

Date: January 24, 2022  
To: Pana CUSD #8 Board of Education  
From: Mr. Jason J. Bauer, Superintendent  
Subject: **Superintendent's Report and Board Actions for January 24, 2022  
Regular Board Meeting.**

## **BOARD AGENDA NOTES**

- 2 Consent Agenda Items** – Please contact me or Heather Phillips prior to the meeting if you have any questions with any of the listed items. There are 2 FOIA requests. One is Smart Procure and they requested any and all purchasing information between 9/30/21 and current. Heather fulfilled this request. The second is from the IRTA and they requested any and all certified staff names and school email addresses who are retiring at the end of the year. The second reading of policies is also included in the consent agenda. The December 13<sup>th</sup> Policy Committee meeting contains the attached policies and updates.
- A. Reading/Approval of Minutes
  - B. Approval of Bills and Payroll
  - C. Treasurer's Report
  - D. FOIA Requests
  - E. 2<sup>nd</sup> Reading of Press Policies

**Action:** Motion to approve the Consent Agenda inclusive of payables totaling \$345,087.68 and payroll totaling \$781,267.15 for a total payables and payroll of \$1,126,354.83.

### **3 Visitor, Teacher & Support Staff Considerations**

- There are no visitor requests at this time.

### **4 Committee Reports**

- A. Facilities – Mark Beyers and Jeff Stauder will provide an update from the January 20<sup>th</sup> meeting. Next Meeting – TBD
- B. Finance – Craig Deere and I will provide an update from the January 13<sup>th</sup> meeting. Next Meeting – Thursday, April 14, 2022 at 6:30 a.m.
- C. Curriculum – Did not meet this month. Next Meeting: TBD
- D. Policy – Did not meet this month. Next Meeting: TBD
- E. Pana Education Foundation – Mark Beyers and I will provide a brief report of our January 19<sup>th</sup> meeting. Next Meeting – Wednesday, February 16<sup>th</sup> at 7:00 a.m.

- F. Technology – Did not meet this month. Next Meeting: Tuesday, March 1, 2022 at 5:30 p.m.
- G. Strategic Plan – Did not meet this month. Next Meeting: TBD
- H. I.D.E.A.S. – Did not meet this month. TBD

## 5 Administrative Reports

- A. **Principals** – The building principals will be in attendance to provide their reports.
- B. **Building and Transportation** – Jeff Stauder will provide an overview of his report.
- C. **Curriculum and Instruction** – Mr. Donahue will be present to provide his report along with an update on Title Grant reporting.
- 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. **District Worker’s Compensation Insurance Renewal** – Vanessa at Bushue Human Resources, Inc. has been working closely with the district on the renewal of the district’s worker’s compensation insurance renewal. This year we are looking at an increase of \$6,342, which is an 11.730% increase from the previous year. The increase is mainly attributed to an increase in payroll and rates. A detailed summary of the renewal is attached for you to review. I recommend the renewal of the proposal as presented.

**Action:** Motion to accept the District Worker’s Compensation coverage with Star Insurance through Ramza Insurance Group at an overall premium increase of \$6,342 (11.73% increase over expiring coverage) with a total renewal rate of \$60,408.

- 3. **Executive Session Minutes** – We are required to have a process in place to review past executive session minutes over the last six months. I am recommending that the following executive session minutes be opened to the public: July 19, 2021, August 9, 2021, August 14, 2021, August 16, 2021, September 20, 2021, October 18, 2021, November 15, 2021, and December 20, 2021. I am recommending that we keep the minutes/tapes closed from the July 19, Aug. 9, Aug. 14, Aug. 16, Sept. 20, Oct 18, Nov. 15, and Dec. 20 as they had discussions concerning student discipline. I am also recommending the destruction of any open or executive tapes older than 18 months for the purpose of avoiding unnecessary storage.

**Action:** Motion to approve the public release of executive session minutes from July 19, Aug. 9, Aug. 14, Aug. 16, Sept. 20, Oct. 18, Nov. 15, and Dec. 20 and subsequent destruction of any open or executive session tapes older than 18 months. All minutes/tapes from July 19, Aug. 9, Aug. 14, Aug. 16, Sept. 20, Oct. 18, Nov. 15, and Dec. 20 shall remain closed to the public.

- 4. Economic Interest Statements** – The District is required to annually no later than February 1<sup>st</sup> to provide a list of school district employees who are required to file economic interest statements with the County Clerk. I recommend that you approve/certify the enclosed list individuals who need to file. Also, please remember to give Bridgett a copy of your return receipt once you have filed your interest statements.

**Action:** Motion to approve and certify the list of District affiliated personnel required to file an economic interest statement with the Christian County Clerk.

- 5. IRS Mileage Rate** – The Federal IRS reimbursement rate increased by 2.5 cents for 2022 to 58.5. cents per mile. Our past practice has been to adjust our reimbursement rate to match the federal rate. Keep in mind that we do not reimburse a lot of mileage to employees due to access to District vehicles. My recommendation is to stay with the Federal rate.

**Action:** Motion to approve the 2022 IRS Mileage reimbursement rate.

- 6. NPT Special Education Report** – The next NPT Executive Board meeting is scheduled for Tuesday, January 25<sup>th</sup> at 8:30 a.m.

**Action:** No action needed. This is an information only item.

## **6 Executive Session (Optional)**

- A. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, litigation, for the purpose to purchase or lease property, 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, for the purpose to purchase or lease property, 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.

- 7 Communications
  - A. Alliance Legislative Report
  - B. Capitol Watch
  - C. AIRSS – Association of Illinois Rural and Small Schools
  - D. Other Board Correspondence
  
- 8 Board Member Considerations
  - A. Future Strategic Planning Session(s) = Saturday, February 12, Saturday, March 5, or Saturday, March 19
  - B. Other
  
- 9 Adjournment

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