

Date: January 23, 2023
To: Pana CUSD #8 Board of Education
From: Mr. Jason J. Bauer, Superintendent
Subject: **Superintendent's Report and Board Actions for January 23, 2023
Regular Board Meeting.**

BOARD AGENDA NOTES

2 Consent Agenda Items – Please contact me or Nicole Blodgett prior to the meeting if you have any questions with any of the listed items. There is 1 FOIA request. It is from Smart Procure and they have requested any and all purchasing information between 10/07/22 through current. Nicole fulfilled this request. The second reading of policies is also included in the consent agenda. The December 12th Policy Committee meeting contains the attached policies and updates.

- A. Reading/Approval of Minutes
- B. Approval of Bills and Payroll
- C. Treasurer's Report
- D. FOIA Requests
- E. 2nd Reading of Press Policies

Action: Motion to approve the Consent Agenda inclusive of payables totaling \$1,424,051.57 and payroll totaling \$810,497.51 for a total payables and payroll of \$2,234,549.08.

3 Visitor, Teacher & Support Staff Considerations

- There are no visitor requests at this time.

4 Committee Reports

- A. Facilities – Mark Beyers and Jeff Stauder will provide an update from the January 4th meeting. Next Meeting – TBD
- B. Finance – Craig Deere and I will provide an update from the January 13th meeting. 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 – Mark Beyers and I will provide a brief report of our December 21st and January 18th meetings. Next Meeting – Wednesday, February 15th at 7:00 a.m.

F. Technology – Did not meet this month. Next Meeting: TBD

G. Strategic Plan – Did not meet this month. Next Meeting: TBD

H. I.D.E.A.S. – Did not meet this month. TBD

5 Administrative Reports

A. **Principals** – The building principals will be in attendance to provide their reports.

B. **Building and Transportation** – Jeff Stauder will provide an overview of his report.

C. **Curriculum and Instruction** – Mr. Donahue will be present to provide his report along with an update on Title Grant reporting.

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 is over.**

2. District Worker’s Compensation Insurance Renewal – Vanessa at Bushue Human Resources, Inc. has been working closely with the district on the renewal of the district’s worker’s compensation insurance renewal. This year we are looking at an increase of \$3,422, which is an 5.66% increase from the previous year. The increase is mainly attributed to an increase in payroll and rates. A detailed summary of the renewal is attached for you to review. I recommend the renewal of the proposal as presented.

Action: Motion to accept the District Worker’s Compensation coverage with Star Insurance through Ramza Insurance Group at an overall premium increase of \$3,422 (5.66% increase over expiring coverage) with a total renewal rate of \$63,830.

3. Executive Session Minutes – 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: July 18, 2023, August 15, 2022, September 19, 2022, October 17, 2022, November 21, 2022, and December 19, 2022. I am recommending that we keep the minutes/tapes closed from the July 18, Aug. 15, Sept. 19, Oct 17, Nov. 21, and Dec. 19 as they had discussions concerning student discipline. 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 July 18, Aug. 15, Sept. 19, Oct. 17, Nov. 21, and Dec. 19, and subsequent destruction of any open or executive session tapes older than 18 months. All minutes/tapes from July 18, Aug. 15, Sept. 19, Oct. 17, Nov. 21, and Dec. 19 shall remain closed to the public.

- 4. Economic Interest Statements** – The District is required to annually no later than February 1st to provide a list of school district employees who are required to file economic interest statements with the County Clerk. I recommend that you approve/certify the enclosed list individuals who need to file. Also, please remember to give Bridgett a copy of your return receipt once you have filed your interest statements.

Action: Motion to approve and certify the list of District affiliated personnel required to file an economic interest statement with the Christian County Clerk.

- 5. IRS Mileage Rate** – The Federal IRS reimbursement rate increased by 3.0 cents for 2023 to 65.5 cents per mile. Our past practice has been to adjust our reimbursement rate to match the federal rate. Keep in mind that we do not reimburse a lot of mileage to employees due to access to District vehicles. My recommendation is to stay with the Federal rate.

Action: Motion to approve the 2023 IRS Mileage reimbursement rate.

- 6. Accept Donations per Board Policy 8:80** – Eric Kingery and Kathy Kircher from Country Financial presented the District with a \$2,500 check at the high school boys' basketball game on Friday, January 13, 2023. This check will be used toward vape sensors which will be purchased for fiscal year 2024. Since the amount of the donation is over \$500, the Board will need to approve the donation with a vote. The second donation is from First National Bank of Pana and People's Bank & Trust of Pana. It is in the amount of \$8,790 to purchase a new high jump pit for the Pana Track and Field programs.

Action: Motion to approve a donation in the amount of \$2,500 from Country Financial.

Action: Motion to approve a donation in the amount of \$8,790 from First National Bank of Pana and People's Bank & Trust of Pana for the purchase of a new high jump pit for the Pana Track and Field programs.

- 7. NPT Special Education Report** – I will provide an overview of the December 20th Meeting. The next NPT Executive Board meeting is scheduled for Tuesday, January 24th at 9:00 a.m.

Action: No action needed. This is an information only item.

6 Executive Session (Optional)

- A. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, litigation, for the setting of a 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, for 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.

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

7 Communications

- A. Alliance Legislative Report
- B. Capitol Watch
- C. Association of Illinois Rural and Small Schools (AIRSS)
- D. Other Board Correspondence

8 Board Member Considerations

- A. Other

9 Adjournment

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