School. This allows me the insight of how students learn best in this environment. I am also fairly familiar with the Putnam County area having lived in the Illinois Valley Area my entire life.

Thank you for considering me for the position of Agricultural Teacher and FFA Advisor at Putnam County High School. I would welcome a perspective interview to further discuss my qualifications and look forward to hearing from you in the near future.

Sincerely,

Ben Temple

As Superintendent, recommendation to approve hiring and resignation

Hires

- Sarah Forqan - Agriculture Teacher and FFA Co-Advisor
- Ben Temple - Agriculture Teacher and FFA Co-Advisor

Resignations

- Hannah Weinzierl – HS Ag Teacher/FFA Sponsor

Rationale

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Demonstrate increased academic achievement for all students