Special Board Meeting – May 13, 2025

The Board of Trustees of Joliet School District No. 7 held a special meeting on May 13, 2025, at 5:18 p.m. in high school computer lab. Board Members present were Dawn Blain, Ken Adams, Amanda Dinsdale, Kathy Grewell, Kraig Krook and Kelly Carrington. Also present were Clark Begger, Superintendent and Felicia Smith, District Clerk/Business Manager. There were no visitors.

Dawn Blain called the meeting to order at 4:30 p.m. followed by the Pledge of Allegiance.

III. Review and Adopt District Clerk Job Description

In order to be compliant with requirements of the STARS Act (HB 252), the Board must adopt a job description for the Clerk of the District which incorporates all duties outlined by law. Clerk Smith provided background information regarding the necessity for adopting the job description.

Kelly Carrington made a motion to adopt the Clerk of the District Job Description showing that the Clerk reports to the Board of Trustees and is Exempt for FLSA purposes. Ken Adams seconded the motion. There was no board discussion and no public comment. The motion was unanimously carried 6-0 (B).

IV. Adjournment

Mrs. Blain adjourned the meeting at 5:26 p.m.

Approved 6/17/2025 Clerk _____

Board Chair Amanda Dinsdale