A **Regular Meeting** of the Board of Education of the Roxana Community Unit School District No. 1 was held at 6:00 p.m. on November 25, 2025 in the Board Room, 401 Chaffer Avenue, Roxana, Illinois 62084.

Presiding:	Pat Devening
Members Present:	Sherry Keller, Gloria Phipps, Bob Coles, Dustin McCann
Members Absent:	Shelly Harvey
Others Present:	Debra Kreutztrager, Superintendent; Steve, Oertle, Asst. Superintendent; Barrett Deist, Chief School Business Official D. Oyster, E. Paulfrey, T. Dyer, M. Shaw, D. Guss, M. Briggs

A. Preliminaries

1. Call to Order
At 6:01 P.M., the Regular meeting of the Board of Education was called to order by President Pat Devening.

2. Roll Call

3. Pledge of Allegiance
Those in attendance stood for the Pledge of Allegiance.

4. Recognition of the Audience
President Pat Devening welcomed members of the public who were in attendance, if any.

a. James Futrell – spoke regarding the superintendent search process
b. Marks Briggs – spoke regarding the superintendent search process
c. Doug Guss – spoke regarding the superintendent search process
d. Misty Shaw - spoke regarding the superintendent search process
e. TJ Callin – spoke regarding the superintendent search process
f. Doug Oster – spoke regarding the superintendent search process

B. Informational Items

1. Accentuate the Positives
Oertle presented good news regarding the Early Shells PreK program and it being recognized with the Gold Circle of Quality. The student SEL interventions taking place at South Primary School are having a positive impact. The 5th grade took a field trip to the SIUE Women's Basketball Education Day. At Central Intermediate, Ruby the Reading Dog visited the students and staff. Tuesday Talkers is taking place at Central Intermediate where students are learning to shake hands and thank others. At RJHS, 1st quarter discipline data reflects a positive and safe environment conducive to learning and the House Heroes Program continues to recognize students. At RHS, discipline data also reflects a positive and safe environment. The Young Adults Committee focuses on giving back to the community through community outreach. The ROX Gallery is showing student work, currently the work of Mrs. Turley's students. The Drama

Club has been selected to perform their show at the Illinois State Theatre Festival.

2. **High School Map Your Future 2026-2027 New Course Offerings Review**
   Oertle reviewed the changes in recommended course offerings for the 26-27 school year.

3. **Discussion & Consideration of Adopting a District-Wide Compensation Philosophy**
   McCann asked some questions of the administration and Board to gauge the philosophy of the Board regarding compensation for employees across the district, looking at multiple factors. Kreutztrager, Deist, and Oertle all provide input to the Board. There was some discussion related to if there should or should not be a specific policy or if there was another way in which the administration has an understanding of the philosophy of the Board. There was some final discussion that the matter can be an ongoing discussion and will come to light during the upcoming bargaining process with the district's unions.

4. **Roxana Education Association Communications**
   The REA wished the Board a wonderful Thanksgiving.

C. Action Items

1. **Review/Approve Consent Agenda**
   Phipps moved and Coles seconded the motion to review/approve the consent agenda, including: a. Regular Meeting Minutes (10-7-25, 10-14-25, 10-15-25, 10-21-25, 10-23-25, 11-4-25, 11-12-25, 11-20-25), b. Closed Session Meeting Minutes (10-7-25, 10-14-25, 10-15-25, 10-21-25, 10-23-25, 11-4-25, 11-12-25, 11-20-25), c. Substitute applications, d. Reports, e. Bills, f. Destruction of closed session mtg. audio recordings May, 2024, and g. Freedom of Information Act Requests.
   Ayes: Keller, Phipps,Coles, McCann, Devening
   Nays: None; Motion Carried

2. **Accept the Resignation of Board Secretary, Travis Mouser**
   Keller moved and Coles seconded the motion to accept the resignation of Board Secretary, Travis Mouser.
   Ayes: Keller, Phipps,Coles, McCann, Devening
   Nays: None; Motion Carried

3. **Appoint Board Secretary to Replace Travis Mouser**
   Keller was the only nominee for the position of Board Secretary.
   Appointed

Appoint Board Secretary Pro-Tem
McCann was the only nominee for the position of Board Secretary Pro-Tem.
Appointed

4. **Review/Approve Resolution Regarding Estimated Amounts Necessary to be Levied for the Year 2025**
   Deist walked the Board through the proposed tentative tax levy. Deist shared that the district saw a significant decline in the district's tax rate in tax year 2023, where the tax rate fell 0.17. He shared that the average tax rate of the district over the past 10 years has been 3.99. The Board shared that they were comfortable with a small increase in the tax rate, as long as Deist worked to keep the tax rate below 4.00. The tentative tax levy includes a requested increase of $2.2 million dollars for tax year 2025, payable during the 2026-2027 school year. Deist shared that he would post the required Truth in Taxation notice and hold the Truth in Taxation hearing on December 18th.
   Phipps moved and McCann seconded the motion to review/approve the resolution regarding estimated amounts necessary to be levied for the year 2025.
   Ayes: Keller, Phipps,Coles, McCann, Devening
   Nays: None; Motion Carried

5. **Review/ Approve BOE Policy 4:50 Payment Procedures- 1st Reading**
   McCann moved and Phipps seconded the motion to review/approve BOE policy 4:40 payment procedures - 1st reading.
   Ayes: 5
   Nays: None; Motion Carried

6. **Review/Approve BOE Policy 4:20 Fund Balances - 2nd Reading**
   Phipps moved and McCann seconded the motion to review/approve BOE policy 4:20 fund balances - 2nd reading.
   Ayes: 5
   Nays: None; Motion Carried

7. **Review/Approve The Resolution for the 2025 Madison County Multi-Jurisdictional All Hazards Mitigation Plan**
   McCann moved and Phipps seconded the motion to review/approve the resolution for the 2025 Madison County multi-jurisdictional all hazards mitigation plan.
   Ayes: 5
   Nays: None; Motion Carried

8. **Review/Approve Health Life Safety Amendment for JH/HS Partial Roof Replacement**
   Phipps moved and McCann seconded the motion to review/approve the health/life safety amendment for the JH/HS partial roof replacement.
   Ayes: 5
   Nays: None; Motion Carried

9. **Review/Approve the Resolution Appointing Heather Pinter as the District's Authorized Agent for the Illinois Municipal Retirement Fund (IMRF)**
   Phipps moved and McCann seconded the motion to review/approve the resolution appointing Heather Pinter as the District's authorized agent for the Illinois Municipal Retirement Fund (IMRF).
   Ayes: 5
   Nays: None; Motion Carried

10. **Review/Approve School Maintenance Project Grant - Round 1**
    Keller moved and Phipps seconded the motion to review/approve the school maintenance project grant - round 1.
    Ayes: Keller, Phipps,Coles, McCann, Devening
    Nays: None; Motion Carried

11. **Review/Approve Resolution to Approve Disposal and/or Sale of Materials and Equipment**
    No action was taken

D. Enter Closed Session

1. At 7:16 P.M., Phipps moved and McCann seconded the motion to enter Closed Session pursuant to the Open Meetings Act-5 ILCS 120/2 (c)(1)(2)(3) for the purpose to review: The appointment, employment, compensation, discipline, performance, or dismissal of specific employees or volunteers of the public body; collective negotiating matters between the public body and its employees; the selection of a person to fill a public office, including a vacancy in a public office.
   Ayes: Keller, Phipps,Coles, McCann, Devening
   Nays: None; Motion Carried

E. Return to Open Session

1. At 8:35 P.M., Phipps moved and McCann seconded the motion to go back into open session.
   All In Favor: 5
   Opposed: None; Motion Carried

F. Action on Closed Session

1. Phipps moved and McCann seconded to accept the retirement of Sue Utgaard as a School Social Worker at the end of the 25-26 school year.
   All In Favor: 5
   Opposed: None; Motion Carried

Keller moved and McCann seconded to hire Hannah Bushur as a Speech Language Pathologist at South Primary upon successful completion of all onboarding requirements.
All In Favor: 5
Opposed: None; Motion Carried

McCann moved and Phipps seconded to accept the resignation of Tiffany Copple as a paraprofessional.
All In Favor: 5
Opposed: None; Motion Carried

Keller moved and Phipps seconded approving the Leave of Absence request from Ali Kolesa from January 6, 2026 through maternity leave expected to start on February 22, 2026
All In Favor: 5
Opposed: None; Motion Carried

Phipps moved and McCann seconded approved the second semester Leave of Absence request from Breanna Hensley from Co-teaching Paraprofessional to Long Term Sub in a Self Contained Special Education Classroom at Central.
All In Favor: 5
Opposed: None; Motion Carried

Phipps moved and McCann seconded hiring Robert Perry as a bus driver upon successful completion of all onboarding requirements.
All In Favor: 5
Opposed: None; Motion Carried

Phipps moved and McCann seconded hiring Amanda Hammons as a paraprofessional at Central Intermediate upon successful completion of all onboarding requirements.
All In Favor: 5
Opposed: None; Motion Carried

Keller moved and McCann seconded hiring Crystal Bertrand as a 3 hr food service worker at Central Intermediate upon successful completion of all onboarding requirements.
All In Favor: 5
Opposed: None; Motion Carried

Phipps moved and McCann seconded to accept the resignation of Stephanie Palen as the Head Varsity Competitive Cheer Coach.
All In Favor: 5
Opposed: None; Motion Carried

McCann moved and Phipps seconded to accept the resignation of Emily Jablonski as the Varsity Assistant Competitive Cheer Coach.
All In Favor: 5
Opposed: None; Motion Carried

Keller moved and Phipps seconded to accept the resignation of Isabella Scheibe as the Jr. High Cheer Coach.
All In Favor: 5
Opposed: None; Motion Carried

Phipps moved and McCann seconded to accept the resignation of Jacey Trask as the Jr. High Volleyball Coach.
All In Favor: 5
Opposed: None; Motion Carried

Keller moved and Phipps seconded to approve Erica Paulfrey and Christine Grant as ELL Tutors.
All In Favor: 5
Opposed: None; Motion Carried

Phipps moved and McCann seconded to approve Emily Jablonski as the Head Varsity Competitive Cheer Coach.
All In Favor: 5
Opposed: None; Motion Carried

Keller moved and Phipps seconded to hire Isabella Scheibe as the Varsity Assistant Competitive Cheer Coach.
All In Favor: 5
Opposed: None; Motion Carried

Phipps moved and McCann seconded to hire Kelsi Dant as the Jr. High Cheer Coach.
All In Favor: 5
Opposed: None; Motion Carried

Phipps moved and McCann seconded to approve Michelle Skinner as the Jr. High Volleyball Coach.
All In Favor: 5
Opposed: None; Motion Carried

Keller moved and McCann seconded to approve Jim Wonders as a Volunteer High School Bowling Coach.
All In Favor: 5
Opposed: None; Motion Carried

Phipps moved and McCann seconded to approve Eric Dewerff as a Volunteer Jr. High Girls Basketball Coach.
All In Favor: 5
Opposed: None; Motion Carried

2. McCann moved and Phipps seconded the motion to review/approve the 2026-2029 Superintendent Employment Contract for Courtney Castelli.
Ayes: Phipps,McCann, Devening
Nays: Keller, Coles; Motion Carried

Coles requested the following be included in the minutes regarding his vote: “I’d like my vote to reflect the belief that we should honor both the school district administration recommendation and the nearly two hours of public testimony supporting our internal candidate. My vote is no.”

G. Adjournment

1. At 8:46 P.M., Phipps moved and McCann seconded the motion to adjourn.
   All In Favor: 5
   Opposed: None, Motion Carried.

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President Secretary

Date minutes were approved by the Board:
Date minutes were available for public inspection:
Date minutes were posted on the district website: