

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 20, 2011 at 6:30 p.m. in the Unit Office at 14 East Main St., Pana, Illinois.

**MEETING CALLED TO ORDER/ROLL CALL**

President Koontz called the meeting to order at 6:31p.m. The following board members were present: Beyers, Carlson, Foor, Koontz, McLeod, Metzger, Schafer.

**Executive Session**

A motion was made by Metzger and seconded by Schafer to adjourn to executive session at 6:32pm to discuss Employment/Resignation/Termination/Compensation Recommendations, Litigation and Employee Discipline.

ROLL CALL: Beyers, Carlson, Foor, Koontz, McLeod, Metzger, Schafer. All aye, motion carried.

Roll Call

Executive session ended at 6:42pm. Regular session began at 6:46pm.

ROLL CALL: Beyers, Carlson, Foor, Koontz, McLeod, Metzger, Schafer.

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

Approve minutes  
as read in ex.

ROLL CALL: Beyers, Carlson, Foor, Koontz, McLeod, Metzger, Schafer. All aye, motion carried.

Roll Call

**ADDITIONS TO THE AGENDA -****CONSENT AGENDA**

A motion was made by Carlson and seconded by Foor to approve the consent agenda Items 3,4, 5 with payables totaling \$178,642.88 and payroll totaling \$876,521.16 for a total of \$1,055,164.04.

ROLL CALL: Carlson, Foor, Koontz, McLeod, Metzger, Schafer, Beyers. All aye, motion carried.

Roll Call

**VISITOR, TEACHER, & SUPPORT STAFF CONSIDERATIONS****COMMITTEE REPORTS****Facilities**

The facilities committee did meet. They discussed the items that are lined up to be done over the summer and other updates will be given in Lori Ade and Dr. Lett's reports.

**Finance**

The finance committee did meet and discussed salary considerations for non-union support staff and the administrators.

A motion was made by Foor and seconded by Beyers to approve the 4.79% increase to the non-union support staff and a 3% increase to the administration as recommended and reviewed by the finance committee.

ROLL CALL: Foor, Koontz, McLeod, Metzger, Schafer, Beyers, Carlson. All aye, motion carried.

Roll Call

**Curriculum Committee**

Did not meet

**Policy Committee**

Did not meet.

**Pana Educational Foundation**

Nothing new to add to the minutes in the report.

**Technology Committee**

Did not meet.

## **Strategic Planning Committee**

Did not meet.

### **ADMINISTRATIVE REPORTS**

#### **Principals -**

##### **Washington/Lincoln**

Mrs. Wysong reviewed the changes to the two elementary handbooks.

##### **Deb Zueck, Jefferson Middle School**

Ms. Zueck reviewed her handbook changes.

##### **Paul Lauff, Jr. High**

Mr. Lauff reviewed his report that was in the packet and his handbook changes.

##### **Gayle McRoberts, High School**

Ms. McRoberts reviewed her handbook changes. Some discussion was held concerning dress code at the high school.

A motion was made by Metzger and seconded by Carlson to approve the 2011-2012 Handbooks as reviewed by the administrators.

ROLL CALL: Koontz, McLeod, Metzger, Schafer, Beyers, Carlson, Foor. All aye, motion carried.

#### **Building and Transportation- Mrs. Lori Ade**

Mrs. Ade gave an update on the High School chiller, the Tower Hill Bus Garage and the HVAC maintenance contract. Lori also reviewed the garbage bid and the gasoline and fuel bid. We only received one bid for the garbage and made a phone call to get a bid for the gas and fuel.

A motion was made by Metzger and seconded by Foor to approve the bid of Tri-R Disposal for our garbage and Christian County FS for our gas and fuel.

ROLL CALL: McLeod, Metzger, Schafer, Beyers, Carlson, Foor, Koontz. All aye, motion carried.

#### **Assistant Superintendent-Mr. Dave Dively**

Mr. Dively updated the board on the NCLB application.

### **SUPERINTENDENT**

#### **Personnel Recommendations**

A motion was made by Beyers and seconded by Schafer to approve the employment of the following certified staff for 2011-2012: Jessica Miller - Unit Technology Integration Specialist, Lisa Mayhall - JMS 6th Grade Rdg, Matt Lesko - HS Spanish, Stephanie Day - HS English, Lindsay Beck - Washington Kindergarten.

ROLL CALL: Metzger, Schafer, Beyers, Carlson, Foor, Koontz, McLeod. All aye, motion carried. Roll Call

A motion was made by McLeod and seconded by Carlson to employ the following non-certified staff: Amy Christian - P/T temporary summer clerical at the unit, David "Eric" Barrish as HS Custodian.

ROLL CALL: Schafer, Beyers, Carlson, Foor, Koontz, McLeod, Metzger. All aye, motion carried. Roll Call

A motion was made by Foor and seconded by Metzger to employ the following coaches for 2011-2012: Jason Strom as 8th Grade Boys Basketball and Paul Donahue as 7th Grade Girls Basketball.

ROLL CALL: Beyers, Carlson, Foor, Koontz, McLeod, Metzger, Schafer. All aye, motion carried. Roll Call

A motion was made by Beyers and seconded by Foor to approve the transfer of Stacey Spears from JH 7th grade language arts to 8th grade math.

ROLL CALL: Carlson, Foor, Koontz, McLeod, Metzger, Schafer, Beyers. All aye, motion carried. Roll Call

A motion was made by Schafer and seconded by McLeod to approve the following resignations: Paul Donahue as Asst. Activities Director, Jason Strom as JV/Asst. Varsity Basketball, Kevin Duez as Head Boys HS Track, Dustin McDonald as Head Girls HS Track, Sadie Kircher as Asst. Girls HS Track, Rosilyn Schutt as JMS Yearbook Sponsor, Faye Maisch as 1/2 HS Secretary and Dara Thompson as Washington Reading Aide.

ROLL CALL: Foor, Koontz, McLeod, Metzger, Schafer, Beyers, Carlson. All aye, motion carried. Roll Call

A motion was made by Metzger and seconded by Foor to approve the resolution for dismissal of non-certified employee Connie Rowcliff.

ROLL CALL: Koontz, McLeod, Metzger, Schafer, Beyers, Carlson, Foor. All aye, motion carried. Roll Call

#### **Textbook Rentals, Lunch Fees and Event Fees for 2011-2012**

A motion was made by Carlson and seconded by Schafer to approve the textbook, lunch and event fees for 2011-2012.

ROLL CALL: McLeod, Metzger, Schafer, Beyers, Carlson, Foor, Koontz. All aye, motion carried. Roll Call

#### **6-month Executive Session Minutes/24-Month Tapes**

A motion was made by Beyers and seconded by Foor to approve the opening of the following executive session minutes: Jan. 17, 2011 and to keep closed the following due to student discipline and probable litigation: Feb. 21, 2011, March 9th and 21st, 2011, April 18, 2011 and May 9th and 16th, 2011. Also any tapes older than 24 months may be destroyed.

ROLL CALL: Metzger, Schafer, Beyers, Carlson, Foor, Koontz, McLeod. All aye, motion carried. Roll Call

#### **Prevailing Wage Act**

A motion was made by Schafer and seconded by Beyers to approve the adoption of the prevailing wage act resolution and its accompanying wage scales.

ROLL CALL: Schafer, Beyers, Carlson, Foor, Koontz, McLeod, Metzger. All aye, motion carried. Roll Call

#### **Substitute Salary Rates**

A motion was made by Carlson and seconded by McLeod to approve the recommended substitute salary rates for the 2011-2012 school year.

ROLL CALL: Beyers, Carlson, Foor, Koontz, McLeod, Metzger, Schafer. All aye, motion carried. Roll Call

#### **ROE Truancy Officer and Math/Science Co-op Programs**

A motion was made by Metzger and Schafer to approve the ROE Truancy Officer and Math/Science Co-op Program participation for the 2011-2012 school year.

ROLL CALL: Carlson, Foor, Koontz, McLeod, Metzger, Schafer, Beyers. All aye, motion carried. Roll Call

#### **2-Year District Checking Account Bids**

A motion was made by McLeod and seconded by Foor to accept Peoples Bank & Trust 2 year bid for the District's checking account.

ROLL CALL: Foor, Koontz, McLeod, Metzger, Schafer, Beyers, Carlson. All aye, motion carried. Roll Call

#### **Fee for Service Contract Renewal**

A motion was made by Beyers and seconded by Metzger to approve the 3-year Fee for Service Contract with Go Solutions Group, Inc.

ROLL CALL: Koontz, McLeod, Metzger, Schafer, Beyers, Carlson, Foor. All aye, motion carried. Roll Call

#### **Bushue End User Agreement**

A motion was made by Schafer and seconded by Foor to approve the 3-year End-User Agreement with Bushue Human Resources.

ROLL CALL: McLeod, Metzger, Schafer, Beyers, Carlson, Foor, Koontz. All aye, motion carried. Roll Call

**Communications**  
**Board Member Considerations**

**Adjournment**

A motion was made by McLeod and seconded by Foor to adjourn the regular meeting of June 20, 2011. All aye, motion carried.

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Secretary

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President