

The Board of Education of Pana Community Unit School District #8 of the Counties of Christian, Shelby and Montgomery, Illinois met in Regular Session on Monday, January 19, 2009 at 6:30 p.m. in the Board Room at the Unit Office at 14 East Main Street.

**MEETING CALLED TO ORDER/ROLL CALL**

President Allen called the meeting to order at 6:30 p.m. The following board members were present: Allen, Foor, Koontz, Metzger, Mizeur Schafer. Absent: Beyers.

**Executive Session**

A motion was made by Koontz and seconded by Foor to adjourn to executive session at 6:31pm for the purpose of Employment/Resignations/Leave Requests/Compensation Recommendations, and Employee Discipline.

ROLL CALL: Allen, Foor, Koontz, Metzger, Mizeur, Schafer. All aye, motion carried.

Executive Session ended at 7:18pm and open session began at 7:19pm.

The purpose of Executive Session was for discussing Employment/Resignations/Leave Request/Compensation Recommendations, and Employee Discipline. No action was taken.

ROLL CALL: Allen, Foor, Koontz, Metzger, Mizeur, Schafer. Absent: Beyers.

A motion was made by Foor and seconded by Koontz to approve the minutes as read in executive session.

ROLL CALL: Allen, Foor, Koontz, Metzger, Mizeur, Schafer. All aye, motion carried.

**ADDITIONS TO THE AGENDA -**

**CONSENT AGENDA**

A motion was made by Mizeur and seconded by Metzger to approve the consent agenda, items III, IV, with payables totaling \$252,619.47, payroll totaling \$723,714.89 for a total of \$976,334.36.

ROLL CALL: Foor, Koontz, Metzger, Mizeur, Schafer, Allen. All aye, motion carried.

**VISITOR, TEACHER, & SUPPORT STAFF CONSIDERATIONS**

High School Teacher Anna Patton and two Senior Class Officers were in attendance to review the Senior Class Trip information that was included in the board packets. The trip is for 2 day/1 night to Eckerty, Indiana.

A motion was made by Mizeur and seconded by Foor to approve the 2009 Senior Class trip.

ROLL CALL: Koontz, Metzger, Mizeur, Schafer, Allen, Foor. All aye, motion carried.

High School Part-time Library Coordinator Ryan Lipe gave a review on the Library Per Capita Grant.

**COMMITTEE REPORTS**

**Facilities**

The Facilities Committee did meet. Mr. Dave Koontz explained Performance Contracting then discussed the bids that Pana put out for Performance Contractors. He explained the projects that are in the bid package. He also mentioned Joe Tillman a Lake Land Prof. in Engineering that will help with the bid process. The next meeting is February 11, 2009.

**Finance**

The Finance Committee did meet. They reviewed the quarterly financials. Dr. Lett then reviewed a District Project Financial Worksheet. The next meeting is April 16, 2009.

**Curriculum Committee**

Did not meet.

**Policy Committee**

Did not meet. Next meeting Wednesday, February 4, 2009.

**Pana Educational Foundation**

Did not meet. Next meeting is Wednesday, January 28, 2009.

**Technology Committee**

Did not meet. Next meeting is Wednesday, February 11, 2009.

**Strategic Planning Committee**

Did not meet.

**ADMINISTRATIVE REPORTS**

**Principals -**

**Gayle McRoberts, High School**

The panther mascot costume that was purchased this year has now been named Pride. The students that are wearing the costume is Jake Cutler, Drew Bland and Dylan Pucket. The School Improvement Plan received a thumbs up.

**Paul Lauff, Jr. High**

The Winter Band Concert went very well. Mrs. Heather Strom has planned two parent nights, a trivia night and a sport night. The Pana Jr. High and Mid State Special Ed Coop will be joining together to pilot possible intervention programs for reading.

**Deb Zueck, Jefferson Middle School**

Jefferson Middle School received an anonymous donation. This will fund each classroom a SMART Board, projection unit, a document camera, a computer/monitor and presentation/workstation. Ms. Zueck has also mentioned that Jefferson has started a reading enrichment class.

**Richard Nicolas, Washington/Lincoln Elementary School**

Mr. Nicolas had nothing new to add to his reports.

**Building and Transportation-Mr. Ron McMillen**

Mr. McMillen presented to the board some information concerning our current bus fleet. After some discussion a motion was made by Foor and seconded by Koontz to approve the purchase of two (2) new buses for the 09-2010 school year.

purchase 2  
new buses

ROLL CALL: Metzger, Mizeur, Schafer, Allen, Foor, Koontz. All aye, motion carried.

**Assistant Superintendent-Mr. Dave Dively**

Assistant Superintendent Mr. Dively clarified the NCLB grant revenues and expenses as of 12/31/08. He explained the Adult Center Generation Report. He also mentioned the February 13, 2009 Teacher Institute and the Key Note Speaker will be Mr. Jack Baulderman.

**SUPERINTENDENT**

**Personnel Recommendations**

A motion was made by Metzger and seconded by Mizeur to accept the retirement/resignation of Carol Schramm as High School Athletic Director.

Ret/res C.  
Schramm -HS AD

ROLL CALL: Mizeur, Schafer, Allen, Foor, Koontz, Metzger. All aye, motion carried.

Roll Call

A motion was made by Foor and seconded by Koontz to accept the maternity leaves of Meleah Brinkoetter - JMS 5th Grade Math and Gretchen Hocq - Hs Dishwasher/Cook.

Maternity leaves  
M. Brinkoetter, G.  
Hocq

ROLL CALL: Schafer, Allen, Foor, Koontz, Metzger, Mizeur. All aye, motion carried.

Roll Call

A motion was made by Schafer and seconded by Koontz to approve the employment of Sharon Rincker and Amanda Skinner as HS Afterschool tutors.

HS Afterschool  
tutors S. Rincker,  
A. Skinner

ROLL CALL: Allen, Foor, Koontz, Metzger, Mizeur, Schafer. All aye, motion carried.

Roll Call

A motion was made by Mizeur and seconded by Foor to employ Tiffany Welburn as Washington School Lunchaide and Jordan Beeson - for 1 day per week as Unit Office Worker.

Employ T.  
Welburn, J.  
Beeson

ROLL CALL: Foor, Koontz, Metzger, Mizeur, Schafer, Allen. All aye, motion carried.

Roll Call

**District Liability Insurance Coverage Renewal**

A motion was made by Metzger and seconded by Koontz to approve the renewal rate bid and optional coverage additions for the District's Liability insurance coverage with Indiana Insurance.

ROLL CALL: Koontz, Metzger, Mizeur, Schafer, Allen, Foor. All aye, motion carried.

Roll Call

**Executive Session Minutes**

A motion was made by Mizeur and seconded by Schafer to approve the following executive session minutes remain closed since they involve student disciplinary hearings or disciplinary discussions: November 24, 2008 and December 15, 2008 and open June 16, 08; July 21, 08; August 18, 08; September 15, 08; October 20, 08; November 17, 08. Also recommend the destruction of any open or executive session tapes older than 18 months for the purpose of reuse and avoiding storage issues.

ROLL CALL: Metzger, Mizeur, Schafer, Allen, Foor, Koontz. All aye, motion carried.

Roll Call

**Economic Interest Statements**

A motion was made by Koontz and seconded by Foor to approve and certify the list of individuals required to file economic interest statement with Christian County Clerk.

ROLL CALL: Mizeur, Schafer, Allen, Foor, Koontz, Metzger. All aye, motion carried.

Roll Call

**ESP/PEA Seniority Lists**

A motion was made by Mizeur and seconded by Schafer to approve the 08-09 ESP and PEA Seniority Lists.

ROLL CALL: Schafer, Allen, Foor, Koontz, Metzger, Mizeur. All aye, motion carried.

Roll Call

**IRS Mileage Reimbursement**

A motion was made by Metzger and seconded by Mizeur to approve the district mileage reimbursement rate to the IRS recommended rate of .55 per mile.

ROLL CALL: Allen, Foor, Koontz, Metzger, Mizeur, Schafer. All aye, motion carried.

Roll Call

**ROE Safe School Intergovernmental Agreement**

A motion was made by Metzger and seconded by Foor to approve 2009-2010 ROE Safe School Intergovernmental Agreement.

ROLL CALL: Foor, Koontz, Metzger, Mizeur, Schafer, Allen. All aye, motion carried. Roll Call

**Selection of Performance Contractor**

A motion was made by Foor and seconded by Koontz to approve a letter of intent to enter into negotiations with Honeywell International, Inc. on a guaranteed energy savings contract for a defined scope of work on the JH and HS campus.

ROLL CALL: Koontz, Metzger, Mizeur, Schafer, Allen, Foor. All aye, motion carried. Roll Call

**Bid Authorization for Western Center Expansion**

A motion was made by Koontz and seconded by Foor to authorize District administration to put out for public bid a 6,000 sq. ft. addition to the District LLC Western Center Site.

ROLL CALL: Metzger, Mizeur, Schafer, Allen, Foor, Koontz. All aye, motion carried. Roll Call

**Nominating Petition Designees**

A motion was made by Mizeur and seconded by Metzger to approve Heather Phillips, Marge Dukeman, and Wendy Mundell as district board election nominating petition designees.

ROLL CALL: Mizeur, Schafer, Allen, Foor, Koontz, Metzger. All aye, motion carried. Roll Call

**Communications**

The Governor did sign the bill so the district can refinance bonds.

**Board Member Considerations**

**Adjournment**

A motion was made by Foor and seconded by Beyers to adjourn the regular meeting of December 15, 2008 at 9:11pm. All aye, motion carried.

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Secretary

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President