

Date: December 18, 2023
To: Pana CUSD #8 Board of Education
From: Mr. Jason J. Bauer, Superintendent
Subject: **Superintendent's Report and Board Actions for December 18, 2023
Regular Board Meeting.**

BOARD AGENDA NOTES

2 Consent Agenda Items – Please contact me or Bridgett Heinrich prior to the meeting if you have any questions with any of the listed items. I will review the cafeteria report and compare where we are at this year compared with last year at this time. There was 1 FOIA request for the month. It was from Patrick Lee, an Illinois State Volunteer for the Change the Air Foundation. He requested our latest IAQ (indoor air quality) and Environmental Testing results from our schools. There is also an overnight band ensemble rehearsal and performance proposal that has been requested for a couple of students in January that takes place in Peoria. We are recommending its approval and are including it because it is an overnight trip.

- A. Reading/Approval of Minutes
- B. Approval of Bills and Payroll
- C. Treasurer's Report
- D. FOIA Request(s)
- E. Overnight Band Ensemble Rehearsal and Performance

Action: Motion to approve the Consent Agenda inclusive of payables totaling \$1,658,235.52 and payroll totaling \$895,607.46 for a total payables and payroll of \$2,553,843.98.

3 Visitor, Teacher & Support Staff Considerations

- Mrs. Emily Perry will be in attendance with some of the FFA students. They will discuss their experiences at this year's FFA Convention in Indianapolis.
- Shelly Austin, a community member, wishes to address the board with a concern about the capabilities of a bus driver.

4 Committee Reports

- A. Facilities – James, Jeff, and I will provide an update of the November 29, 2023 meeting.
Next Meeting: TBD
- 2. **Bus Lease** – Jeff has the final information on the new bus leases. With a longer than usual wait time to get new buses in, it is important that action is taken on this item so that the new buses can be in for the start of next school year. The cost is for 3 buses with two being regular buses and the other will have an accessible lift.

Action: Motion to approve the Bus Lease with Midwest Transit in the amount of \$80,875

3. **New Pana Elementary Change Order** – The following is a change order that increases the amount of storage inside the elementary classrooms. The District will purchase desks/tables per grade level and the teacher desk. There will be trays under all tables and desks for student storage as well. We are still waiting on final pricing from PCC. As of 1:00 p.m. Friday, December 15, we are still waiting for pricing.

Action: Motion to approve the new Pana Elementary Change Order to increase the amount of storage inside of classrooms in the amount of _____.

B. Finance – Did not meet this month. Next Meeting – Friday, January 19, 2024 at 6:30 a.m.

C. Curriculum – Anne Dorn and Mr. Donahue will provide a brief overview of the meeting that took place on December 6th. Next Meeting: TBD

2. **Amend High School Course Description Guide** – There was discussion at the curriculum committee meeting about cleaning up language in the high school course description guide. Specifically, there is current existing language that no student can receive valedictorian status unless they achieve a 4.29 GPA. Clean up language will include that if no student has achieved a 4.29 GPA, the student with the highest GPA will be declared the valedictorian. Other changes in the course description guide were noted at the curriculum committee meeting.

Action: Motion to amend the high school course description guide.

D. Policy – Michelle Blackwell and I will provide a summary of the December 13th meeting. Next Meeting: TBD

Action: Motion to approve the 1st Reading of the Press Service policy updates as presented at the policy committee meeting.

E. Pana Education Foundation – Did not meet. Next Meeting – Wednesday, December 20, 2023 at 7:00 a.m.

F. Technology – Did not meet this month. Next Meeting: TBD

G. Strategic Plan – Did not meet this month. Next Meeting: TBD

H. I.D.E.A.S. – Did not meet this month. Next Meeting: TBD

5 Administrative Reports

- A. **Principals** – The building principals will not be in attendance. I have given them the night off after a busy December with events. They have submitted reports.
- B. **Buildings and Transportation** – Jeff Stauder will provide an overview of his report.
- C. **Curriculum and Instruction** – Mr. Donahue will be present to provide his report.
- D. **Superintendent’s Report/Board Action**

1. Personnel Recommendations.

Action: Motion to approve the Superintendent’s personnel recommendations as reviewed and presented from the executive session notes. **This will be done after executive session is over.**

- 2. **Consideration to Approve Two MOU’s with the PEA** – These are the two Memorandum of Understanding’s that allow the District to utilize the Teacher Vacancy Pilot Program Grant that was awarded. The first is a tuition incentive for any teacher that is currently working on adding an endorsement to their professional education licensure. The second is a retention bonus for any educator that agrees to return for the 2024-2025 school year. I will go over these in detail in executive session and I request a vote be taken afterward. I recommend approval of the 2 MOU’s. The PEA approved the MOU’s at a meeting held last Thursday.

Action: Motion to approve the 2 MOU’s with the Pana Education Association. **This will be done after executive session is over.**

- 3. **2023 Tax Levy** – One month ago I provided an in-depth analysis of the levy request. The initial EAV estimates have been adjusted slightly and tonight I have already provided a synopsis at the Truth in Taxation Hearing. In summary, I am recommending an overall increase of 9.13% from the previous year.

This amounts to a 10.04% (minus Bond + Interest) increase with this year’s tax levy and this recommended increase amounts to **\$599,731**. If the projections hold true this would mean an additional **\$402,764** for the Education Fund, **\$78,973** new dollars for the Operation and Maintenance (Building) Fund, and **\$31,589** for the Transportation Fund. This would be a total increase of **\$513,326** in the three primary operating funds.

A new requirement that was put in a place year ago during the tax levy presentation a District must review the current year opening fund balances. The following were the fund balances as of July 1, 2023.

Education Fund (10): \$12,942,895
 Operation and Maintenance (20): \$652,952
 Debt Service (30): \$195,656
 Transportation (40): \$264,033
 Municipal Retirement / Social Security (50): \$643,973
 Capital Projects (60): \$1,036,725
 Working Cash (70): \$2,426,731
 Tort (80): \$1,168,046
 Fire Prevention and Safety (90): \$303,533

Action: Motion to approve the District's 2023 Tax Levy.

- 4. Resolution abating the taxes heretofore levied for the year 2023 to pay debt service on the General Obligation School Bonds (Alternate Revenue Source), Series 2019 and Series 2023, of Community Unit School District Number 8, Christian, Shelby and Montgomery Counties, Illinois** – This will become a regular occurrence until the alternate revenue bond principal and interest is paid off. The abatement resolution is necessary and needs to be passed by the Board and delivered to the County Clerk prior to the end of February 2023 in order to prevent property taxes from being collected during the 2023 calendar year for the bond issue. The 1% sales tax revenue has been pledged to pay for this bond. This is year 5 of 5 for the 2019 Series and the first year for the 2023 Series.

Action: Motion to approve the resolution abating taxes heretofore levied for the year 2023 to pay debt service on the General Obligation School Bonds (Alternate Revenue Source), Series 2019 and Series 2023, of Community Unit School District Number 8, Christian, Shelby and Montgomery Counties, Illinois.

- 5. NPT Special Education Report** – I will provide an overview of the meeting that took place on November 28th. The next meeting is December 19th.

Action: Information only.

6 Executive Session (Optional)

- A. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, student concerns, litigation, the setting of a price for sale or lease of property owned by the District, and collective negotiating matters.
- B. Employment/Compensation/Resignation Recommendations

Action: Motion to enter executive session for the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, student concerns, litigation, the setting of a price for sale or lease of property owned by the District, and collective negotiating matters, as well as employment/compensation resignation recommendations.

Action: Motion to return from the executive session to the regular meeting.

Action: Motion to approve executive session minutes as read.

Action: Motion to approve the Superintendent's personnel recommendations as reviewed and presented from the executive session notes.

Action: Motion to Approve the 2 MOU's with the Pana Education Association.

7 Communications

- A. Alliance Legislative Report
- B. Capitol Watch
- C. Association of Illinois Rural and Small Schools (AIRSS)
- D. Other Board Correspondence

8 Board Member Considerations

- A. Other Board Member Considerations

9 Adjournment

Action: We will need a motion to adjourn the meeting.