

**Regular Board Mtg**

**Superintendent's Office**

**President Foor Presiding**

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, April 24, 2017 at 6:30 p.m. in the Pana High School Library at 201 W. 8th St., Pana, Illinois.

**Meeting called to Order/Roll Call**

President Foor called the meeting to order at 6:34 p.m. The following board members were present: Beyers, Schafer, Foor, Dorn, Deere, Kirkbride. Absent: McLeod (McLeod arrived at 7:24 p.m.)

Roll Call

**Conduct of a Public Hearing for the Issuance of Working Cash Bonds**

A motion was made at 6:36 p.m. by Beyers and seconded by Kirkbride to open the Public Hearing.  
ROLL CALL: Schafer, Foor, Dorn, Deere, Kirkbride, Beyers. All aye, motion carried.

Open Hearing  
Roll Call

Dr. Lett gave a brief overview of why the issuance of bonds is necessary and what the working cash bonds will be used for.

Dr. Lett entertained any questions about the \$1.5 million dollar Working Cash Issuance that will be paid back over the next three fiscal years. No questions from Board Members or Public were raised.

A motion was made by Deere and seconded by Schafer to close the Public Hearing.  
ROLL CALL: Foor, Dorn, Deere, Kirkbride, Beyers, Schafer. All aye, motion carried.

Close Hearing  
Roll Call

**Recommendation for the Issuance of Working Cash Fund Bonds**

A motion was made by Beyers and seconded by Dorn to approve the issuance of \$1.5 million in working cash bonds.  
ROLL CALL: Dorn, Deere, Kirkbride, Beyers, Schafer, Foor. All aye, motion carried.

Approve issuance  
W/C Fund Bonds  
Roll Call

**Recognize County Clerk's Certified Canvassed Election Results from April 4th**

A motion was made by Deere and seconded by Schafer to certify the Christian County Clerk's canvassed board of election results from April 4, 2017.  
ROLL CALL: Deere, Kirkbride, Beyers, Schafer, Foor, Dorn. All aye, motion carried.

Canvassed Election  
Results  
Roll Call

**New Board Member Oath of Office**

New Board Member Kyle Anderson recited the School Board Member Oath of Office.

Oath of Office

**Appoint President pro tem and Secretary pro tem**

A motion was made by Beyers and seconded by Schafer to appoint Dr. Lett as President pro tem and Dara Thompson as Recording Secretary pro tem for the purpose of conducting the new board officer elections.  
ROLL CALL: Kirkbride, Beyers, Schafer, Foor, Dorn, Deere. All aye, motion carried.

Appoint President &  
Secretary pro tem  
  
Roll Call

**Adjourn Current Board Sin Die "indefinitely"**

President Foor's last official action was to adjourn the current school board Sin Die. A motion was made by Kirkbride and seconded by Dorn to adjourn the current Board of Education Sin Die.  
All aye, motion carried.

Adjourn Current  
Board Sin Die

**Call to Order/Roll Call by President pro tem**

Dr. Lett as President pro tem did a Call to Order/Roll Call of the new Board of Education at 6:45 p.m. Call to Order  
ROLL CALL: Beyers, Schafer, Kirkbride, Deere, Dorn, Anderson. Absent: McLeod (McLeod arrived at 7:24 p.m.) Roll Call

**Election of New School Board Officials**

Dr. Lett as President pro tem conducted nominations for the offices of President, Vice President, Secretary, and Treasurer. Officer nominations  
Bill Beyers nominated Aaron Schafer for President, no other nominations.  
Doug Kirkbride nominated Bill Beyers for Vice President, no other nominations.  
Aaron Schafer nominated Doug Kirkbride for Secretary, no other nominations.  
Bill Beyers nominated current Treasurer, Heather Phillips, for Board Treasurer, no other nominations.

**Close nominations**

A motion was made by Deere and seconded by Dorn to close the nominations. Close nominations  
All aye, motion carried.

**Vote on slate of officers nominated**

A motion was made by Dorn and seconded by Deere to vote on the nominations of Aaron Schafer for President, Dr. Bill Beyers for Vice President, Doug Kirkbride for Secretary, and Heather Phillips for Treasurer. Vote on slate of officers  
ROLL CALL: Beyers, Schafer, Kirkbride, Deere, Dorn, Anderson. All aye, motion carried. Roll Call

***\*\*Dr. Lett ceded the meeting to our new Board President Aaron Schafer***

**Establish Regular Board Meeting Dates and Times**

A motion was made by Kirkbride and seconded by Beyers to accept the regular board meeting dates and times schedule. Board Meeting Dates and Times  
All aye, motion carried.

**Board Committee Assignments**

Dr. Lett presented the current committee assignment schedule. As Board President Aaron Schafer will no longer be required to attend the committee meetings. Dr. Lett requested that any board member with interest in a specific committee to contact Aaron Schafer or him. Dr. Lett and Aaron will work on getting an updated committee assignment for the May Board Meeting. Assignments  
No action taken

**Consent Agenda**

A motion was made by Beyers and seconded by Kirkbride to approve the consent agenda items 12, 13, and 14 with payables totaling \$218,156.20 and payroll totaling \$713,466.96 for a total of \$931,623.16. Consent Agenda  
ROLL CALL: Schafer, Kirkbride, Deere, Dorn, Anderson, Beyers. All aye, motion carried. Roll Call

**VISITORS**

No visitors

## **COMMITTEE REPORTS**

### **Facilities**

Did not meet. Next meeting Wednesday, May 3, 2017 at 5:30 p.m. at Pana High School. Board Committee updates will not be made before the May 3rd meeting. Current committee members Beyers, McLeod, and Kirkbride will need to attend the May 3rd meeting.

### **Finance**

Aaron Schafer and Dr. Lett gave a brief update of the April 20th meeting. The finance committee reviewed the cafeteria report, yearbook update and categorical payments. They also reviewed a year end budget "worst case scenario" that Dr. Lett had Heather Phillips prepare due to unpaid categorical payments.

Next meeting TBD - Tentatively scheduled for Thursday, August 17, 2017.

### **Curriculum Committee**

Did not meet. Next meeting Fall 2017

### **Policy Committee**

Did not meet. Next meeting TBD

### **Pana Education Foundation**

Anne Dorn and Dr. Lett gave a brief update of the April 19th meeting. The fundraiser was a big success. They sold 535 tickets and made over \$2,400 profit. Anne reported that they received lots of positive feedback from the community and that the meals were great. They are having another Subway donation night on May 17th. Subway will donate a portion of their sales on that night to PEF. The PEF Showcase is this Friday 4/28/17. Next meeting Wednesday, May 17th at 7:00 a.m.

### **Technology**

Did not meet. Next meeting Tuesday, June 6, 2017 at 5:30 p.m.

### **Strategic Planning Committee**

Did not meet. Next meeting TBD

## **ADMINISTRATIVE REPORTS**

### **Principals -**

Ms. McRoberts highlighted that Prom is this Saturday 4/29/17 and they will breathalyzer the students again this year. She also highlighted their calendar of events. Christian County Sheriff's Department is sponsoring a "Drive to save lives" assembly on Friday 4/28/17 at 9 a.m. Ms. Zueck announced that Lincoln School received \$5,000 from County Market for parents that registered their "Max" card at registration. She also invited everyone to Mrs. Tynan's drumming program on May 2nd at 6:30 p.m. Mrs. Ellis highlighted the success of the Jr. High's recent Career Day. She reported that the students were engaged all day with learning about a variety of different careers. She also noted that FCA is doing a change drive for the Emerson family. In addition, the Jr. High is also doing a "kiss the pig" fundraiser to purchase several recycled benches for outside. It was noted that 8th grade promotion will be May 23rd at 6 p.m. Dr. Lett highlighted the preliminary FY 18 grant figures.

***\*\*John McLeod arrived at 7:24 p.m.***

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

Lori Ade formally announced Dr. Lett's retirement party will be held on May 15th prior to the board meeting. The reception will be from 3:30 to 6:00 p.m. at the High School. At 6:00 p.m. guests will be able to share their thoughts, memories, or stories of Dr. Lett. Lori noted that she included her Life Safety responses in the board packet. Lori also highlighted that she and Juletta Ellis attended the Christian County Emergency Operation Disaster Drill on April 12th. Lori was excited to report that all the Administrators have finally completed their required NIMS trainings. Lori then presented information on installing hand dryers in all the buildings. She reported that the District spends \$15,000 to \$20,000 each year on paper towels. Forty-Four hand dryers for public areas in all buildings would cost approximately \$23,000. Lori estimates the hand dryers would pay for themselves in about 19 months and that they have a five year warranty. Lori's recommendation is to install the forced air dryers this summer. Lori briefly reviewed the summer work to be completed, current job postings, arrival of new buses and update on leased Special Ed bus. She also thanked the maintenance, custodial, and transportation staff for all their hard work throughout the year. Lori had the Board President sign the Jr. High Gym Completion form for the ROE.

### **Hand Dryers**

A motion was made by Kirkbride and seconded by Deere to approve the purchase of hand dryers.  
ROLL CALL: Kirkbride, Deere, Dorn, Anderson, Beyers, McLeod, Schafer. All aye, motion carried.

dryers  
Roll Call

### **SUPERINTENDENT**

#### **IESA and IHSA Membership Renewal**

A motion was made by Beyers and seconded by Dorn to approve our IESA and IHSA Membership renewals for the 2017-2018 school year.

IESA and IHSA  
Membership  
Renewals

ROLL CALL: Deere, Dorn, Anderson, Beyers, McLeod, Schafer, Kirkbride. All aye, motion carried.

Roll Call

#### **Voluntary Student Insurance & Catastrophic Athletic Accident Insurance**

A motion was made by Kirkbride and seconded by Beyers to approve the renewal of Guaranteed Trust Insurance as the provider of voluntary student accident coverage and the renewal of the District's Catastrophic Athletic Accident Insurance with National Union Fire Insurance Co. via First Agency, Inc. at a premium rate of \$1,390.

Voluntary Student  
Insurance &  
Catastrophic Athletic  
Accident Insurance

ROLL CALL: Dorn, Anderson, Beyers, McLeod, Schafer, Kirkbride, Deere. All aye, motion carried.

Roll Call

### **Trips**

A motion was made by Deere and seconded by McLeod to approve the Senior Class day trip to Blue Springs Ranch in Bourbon, MO and for the Junior and Senior High Sea Perch teams to attend the National Challenge at Georgia Tech and Georgia State University.

Senior Trip & Sea  
Perch Trips

ROLL CALL: Anderson, Beyers, McLeod, Schafer, Kirkbride, Deere, Dorn. All aye, motion carried.

Roll Call

### **Executive Session**

A motion was made by Beyers and seconded by Kirkbride to adjourn to Executive Session at 7:30 p.m. for the purpose of employment, compensation, and resignation recommendations.

Adjourn to Executive  
Session

ROLL CALL: Beyers, McLeod, Schafer, Kirkbride, Deere, Dorn, Anderson. All aye, motion carried.

Roll Call

**Return to Regular Meeting**

A motion was made by Deere and seconded by Beyers to return from Executive Session to Regular Meeting at 7:57 p.m. Executive Session was held for the purposes of employment, compensation, and resignation. No action was taken.

Return to Regular Meeting

ROLL CALL: McLeod, Schafer, Kirkbride, Deere, Dorn, Anderson, Beyers. All aye, motion carried.

Roll Call

**Motion to approve executive session minutes as read**

A motion was made by McLeod and seconded by Dorn to approve executive session minutes as read in executive session.

Executive Session Minutes

ROLL CALL: Schafer, Kirkbride, Deere, Dorn, Anderson, Beyers, McLeod. All aye, motion carried.

Roll Call

**Employment report as reviewed in executive session**

A motion was made by Kirkbride and seconded by Dorn to approve employment report as reviewed in executive session.

Personnel Recommendations

ROLL CALL: Kirkbride, Deere, Dorn, Anderson, Beyers, McLeod, Schafer. All aye, motion carried.

Roll Call

**Finance Committee's Salary Recommendations for Non-Union Support Staff and Administrators**

A motion was made by Beyers and seconded by Anderson to approve the Finance Committee's salary recommendations for the Non-Union Support Staff and Administrators of 2.46% for FY 18 with the exception of those administrators with a cap increase or retirement incentive benefit.

Salary Recommendations Non-Union Staff

ROLL CALL: Deere, Dorn, Anderson, Beyers, McLeod, Schafer, Kirkbride. All aye, motion carried.

Roll Call

**Communications**

- A. SSNS
- B. Alliance Legislative Report

**Board Member Considerations**

A motion was made by McLeod and seconded by Kirkbride to change the location of next month's School Board Meeting to Pana High School Library.  
All aye, motion carried.

**Adjournment**

A motion was made by Deere and seconded by Anderson to adjourn the regular meeting of April 24, 2017 at 8:03 p.m. All aye, motion carried.

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Secretary

\_\_\_\_\_  
President