

Freeburg Elementary School

Tuesday, October 10, 2023

4:00 p.m.

A special meeting of the Personnel Committee of the Board of Education for Freeburg Community Consolidated School District No. 70 was held on Tuesday, October 10, 2023, at 4:00 p.m. in the Freeburg Elementary School District #70 Board Meeting Room.

Call to Order

Mr. Scheibel called the meeting to order and asked for a roll call of the members.

Roll Call

In addition to Mr. Scheibel, committee member Jamie Smith was also present. Also in attendance were Dr. Melanie Brink, Superintendent and Mark Janssen, Financial Officer and Recording Secretary.

Public Participation

No one from the public was present.

Dr. Brink spoke to the committee regarding the need to establish goals for both Mr. Janssen and her. Dr. Brink presented four goals for the committee's consideration. These goals are aligned with the district goals. The district goals along with the proposed Superintendent goals are:

1. **Facilities/Safety:** Enhance and maintain district facilities to support innovative teaching and high achievement while promoting community involvement.
 - A. **Superintendent Goal** – The superintendent will utilize the goals set forth by the district planning team to prioritize District Leadership and Building Leadership team meetings, School Improvement days, principal growth, and mentorship.
2. **Curriculum and Instruction:** Develop curriculum maps by identifying gaps, aligning standards, and adopting appropriate curriculum.
 - A. **Superintendent Goal** – The superintendent will collaborate with the District Leadership and Building Leadership Teams to begin the curriculum mapping and gap analysis process within the district.
3. **Fiscal Responsibility:** Practice responsible budgeting by maximizing use of financial resources, advocating for the district on state and local levels, while balancing student needs with the overall goal to ease the tax burden.
 - A. **Superintendent Goal** – The superintendent will collaborate with the Financial Officer to ensure grant and district monies are allocated properly.
4. **Personnel and Community and Involvement:**
 - A. Increase social-emotional supports for all students through addition of programming and curriculum and further adding non-athletic extracurricular activities. (Suggestion: SPARK)
 - B. Encourage communication with individual parents to foster home-school connection.
 - C. **Superintendent Goal** – The superintendent will provide and promote student and staff resources that support socioemotional programming within the district through use of the Collaborative for Academic, Social, and Emotional Learning aligned curriculum.

Goals for the Financial Officer were discussed. The following goals were proposed:

1. **Goal #1:** The Financial Officer shall plan, organize, control, and direct the financial services and daily operations of the District in such a way that financial and personnel resources are directed toward providing the best possible educational programs and services.
2. **Goal #2:** The Financial Officer shall advise the Board on policy and administrative regulations related to the business and financial affairs of the District, and supervising the management, safekeeping, and distribution of all funds/financial affairs of the District.

After discussion, the committee agreed to propose these goals to the full Board's consideration at this month's meeting.

There was no need to enter executive session.

Adjournment

Moved: Ed Scheibel

Seconded: Jamie Smith

There being no further business to come before this committee, **A MOTION WAS MADE TO ADJOURN THE MEETING AT 4:20 P.M.**

Upon a voice vote, Motion Carried, 2-aye, 0-nay.

Ed Scheibel, Vice-President
Board of Education, Dist. #70

Jamie Smith, Secretary
Board of Education, Dist. # 70