

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, May 21, 2012 at 6:30 p.m. in the Board Room of the Unit at 14 East Main St., Pana, Illinois.

**MEETING CALLED TO ORDER/ROLL CALL**

President Koontz called the meeting to order at 6:30p.m. The following board members were present: Beyers, Carlson, Foor, Koontz, McLeod, Metzger, Schafer.

**VISITOR, TEACHER, & SUPPORT STAFF CONSIDERATIONS**

Jefferson Middle School Teacher Rosilyn Schutt recognized three students for winning in a Coal Poster and Essay Contest. Natalie Kirkbride and her parents were present and Natalie spoke about her essay. There were 1,000 entries and only 25 winners possible. Tyler Orear was the poster winner.

Dustin McDonald made a presentation to the board for the consideration of adding boys bowling as a privately funded co-curricular program. Dr. Lett briefly discussed the recent addition of soccer and the Title IX issue.

**Executive Session**

A motion was made by Beyers and seconded by Schafer to adjourn to executive session to discuss Employment/Compensation/Resignation Recommendations, Litigation and Compliant(s) lodged against employee(s).

ROLL CALL: Beyers, Carlson, Foor, Koontz, McLeod, Metzger and Schafer. All aye motion carried.  
Executive session ended at 9:20pm.

Roll Call

The purpose of executive sessions was to discuss Employment/Compensation/Resignation Recommendations, Litigation, and Complaint(s) lodged against employee(s). No action was taken.

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

A motion was made by Metzger 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 and Schafer. All aye, motion carried.

Roll Call

**CONSENT AGENDA**

A motion was made by Carlson and seconded by Foor to approve the consent agenda items 3, 4, and 5 with payables totaling \$185,526.28 and payroll totaling \$800,236.46 for a total of \$985,762.74.

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

Roll Call

A moment of silence was held in remembrance of Rick Wilcox, a long time employee of the district who passed away recently.

**VISITOR, TEACHER, & SUPPORT STAFF CONSIDERATIONS**

Tina and Donald Blaney were present with their daughter Kimberlee Blaney who was also an essay winner for the Coal Poster and Essay Contest. Kimberlee also read her essay.

**COMMITTEE REPORTS****Facilities**

Did not meet this month. Next meeting June 14th at 5:00pm.

**Finance**

Did not meet this month. Next meeting August 9th at 6:30am.

**Curriculum Committee**

Did not meet this month.

## **Policy Committee**

The policy committee did meet. They reviewed the press policy updates. A motion was made by Foor and seconded by McLeod to approve the first reading of the policy updates.

1st reading  
policies

OCTOBER 2011 ISSUE: 2:250 Access to District Public Records, 3:60 Administrative Responsibility of the Building Principal, 4:80 Accounting and Audits, 5:90 Abused and Neglected Child Reporting, 5:100 Staff Development Program, 5:200 Terms and Conditions of Employment and Dismissal, 5:240 Suspension, 6:60 Curriculum Content, 6:150 Home and Hospital Instruction, 6:300 Graduation Requirements, 6:320 High School Credit for Proficiency, 7:305 Student Athletic Concussions and Head Injuries (NEW).

JANUARY 2012 ISSUE: 2:100 Board Member Conflict, 2:120 Board Member Development (training needed), 2:200 Types of School Board Meetings, 2:260 Uniform Grievance Procedure, 4:110 Transportation, 4:170 Safety, 5:10 Equal Employment Opportunity and Minority Recruitment, 5:30 Hiring Process and Criteria, 5:90 Abused and Neglected Child Reporting, 5:125 Personal Technology and Social Media; Usage and Conduct, 5:190 Teacher Qualifications, 5:210 Resignations, 5:220 Substitute Teachers, 5:260 Student Teachers, 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers, 6:50 School Wellness, 6:110 Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program, 6:150 Home and Hospital Instruction, 6:185 Remote Educational Program, 6:280 Grading and Promotion, 7:20 Harassment of Students Prohibited, 7:70 Attendance and Truancy, 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students, 7:190 Student Discipline, 7:270 Administering Medicines to Students, 8:70 Accommodating Individuals with Disabilities

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

Roll Call

## **Pana Educational Foundation**

Dr. Lett had nothing to add to the minutes in the packet.

## **Technology Committee**

Did not meet. Next meeting June 12th.

## **Strategic Planning Committee**

Did not meet. Next meeting TBD.

## **ADMINISTRATIVE REPORTS**

### **Principals -**

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

Ms. McRoberts would like to look at not setting the graduation date until January or February.

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

Mr. Lauff was pleased with honors day and the 8th grade promotion. Mr. Lauff also wanted to mention their progress on their project based learning program.

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

Ms. Zueck also mentioned her project fair and ice cream social.

#### **Mrs. Wysong Washington/Lincoln**

Nothing to add to her report.

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

Mrs. Ade discussed the Jr. High parking lot resurfacing, the Jefferson Middle School 6th grade building roof repair, garbage removal in Tower Hill, track resurfacing under warranty and some dangerous railroad crossings.

A motion was made by McLeod and seconded by Beyers to approve items A & B for the parking lot resurfacing and negotiate cost and not to exceed base bid.

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

A motion was made by Foor and seconded by Metzger to approve the Safety-Hazard Resolution.

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

**Assistant Superintendent-Mr. Dave Dively**

Nothing to add to his report. Ms. Zueck will have a presentation at the June meeting.

**SUPERINTENDENT**

**Personnel Recommendations**

A motion was made by Foor and seconded by McLeod to approve the resignation of Melissa Nichols as Jr. High and Middle School Art Teacher effective end of the 2011-2012 school year. M. Nichols resignation  
All aye motion carried. Roll Call

A motion was made by Metzger and seconded by Beyer to approve the retirements: Kathy Hanners 2012-2013, Debra Sims 2014-2015, Joyce Luzader 2015-2016 and Norman Wilson 2015-2016. Teacher Retirements  
ROLL CALL: Metzger, Schafer, Beyers, Carlson, Foor, Koontz, McLeod. All aye, motion carried. Roll Call  
A motion was made by Beyers and seconded by Schafer to approve the retirement of Sharon Fitzpatrick as a bus driver. S. Fitzpatrick Retirement  
All aye motion carried. Roll Call

A motion was made by Schafer and seconded by Carlson to approve the employment of Dara Thompson as Lincoln School Administrative Assistant and Marsha Hayes as summer route driver. D. Thompson, M. Hayes  
ROLL CALL: Beyers, Carlson, Foor, Koontz, McLeod, Metzger, Schafer. All aye, motion carried. Roll Call

A motion was made by Foor and seconded by Metzger to re-employ the fall/winter coaches with the addition of Matt Miller as 7th grade girls basketball. fall/winter coaches  
Football: Head Coach Al Stupek, Varsity Assistant Coach Ryan Lipe, Varsity Assistant & JV Coach Terry Klein, Varsity Volunteer Coach George Heintz, Varsity Assistant & Freshmen Head Coach Trevor Higgins, Volunteer Freshman Coach Rich Gibson  
Volleyball: Head Coach Greg Cothorn, Varsity Assistant & JV Coach Jenny McMillen, Varsity Assistant & Freshman Coach Shawn Holland  
Girls Golf Julie Cline  
Boys Golf Gary Bowker  
Football Cheerleading Coach Amy Mitchell

**Winter Sports**

Boys Basketball: Head Coach Gary Bowker, Varsity Assistant & JV Coach Gary Ade, Varsity Assistant & Freshman Coach John Scherzer  
Girls Basketball: Head Coach Ken Schuster, Varsity Assistant & JV Coach Nancy Voudrie, Varsity Assistant & Freshman Coach Rich Gibson, Varsity Volunteer Coach Jody Johnson, Volunteer Coach Paul Donahue  
Girls Bowling Dustin McDonald  
Competitive Cheerleading: Head Coach Emalie Babb. Volunteer Asst. Coach Gretchen Bland

**PJHS Sports**

Girls Basketball: 7th Grade Matt Miller, 8th Grade Jody Johnson  
Boys Basketball: 7th Grade Trevor Higgins, 8th Grade Jason Storm  
PJHS Cheerleading Amy Mitchell  
Volleyball: 7th Grade Missy Ade, 8th Grade Meleah Brinkoetter

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 transfer Ryan Lipe from Jefferson PE/Health to HS PE/Drivers Ed and Adam Magliari from HS PE/Drivers Ed to Jefferson PE/Health. R. Lipe A. Magliari transfers  
All aye motion carried.

A motion was made by Metzger and seconded by Beyers to employ the following summer help: Chad Miller as summer technology, Max Schmitz, Nick Spracklen, Jessi Wicks as summer maintenance. summer help  
ROLL CALL: Foor, Koontz, McLeod, Metzger, Schafer, Beyers, Carlson. All aye, motion carried.

A motion was made by Schafer and seconded by Foor to approve Erica Frailey as HS Volleyball volunteer. E. Frailey  
All aye motion carried. volunteer Vball

**ROE Truant Officer Assessment Agreement**

A motion was made by Schafer and seconded by Carlson to approve the ROE Truant Officer Assessment Agreement for FY 13.

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

**FY13 Non-Union Support Staff and Administrative Salary Consideration**

A motion was made by McLeod and seconded by Metzger with a recommendation by the finance committee to approve the following salary increases for FY13: Non-Union support staff 2%, Administrative staff 1.5%; Mrs. Cheri Wysong 2.315%.

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

**Recommendation to Non-Fill 4 Certified Teaching Positions**

A motion was made by Foor and seconded by McLeod to non-fill 4 certified teaching positions and thoroughly review any future openings for the potential of non-fill for the 2012-2013 school year.

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

**FFA Overnight Trips**

A motion was made by Carlson and seconded by Schafer to approve the two summer FFA overnight trips.

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

**QZAB Work Contract Resolution**

A motion was made by McLeod and seconded by Beyers to approve the QZAB Resolution to add vendor SKS Engineers.

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

**FY 12 Budget Amendments**

A motion was made by Foor and seconded by Schafer to approve the FY12 Amended Budget in tentative form and set the budget hearing for June 25th at 5:30pm.

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

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

**Adjournment**

A motion was made by Metzger and seconded by Foor to adjourn the regular meeting of May 21, 2012. All aye, motion carried.

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Secretary

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President