

Date: June 20, 2022
To: Pana CUSD #8 Board of Education
From: Mr. Jason J. Bauer, Superintendent
Subject: **Superintendent's Report and Board Actions for June 20, 2022
Regular Board Meeting.**

BOARD AGENDA NOTES

- 2 FY 22 Budget Recommendation/Board Action** – The information will be presented prior to the regular board meeting at the amended budget hearing. At this time, the Education Fund is projected to be in the black by \$2,276,596. The Operation and Maintenance (Building) Fund is projected to be in the red by **(\$159,193)**. The Transportation Fund is projected to be in the red by **(\$175,750)**.

Action: Motion to approve the recommended FY 22 District Amended Budget as presented in the budget hearing.

- 3 Consent Agenda Items** – Please contact me or Heather Phillips prior to the meeting if you have any questions with any of these items. There have been no FOIA Requests since the last meeting. I will also review the cafeteria report. Most other financial data will be covered during the budget hearing.
- A. Reading/Approval of Minutes
 - B. Approval of Bills and Payroll
 - C. Treasurer's Report
 - D. FOIA Request(s)

Action: Motion to approve the Consent Agenda inclusive of payables totaling \$427,724.14 and payroll totaling \$880,948.88 for a total payables and payroll of \$1,308,673.02.

4 Visitor, Teacher & Support Staff Considerations

- A. Katlyn Lehman from the Quarterback Club would like to address the board to see if the District would be willing to pay for a percentage of the safety equipment.

5 Committee Reports

- A. Facilities – Mark, Jeff, and I will provide an update from June 15th Facilities Meeting. Next Meeting – TBD

2. Take Action on Final Construction Documents (BLDD) – Damien from BLDD will be present to discuss the final construction documents on the new Pana Elementary School. The Board will need to approve the final construction documents. After the documents are improved, we are giving the green light to proceed to put out bids on the project.

Action: Motion to approve the final construction documents of the new Pana Elementary School.

B. Finance – Did not meet this month. Next Meeting – TBD

C. Curriculum – Did not meet this month. Next Meeting – TBD

D. Policy – Did not meet this month. Next Meeting – June 23, 2022 at 5:30 p.m.

E. Pana Education Foundation – Mark Beyers and I will provide an update from the May 18th meeting and June 15th meetings. Next Meeting – July 20th at 7:00 a.m.

F. Technology – Did not meet this month. Next Meeting – TBD

G. Strategic Plan – Did not meet this month. Next Meeting: TBD

H. I.D.E.A.S. – Did not meet this month. Next Meeting: TBD

6 Administrative Reports

A. **Principals** – The building principals will not be in attendance this month and there will be no formal reports. Handbook changes for next year are included in the packet for each building along with the athletic handbook changes.

5. 2022-2023 Parent Student & Athletic Handbooks – Bridgett will include attachments with the proposed changes in Board Book for you to review. A variety of stakeholders, including teachers, parents, and students (when applicable) participated in meetings prior to the recommended changes. We will need board action to approve the recommended changes to the handbooks. One motion including all changes will suffice.

Action: Motion to approve the 2022-2023 Parent Student & Athletic Handbooks.

- B. **Building and Transportation** – Mr. Jeff Stauder will provide an update on the status of summer projects, work going on in the buildings, and timelines.
- C. **Curriculum and Instruction** – Mr. Paul Donahue has included a copy of his report, but will not be in attendance. He is requesting that the Board approve 2022-2023 Consolidated Plan.

3. Take Appropriate Action on Consolidated Plan 2022-2023 – The Consolidated Plan (formerly known as the Title I District Plan) is something that we are required to approved annually.

Action: Motion to approve the Consolidated Plan for 2022-2023.

D. Superintendent’s Report/Board Action

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.**

- 2. **2022-2023 Administrator(s) Contracts, Director of Curriculum and Instruction, and Technology Coordinator Contract** – Each year we are asked to approve 1-year formal contracts on each district administrator (Principals and Director of Curriculum and Instruction) and the Technology Coordinator. In the past these were approved in August, but since the contracts begin July 1, 2021 it is best to vote on these prior to their starting date. Some principals will not be included due to already having been previously approved for a multi-year extension (Mayhall and McDonald) or were a new hire for the first time (Metzger). **This will be done after executive session.**

Action: Motion to approve the 2022-2023 Building Administrator(s), Director of Curriculum and Instruction, and Technology Coordinator 1-year contracts as reviewed and presented from executive session.

- 3. **Textbook, Rentals, Lunch Fees, and Event Fees for 2022-2023** – Amy Christian is recommending that we keep the current student lunch and breakfast prices the same for next year. This keeps us in compliance with the federal guidelines. However, we will need to increase adult lunch prices by \$0.25. There are no other proposed increases to textbook fees, rentals, or events for next year. LLC online courses have increased by \$25.

Action: Motion to approve the student and event fees for the 2022-2023 school year.

4. **6-Month Executive Session Minutes/18-Month Tapes** – We are required to have a process in place to review past executive session minutes over the last six months. I am recommending that the following executive session minutes be opened to the public: January 24, 2022, March 1, 2022, March 21, 2022, April 4, 2022, April 25, 2022, and May 16, 2022. I am recommending that we keep the minutes/tapes closed from January 24, 2022, March 1, 2022, March 21, 2022, April 4, 2022, and May 16, 2022 as they all had discussions concerning student discipline.

Action: Motion to approve the public release of executive session minutes from Jan. 24, March 1, March 21, April 4, April 25, and May 16 and subsequent destruction of any open or executive session tapes older than 18 months. All minutes/tapes from Jan. 24, March 1, March 21, April 4, April 25, and May 16 shall remain closed to the public.

5. **District Liability Insurance(s) Renewal** – Our renewal rate for the property and casualty insurance is \$138,550, which is a 1.83% decrease from the expiring coverage. This is an overall decrease of \$2,576. Information is included in your packet about the price and the quotes that came in from the bids. I am making the recommendation that we switch from PSIC to EMC for the property / liability package, from Broker’s Risk to Liberty Mutual Surety for the Treasurer’s Bond, and from PSIC to Guaranteed Trust for the Blanket and Catastrophic Student Accident coverage. There is no three year commitment with the new program and a possible drawback is that the new coverage doesn’t include the potential for a return of dividends.

Action: Motion to approve the renewal of the District Liability Insurance with EMC for the property / liability package, Liberty Mutual Surety for the Treasurer’s Bond, and Guaranteed Trust for the Blanket and Catastrophic Student Accident Coverage in the amount of \$138,550.

6. **IL School District Treasurer Bond – Treasurer’s Bond** – The State of Illinois requires that we are bonded for 25% of all receipts, revenues, and fund balances in order to be in compliance. There is higher cost this year due to having higher fund balances than the previous year. The cost for this bond will be \$_____.

Action: Motion to approve the IL School District Treasurer Bond in the amount of \$_____.

7. **Appointment of School Treasurer** – Nicole Blodgett will need to be officially appointed as the new School Treasurer beginning July 1, 2022. She will replace Heather Phillips who will be finished at the end of the month.

Action: Motion to approve Nicole Blodgett as the new Pana CUSD #8 School Treasurer effective July 1, 2022.

- 8. NPT Special Education Report** – I will provide an overview of the May 24th meeting. Minutes from April 26th Regular Board meeting are attached along with the April 26th Budget Hearing minutes. The next regular meeting is scheduled for Tuesday, June 28th at 8:30 a.m.

Action: Information only

7. 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, 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, student concerns, litigation, 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.

Action: Motion to approve the 2022-2023 Building Administrator(s), Director of Curriculum and Instruction, and Technology Coordinator 1-year contracts as reviewed and presented from executive session.

8 Communications

- A. AIRSS
- B. Alliance Legislative Report
- C. Capitol Watch
- D. Other Board Correspondence

9 Board Member Considerations

- A. School Board Convention – November 18 – 20 Chicago, IL
- B. Other

10 Adjournment

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