

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, June 17, 2013 at 6:30 p.m. in the Board Room of the Unit Office 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: Carlson, Foor, Koontz, Metzger. Absent: Beyers, McLeod, Schafer.

Executive Session

A motion was made by Metzger and seconded by Carlson to adjourn to executive session to discuss Employment/Compensation/Resignation Recommendations.

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

Roll Call

John McLeod arrived at 6:31pm.

Aaron Schafer arrived at 6:33pm

The purpose of executive sessions was to discuss Employment/Compensation/Resignation Recommendations. No action was taken.

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

A motion was made by Carlson and seconded by Schafer to approve the minutes as read in executive session.

Approve minutes as read in ex.

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

Roll Call

ADDITIONS TO THE AGENDA -

CONSENT AGENDA

A motion was made by McLeod and seconded by Metzger to approve the consent agenda items 3, 4, and 5 with payables totaling \$144,849.91 and payroll totaling \$847,190.55 for a total of \$992,085.46.

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

Roll Call

VISITOR, TEACHER, & SUPPORT STAFF CONSIDERATIONS

Mrs. Rosilynn Schutt, 6th grade science teacher at Jefferson discussed a Coal Contest that they enter each year. This year Grace Sims and Brady Fitzpatrick were award winners. Grace Sims along with her mother were in attendance and Grace read her essay to the board.

COMMITTEE REPORTS

Facilities

Did not meet.

Finance

The Finance Committee did meet and discussed the salaries for the non-union and administrative staff. The finance committee recommends a 1.7% increase for the non-union and administrative staff. The also reviewed the renewal of the Lake Land Lease Agreement for the Western Center.

A motion was made by Metzger and seconded by McLeod to support the recommendation of 1.7% salary increase for the non-union support staff and administrative staff.

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

A motion was made by Foor and seconded by Carlson to approve the 1-year renewal of the Lake Land College Lease of the Western Center.

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

Curriculum Committee

Did not meet.

Policy Committee

A motion was made by Foor and seconded by Schafer to approve the 2nd reading of the following policies as reviewed:

OCOTBER 2012 Press Issue: 2:20 Powers and Duties of the School Board; 2:30 School District Elections, 2:110 Qualifications, Term and Duties of Board Officers, 2:125 Board Member Expenses, 2:200 Types of School Board Meetings, 2:220 School Board meeting Procedure, 4:45 Insufficient Fund check and Debt Recovery, 4:60 Purchases and Contracts, 4:70 Resource Conservation, 4:100 Insurance Management, 4:110 Transportation, 5:30 Hiring Process and Criteria, 5:125 Personal Technology and Social Media; Usage and Conduct, 6:20 School Year Calendar and Day, 6:60 Curriculum Content, 6:65 Student Social and Emotional Development, 6:110 Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program, 6:210 Instructional Materials, 7:70 Attendance and Truancy

The following policies were reviewed as part of the Press Service 5-year annual review process: 2:210 Organizational School Board Meeting, 6:270 Guidance and Counseling Program.

MARCH 2013 Press Issue: 4:15 Identity Protection, 4:140 Waiver of Student Fees, 4:170 Safety, 5:50 Drug- and Alcohol-Free Workplace; Tobacco Prohibition; 5:260 Student Teachers, 5:330 Sick Days, Vacation, Holidays and Leaves, 6:190 Extracurricular and Co-Curricular Activities, 6:220 Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct, 6:240 Field Trips, 7:190 Student Discipline, 7:305 Student Athlete Concussions and Head Injuries, 8:20 Community Use of School Facilities; 8:25 Advertising and Distributing Materials in Schools Provided by Non-School Related Entities.

The following policies were reviewed as part of the Press Service 5-year annual review process: 6:170 Title I Programs

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

Pana Educational Foundation

Did not meet.

Technology Committee

Did not meet.

Strategic Planning Committee

Did not meet.

ADMINISTRATIVE REPORTS

Principals -

Each principal report also included their handbook changes for the 2013-2014 school year.

A motion was made by Carlson and seconded by Foor to approve the recommended changes for the Parent/Student Handbooks for Washington, Lincoln, Jefferson, Jr. High and High school and also the athletic handbooks for the Jr. High and High School for 2013-2014 school year.

Handbooks

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

Roll Call

Building and Transportation- Mrs. Lori Ade

Lori Ade discussed the roof repairs, panther statue, parking lots, Jr. High vacant lot appraisal and the maintenance grant.

A motion was made by McLeod and seconded by Schafer to approve Dr. Lett to approve the lowest responsible bid for the roof replacements at Lincoln and Washington buildings.

Wash/Linc Roof Bid

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

Roll Call

A motion was made by Foor and seconded by Carlson to approve the Amendment 12 of the Health Life Safety for the Jr. High.

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

Roll Call

A motion was made by Metzger and seconded by McLeod to approve Dunn & Co for the parking lot proposal.

Parking lot bid
Dunn Co

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

Roll Call

A motion was made by Metzger and seconded by Schafer to approve Tri R Disposal for the garbage and refuge.

Garbage Bid

ROLL CALL: McLeod, Metzger, Schafer, Carlson, Foor, Koontz. All aye, motion carried. Roll Call
A motion was made by McLeod and seconded by Schafer to approve Christian County FS for the fuel bids. Fuel Bids
ROLL CALL: Metzger, Schafer, Carlson, Foor, Koontz, McLeod. All aye, motion carried. Roll Call

Assistant Superintendent-Mr. Dave Dively

Mr. Dively gave an update on the grant allocations, the Pana Adult Center and the preliminary assessment info.

A motion was made by Metzger and seconded by Carlson to authorize Mr. Dively to submit the NCLB grant on behalf of the district.

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

SUPERINTENDENT

Personnel Recommendations

A motion was made by Foor and seconded by Schafer to approve the follow employment recommendations: Employ Megan Henkel as HS/JrH Art Teacher, Rachel Willenborg as Consumer Family Science Teacher, Robert Evaul as HS Spanish Teacher; transfer/reassignments: Sandra Pauley from sub nurse to Certified School Nurse full-time, James "Hap" Gullidge as Summer Bus Route Driver; Resignation: Jane Ginger and June Miller as Cafeteria subs, Angela Jones, Melissa Galvin and Lucy Gleespen as teacher subs and Kelly LeDuc as support staff sub; Retirement: David Lett effective June 30, 2017; Coaches: Tim Karbach as HS Boys Soccer 2013-2014 school year.

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

A motion was made by McLeod and seconded by Carlson to approve the addition of an elementary teacher based upon numbers as a 1 year temporary full-time for Washington School.

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

A motion was made by Metzger and seconded by Schafer to increase the substitute support staff rate \$.25 and the sub teacher rate to \$87.50.

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

A motion was made by McLeod and seconded by Carlson to approve the contract for David Lett's retirement/resignation: to afford Dr. Lett 1 1/2 of what teachers are offered for retirement incentive which is 2.5 over 4 years. With uncertainty of retirement, retirement date may change.

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

Textbook Rentals, Lunch Fees and Event Fees for 2013-2014

A motion was made by Carlson and seconded by Metzger to approve the textbook rental, lunch fees, and event fees for 2013-2014. The only change is the Senior Citizens price from \$2.00 to \$3.00.

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

6-Month Executive Session Minutes/18 Month Tapes

A motion was made by Schafer and seconded by McLeod to approve the executive session minutes from Jan. 21, Feb 18th, March 18, April 15, May 20th and keep the executive session minutes closed for Mar 18th and May 28th.

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

Prevailing Wage Act

A motion was made by Metzger and seconded by Schafer to approve the prevailing wage act resolution and its accompanying wage scales.

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

PCH Sports Medicine Contract

A motion was made by Carlson and seconded by Schafer to approve the Pana Community Hospital Sports Medicine Contract with Pana High School for the 2013-2014 School year.

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

Roll Call

District Checking Account Bids

A motion was made by Foor and seconded by McLeod to accept Peoples Bank and Trust 2-Year Bid for the distinct checking account.

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

Roll Call

Communications

Board Member Considerations

Adjournment

A motion was made by McLeod and seconded by Metzger to adjourn the regular meeting of June 17, 2013. All aye, motion carried.

Secretary

President