

**Date:** June 16, 2025

**To:** Pana CUSD Board of Education

**From:** Dr. Gregg Fuerstenau, (Interim) Superintendent of Schools

**Subject:** Superintendent's Report and Board Actions for June 16, 2025, Regular Board Meeting

**1. Call to Order/Roll Call**

**A. Pledge of Allegiance**

**2. Consent Agenda Items** - Please contact Kari Medler, bookkeeper, or Mrs. Miller prior to the meeting if you have any questions with any of this month's payables or financials.

**A. Reading and Approval of Regular Meeting Minutes and Special Board Meeting Minutes - May 19, 2025**

**B. Approval of Monthly Bills and Payrolls** - Kari has noted some of the more significant monthly bills as part of the Accounts Payable/Payroll Report. We stopped paying vendors for the month of May as of June 11, 2025.

- 1. Accounts Payable and Payroll Report** - Please note that paid accounts payable includes the demolition of Washington Elementary School and the asbestos removal for both Washington and Lincoln Elementary Schools. Courtice/Grason and Steve's Trucking bills are included as well.

**C. Treasurer's Report (May)**

- 1. Financial Reports** - We are taking a closer look as to where food service ends this fiscal year. Based on the numbers that we have through May, we are currently running a deficit of \$37,529. We have yet to receive June's numbers to see where we will potentially end. Adding 2 positions and an increase in salaries contributed to increased expenditures (\$88,747.85) at a 27% increase. Last year the district was at a surplus of \$98,303.

**2. Other Financial Information**

- a. Donation Approvals - None to report this month.

**D. FOIA Requests** - SmartProcure submitted a commercial FOIA request for general purchasing records from 12/18/2024 to the current request date of 5/28/2025. The vendor report is in your packet. CT Mills from Public Info Access LLC requested access to public records in the form of a current administrative staff directory, including names, titles, work email addresses, and work location.

**Action:** Motion to approve the Consent Agenda inclusive of payables totaling \$465,574.55 and payrolls totaling \$1,056,953.32 for a total payables and payroll of \$1,522,527.87.

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

### 4. Committee Reports

**A. Facilities** - Did not meet this month. 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** - April Hadowsky and Jessica Miller will provide an overview of the meeting held on 06.10.25 at 5:00 pm. Next meeting TBD.

1. **1st Reading of IASB PRESS Policy updates** - Mrs. Miller reviewed the IASB PRESS Policy updates with the Policy Committee. The Policy Committee is recommending to the full Board to approve the 1st reading of those reviewed policies.

**Action:** Motion to approve the 1st reading of the IASB PRESS Policy updates as reviewed by the Policy Committee.

2. **2025-2026 Parent, Student, & Athletic Handbooks** - The principals and athletic director recommended changes at the June 10th Policy Committee meeting. Attachments were included in the Policy Committee meeting. A variety of stakeholders participated in these meetings prior to the recommended changes, including teachers, parents, and coaches. We will need board action to approve the changes.

**Action:** Motion to approve the 2025-2026 Parent, Student, & Athletic Handbooks as presented from the Policy Committee meeting.

*(Need to mention that moving forward the high school will be using Yondr pouches to control student cell phone use. Kevin can elaborate on this.)*

**E. Pana Education Foundation** - Jessica Miller will provide an overview of the meeting held on May 21, 2025 at 7:00 am. Next meeting: June 18, 2025 at 7:00 am.

**F. Technology** - Did not meet. Next meeting TBD.

### 5. Administrative Reports

**A. Principals** - The building principals will not be in attendance. No formal reports will be submitted this month.

**B. Building & Transportation** - Jeff Stauder will provide highlights from his submitted report.

**1. Update**

- 2. Alpha Controls Proposal** - Included in your packet is a proposal from Alpha Controls in the amount of \$18,900 to upgrade our current rooftop system at the junior high school.

**Action:** Motion to approve Alpha Controls proposal to install new controllers on the junior high rooftop units.

**C. Curriculum & Instruction** - Mr. Donahue will provide highlights from his written curriculum & grant report(s). He is requesting that the Board approve the 2025-2026 Consolidated Plan (formerly known as the Title I District Plan).

- 1. Take Appropriate Action on Consolidated Plan 2025-2026** - The Consolidated Plan is something that we are required to approve annually.

**Action:** Motion to approve the Consolidated Plan for 2025-2026.

**D. Superintendent**

**1. Personnel Recommendations (Will follow Executive Session)**

**Action:** Motion to approve the June Employment Report and Dr. Fuerstenau's updated contract was reviewed and presented in Executive Session.

- 2. Pana Education Association (PEA) Memorandum of Understanding (MOU)** - This MOU modifies the current collective bargaining agreement (CBA) to add a Junior High Athletic Director position to the extracurricular salary schedule. The compensation for the Junior High Athletic Director position shall be set at 12% of the base teaching salary as defined in the current collective bargaining agreement, with increases in accordance with experience. .

**Action:** Motion to approve the PEA MOU for the purpose of modifying the current collective bargaining agreement (CBA) to add a Junior High Athletic Director position to the extracurricular salary schedule.

- 3. Textbook, Rentals, Lunch Fees, and Event Fees for 2025-2026** – Amy Christian is recommending we increase the student lunch prices for 2025-2026 school year from \$3.75 to \$4.00. Adult lunch prices to increase from \$4.75 to \$5.00. Price increases are based on ISBE's guidance. Our district still participates in the Community Eligibility Provision (CEP) program providing breakfast and lunch to enrolled students at no cost. Following ISBE's recommendation, our prices are

adjusted each year in the case that we do not qualify for CEP in the future. Lakeland dual credit course fees are waived in 2025-2026; however, dual credit enrollment fees may increase.

**Action:** Motion to approve the recommended textbook, rentals, lunch fees, and event fees for 2025-2026.

- 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 27, 2025, February 24, 2025, March 17, 2025, April 28, 2025, and May 19, 2025. 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 January 27, 2025, February 24, 2025, March 17, 2025, April 28, 2025, and May 19, 2025, and subsequent destruction of any open or executive session tapes older than 18 months.

- 5. District Liability Insurance(s) Renewal** - Included in your packet is a summary of the district's expiring and renewal coverages with ICRMT, CFC, and Guarantee Trust Life. The first column of each page is the expiring insurance coverage for the district. The second column is the renewal coverage. The renewal reflects an increase in premium in the amount of \$5,655.80, which is an increase of 3.38% over the expiring. The rates for Property, Sexual Abuse, Umbrella, and Cyber Liability coverages contributed to the overall increase.

**Action:** Motion to approve the 25-26 renewal coverages with ICRMT, CFC, and Guarantee Trust Life as part of the district's liability insurance renewals.

- 6. High School Activity Funds - Inactive Student Activity Accounts** - The High School Activity Fund includes student activity funds for the classes of 2021, 2022, and 2023. These accounts have had no activity in 12 months. Section 4:90 of the district's policy manual requires that a student activity account that is inactive for 12 consecutive months shall be closed, and its funds transferred to another student activity fund or authorized fund with a similar purpose. Funds from these accounts will be distributed evenly to the classes of 2026, 2027, 2028, and 2029.

**Action:** Motion to approve the closing of student activity funds for the classes of 2021, 2022, and 2023.

- 7. NPT Special Education Cooperative Report** - Jessica Miller will provide an overview of the meeting held on May 20, 2025 at 9:00 am. Next meeting will be June 17, 2025 at 9:00 am.

**Action:** No action required.

## **6. Executive Session**

- A. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, litigation, the setting of price for sale or lease of property owned by the District, 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, the setting of a price for sale or lease of property owned by the District, and collective bargaining matters, as well as employment/compensation/resignation recommendations.

**Action:** Motion to leave Executive Session and return to Open Session.

**Action:** Motion to approve Executive Session minutes as read in executive session.

## **7. Communications**

- A. Capitol Watch

## **8. Board Member Considerations**

- A. **2025 Joint Annual Conference Registration Information** - The Joint Annual Conference will take place November 21-23, 2025. This annual conference takes place in Chicago. Begin checking your calendars. Registration began June 2.

## **9. Adjournment**