

**Notice of Meeting**

Members of the Board of Education

Ladies and Gentlemen:

You are hereby notified that there will be a Regular Meeting of the Board of Education, School District No. 40, at 6:00 PM, on Monday, September 22, 2025, at the Moline Education Center, 1900 52nd Avenue, Moline, Illinois 61265.

Dr. Brian Prybil  
Secretary, Board of Education

**AGENDA AND RECOMMENDATIONS**

Board of Education  
Moline, Illinois  
Monday, September 22, 2025

Topic: Moline-Coal Valley CUSD Board Meeting (Remote)  
Description: School Board meeting to be held on September 22, 2025.

Join from a device:

<https://us02web.zoom.us/j/81292579800?pwd=oiHNbiJzaF3GtxDoxFaCQh8BNbw9qP.1>  
Passcode:918412

**1. Opening of Meeting - Roll Call**

A. Approval of any Board of Education Member Participating Remotely

**2. Recitation of Pledge of Allegiance**

**3. Approval of Minutes**

A.Minutes of the Open Session of the Regular Board of Education meeting of  
September 8, 2025

Moline, Illinois, September 8, 2025  
Minutes  
Board of Education  
School District No. 40

The meeting of the Board of Education was called to order by Board Vice-President Audrey Adamson at 6:33 p.m. at the Moline Education Center 1900 52nd Avenue, Moline, IL 61265.

**Roll Call**

Members Present: Audrey Adamson, Ramona Dixon, Jason Farrell, Lindsey Hines,  
Geoff Manis, Laura Sivertsen

Member Absent: Chet DeSmet

Student Member Present: Abigail Greenlee, Varun Mekala

Student Member Absent: None

The Board of Education Members led those in attendance in reciting the Pledge of Allegiance.

**APPROVAL OF MINUTES**

The minutes of the Open Session of the Regular Board of Education Meeting of August 25, 2025 were presented for approval as presented.

A motion was made by Lindsey Hines, seconded by Laura Sivertsen, all in favor, that the minutes of the Open Session of the Regular Board of Education meeting of August 25, 2025 be approved as presented and placed on file.

The minutes of the Closed Session of the Regular Board of Education Meeting on August 25, 2025 were presented for approval as presented.

A motion was made by Ramona Dixon, seconded by Laura Sivertsen, all in favor, that the minutes of the Closed Session of the Regular Board of Education meeting of August 25, 2025 be approved as presented and placed on file.

**COMMUNICATION, PUBLIC COMMENT AND PARTICIPATION**

Tara Gonzalez is a parent of a student that has been at Hamilton in the life skills program for six years, and is concerned about the recent decision to move her daughter to the Wilson life skills program.

Ms. Gonzalez stated that her daughter is upset about the move and feels excluded from the only school she has known and she misses her teachers, friends, and therapists.

Ms. Gonzalez believes that the district has a moral responsibility to ensure that her daughter's voice is heard and respected. Ms. Gonzalez is asking for increased transparency and parent involvement in future program evaluations and decisions.

**CONSENT AGENDA**

The Board of Education considered Consent Agenda Items A through M as presented:

A motion was made by Jason Farrell, seconded by Ramona Dixon, that the Board of Education approve the actions contained in Consent Agenda Items A through M as presented.

**A. Employment - Certified Staff**

- 1) the regular employment of the following named certified staff member for the 2025-2026 school year with wages in accordance with District schedules:

Bybee, Sarah  
 Emotional Disabilities Special Education, John Deere  
 M.A. Degree, Western Illinois University  
 To teach on a temporary contract basis  
 Nine years previous teaching experience

- 2) the temporary employment of the following named Certified Hourly Instructor for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Location</u>
Randolf, Amanda	Homebound

- 3) the temporary employment of the following named certified substitute teachers for the 2025-2026 school year with wages according to District schedules:

Cardott, Patricia  
 Cowfer, Elizabeth  
 Finch, Elizabeth  
 Jones, Debra  
 Johnson, Adria  
 Sitzmore, Emma  
 Woeber, Jayne

**B. Salary Reclassification - Certified Staff**

a change in salary classification for the following certified staff member effective at the beginning of the second semester of the 2025-2026 school year:

Rostenbach, Emma from B.A. +15 to M.A.

**C. Appointment to Differential Assignment - Certified Staff**

the appointment of the following named certified staff members to differential assignment, effective for the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Noble, Troy	Cup Stacking	Lincoln-Irving

D. Spiegel, Luke Assistant Varsity Boys Golf High School  
**Resignation of Differential Assignment - Certified Staff**

the resignation from differential assignment of the following named certified staff member, effective for the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Perkins, Matthew	Head Grade 8 Girls Track	Wilson

E. **Approval of Family Medical Leave Act - Certified Staff**

that the Board of Education grant approval of a family medical leave for the following certified staff members:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Gaul, Dacia	Grade 3	Logan	Beginning intermittently 09/01/25 and not to exceed 60 accumulated days or 08/31/26
Howard, Melissa	Cross Categorical Special Education	High School	Beginning 11/20/25 and not to exceed 60 days.
Mitchell, Nancy	Life Skills	High School	Beginning 11/24/25 and not to exceed 60 days.

F. **Employment – Education Support Professional**

1) the employment of the following named education support professionals for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Bommon, Gloria	Lunchroom Aide	Roosevelt	08/29/25
Reyna, Joan	Lunchroom Aide	Logan	08/21/25
Britz, Yedda	Lunchroom Aide	Roosevelt	08/25/25
Monroe, Karie	Classroom	Franklin	09/02/25
Inskeep, Silas	Parent Liaison/Coordinator	Jefferson	09/03/25

2) the temporary employment of the following named education support professionals for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Causevic, Saban	Building Attendance Coordinator	John Deere	09/08/25
Feaster, Julie	Class Size Reduction	Bicentennial	08/29/25
Koffecto, Delali	ML	Roosevelt	08/25/25
Monroe, Karie	Classroom	Franklin	09/02/25
O’Brien, Patrick	Classroom	Logan	08/22/25
Pena-Raya, Javier	Classroom	Lincoln-Irving	08/28/25

Saucedo, Giovanni	Building Attendance Supervisor	Lincoln-Irving	09/09/25
Stancliff, Gabrielle	Classroom	Jane Addams	08/25/25

- 3) the temporary employment of the following named substitute education support professionals for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>
Ferguson, Bridget	Classroom
Finch, Elizabeth	Classroom
Gehrke, Robyn	Classroom
Ibarra, Valerie	Health Professional (RN)
Krueger, Landen	Classroom
Lambert, Addison	Classroom
Morris, Kelly	Administrative Assistant
Sheley, Christina	Health Professional (RN)
Siedlecki, Mark	Custodian

- 4) the temporary employment of the following named interpreter for the 2025-2026 school year with wage in accordance with District schedules:

<u>Name</u>	<u>Language</u>	<u>Effective Date</u>
Villasenor, Kathia	Spanish	09/08/25

**G. Resignation/Termination - Education Support Professional**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Thompson, Brandy	Administrative Assistant	High School	09/04/25

**H. Appointment to Differential Assignment - Non-Certified Staff**

the temporary appointment of the following named non-certified staff members to differential assignment, effective for the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Chellberg, Haley	Winter Play Technical Director	High School
Evans, Mary Ann	Assistant Grade 7/8 Wrestling	Wilson
Fielder, Steffani	Head Grade 8 Girls Track	Wilson
Rathman, Angela	Spring Musical Technical Director	High School
Whiteman, Charles	Head Grade 9 Girls Soccer	High School

**I. Resignation of Differential Assignment - Non-Certified Staff**

the resignation from differential assignment of the following named non-certified staff members, effective for the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Frieden, Benjamin	Assistant Varsity Boys Golf	High School

Hollenback, Brandon	Head Grade 8 Football	John Deere
Koehne, Aiden	Spring Musical Technical Director	High School

**J. Payments for Board Approval**

approval of payments:

Fund 1 Educational	1,846,961.74
Fund 2 Operations & Maintenance	623,225.76
Fund 3 Debt Service	675.00
Fund 4 Transportation	12,390.64
Fund 5 Retirement	210,436.28
Fund 6 Capital Projects	0.00
Fund 7 Working Cash	0.00
Fund 8 Tort Fund	3,919.00
Fund 9 Life Safety Code	0.00
Fund 10 Group Insurance	1,000,604.09
Fund 11 Student Activity	<u>8,539.89</u>
TOTAL	3,706,752.40

**See Exhibit A in the official minutes.**

**K. Freedom of Information Act Requests**

- 1) A Freedom of Information Act request was received from Public Data Research requesting a listing of all Moline-Coal Valley CUSD 40 employees, including names, job titles and employment start date of all current employees. The District has responded to this request.
- 2) A Freedom of Information Act request was received from W. Wayne Marlow requesting the most recent version of 8:20-AP (Administrative Procedure - Community Use of School Facilities). The District has responded to this request.

**L. Acceptance of Gifts**

- 1) A donation in the amount of \$2,000 from the William Butterworth Foundation to be used to support literacy efforts within the English Department at Moline High School.
- 2) A donation of gift certificates with a total value of approximately \$3,500 from Jersey Mikes, Moline, Illinois, to be utilized for teacher, staff, and student recognition programs.

**M. Facility Usage Request Recommended for Approval Subject to Compliance with Board of Education Policy 8:20**

- 1) Franklin Elementary gymnasium on Friday, September 12, 2025 from 5:00 p.m. until 7:00 p.m. by Girl Scouts. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program, in the amount of \$54 per hour.

- 2) Roosevelt Elementary cafeteria on Wednesdays beginning September 17, 2025 through May 27, 2026 from 6:00 p.m. until 7:00 p.m. by Cub Scouts. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program, in the amount of \$54 per hour.
- 3) Moline High School PE Center on Sunday, September 21, 2025 from 3:30 p.m. until 5:00 p.m. for parents meeting by Moline Youth Basketball. Compensation to be received for custodial fees in the amount of \$62 per hour.

Ayes: Lindsey Hines, Geoff Manis, Laura Sivertsen, Audrey Adamson, Ramon Dixon, Jason Farrell

Nays: None

Absent: Chet DeSmet

#### **APPROVAL OF MEMORANDUM OF UNDERSTANDING - UNITED WAY QUAD CITIES**

A motion was made by Geoff Manis, seconded by Ramona Dixon, that the Board of Education approve the Memorandum of Understanding between United Way Quad Cities and Moline-Coal Valley School District/Wilson Middle School related to a collaboration to embed the Communities in Schools model of integrated student supports (CIS Model) in the School District. **See Exhibit B in the official minutes.**

Ayes: Geoff Manis, Laura Sivertsen, Audrey Adamson, Ramona Dixon, Jason Farrell, Lindsey Hines

Nays: None

Absent: Chet DeSmet

#### **APPROVAL OF FIRST READING OF UPDATED BOARD OF EDUCATION POLICIES**

A revised motion was made by Ramona Dixon, seconded by Jason Farrell, that the Board of Education waive the second reading and allow the first reading to stand for both the first and second reading for updated Board of Education Policies A-R, which are the result of a five-year review with no changes; minor style changes; footnote update; or legal reference update, as presented. **See Exhibit C in the official minutes.**

Ayes: Laura Sivertsen, Audrey Adamson, Ramona Dixon, Jason Farrell, Lindsey Hines, Geoff Manis

Nays: None

Absent: Chet DeSmet

#### **APPROVAL OF LEASE AGREEMENT BETWEEN WESTERN ILLINOIS UNIVERSITY AND MOLINE-COAL VALLEY SCHOOL DISTRICT NO. 40**

A motion was made by Jason Farrell, seconded by Geoff Manis, that the Board of Education approve the lease agreement at an anticipated cost of \$20,000 per month, as outlined in the lease agreement for the temporary location of Lincoln-Irving Elementary School with Western Illinois University, Moline,

Illinois, QC Complex Buildings A & B for the duration of the Lincoln-Irving Elementary expansion project. **See Exhibit D in the official minutes.**

Ayes: Ramona Dixon, Jason Farrell, Lindsey Hines, Geoff Manis, Laura Sivertsen

Nays: None

Abstain: Audrey Adamson

Absent: Chet DeSmet

Board member Ramona Dixon asked for clarification on what the wording of the “anticipated cost” refers to. Vince Gallo, Chief Financial Officer, replied that in the case of increased technology needs and associated cost that would be billed to us and the average cost of the utility bills were figured into the total rent amount but if the costs would be more that would be billed to us also.

## **REPORTS, REQUESTS, AND OPEN DISCUSSION**

### Superintendent’s Report

Dr. Rachel Savage, Superintendent, expressed excitement about the new upgrades at Browning Field and the positive community response to the new school district facilities.

Dr. Savage, reminded all that the district is hosting the Illinois Association of School Board event at the Moline Education Center on Tuesday, September 16th, which will feature a dinner program and networking with other school board members. Dr. Savage is proud that both of the district’s student school board members will be in attendance at the event.

### Student Board of Education Member Report

Abigail Greenlee, Student Board of Education Member, reported that the High School held its first home game of the season, which was a close win and a very exciting game. The district has a half-day of school Wednesday and an activities fair will be held that day for students to gain more information on clubs and organizations that the High School has to offer. Next week is homecoming, with many activities and exciting events planned.

Varun Mekala, Student Board of Education Member, added that the History Club had their first flag raising for Labor Day and as Abby said the first home football game was great with a win in overtime. The soccer team has also had a few home games with a larger than normal turnout and the team is excited about that. The girls tennis team had a win over our rivals, UT. The High School will be having visits from a few colleges soon.

### Board of Education Member Open Discussion

Board member Audrey Adamson asked if at the Blackhawk Division meeting on September 16th, can we highlight our student board members. Board member Jason Farrell replied that when he gives his statement that evening he will introduce all board members which will include the students.

Lindsey Hines, Board member, stated that the Friday night ribbon-cutting event was great and how excited her youngest son was to use the new restrooms and she heard nothing but positive feedback from all.

Board member Jason Farrell was very impressed by the marching band, flags, and contemporaries. They were amazing and it was great to see a good game and also a great halftime performance.

Board member Geoff Manis echoed some of the aspects of Dr. Savage mentioned about the Western Illinois Campus and the great learning opportunity for those students and staff to learn at a great facility and the memories that these students will have about this experience and we are even more grateful to WIU for opening their doors to us. Mr. Manis also thanked the district leadership for getting creative and having a pulse on our community.

Dr. Savage also mentioned a joint press release is going out this evening after the board meeting. This press release is not only from the school district but also WIU and Metrolink and this opportunity wouldn't be possible without them. There will also be communication going out to the Lincoln-Irving families this evening in the five languages. District leadership did have a chance to meet with the Lincoln-Irving staff last Friday before the agenda was posted to inform them of the action on agenda and pending board approval they would be relocated to WIU during construction. The staff was relieved and applauded this opportunity.

Board member Audrey Adamson stated that as someone who works at WIU she is looking forward to new neighbors next school year and looking forward to having that collaboration and partnership take place.

A motion was made by Jason Farrell, seconded by Ramona Dixon, all in favor, that the Board of Education meeting be adjourned. Time: 6:53 p.m.

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Vice-President

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Secretary

**4. Communications, Public Comment and Participation**

**5. Consent Agenda**

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*Recommended Motion:* that the Board of Education approve the actions contained in the Consent Agenda as presented.

5. **Consent Agenda**

*Recommended Motion:* that the Board of Education approve the actions contained in Consent Agenda Items **A** through **Q** as presented:

A. **Employment – Certified Staff**

the temporary employment of the following named certified substitute teachers for the 2025-2026 school year with wages in accordance with District schedules:

Chan, Diana  
Ciaccio, Amna  
Dante, Michael  
Doughty, Andrew  
McGee, Clarence

B. **Salary Reclassification – Certified Staff**

a change in salary classification for the following certified staff effective at the beginning of the second semester of the 2025-2026 school year:

O'Donnell, Samantha from B.A. +15 to M.A.  
Wallarab, Cammi from B.A. +15 to M.A.

C. **Acceleration of Resignation Date for the Purpose of Retirement - Certified Staff**

the acceleration of the previously approved resignation date for the purpose of retirement from the end of the 2026-2027 school year to the end of the 2025-2026 school year for the following named certified staff member:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Ehlers, Scott	Assistant Principal	High School

D. **Appointment to Additional Assignment - Certified Staff**

the appointment of the following named certified staff member to Sixth Assignment for the Second Semester of the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Lawrence, Donna	Mathematics	High School

E. **Appointment of Differential Assignment - Certified Staff**

the temporary appointment of the following named certified staff member to differential assignment for the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
O'Donnell, Samantha	Assistant Grade 7 Girls Track	Wilson

**F. Approval of Family Medical Leave Act – Certified Staff**

that the Board of Education grant approval of a family medical leave for the following certified staff member:

<u>Name</u>	<u>Position</u>	<u>Location</u>	Effective <u>Date</u>
Johnson, Hunter	Counselor	Wilson	Beginning tentatively 02/16/26 and not to exceed 60 days

**G. Employment – Educational Support Personnel**

- 1) the employment of the following named educational support personnel for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>	<u>Location</u>	Effective <u>Date</u>
DeVrieze, Tara	Academic/Behavior Support Assistant	John Deere	09/16/25
Lule-Lopez, Carolina	Lunchroom Aide	Franklin	09/19/25

- 2) the temporary employment of the following named educational support personnel for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>	<u>Location</u>	Effective <u>Date</u>
Cork, Desiree	ML	Butterworth	09/16/25
Grooms, Pamela	ML	Willard	10/16/25
Smith, Stacey	Classroom	Franklin	09/15/25

- 3) the temporary employment of the following named substitute educational support personnel for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>
Harris, Deborah	Digital Learning Support Assistant
Phillips, Lisa	Administrative Assistant
Smith, Debra	Administrative Assistant
Wallace, Simon	Classroom

**H. Approval of Family Medical Leave Act - Educational Support Personnel**

that the Board of Education grant approval of a family medical leave for the following educational support personnel:

<u>Name</u>	<u>Position</u>	<u>Location</u>	Effective <u>Date</u>
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DeJaynes, Trevor	Health	High School	Beginning tentatively 12/01/25 and will end 01/09/26
Orr, Aaron	Custodian	Washington	Beginning intermittently 09/08/25 and not to exceed 60 accumulated days
Quintana, Richard	Maintenance	Coolidge	Beginning intermittently 11/03/25 and not to exceed 60 accumulated days

**I. Resignation/Termination - Educational Support Personnel**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Meyer, Victoria	Special Education	Wilson	09/15/25
Watters, David A.	Maintenance	Coolidge	09/09/25
Woods, Crystal	Behavior Support/Security	High School	09/22/25

**J. Appointment to Differential Assignment - Non-Certified Staff**

the temporary appointment of the following named non-certified staff member to differential assignment, effective for the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Cornmesser, Jon	Head Varsity Boys Bowling	High School
Hollenback, Scott	Head Grade 8 Boys Basketball	John Deere
Neff, Briley	Assistant Varsity Fall Cheer (.50)	High School
Wilsens, Katie	Freshman Girls Basketball	High School

**K. Payments for Board Approval**

approval of payments:

Fund 1 Educational	541,652.42
Fund 2 Operations & Maintenance	657,955.69
Fund 3 Debt Service	0.00
Fund 4 Transportation	4,050.85
Fund 5 Retirement	0.00
Fund 6 Capital Projects	636,316.37
Fund 7 Working Cash	0.00
Fund 8 Tort Fund	177,775.10
Fund 9 Life Safety Code	22,080.00
Fund 10 Group Insurance	8,791.60
Fund 11 Student Activity	<u>6,504.90</u>
TOTAL	2,055,126.93

**See Attachment No. 1.**

**L. Freedom of Information Act Requests**

- 1) A Freedom of Information Act request was received from Public Info Access LLC requesting a listing of all Moline-Coal Valley CUSD 40 employees, including names, job titles, and employment start dates of all current employees. The District has responded to this request.
- 2) A Freedom of Information Act request was received from WQAD-TV 8 requesting work orders and/or contracts for repairs to the gymnasium ceiling at Logan Elementary School. A scope of the work done to make repairs, including damages. Video taken inside the school when the ceiling collapsed. The District has responded to this request.
- 3) A Freedom of Information Act request was received from the Quad-City Times requesting emails, memos, or text messages received or sent by Rachel Savage, Keith Karstens, and Vincent Gallo that mention 'ceiling', 'roof', 'collapse', or 'gym', from July 22nd to August 22nd. The District has responded to this request.
- 4) A Freedom of Information Act request was received from Quad-City Times requesting a copy of security camera footage from July 22nd through July 26th located in the Logan Elementary gymnasium. The District has responded to this request.
- 5) A Freedom of Information Act request was received from SmartProcure requesting general purchasing records from 5/21/25 to 9/10/25. The District has responded to this request.

**M. Facility Usage Request Recommended for Approval Subject to Compliance with Board of Education Policy 8:20**

- 1) Coolidge gymnasium beginning December 1, 2025 through December 18, 2025, Monday through Thursday from 6:00 p.m. until 9:00 p.m. and January 5, 2026 through March 4, 2026, Monday through Wednesday from 6:00 p.m. until 9:00 p.m. by Moline Juniors Volleyball. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program, in the amount of \$54 per hour.
- 2) Moline High School swimming pool on January 10, 2026 through January 11, 2026 from 8:00 a.m. until 2:00 p.m. by Moline Youth Swimming. Building rental fees and custodial fees are to be waived.
- 3) Wharton Field House on Saturday, February 7, 2026 from 5:00 p.m. until 8:00 p.m. by Augustana Men's Volleyball. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program, in the amount of \$54 per hour.
- 4) Wharton Field House on Saturday, January 10, 2026 from 9:00 a.m. until 9:00 p.m. by Quad City Youth Sports Foundation hosting the IHMVU Girls Shootout. Building rental fees will be \$600 plus compensation for custodial services in the amount of \$54 per hour.

N. **Amended Cost of Browning Field Concession & Bathroom Improvements**

that the Board of Education approve the reimbursable expense to the engaged service agreement with Legat Architects, Moline, Illinois, for schematic design and civil engineering services for the Browning Field Concession & Bathroom improvements for a total cost not to exceed \$113,975. **See Attachment No. 2.**

O. **Amended Cost of Hamilton Elementary Parking Lot Improvements**

that the Board of Education approve the reimbursable expenses to the engaged service agreement with Legat Architects, Moline, Illinois, for professional services for the 2025 Hamilton Elementary Parking Lot improvements for an estimated cost of \$46,400. **See Attachment No. 3.**

TO: Members of the Board of Education

FROM: Vince Gallo, Chief Financial Officer  
Keith Karstens, Director of Facilities



DATE: September 18, 2025

SUBJECT: Amended Cost of Browning Field Concession & Bathroom Improvements

Reason for Board Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval requested.

Facts: At the September 5, 2024 meeting, Legat Architects were selected for architectural professional services for the Browning Field Concession & Bathroom Design. After their services started, the District added the Civil Engineering consultant to their professional service agreement, which exceeded the original cost. The original agreement was for \$96,000, with an increase of \$17,975, for a total cost of \$113,975.

Cost: The Operations and Maintenance Fund (Fund 2) will support a cost increase of \$17,975.


Recommended Motion: That the Board of Education approve the reimbursable expenses to the engaged service agreement with Legat Architects, Moline, Illinois, for schematic design and civil engineering services for the Browning Field Concession & Bathroom Improvements, for a total cost not to exceed \$113,975.

Approved for Submission to the Board of Education



Dr. Rachel Savage  
Superintendent of Schools

TO: Members of the Board of Education

FROM: Vince Gallo, Chief Financial Officer   
Keith Karstens, Director of Facilities

DATE: September 18, 2025

SUBJECT: Amended Cost of Hamilton Elementary Parking Lot Improvements

Reason for Board Consideration: Board of Education approval is required.

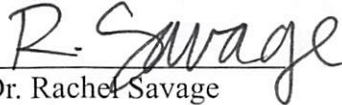
Action Necessary: Board of Education approval requested.

Facts: At the June 23, 2025 meeting, Legat Architects were selected for architectural professional services for the 2025 Hamilton Elementary Parking Lot Improvements. After their services started, they incurred reimbursable expenses that exceeded the original cost. The original agreement was for \$38,100, with an increase of \$8,300, for a total cost of \$46,400.

Cost: The Operations and Maintenance Fund (Fund 2) will support a cost increase of \$8,300.

Recommended Motion: That the Board of Education approve the reimbursable expenses to the engaged service agreement with Legat Architects, Moline, Illinois, for professional services for the 2025 Hamilton Elementary Parking Lot Improvements, for a total cost not to exceed \$46,400.

Approved for Submission to the Board of Education

  
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Dr. Rachel Savage  
Superintendent of Schools

**6. Presentation of Proposal for the Naming Process for the New Combined Lincoln-Irving and Willard Campus - Dr. Savage and Dr. Prybil**

**7. Resolution of Intent to Establish a Committee and Process for the Name and Mascot of the Combined Lincoln-Irving and Willard Campus** 19

*Recommended Motion:* that the Board of Education approve the resolution of intent to establish a committee and process for the name and mascot of the new combined Lincoln-Irving and Willard campus. **See Attachment No. 4.**

Moline-Coal Valley School District No. 40, Rock Island County, Illinois  
Resolution to Establish a Naming and Mascot Selection Committee  
for the New Combined Lincoln-Irving and Willard Elementary School

**WHEREAS**, the Board of Education for Moline-Coal Valley School District 40 (“Board of Education”) is the governing board of Rock Island County, Illinois; and

**WHEREAS**, the District is in the process of expanding and rebuilding the Lincoln-Irving campus to welcome students and staff from Willard Elementary in August 2027; and

**WHEREAS**, the Board of Education recognizes the importance of engaging students, staff, families, and the community in establishing a new school identity, including both the name and mascot, that reflects their shared values, history, and culture; and

**WHEREAS**, the Board affirms that the process for selecting the name and mascot should be inclusive, transparent, and guided by clear criteria and parameters; and

**WHEREAS**, a proposed strategy and timeline has been developed, scheduled for September through December of 2025, which includes surveys, focus groups, and committee meetings to collect and refine community input;

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Education for Moline-Coal Valley School District No. 40, Rock Island County, Illinois as follows:

**Section 1.** The Board of Education hereby establishes a Naming Advisory Committee, hereafter nicknamed the “NEST” Committee (“Naming the Elementary School Together”), to oversee the process of recommending a name and mascot for the newly combined Lincoln-Irving and Willard Elementary School.

**Section 2.** The Committee shall be co-chaired by the Superintendent and Deputy Superintendent, and shall include representation from the Board of Education, administrators, teachers, support staff, parents, and community members.

**Section 3.** The Committee shall adhere to the Board-approved criteria and parameters for name and mascot recommendations, and shall present its finalists to the Superintendent and Deputy Superintendent, who will then provide a final recommendation to the Board of Education for approval on December 8, 2025.

Adopted this 22nd day of September, 2025, by the Board of Education of Moline-Coal Valley School District No. 40.

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Board Secretary/Date

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
Board President/Date

**8. Approval of the Moline High School Student Services & Data Entry  
Administrative Assistant Position (10 month position)**

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*Recommended Motion:* that the Board of Education approve the new Moline High School Student Services & Data Entry Administrative Assistant position, effective for the remainder of the 2025–2026 school year. **See Attachment No. 5.**

TO: Members of the Board of Education

FROM: Mr. Todd DeTaeye, Assistant Superintendent for Administration and Human Resources 

DATE: September 18, 2025

SUBJECT: Approval of the Moline High School Student Service & Data Entry Administrative Assistant Position (10 month position)

Reason for Board Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval is requested to create the new Student Services & Data Entry Administrative Assistant position.


Facts: As a function of being good stewards of taxpayer dollars, the district evaluates administrative assistant positions and associated funding when individual employees submit their resignations. As a result of a recent resignation, the Moline High School and District Administrations are recommending reassigning many of duties currently associated with the 9.5 month Data & Assessment Specialist Administrative Assistant position to one of the two current 9.5 month MHS Student Services Administrative Assistant positions. There is still a need for data entry duties to support Moline High School, however the need does not rise to the level of a full-time position 9.5 month position. Many of the Data & Assessment Specialist duties can be covered by increasing one of the current 9.5 month Student Services Administrative Assistant positions to 10 months. All those duties not covered in the increase will be distributed to other existing positions and/or departments.

Although this is technically a new title and new job description, it will not be a new employee. The intention is to add data entry duties, and increase one of the current 9.5 month employees to 10 months.

Cost: This is a shifting of current staffing and job duties for the remainder of 2025-2026 school year. As such, there is no projected additional cost to the District.

Recommended Action: That the Board of Education approve the new Moline High School Student Services & Data Entry Administrative Assistant position, effective for the remainder of the 2025-2026 school year.

Approved for Submission to the Board of Education

  
\_\_\_\_\_  
Dr. Rachel Savage  
Superintendent of Schools

**MOLINE – COAL VALLEY SCHOOL DISTRICT**  
**POSITION DESCRIPTION**

**STUDENT SERVICES & DATA ENTRY ADMINISTRATIVE ASSISTANT**

Class II - 10 Month Position

Hours: 7:30 a.m. – 4:00 p.m.

**FUNCTION:** The Attendance & Data Entry Administrative Assistant is responsible for maintaining all permanent attendance records, compiling required reports and entering data into and running reports from various systems. Various other duties as assigned.

**REPORTS TO:**

Dean of Students

Assistant Principals

**SUPERVISES:** Student helpers

**COORDINATES OR WORKS WITH:**

General Public

Students

Parents

Various School Personnel

**STUDENT SERVICES ESSENTIAL DUTIES AND RESPONSIBILITIES:**

1. Receives and records daily attendance calls from parents and co-workers.
2. Compiles daily absence lists.
3. Issues admits and permits to students for all-day absences.
4. Operates computer in regard to daily attendance information, discipline referrals, and tardiness: maintains permanent attendance records; maintains files of student disciplinary actions
5. Inputs all data concerning absences from Moline High School and UTHS Vocational Center.
6. Calls parents to notify them of absences.
7. Reports to the Deans and works with Truant and Police Officers.
8. Sends attendance letters to parents regarding excessive absences; sends out parent notification letters of discipline
9. Works as an Administrative Assistant to the Deans & SRO Student Resource Officer
10. Types and mails letter to parents regarding suspensions, attendance, contracts, and drop letters
11. Prepares monthly discipline reports
12. Acts as the Selective Service Registrar
13. Coordinates student meetings & intervention schedules as requested
14. Prepares & maintains records of student consequence compliance
15. Orders office supplies and maintains office equipment and discipline file folders

16. Communicates effectively by various means with Administrators and security personnel
17. Assists parents with discipline and attendance questions
18. Supervises students sent to the Student Affairs office
19. Performs a wide variety of secretarial duties including typing, filing, receiving/screening phone calls, photocopying, faxing, and other duties as may be assigned

**DATA ENTRY ESSENTIAL DUTIES AND RESPONSIBILITIES:**

1. Prepares and submits reports requested by principal or designee
2. Assists with the running of SIS reports under the direction of the principal or designee
3. Adjusts family information recorded in the SIS, as changes occur, after verification from administration/truancy officer.
4. Coordinates school and student registration for national standardized assessments, the ASVAB, and Advanced Placement Testing.
5. Assists the truancy officer with documentation and sending of truancy letters.

**QUALIFICATIONS:**

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

**EDUCATION:**

High School education or GED required

**EXPERIENCE:**

Less than one year of related or similar experience

**SPECIAL SKILLS:**

Ability to multi-task, maintain accurate records, typing

**WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential function of this job. Reasonable accommodation may be made to enable individuals with disabilities to perform the essential functions.

The employee works in an office environment where the noise level is moderate. Occasional travel for the school district may also be required.

Employee Acknowledgement \_\_\_\_\_ Date \_\_\_\_\_

The above statements reflect the general details necessary to describe the principle functions of the occupation described and shall not be construed as a detailed description of all the work requirements that may be inherent in the occupation.

## **9. Reports, Requests and Open Discussion**

### **A. Superintendent's Report**

### **B. Student Board of Education Member Report**

### **C. Board of Education Member Open Discussion**

- 1) Discussion about public access to Browning Field facility moving forward

## **10. \* \* \* CLOSED SESSION \* \* \***

(to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees. 5 ILCS 120/2(c)(1))

## **11. Return to Open Session for Possible Action**

Dismissal of Educational Support Personnel Employee for Reasons Other than Reduction in Force

## **12. Adjournment**

### **NOTICE OF NONDISCRIMINATION PRACTICES**

The Moline-Coal Valley Unit School District No. 40 does not discriminate against employees, students, or the general public in its programs or practices, including vocational education, on the basis of race, color, religion, sex, gender, gender identity, disability, age, marital status, pregnancy status, citizenship status, military status, unfavorable discharge from the military service, national origin or ancestry in accordance with Title IX, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. The Moline-Coal Valley School District prohibits sex discrimination in any education program or activity that it operates, as required by Title IX, including in admission and employment. Moline-Coal Valley School District's nondiscrimination policy and grievance procedures can be located on the District website under Board Policy. In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, any individual who is in need of assistance or reasonable accommodations to be able to participate in a school district-related activity, including the employment application or interview process, should contact the Assistant Superintendent for Student Services and Special Education at the District administrative offices. Any individual who wishes to file a complaint of unlawful discrimination should contact the Superintendent of Schools or the Secretary of the Board of Education at the District administrative offices, 1900 52nd Avenue, Moline, IL 61265.