

Midwest Central Community Unit School District #191  
Unit Office, 1010 S Washington St, Manito, IL 61546  
Board of Education Regular Meeting  
Wednesday, December 17, 2025 - 6:30 PM

Board Minutes

**I. Call to Order**

**II. Roll Call**

Melinda Beebe:	Absent
Alyssa Bennett:	Present
Jay Blair:	Present
Scott Dierker:	Present
Heather Friedrich:	Present
Amber Schmidt:	Absent
Tara Zaayenga:	Present

**III. Visitors Wishing to Address the Board**

**IV. Consent Agenda**

- A. Minutes
  - 1. Open Meetings - November 19, 2025
  - 2. Destruction of Closed Meeting Verbatim Records - June 13, 2024
- B. Treasurer's Report
- C. Payment of Bills

**V. Motion for Consent Agenda**

I move to approve the consent agenda as presented. Roll call. This motion, made by Heather Friedrich and seconded by Jay Blair, Passed. Yea: 5, Nay: 0, Absent: 2

Melinda Beebe:	Absent
Alyssa Bennett:	Yea
Jay Blair:	Yea
Scott Dierker:	Yea
Heather Friedrich:	Yea
Amber Schmidt:	Absent
Tara Zaayenga:	Yea

**VI. Reports**

- Amber Schmidt: Present

- A. FOIA
  - 1. Sheri Reid - SmartProcure
- B. Transportation Report
- C. Principals
- D. Superintendent
  - 1. Sales Tax Report

## **VII. Business Discussion/Action Items**

### **A. 2025 Tax Levy**

I move to approve the 2025 Certificate of Tax Levy as presented. Roll Call. This motion, made by Scott Dierker and seconded by Alyssa Bennett, Passed. Yea: 6, Nay: 0, Absent: 1

**B. Consideration and action on a resolution abating a portion of the tax heretofore levied for the year 2025 to pay debt service on General Obligation School Bonds, Series 2025**

I move to approve the resolution abating a portion of the tax heretofore levied for the year 2025 to pay debt service on General Obligation School Bonds, Series 2025. Roll Call. This motion, made by Amber Schmidt and seconded by Jay Blair, Passed. Yea: 6, Nay: 0, Absent: 1

Melinda Beebe:      Absent

Alyssa Bennett:      Yea

Jay Blair:      Yea

Scott Dierker:      Yea

Heather Friedrich:      Yea

Amber Schmidt:      Yea

Tara Zaayenga:      Yea

### **C. 10 Yr Health, Life Safety Work Items**

I move to approve the 10 yr HLS items as presented. This motion, made by Heather Friedrich and seconded by Alyssa Bennett, Passed. Yea: 6, Nay: 0, Absent: 1

### **D. Cardiac Emergency Response Plan**

I move to approve the Cardiac Emergency Response Plan as presented. This motion, made by Amber Schmidt and seconded by Jay Blair, Passed. Yea: 6, Nay: 0, Absent: 1

### **E. Immunization Reports**

I move to approve the immunization reports as presented. This motion, made by Alyssa Bennett and seconded by Scott Dierker, Passed. Yea: 6, Nay: 0, Absent: 1

### **F. Surplus Property**

I move to approve the surplus property list as presented and authorize the superintendent to dispose of the property. This motion, made by Heather Friedrich and seconded by Amber Schmidt, Passed. Yea: 6, Nay: 0, Absent: 1

### **G. Second Reading and Adoption - PRESS Policy - October 2025, Issue 120**

I move to approve the second reading and adoption of PRESS Policy - October 2025, Issue 120 as presented. This motion, made by Heather Friedrich and seconded by Jay Blair, Passed. Yea: 6, Nay: 0, Absent: 1

### **H. Superintendent Evaluation - Notice to Commence**

### **VIII. Executive Session to Discuss**

I move to enter into executive session to discuss 5 ILCS 120/2 (c) (1), (2), and (21) at 7:49 PM. Roll call. This motion, made by Amber Schmidt and seconded by Alyssa Bennett, Passed. Yea: 6, Nay: 0, Absent: 1

Melinda Beebe: Absent

Alyssa Bennett: Yea

Jay Blair: Yea

Scott Dierker: Yea

Heather Friedrich: Yea

Amber Schmidt: Yea

Tara Zaayenga: Yea

- A. 5 ILCS 120/2 (c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor in a park, recreational, or educational setting, or a volunteer of the public body or against legal counsel for the public body to determine its validity; and
- B. 5 ILCS 120/2 (c)(2) Collective negotiation matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; and
- C. 5 ILCS 120/2 (c)(21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 (5 ILCS 120/2.06).

### **IX. Departing Executive Session**

I move to depart executive session at 8:18 PM. This motion, made by Amber Schmidt and seconded by Jay Blair, Passed. Yea: 6, Nay: 0, Absent: 1

### **X. Personnel Discussion/Action Items**

#### **A. Hiring**

- 1. Sally Timm - Assistant Superintendent

I move to approve hiring Sally Timm as Assistant Superintendent for the 2026-27 school year. This motion, made by Jay Blair and seconded by Alyssa Bennett, Passed. Yea: 6, Nay: 0, Absent: 1

#### **B. Appointments**

- Brian Davis - High School Girls Head Softball Coach
- Cheyenne Byrd - High School Girls Basketball Volunteer

I move to approve appointing Brian Davis as the High School Girls Head Softball Coach and Cheyenne Byrd as a High School Girls Basketball Volunteer for the 2025-26 school year. This motion, made by Scott Dierker and seconded by Amber Schmidt, Passed. Yea: 6, Nay: 0, Absent: 1

#### **C. Informational Items - Resignations, Employee Transfers**

- 1. Heather Chaney - Resignation - Food Service

#### **D. Other Personnel Items**

### **XI. Closed Session Minutes - November 19, 2025**

I move to approve the closed session minutes of November 19, 2025. This motion, made by Heather Friedrich and seconded by Alyssa Bennett, Passed. Yea: 6, Nay: 0, Absent: 1

**XII. Adjourn**

I move to adjourn the regular meeting at 8:20 PM. This motion, made by Heather Friedrich and seconded by Jay Blair, Passed. Yea: 6, Nay: 0, Absent: 1

**XIII. The next meeting is January 21, 2026 at 6:30 PM at the Unit Office**

President: \_\_\_\_\_

Secretary: \_\_\_\_\_