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Approval of Board Member to provide services to District not to exceed \$1,000

Background and Information

The administration received an inquiry from board member Jan Urbance regarding compensation for services she has historically provided to the district. For several years, Ms. Urbance has kept the scorebook for basketball and volleyball games, for which she received compensation.

She has expressed a desire to continue this service, noting that it fills a district need. In the past, this role was offered to staff, but no one signed up, particularly for the basketball and volleyball seasons.

Now that she is a member of the Board of Education, Ms. Urbance sought guidance to ensure any potential compensation is handled in a legal and transparent manner.

Board Services

In instances where a board member may provide specific services to the district, a defined legal procedure must be followed for compensation. This procedure is required to ensure the district does not violate the law. Compensation cannot be issued until after the Board of Education formally approves the arrangement at a public meeting.

The process is governed by **Section 10-9(c) of the School Code (105 ILCS 5/10-9(c))**, which sets forth the following requirements to enable a board member to provide services to the District and receive limited compensation:

- The arrangement must be approved by a **majority vote** of the board (the interested board member must abstain).
- The amount of the payment **cannot exceed \$1,000** for the service.
- Such approval must not cause the total payments to the board member to **exceed \$2,000 in the same fiscal year**.
- The board member must **publicly disclose** the nature and extent of their interest prior to or during deliberations concerning the proposed approval.

Administrative Recommendation

The administration recommends the Board of Education approve the action item as presented on the agenda.

The agenda item title for this action is: **Approval of Board Member to provide services to the District not to exceed \$1,000.**