

Date: July 17, 2023
To: Pana CUSD #8 Board of Education
From: Mr. Jason J. Bauer, Superintendent
Subject: **Superintendent's Report and Board Actions for July 17, 2023 Regular Board Meeting.**

BOARD AGENDA NOTES

- **Appoint Secretary Pro Tem** – James Moon to serve as Secretary Pro Tem for the Regular Board Meeting

Action: Motion to appoint James Moon as Secretary Pro Tem.

2 Consent Agenda Items – Please contact me or Nicole Blodgett prior to the meeting if you have any questions with any of these items. We had one FOIA request from Smart Procure. They requested any and all purchasing records from April 1, 2023 through the end of June. The request was fulfilled on. The 2nd Reading of Press policies are included as well. Those policies are in the June 13th Policy Committee meeting section.

- A. Reading/Approval of Special Minutes
- B. Reading/Approval of Regular Minutes
- C. Approval of Bills and Payroll
- D. Treasurer's Report
- E. FOIA Request(s)
- F. Second Reading of Press Policies

Action: Motion to approve the Consent Agenda inclusive of payables totaling \$1,173,118.60 and payroll totaling \$952,967.05 for a total payables and payroll of \$2,126,085.65.

3 Visitor, Teacher & Support Staff Considerations

- A. Booster Organization(s) Budgets

Action: Motion to approve the FY 24 Booster Organization(s) Budgets

4 Committee Reports

- A. Facilities – Jeff, James, and I will recap the July 13th meeting. Next Meeting – September 7th at 5:00 p.m. (HS Library)

2. Consideration for a Purchase of a Minibus – From the Facilities meeting, Jeff discussed the purchase of a minibus to replace the one that failed inspection. We utilize the minibus frequently. The cost of a used minibus with 20,000 – 25,000 miles from Midwest Transit Equipment of Swansea, IL is \$69,341. ESSER II funds will be used for this purchase.

Action: Motion to approve the purchase of a minibus from Midwest Transit Equipment in the amount of \$69,341.

- B. Finance – Did not meet this month Next Meeting – Friday, August 11th at 6:30 a.m.
- C. Curriculum – Did not meet this month. Next Meeting: TBD.
- D. Policy – Did not meet this month. Next Meeting: TBD.
- E. Pana Education Foundation – Did not meet. Next Meeting – Wednesday, July 19th at 7:00 a.m.
- F. Strategic Plan – Did not meet this month. Next Meeting: TBD
- G. Technology – Did not meet this month. Next Meeting: TBD
- H. I.D.E.A.S. – Did not meet this month. Next Meeting: TBD

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5 Administrative Reports

- A. **Principals** – The building principals will not be in attendance this month.
- B. **Building and Transportation** – Jeff will provide a brief update of the status of summer projects.
- C. **Curriculum and Instruction** – Mr. Donahue has included an update for you to review.
- D. **Superintendent**

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 if one is needed.**

- 2. **Milk, Bread, and Frozen Food Bids** – We were limited again this year after only receiving 1 bid for each. Prairie Farms won our milk bid. Milk prices went down by \$0.02 cents and juice prices went up \$0.03 - \$0.04. The only bread bid that came back was Save a Lot. Bread went up \$0.25 a loaf and flats of buns went up \$0.50. Frozen food bids were awarded to both Kohl Wholesale (Quincy) and MJ Kellner (Springfield). Most products with protein went up 30-40 percent. Condiments increased in price, but the cost of paper goods are decreasing.

Action: Motion to accept the Prairie Farms Milk and Juice Bid, Save a Lot Bread Bid, and MJ Kellner and Kohl Wholesale Frozen Foods Bids for the 2023-2024 school year.

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3. **NPT Report** – I will provide a brief update from our June regular and special meetings. The next NPT Executive Board meeting is scheduled for Tuesday, July 18 at 9:00 a.m.

Action: Information Only

4. **IRS Mileage Rate** – The Federal IRS reimbursement rate has not changed since it was increased to 65.5 cents per mile back in January. We will leave the reimbursement rate at its current rate unless the rate is increased prior to the board meeting. As of July 12, 2023, the IRS has made no change to the rate. In the past, July was typically a month where an adjustment in the rate was made.

Action: Information only or motion to approve the updated 2023 IRS Mileage reimbursement rate.

5. **Consideration for Approval of a Boys Soccer Cooperative with Ramsey** – It is in the best interests of our boys' soccer program due to low participation numbers for us to proceed forward with forming a coop between Ramsey High School and Pana High School. Hopefully, this will bring some stability to our program and bring in some more students who are interested in playing soccer. The coop time period will be for 2 years.

Action: Motion to approve a Boys' Soccer Coop between Pana High School and Ramsey High School for the 2023-2024 and 2024-2025 school years.

6. **Consideration to Approve a MOU with the PEA** – This Memorandum of Understanding (MOU) adds a 2% stipend in Appendix B under Extra-Duty Increments 2021-2024 for the newly created position of percussion instructor. The PEA has already approved the MOU.

Action: Motion to Approve a MOU with the PEA to add the position of Percussion Instructor with a 2% stipend in Appendix B under Extra-Duty Increments.

6 Executive Session (Optional)

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

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, student concerns, litigation, 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. IARSS
- D. Other Board Correspondence

8 Board Member Considerations

- A. School Board Convention – November 17 – 19 Chicago, IL
- B. Other

9 Adjournment

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