

Date: July 11, 2024
To: Pana CUSD #8 Board of Education
From: Dr. David Lett, (Interim) Superintendent of Schools
Subject: **Superintendent's Report and Board Actions for July 15, 2024 Regular Board Meeting.**

BOARD AGENDA NOTES

2 Consent Agenda Items – Please contact me or Bridgett Heinrich prior to the meeting if you have any questions with any of these items. We had 1 FOIA request from a vendor by the name of Creative Energy seeking District email addresses I'm sure for solicitation purposes. While business solicitations are annoying, there is no legal reason to deny their request.

- A. Reading/Approval of Regular Meeting Minutes 06.24.24
- B. Reading/Approval of Special Hearing Minutes 06.24.24 (School Closure)
- C. Special Amended Budget Hearing Minutes 06.24.24
- D. Approval of Bills and Payroll
- D. Treasurer's Report
- E. FOIA Request(s) - 1 Request from Creative Energy dated 05.26.24

Action: Motion to approve the Consent Agenda inclusive of payables totaling \$45,292.84 and payroll totaling \$854,353.20 for a total payables and payroll of \$899,646.04.

3 Visitor, Teacher & Support Staff Considerations

- A. Booster Organization(s) Budgets - Last year at this time there appears to have been a presentation of booster organization budgets. This practice dates back to my time as superintendent. There have been a lot of new faces in the District including a new athletic director who I would normally turn to to try and keep these organizations semi-corralled.

4 Committee Reports

- A. Facilities – Jeff, Mark, Jessie and I will recap the July 2nd meeting. 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.

- E. Pana Education Foundation – Did not meet. Next Meeting – Wednesday, July 17th at 7:00 a.m.
- F. Strategic Plan – Did not meet this month. Next Meeting: TBD
- G. Technology – Did not meet this month. Next Meeting: TBD
- H. I.D.E.A.S. – Did not meet this month. Next Meeting: TBD

5 Administrative Reports

- A. **Principals** – The building principals will not be in attendance this month.
- B. **Building and Transportation** – Jeff will provide an update on the closeout of the New Elementary Building Project and the current status of all current summer projects. He’s currently on vacation and will have his report added on Monday prior to the Board Meeting.
- C. **Curriculum and Instruction** - No report
- D. **Superintendent**

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. **District Property/Casualty/Liability Insurance Renewals** - T.J. Ervin with Bushue HR will be present to review the Property/Casualty/Liability Insurance Renewals with the Board including some of the nuanced limits differences in our coverages. As you know from my previous update all of this had to be hastily done due to our claim that we didn’t know we were being dropped by Employers Mutual Casualty Co. (EMC). So in reviewing the 4 proposals Bushue was able to get for us we went with the proposal in the 5th column of the summary page (p.13) which was through Illinois Counties Risk Management Trust (ICRMT), CFC for Cyber Liability, Liberty Mutual Surety for the Bonds, and Guarantee Trust Life the Blanket & Catastrophic Student Accident. The proposal includes a \$10,000,000 Sexual Misconduct or Sexual Molestation Limit.

Action: Motion to accept the Property/Casualty/Liability Insurance Proposal with Illinois Counties Risk Management Trust (ICRMT), CFC for Cyber Liability, Liberty Mutual Surety for the Bonds, and Guarantee Trust Life for the Blanket & Catastrophic Student Accident w/ the \$10,000,000 limit for Sexual Misconduct or Sexual Molestation for a total premium of \$163,425.76 which is a 0.24% increase over the District’s expiring coverage

- 3. **Milk, Bread, and Frozen Food Bids** – Bids were limited again this year. Prairie Farms was the only milk bid. Milk prices went up by \$0.02 cents and juice prices went up

\$0.08. Milk is \$0.32 a carton and Juice is \$0.31 a carton. Amy Christian solicited 2 vendors for bread bids (i.e. Alpha Baking Company in Champaign and Save-a-Lot locally). Save-a-Lot was the only responsive bid. Bread went up \$0.06 and Buns went up the same \$0.06. Bread is at \$2.35 a loaf and Buns are at \$3.05 a 12-pack. Frozen food bids were awarded to both Kohl Wholesale (Quincy) and MJ Kellner (Springfield). There were very limited increases in these products across the board. The cost of paper products continues to come down post-covid.

Action: Motion to accept the Prairie Farms Milk and Juice Bid, Save-a-Lot Bread Bid, and Kohl Wholesale and MJ Kellner Frozen Foods Bids for the 2024-2025 school year.

4. **NPT Report** – There is no update for NPT this month since we have yet to attend a NPT Board Meeting. The next NPT Executive Board Meeting is scheduled for July 23, 2024.

Action: Information Only

5. **AF Section 125 Plan** - American Fidelity has had to make changes to our Section 125 plan because of cash in lieu option wording in both the ESP and PEA contracts that is not reflected in our current Section 125 Plan. We are recommending you approve of these wording changes in the District's Section 125 Plan.

Action: Motion to approve the inclusion of the recommended cash in lieu option wording found in both the ESP and PEA contracts in the District's Section 125 Plan.

6. **Resolution to Close School Buildings** - You have held your 3 public hearings to be able to close Washington and Lincoln Elementary Schools. It is now time to formally adopt the resolution to do so publicly.

Action: Motion to adopt the Resolution to Close School Buildings.

6. Executive Session

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, the setting of a price for sale or lease of property owned by the District, and collective negotiating matters, as well as employment/compensation resignation recommendations.

- A. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, student concerns, litigation, the setting of a price for sale or lease of property owned by the District, 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 in executive session.

Action: Motion to approve the Superintendent's personnel recommendations as reviewed and presented from the executive session.

7 Communications

8 Board Member Considerations

A. Other - School Board Convention – November 22nd -24th Chicago, IL

9 Adjournment

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