

Date: August 21, 2023

To: Pana CUSD #8 Board of Education

From: Mr. Jason J. Bauer, Superintendent

Subject: **Superintendent's Report and Board Actions for August 21, 2023  
Regular Board Meeting.**

### **BOARD AGENDA NOTES**

- 2 Consent Agenda Items** – Please contact me or Bridgett Heinrich prior to the meeting if you have any questions with any of these items. There were no formal FOIA requests.

- A. Reading/Approval of July 17, 2023 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 \$931136.32 and payroll totaling \$688480.92 for a total payables and payroll of \$1,619,617.24.

- 3 Visitor, Teacher & Support Staff Considerations** – Blair Angel from the Pana Diamonds Club will be in attendance and wants to provide an update on the turf baseball field. At this time, there are no other requests to come before the board.

**4 Committee Reports**

- A. Facilities – Did not meet this month. Next Meeting – TBD.
- B. Finance – James Moon and I will provide an overview from the August 11<sup>th</sup> meeting. Next Meeting – October 13, 2023 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 – Mark and I will provide a recap of the August 16<sup>th</sup> meeting. Next Meeting – Wednesday, September 20<sup>th</sup> at 7:00 a.m.
- F. Technology – Did not meet this month. Next Meeting – Wednesday, October 11<sup>th</sup> at 5:00 p.m.
- 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

## 5 Administrative Reports

- A. **Principals** – The building principals will be in attendance this month and each will have a brief report.
- B. **Building and Transportation** – Jeff will provide information in his report on the latest in regards to buildings and grounds, as well as transportation.
- C. **Curriculum and Instruction** – Mr. Donahue will be in attendance to provide his report.
- 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. **Appoint Bridgett Heinrich as District Treasurer** – We will need a motion to officially appoint Bridgett Heinrich as the new District Treasurer to replace Nicole. I recommend the appointment so that the District can secure the necessary changes needed with the Treasurer's Bond and other financial documents.

**Action:** Motion to appoint Bridgett Heinrich as the District Treasurer.

- 3. **Consideration to Approve the Okaw Area Vocational Center Joint Agreement Resolution** – This is a commitment OKAW requires for each of its member schools. The Okaw Vocational Center is in Vandalia and offers training in various trades that otherwise are not offered at Pana High School. The agreement is renewed annually for the next school term (2024-2025). This is being done one month earlier this year than in the past. I recommend its approval.

**Action:** Motion to approve the OKAW (Vocational Center) Joint Agreement Resolution

- 4. **Consideration to Approve a Clinical Practice Contract with UIS** – In order for Autumn Amling and Stile Smith to be able to complete their Principal internship in our District a clinical practice contract with the University of Illinois at Springfield needs to be approved. I recommend that we approve the agreement in order for Stile and Autumn to have the ability to complete their coursework.

**Action:** Motion to approve the Clinical Practice Contract with UIS in order to accept student teachers and interns.

- 5. Presentation of FY 24 Tentative Budget** – Some of the information is a repeat of what was presented at the Finance Committee meeting last week. There will be some adjustments made to this budget over the next 30 days before the final version is presented at the budget hearing next month. Revenue for the Education Fund is slightly higher due to an additional \$138,383.65 in Tier EBF funding for FY 24. At this time, the Education Fund (Fund 10) is in the black by \$182,079. The Operation and Maintenance Fund (20) is in the black by \$601,545 and the Transportation Fund (40) is in the black by \$631,284. It should be noted that a portion of this year's EBF monies are being deposited into O+M Fund, Transportation Fund, and Debt Service Fund. The only fund to show a deficit is the Tort Fund, which is in the red at **(\$67,500)**. This was to be expected since we lowered the levy request in this fund a year ago. I recommend that the FY 24 Tentative Budget Resolution be approved and that the budget be put on display for public viewing. A budget hearing will take place next month on September 25 at 6:15 p.m. prior to the regular board meeting.
- 6. NPT Report** – There was a meeting on July 18<sup>th</sup>. The next regular meeting is Tuesday, August 22<sup>nd</sup> at 9:00 a.m. I will provide a summary of the July 18<sup>th</sup> meeting in my report. The most recent minutes and agenda are attached.

**Action:** Information Only

## **6 Executive Session (Optional)**

- A. Discussion of the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District, student discipline, litigation, the setting of 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, 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. AIRSS
- D. Other Board Correspondence

**8 Board Member Considerations**

- A. Consideration to change the location of the Budget Hearing and September Board Meeting to the Pana High School Library – Both meetings are on September 25<sup>th</sup>. The Budget Hearing begins at 6:15 p.m. followed by the regular meeting at 6:30 p.m.

**Action:** Motion to hold the Budget Hearing and September Regular Board Meeting at Pana High School (in the library) on September 25<sup>th</sup>.

- B. New Teacher Reception - The new teacher reception will begin at 5:15 p.m. The Budget Hearing is at 6:15 p.m. followed by the regular meeting at 6:30 p.m.
- C. School Board Convention – November 17-19 Chicago, IL
- D. Other

**9 Adjournment**

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