

Date: September 21, 2026

To: Pana CUSD Board of Education

From: Jessica Miller, Superintendent

Subject: Superintendent's Report and Board Actions for September 21, 2026, Regular Board Meeting

1. Call to Order/Roll Call

A. Pledge of Allegiance

2. Consent Agenda Items - Please contact Kari Medler, bookkeeper, or Mrs. Miller prior to the meeting if you have any questions with any of this month's payables or financials.

A. Reading and Approval of Regular Meeting Minutes and Special Board Meeting Minutes - August 17, 2026

B. Approval of Monthly Bills and Payrolls - Kari has noted some of the more significant monthly bills as part of the Accounts Payable/Payroll Report. We stopped paying vendors for the month of August as of September 14, 2026.

1. Accounts Payable and Payroll Report

C. Treasurer's Report (August)

1. Financial Reports

2. Other Financial Information

a. Donation Approvals - None to report this month.

D. FOIA Requests - We received a FOIA request from CT Mills, Public Info Access LLC, requesting copies of any existing records showing district-issued direct work telephone numbers, direct dial lines, or work extensions for employees currently serving in the district's Central Office/District Administration Office. We received a FOIA request from Michael Rost, Founder/CEO of Allium Data, requesting copies of our current property and casualty insurance policies, including premium or a summary document that includes coverage, carrier, limits, deductible, and premium. We received a FOIA request from Justin Wenig from Star Bridge FOIA Records requesting purchasing records from January of 2026 to September 8, 2026. Our responses are in your packet.

Action: Motion to approve the Consent Agenda inclusive of payables totaling \$848,855.86 and payrolls totaling \$867,096.85 for a total payables and payroll of \$1,715,952.71.

3. Visitor, Teacher, & Support Staff Considerations

- A. **Booster Organizations' FY27 Budgets** - I have invited Sports Boosters to present their budget for FY27.

4. Committee Reports

- A. **Facilities** - Mark Beyers and Jessica Miller will provide an overview of the meeting held Thursday, September 3rd, 2026 @ 6:30 am. Next meeting TBD.
- B. **Finance** - Did not meet this month. Next meeting TBD.
- C. **Curriculum** - Did not meet this month. Next meeting TBD.
- D. **Policy** - Did not meet this month. Next meeting TBD.

- 1. **2nd Reading of IASB PRESS Policy updates** - Mrs. Miller reviewed the IASB PRESS Policy updates with the Policy Committee from the month of June during their August meeting. The Policy Committee is recommending to the full Board to approve the 2nd reading of those reviewed policies.

Action: Motion to approve the 2nd reading of the IASB PRESS Policy updates from June 2026 as reviewed by the Policy Committee.

Action: Motion to approve the 2nd reading of the local Inactive Meal Account Balances policy as reviewed by the Policy Committee.

- E. **Pana Education Foundation** - Mrs. Miller will provide an overview of the meetings held on August 19, 2026 and September 16, 2026 at 7:00 am. Next meeting: October 21, 2026 at 7:00 am.

August 19: The Board discussed updating trade scholarship guidelines. They updated the length of deferment for a scholarship recipient. They updated the annual fee to manage independent scholarships.

The Board approved mini-grant application updates.

The Board sold 207 license plates.

The Panther Pages program and requisitions were approved. All students in grades PreK-5 will receive a book from the Pana Education Foundation.

September 16: Procedures and guidelines were discussed. Discussed updates to the bylaws to reflect current practices. Bylaws will be presented to the District BOE in October as a first reading.

License plates should arrive sometime this week.

The Wall of Fame ceremony will take place on Sunday, September 27, 2026, at 2:00 pm.

The Board approved adding Amanda Skinner as a PEF Board member.

F. Technology - Did not meet. Next meeting TBD.

5. Administrative Reports

A. Principals - Building principals will highlight an item from their submitted reports.

B. Building & Transportation - Jeff Stauder will provide highlights from his submitted report.

C. Curriculum & Instruction - Mr. Donahue will provide highlights from his written curriculum & grant report(s).

D. Superintendent

1. Personnel Recommendations (Will follow Executive Session)

Action: Motion to approve the September Employment Report, EIS Administrator and Teacher Salary Report, and IMRF Salary Report as reviewed and presented in Executive Session.

2. Pana Educational Service Personnel Association (ESP) Memorandum of Understanding (MOU) - The District and the Pana Educational Service Personnel Association have agreed to pay each bus driver who drives a morning and afternoon bus route on the same day a minimum of 5 hours for that day, any bus aide who is also employed in another position in the District during the 2026-2027 school year shall be paid his or her higher hourly wage, whether performing duties as a bus aide or in the other assignment.

Action: Motion to approve the Memorandum of Understanding between the Pana Community Unit School District No. 8 Board of Education and the Pana Educational Service Personnel Association providing that: (1) a bus driver who drives both a morning and afternoon route on the same day will be compensated for a minimum of five (5) hours for that day; and (2) during the 2026-2027 school year, a

bus aide who is also employed by the District in another position will be paid the higher of the two applicable hourly rates for all hours worked in either assignment.

3. **Annual District Web Postings** - Each year the District is required to update its mandated postings to the District website. Kylie and I will ensure that our website postings have been updated and are compliant. *Please review Administrator & Certified Staff Salary Compensation Reports and the IMRF Employees exceeding \$75K Compensation Report found in your Executive Session attachments.*

Action: Motion to approve the internal annual compliance review of the updated required Annual Website Postings for the District.

4. **District Administrative Licensed Evaluator List** - Each year the Board is asked to approve our District's list of licensed qualified evaluators.

Action: Motion to approve the FY27 District's Administrative Licensed Evaluator list.

5. **4:80 Operational Services Policy Update** - This policy outlines our financial responsibilities as it relates to accounting, audit services, and reports. Based on the guidance of our auditors, the following language in this policy needs to be updated to the following:

Control Requirements for Checks

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Curriculum Director or Maintenance/Transportation Director, except that checks from accounts containing student activity funds or fiduciary funds and checks from revolving accounts may be signed by their respective account custodians.

The current policy has the titles Treasurer or Board President. Updating this policy aligns with our current practices.

Action: Motion to approve the Operational Services Policy update replacing the titles "Treasurer or Board President" with "Curriculum Director or Maintenance/Transportation Director".

6. **Overnight Trip Approval for FFA Convention** - An itinerary for the 98th National FFA Convention in Indianapolis, IN, October 22nd through October 24th is attached. Some tours and evening activities will be decided upon at a later date in order to tailor those to the interests of those attending the conference.

Action: Motion to approve the FFA overnight trip to Indianapolis, IN (Oct 22-24).

- 7. Adoption of FY27 District Budget** - The FY27 District Budget was presented this evening during the special hearing.

Action: Motion to adopt the FY27 District Budget as presented during the special hearing.

- 8. Accelerated Placement Program** - The District is presenting an Accelerated Placement Program and supporting procedures for first reading. The purpose is to establish a clear and consistent process for considering students who may benefit from instruction above their current grade level. The program addresses early entrance to kindergarten, early entrance to first grade, whole-grade acceleration, and individual subject acceleration. The proposed materials establish criteria for consideration, a referral and evaluation process, parent notification and consent, and a process for developing a transition plan when acceleration is approved. The evaluation process considers multiple sources of information rather than relying on a single assessment. This program aligns with Board Policy adopted from PRESS 6:135 Accelerated Placement Program.

Action: Motion to approve the first reading of the Pana CUSD 8 Accelerated Placement Program, criteria, procedures, and accompanying forms as presented.

- 9. NPT Special Education Cooperative Report** - Jessica Miller will provide an overview of the regular meeting held on September 10, 2026 at 2:00 pm. Next meeting will be October 8, 2026 at 2:00 pm.

The Board discussed a CD that matures on September 16th. The Board agreed to leave the CD for another 12 months at a 4% interest rate.

The Board discussed professional development for January 4th, 2027. Kate Swenson, author, plans to speak on finding joy in the secret world of autism.

Approved the resignation of Jerrika Barnes, paraprofessional.

Action: No action required.

6. Executive Session - Residency Hearing

Action: Motion to enter executive session to consider individual student matters, pursuant to Section 2(c)(10) of the Open Meetings Act.

Action: Motion following the residency hearing.

7. Executive Session

- A. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, litigation, the setting of 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, litigation, the setting of a price for sale or lease of property owned by the District, and collective bargaining matters, as well as employment/compensation/resignation recommendations.

Action: Motion to leave Executive Session and return to Open Session.

Action: Motion to approve Executive Session minutes as read in executive session.

8. Communications

A. Capitol Watch

9. Board Member Considerations

10. Adjournment