

Date: June 21, 2021
To: Pana CUSD #8 Board of Education
From: Mr. Jason J. Bauer, Superintendent
Subject: **Superintendent's Report and Board Actions for June 21, 2021
Regular Board Meeting.**

BOARD AGENDA NOTES

- 2 FY 21 Budget Recommendation/Board Action** – The information will be presented prior to the regular board meeting at the amended budget hearing. At this time, the education fund is projected to be in the black by \$259,792. Operation and Maintenance (Building) is projected to be in the red by (\$309,054). The transportation fund is projected to be in the red with a negative balance of (\$152,534). There is no transfer being made from working cash to the transportation fund at this time, but there will likely be a need to do so in FY 22.

Action: Motion to approve the recommended FY 21 District Amended Budget as presented in the budget hearing.

- 3 Consent Agenda Items** – Please contact me or Heather Phillips prior to the meeting if you have any questions with any of these items. There have been no FOIA Requests since the last meeting. I will also review the cafeteria report. Most other financial data will be covered during the budget hearing.
- A. Reading/Approval of Minutes
 - B. Approval of Bills and Payroll
 - C. Treasurer's Report
 - D. FOIA Request(s)

Action: Motion to approve the Consent Agenda inclusive of payables totaling \$288,088.26 and payroll totaling \$810,033.38 for a total payables and payroll of \$1,098,121.64.

4 Visitor, Teacher & Support Staff Considerations

- A. None at this time.

5 Committee Reports

- A. Facilities – Did not meet this month. Next Meeting – June 23, 2021 at 5:30 p.m.
- B. Finance – Did not meet this month. Next Meeting – August 12, 2021 at 6:30 a.m.
- C. Curriculum – Did not meet this month. Next Meeting – TBD

- D. Policy – Did not meet this month. Next Meeting – July 8, 2021 at 5:30 p.m.
- E. Pana Education Foundation – Mark Beyers and I will provide an update from the May 19th meeting and June 16th meetings. Next Meeting – July 28th at 7:00 a.m.
- F. Technology – Did not meet this month. Next Meeting – October 19, 2021 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. Next Meeting: TBD

6 Administrative Reports

- A. **Principals** – The building principals will not be in attendance this month and there will be no formal reports. Handbook changes for next year are included in the packet for each building along with the athletic handbook changes.

5. 2021-2022 Parent Student & Athletic Handbooks – Bridgett will include attachments with the proposed changes in Board Book for you to review. A variety of stakeholders, including teachers, parents, and students (when applicable) participated in meetings prior to the recommended changes. We will need board action to approve the recommended changes to the handbooks. One motion including all changes will suffice.

Action: Motion to approve the 2021-2022 Parent Student & Athletic Handbooks.

- B. **Building and Transportation** – Mr. Jeff Stauder will provide an update on the status of summer projects, work going on in the buildings, and timelines.

2. Consideration to Purchase 2 Buses – Jeff has included quotes on 2 buses that he would like to have approved at the meeting. ESSER II funds will be used to purchase the new buses. Both buses are used and are coming off lease. The price of each bus is \$69,986. By using ESSER II funds, it will help alleviate some costs that are normally associated with the transportation fund.

Action: Motion to approve the purchase of 2 buses from Midwest Transit for \$139,972.

C. **Curriculum and Instruction** – Mr. Paul Donahue has included a copy of his report, but will not be in attendance.

3. Take Appropriate Action on Consolidated Plan 2021-2022 – The Consolidated Plan (formerly known as the Title I District Plan) is something that we are required to approved annually.

Action: Motion to approve the Consolidated Plan for 2021-2022.

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.**

2. 2021-2022 Administrator(s) Contracts, Director of Curriculum and Instruction, and Technology Coordinator Contract – Each year we are asked to approve 1-year formal contracts on each district administrator (Principals and Director of Curriculum and Instruction) and the Technology Coordinator. In the past these were approved in August, but since the contracts begin July 1, 2021 it is best to vote on these prior to their starting date. **This will be done after executive session.**

Action: Motion to approve the 2021-2022 Building Administrator(s), Director of Curriculum and Instruction, and Technology Coordinator 1-year contracts as reviewed and presented from executive session.

3. Textbook, Rentals, Lunch Fees, and Event Fees for 2021-2022 – Amy Christian is recommending that we increase student lunches by \$0.25 in order to stay compliant with Federal guidelines for what needs to be charged for a full price lunch. There will be no change to the price of breakfast as it was increased last year. Student Chromebook insurance is being increased by \$0.50. LLC online courses have increased by \$25.

Action: Motion to approve the student and event fees for the 2021-2022 school year.

4. 6-Month Executive Session Minutes/18-Month Tapes – 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: January 25, 2021, February 22, 2021, March 15, 2021, April 7, 2021, April 26, 2021, May 5, 2021, and May 17, 2021. There was no executive session held on May 10, 2021. I am recommending that we keep the minutes/tapes closed from January 25, 2021, February 22, 2021, March 15, 2021, April 26, 2021, and May 17, 2021 as they all had discussions concerning student discipline.

Action: Motion to approve the public release of executive session minutes from Jan. 25, Feb. 22, March 15, April 7, April 26, May 5, and May 17 and subsequent destruction of any open or executive session tapes older than 18 months. All minutes/tapes from Jan. 25, Feb. 22, March 15, April 26, and May 17 shall remain closed to the public.

5. **District Liability Insurance(s) Renewal** – Our renewal rate for the property and casualty insurance is \$134,135, which is a 15.22% increase from the expiring coverage. This is an overall increase of \$17,722. Information is included in your packet about the price increase and current market trends that led to this increase.

Action: Motion to approve the renewal of the District Liability Insurance through PSIC in the amount of \$134,135.

6. **IL School District Treasurer Bond – Treasurer’s Bond** – The State of Illinois requires that we are bonded for 25% of all receipts, revenues, and fund balances in order to be in compliance. There is higher cost this year due to having higher fund balances than the previous year. The cost for this bond will be \$6,991.

Action: Motion to approve the IL School District Treasurer Bond in the amount of \$6,991.

7. **NPT Special Education Report** – I will provide an overview of the May 26th meeting. A special meeting has been scheduled for Tuesday, June 22nd at 8:30 a.m. at the Lake Land Western Region Center in Pana. The next regular meeting is scheduled for Wednesday, June 30th at 8:30 a.m.

Action: Information only

7. 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, 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, 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 2021-2022 Building Administrator(s), Director of Curriculum and Instruction, and Technology Coordinator 1-year contracts as reviewed and presented from executive session.

8 Communications

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

9 Board Member Considerations

- A. School Board Convention – November 19 – 21 Chicago, IL
- B. Board Self-Evaluation – August 14, 2021
- C. Other

10 Adjournment

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