

Date: June 26, 2023
To: Pana CUSD #8 Board of Education
From: Mr. Jason J. Bauer, Superintendent
Subject: **Superintendent's Report and Board Actions for June 26, 2023
Regular Board Meeting.**

BOARD AGENDA NOTES

- 2 New Board Member Oath of Office** – President Anderson will lead newly appointed Board Member James Moon in the recitation of the oath of office
- 3 FY 23 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 red by **(\$928,350)**. The Operation and Maintenance (Building) Fund is projected to be in the red by **(\$252,101)**. The Transportation Fund is projected to be in the red by **(\$336,901)**.

Action: Motion to approve the recommended FY 23 District Amended Budget as presented in the budget hearing.

- 4 Consent Agenda Items** – Please contact me or Nicole Blodgett 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. Information for the second reading of press policies is found in the April 24, 2023 Policy Committee meeting
 - A. Reading/Approval of Minutes
 - B. Approval of Bills and Payroll
 - C. Treasurer's Report
 - D. FOIA Request(s)
 - E. Second Reading of Press Policies

Action: Motion to approve the Consent Agenda inclusive of payables totaling \$2,379,259.20 and payroll totaling \$885,875.28 for a total payables and payroll of \$3,265,131.48.

- 5 Visitor, Teacher & Support Staff Considerations**
 - A. Ryan Fuhler from Poettker Construction and Damien Schlitt from BLDD Architects will be in attendance to introduce themselves to the new board members.
- 6 Committee Reports**
 - A. Facilities – Did not meet this month. Next Meeting – July 13th at 5:00 p.m.

- B. Finance – Did not meet this month. Next Meeting – August 11th at 6:30 a.m.
- C. Curriculum – Did not meet this month. Next Meeting – TBD
- D. Policy – Michelle Blackwell and I will provide an update from the June 13th meeting.
Next Meeting – TBD

- 2. **2023-2024 Parent Student & Athletic Handbooks** – The principals and athletic director presented recommended changes at the June 13th Policy Committee meeting. Attachments were included in the policy committee meeting. 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 changes.

Action: Motion to approve the 2023-2024 Parent Student and Athletic Handbooks as presented from the Policy Committee meeting.

Action: Motion to approve the 1st Reading of the Press Service policy updates as presented at the policy committee meeting.

- E. Pana Education Foundation – Mark Beyers and I will provide an update from the May 17th meeting and June 21st meetings. Next Meeting – July 19th 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

7 Administrative Reports

- A. **Principals** – The building principals will not be in attendance this month and there will be no formal reports.
- 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 2023-2024 Consolidated Plan.

3. Take Appropriate Action on Consolidated Plan 2023-2023 – 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 2023-2024.

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. 2023-2024 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. Some principals will not be included due to already having been previously approved for a multi-year extension (Mayhall and McDonald). The first time contract for the Junior High Assistant Principal / District Activities Director is included. **This will be done after executive session.**

Action: Motion to approve the 2023-2024 Administrators, 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 2023-2024 – Even though the District will qualify for CEP during the upcoming FY 23-24 school year, Amy Christian is still recommending that we keep raise the prices in the event that we discontinue the program in the future. Adult prices of meals need to be \$0.50 above the reimbursement price under the CEP program. The only other increase in fees is in the form of Lake Land College courses. Tuition will need to be increased to \$161.09 per credit hour as opposed to \$400 per course.

Action: Motion to approve the recommended textbook, rentals, lunch fees, and event fees for 2023-2024.

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 23, 2023, February 27, 2023, March 20, 2023, April 17, 2023 (Regular), April 17, 2023 (Special), April 26, 2023, May 8, 2023 (Special), and May 15, 2023. I am recommending that we keep the minutes/tapes closed from January 23, 2023, February 27, 2023, March 20, 2023, April 17, 2023 (Regular), April 17, 2023 (Special), April 26, 2023, May 8, 2023 (Special), and May 15, 2023.

Action: Motion to approve the public release of executive session minutes from Jan. 23, Feb. 27, March 20, April 17 (Regular), April 17 (Special), April 26, May 8 (Special), and May 15 and subsequent destruction of any open or executive session tapes older than 18 months. All minutes/tapes from Jan. 23, Feb. 27, March 20, April 17 (Regular), April 17 (Special), April 26, and May 8 (Special), and May 15.

5. **District Liability Insurance(s) Renewal** – Our renewal rate for the property and casualty insurance is \$158,297.47, which is a 12.40% increase from the expiring coverage. This is an overall increase of \$17,457.87. Information is included in your packet about the price and the quote that came in for the renewal to EMC for property/casualty insurance.

Action: Motion to approve the renewal of the District Liability Insurance with EMC for the property / liability package.

6. **Consideration and action upon an Intergovernmental Agreement with the City of Pana concerning Tax Increment Financing Districts** – Our legal counsel has advised that the District approve the Intergovernmental Agreement with the City of Pana. The attorney representing the City would like for the District to pass the agreement first prior to the City's final reading at their first July meeting. The city has agreed to the 10% as originally discussed in addition to 25% in the event of any future housing developments that would add more students to the District.

Action: Motion to approve the Intergovernmental Agreement with the City of Pana concerning Tax Increment Financing Districts.

7. **NPT Special Education Report** – I will provide an overview of the May 23rd meeting. Minutes from April 26th Regular Board meeting are attached along with the April 25th Budget Hearing minutes. The next regular meeting is scheduled for Tuesday, June 27th at 8:30 a.m.

Action: Information only

- 8. Accept Donation Per Board Policy 8:80** – The Community Mission Center would like to make a donation to each of the elementary schools in the amount of \$1,500 to be used for school supplies. We would like to thank the mission center for their generosity.

Action: Motion to approve a \$1,500 donation to Washington Elementary and a \$1,500 donation to Lincoln Elementary School to be used for school supplies from The Community Mission Center of Pana.

8 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.
- 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.

Action: Motion to approve the 2023-2024 Building Administrator(s), Director of Curriculum and Instruction, and Technology Coordinator 1-year contracts as reviewed and presented from executive session.

9 Communications

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

10 Board Member Considerations

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

11 Adjournment

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