

Date: July 21, 2025

To: Pana CUSD Board of Education

From: Jessica Miller, District Administrator
Dr. Gregg Fuerstenau, (Interim) Superintendent of Schools

Subject: Superintendent's Report and Board Actions for July 21, 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 - June 16, 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 June as of July 16, 2025.

1. Accounts Payable and Payroll Report

C. Treasurer's Report (June)

1. Financial Reports

2. Other Financial Information - As I reported in June, we are taking a closer look at our cafeteria report. We are showing a deficit of \$16,942.66, which we had anticipated due to adding 2 positions last school year and salary increases. Last year we had a surplus of \$98,303.

a. Donation Approvals - None to report this month.

D. FOIA Requests - We received two FOIA requests from South Central Reporter, a media organization committed to providing comprehensive and accurate news coverage on local governmental affairs. One requesting a list of all graduates in the past 5 years. This list requested included graduation years, names, hometown, and gender. We removed gender from our response. Another requesting information in regards to a math team and attendance at the annual (July) Mu Alpha Theta convention.

Action: Motion to approve the Consent Agenda inclusive of payables totaling \$1,216,398.83 and payrolls totaling \$1,021,182.26 for a total payables and payroll of \$2,237,581.09.

3. Visitor, Teacher, & Support Staff Considerations

- A. Booster Organizations' FY26 Budgets** - I have invited Sports Boosters, Music Boosters, and PTO to present their budgets for FY26.

4. Committee Reports

- A. Facilities** - Jeff Stauder and Mark Beyers will give an overview of the meeting held on July 16th, at 8:00 am. Next Meeting TBD.

Action: Motion to approve the removal of the landscaping on the north side of Pana High School by Castle Concrete in the amount of \$11,988.

Action: Motion to approve the addition of concrete on the north side of Pana High School by Castle Concrete in the amount of \$47,300.

Action: Motion to approve the purchase of a lift bus from Midwest Bus Sales in the amount of \$75,000.

Action: Motion to approve the Ameren lighting project that includes updating all lighting in the junior high and high school in the amount of \$72,000.

Action: Motion to approve the Diamond Club to proceed with obtaining a contract in order to proceed with their turf project on the baseball infield in the fall of 2025.

- B. Finance** - James Moon and Jessica Miller will give an overview of the meeting held on July 16th, at 8:45 am. Next meeting TBD.

- C. Curriculum** - Did not meet this month. Next meeting TBD.

- D. Policy** - Did not meet this month. Next meeting TBD.

- 1. 2nd Reading of IASB PRESS Policy updates** - Mrs. Miller reviewed the IASB PRESS Policy updates with the Policy Committee. There will be a recommendation from the Policy Committee for the full Board to approve the 2nd reading of those reviewed policies.

Action: Motion to approve the 2nd reading of the IASB PRESS Policy updates as reviewed by the Policy Committee.

- E. Pana Education Foundation** - Mrs. Miller will provide an overview of the meetings held on June 18, 2025 at 7:00 am. Next meeting: August 20, 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.
- C. Curriculum & Instruction** - Mr. Donahue will provide highlights from his written curriculum & grant report(s).
- D. Superintendent**

1. Personnel Recommendations (Will follow Executive Session)

Action: Motion to approve the July Employment Report, new teacher contracts, and new administrator contracts as reviewed and presented in Executive Session.

- 2. Development of FY26 School Budget** - Illinois law requires the designation of an individual to develop the budget in tentative form. I am asking for the board's authorization to develop a budget for the 2025-2026 school year.

Action: Motion to authorize Jessica Miller to develop a tentative budget for the fiscal year 2025-2026.

- 3. FY26 Budget Hearing** - I would like to ask the board for approval to have our FY26 budget hearing at the September board meeting. This hearing will take place at 6:15 pm on September 15th before the regular board meeting. I would like to also ask the board for approval to move the September board regular board meeting and hearing to the Pana High School Library due to the New Teacher Reception.

Action: Motion to approve the FY26 budget hearing to be held at 6:15 pm on September 15th.

Action: Motion to approve moving the September regular board meeting and hearing to the Pana High School Library.

- 4. Milk, Bread, and Frozen Food Bids** - I have included in your packet information from Amy Christian on food service bids. Milk was awarded to Prairie Farms. White milk increased by \$.01 and chocolate milk and juice increased by \$.02. Bread was awarded to Pana Save-a-Lot. The bread bid did not change from last year. Frozen and canned good bids were awarded to Kohl Wholesale and MJ Kellner. Amy did mention that Kohl's bid was 8-10% higher on some materials, while MJ Kellner's prices remained somewhat the same. She does monitor pricing from both companies and purchases items based on what is best for the district.

Action: Motion to approve the milk, bread, and frozen food bids as presented for the 2025-2026 school year.

- 5. NPT Special Education Cooperative Report** - Jessica Miller will provide an overview of the meeting held on June 17, 2025 at 9:00 am. Next meeting will be July 8, 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 begins June 2.

9. Adjournment