

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, June 18, 2018 at 6:30 p.m. in the Board Room of the Unit Office at 14 East Main Street, Pana, IL 62557.

Meeting called to Order/Roll Call

President Schafer called the meeting to order at 6:30 p.m. The following board members were present: Anderson, Deere, Dorn, Kirkbride, McLeod, Schafer. Beyers was absent.

Roll Call

FY 18 Budget Recommendation/Board Action

Superintendent Bauer gave a brief summary of the information presented in the budget hearing and then asked if anyone had questions or comments in regards to the FY 18 Amended Budget. There were no questions or comments.

Motion to approve the recommended FY 18 District Amended Budget as presented in the Budget Hearing was made by Deere and seconded by McLeod.

FY 18 District Amended Budget

ROLL CALL: Anderson, Deere, Dorn, Kirkbride, McLeod, Schafer. All aye, motion carried.

Roll Call

Consent Agenda

Superintendent Bauer discussed that the one FOIA request from the IL Retired Teachers Association requesting retirees contact information was fulfilled. Included in the consent agenda was the second reading of the PRESS policy updates. Superintendent Bauer reviewed the cafeteria report, noting that it is in the black. He noted that he would continue to monitor it in June due to the fact that there will not be any additional revenue and there will be three payrolls.

A motion was made by Kirkbride and seconded by Dorn to approve the consent agenda inclusive of payables totaling \$275,424.58 and payroll totaling \$746,944.85 for a total payables and payroll of \$1,022,369.43.

Consent Agenda

ROLL CALL: Deere, Dorn, Kirkbride, McLeod, Schafer, Anderson. All aye, motion carried.

Roll Call

VISITORS

Chase Temmen, Chapter President of Pana FFA, presented the 2018 annual report of the Pana Agriculture Department. Chase reviewed the report and highlighted the individual accomplishments of the Pana FFA members.

A motion was made by McLeod and seconded by Dorn to approve the Pana Ag Department Annual Report.

2018 Pana Ag Department Annual Report

ROLL CALL: Dorn, Kirkbride, McLeod, Schafer, Anderson, Deere. All aye, motion carried.

Roll Call

COMMITTEE REPORTS

Facilities

Did not meet. Next meeting will be Wednesday, September 19, 2018 at 5:30 p.m.

Finance

Did not meet. Next meeting will be Thursday, August 9, 2018 at 6:30 a.m.

Curriculum Committee

Did not meet. Next meeting TBD.

Policy Committee

Did not meet. Next meeting TBD.

Pana Education Foundation

Did not meet. Next meeting will be Wednesday, June 20, 2018 at 7:00 a.m.

Strategic Planning Committee

Did not meet. Next meeting TBD.

Technology

Did not meet. Next meeting: Wednesday, October 24, 2018 at 5:30 p.m.

ADMINISTRATIVE REPORTS

Principals -

Mrs. Ellis, Miss McRoberts, and Ms. Zueck were in attendance.

Dara Thompson, Clerical Grant Coordinator, discussed the FY 19 preliminary allocations for Title I, Title II, and Title IV. Ms. Thompson noted that last year 100% of the Title IV funds were transferred to Title II due to decreasing grant allocations each year and that this may happen again this year. She noted that the District had completed all the pre-application requirements and all the GATA (Grant Accountability and Transparency Act) requirements have also been met. A historical review of Title I, II, & IV allocations was included in the board packet.

Ms. Zueck presented her last board report with "a heavy heart" and thanked everyone for their assistance over the last 41 years.

Mrs. Ellis highlighted the year-end student events and the summer construction projects being completed at PJHS.

Miss McRoberts presented her last board report and thanked everyone. Miss McRoberts highlighted the accomplishments of Pana students at the 90th IL State FFA Convention. On June 13th Lizzie Schafer was named Star Discovery FFA Member in Illinois. This state FFA title has never been won by a local FFA member and it is the first time Pana FFA has ever had a State Star winner. Miss McRoberts discussed the Supervised Agriculture Experience (SAE) project that Lizzie has been working on for two years. Lizzie was awarded this prestigious award for her work and dedication to her SAE project and for her many agricultural and non-agricultural activities.

Pana High School sophomore Eric Schafer was named the State Proficiency Award winner for his Supervised Agriculture Experience (SAE) project. Eric has been working on this project for over two years. This year Eric continued his cattle research project and earned a State FFA Agriscience Fair title and was named a National Finalist and has been asked to be published by leading cattle journals. For the second year in a row Eric was the winner of the Illinois State FFA Livestock Judging CDE. Eric made history with this accomplishment by being the only FFA member to ever win this title back to back and to accomplish this state win as a freshmen and sophomore. Eric competed against over 200 FFA members from across the state to win this title. Eric's success continued into the State Extemporaneous Public Speaking Contest. In January he won the Section 19 Public Speaking title and advanced onto Districts. In April Eric won the District title and was one of the ten finalists that advanced onto to State FFA Competition. On Tuesday, June 12th Eric competed at the State Extemporaneous competition and was named the state runner up. Eric was the only underclassmen to participate and receive a state ranking in this event. Eric Schafer is a Pana FFA Officer, active in the National Junior Angus Association, and National Junior Swine Association.

A motion was made by Kirkbride and seconded by Dorn to approve the 2018-2019 Parent, Student & Athletic handbooks.

ROLL CALL: Kirkbride, McLeod, Schafer, Anderson, Deere, Dorn. All aye, motion carried.

2018-2019 Parent,
Student & Athletic
handbooks
Roll Call

Building and Transportation

Lori Ade presented her last board report. Lori reported that the Contractor's are working hard and the current capital projects should be completed by end of June or beginning of July. There were no bids received for District pest control for 2018-2019 and therefore Lori recommended continuing service with Orkin. No action was taken due to the fact that no bids were received. Two bids were received for garbage service for the 2018-2019 school year. The District's current provider, Tri-R-Disposal, was the low bidder at \$850 per month.

A motion was made by Anderson and seconded by Deere to approve Tri-R-Disposal's garbage bid of \$850 per month for the 2018-2019 school year.

ROLL CALL: McLeod, Schafer, Anderson, Deere, Dorn, Kirkbride. All aye, motion carried.

Garbage bids for
2018-2019
Roll Call

SUPERINTENDENT

Textbook, Rentals, Lunch Fees, and Event Fees for 2018-2019

Superintendent Bauer reviewed the Textbook, Rentals, Lunch Fees, and Event Fees for 2018-2019. He discussed Amy Christian's recommendation that student lunches be increased by \$0.10 in order to stay compliant with Federal guidelines for what needs to be charged for a full price lunch. Under "Technology Fee" it was corrected to reflect grades 6-12, instead of grades 6-11. Board Member Doug Kirkbride noticed that the descriptions under textbooks would also need corrected to reflect that change. Under "Textbooks" the Jr. High entry was corrected to reflect grades 6-8, instead of grades 6th & 8th. Also under "Textbooks" the 12th grade textbook fee was removed to reflect the correct fee of \$35 for all students in grades 9-12.

A motion was made by McLeod and seconded by Kirkbride to approve the student and event fees for the 2018-2019 school year with the corrections noted above.

ROLL CALL: Schafer, Anderson, Deere, Dorn, Kirkbride, McLeod. Motion carried.

Student & Event
fees for 2018-
2019
Roll Call

6-Month Executive Session Minutes/18-Month Tapes

Superintendent Bauer discussed the requirement to have a process in place to review past executive session minutes over the last six months. Superintendent Bauer recommended that the following executive session minutes be opened to the public: January 22, 2018, February 26, 2018, March 19, 2018, April 16, 2018, and May 21, 2018. He also recommended that the minutes/tapes are kept closed from the January 22, 2018, February 26, 2018, March 19, 2018, April 16, 2018, and May 21, 2018 as they all had discussions concerning student discipline. In addition, he recommended that the minutes/tapes from January 31, 2018, February 1, 2018, February 8, 2018, February 12, 2018, and February 20, 2018 be kept closed as those meetings all had to do with Principal interviews.

A motion was made by Dorn and seconded by Deere to approve the public release of executive session minutes from January 22, 2018, February 26, 2018, March 19, 2018, April 16, 2018, and May 21 and subsequent destruction of any open or executive session tapes older than 18 months. All minutes/tapes from January 22, January 31, February 1, February 8, February 12, February 20, February 26, March 19, April 16, and May 21 shall remain closed to the public.

ROLL CALL: Anderson, Deere, Dorn, Kirkbride, McLeod, Schafer. All aye, motion carried.

Executive Session
Minutes/Tapes

Roll Call

Prevailing Wage Act

Superintendent Bauer noted that the District is required by law to adopt the enclosed resolution and the attached prevailing wage scales.

A motion was made by McLeod and seconded by Dorn to adopt the prevailing wage act resolution and the attached wage scales.

ROLL CALL: Deere, Dorn, Kirkbride, McLeod, Schafer, Anderson. Motion carried.

Prevailing Wage
Resolution
Roll Call

Administrator Evaluation Instrument

Superintendent Bauer presented the updated District administrator evaluation instrument. The only change is that beginning with the upcoming 2018-2019 school year Assistant Principal(s) and/or Dean of Students positions will be evaluated by the building principal in which they serve.

A motion was made by Kirkbride and seconded by McLeod to approve the updated District administrator evaluation instrument.

ROLL CALL: Dorn, Kirkbride, McLeod, Schafer, Anderson, Deere. Motion carried.

Administrator
Evaluation
Instrument
Roll Call

Intergovernmental Agreement with Ramsey CUSD #204 - OKAW Transportation

Superintendent Bauer advised that for the last four years the District has had an agreement in place to share transportation services with Ramsey to transport our students to the OKAW Area Vocational Center in Vandalia. There is no increase in fee rates for the upcoming year.

A motion was made by Anderson and seconded by Deere to approve the OAVC Intergovernmental Transport Agreement with Ramsy CUSD #204 for the 2018-2019 school year.

ROLL CALL: Kirkbride, McLeod, Schafer, Anderson, Deere, Dorn. Motion carried.

Intergovernmental
Agreement with
Ramsey
Roll Call

Resolution Authorizing the Abatement of the Working Cash Fund

Superintendent Bauer reminded everyone that the original FY 18 budget from September 2017 included a transfer from the working cash fund to the transportation fund. This transfer was included in the budget due to a lack of M-CAT payments from the State of Illinois. The amount of the transfer is \$300,000 and this is needed to get the Transportation Fund through the end of the fiscal year. This transfer is made possible from the working cash bond that was issued about a year ago.

A motion was made by McLeod and seconded by Deere to approve the resolution authorizing the abatement of the District's Working Cash Fund.

ROLL CALL: McLeod, Schafer, Anderson, Deere, Dorn, Kirkbride. Motion carried.

Resolution
Authorizing the
Abatement of the
Working Cash
Fund
Roll Call

Executive Session

A motion was made by Kirkbride and seconded by Anderson to enter Executive Session at 7:02 p.m. for the purpose of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, litigation, and collective negotiating matters, as well as employment/compensation/resignation recommendations.

ROLL CALL: Schafer, Anderson, Deere, Dorn, Kirkbride, McLeod. Motion carried.

Enter Executive
Session

Roll Call

Return to Regular Meeting

A motion was made by Kirkbride and seconded by Dorn to return from the Executive Session to the Regular Meeting at 7:58 p.m. Executive Session was held for the purposes of discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, litigation, and collective negotiating matters, as well as employment/compensation/resignation recommendations. No action was taken.

ROLL CALL: Anderson, Deere, Dorn, Kirkbride, McLeod, Schafer. Motion carried.

Return to Regular
Meeting

Roll Call

Approve executive session minutes

A motion was made by McLeod and seconded by Dorn to approve executive session minutes as read in executive session.

ROLL CALL: Deere, Dorn, Kirkbride, McLeod, Schafer, Anderson. Motion carried.

Executive Session
Minutes

Roll Call

Employment report as reviewed in executive session

A motion was made by Kirkbride and seconded by McLeod to approve the Superintendent's personnel recommendations as reviewed and presented from executive session notes.

ROLL CALL: Dorn, Kirkbride, McLeod, Schafer, Anderson, Deere. Motion carried.

Personnel
Recommendation
s

Roll Call

Communications

- A. SSNS
- B. Alliance Legislative Report
- C. Capitol Watch
- D. Other Board Correspondence

Board Member Considerations

- A. School Board Convention - November 16th through 18th in Chicago.

Adjournment

A motion was made by McLeod and seconded by Dorn to adjourn the regular meeting of June 18, 2018 at 8:03 p.m. All aye, motion carried.

Secretary

President