

# **MINUTES OF A REGULAR MEETING OF THE BOARD OF EDUCATION OF CALHOUN COMMUNITY UNIT SCHOOL DISTRICT #40 OF CALHOUN AND GREENE COUNTIES, ILLINOIS**

A Regular meeting, of the Board of Education in Calhoun Community Unit School District #40, consisting of Calhoun and portions of Greene Counties, Illinois was called to order by Board Vice-President Luke Fraley Monday, September 18, 2017 at 6:14 p.m. in the District Unit Office.

Upon roll being called the following board members were present: Donnie Breden, Luke Fraley, Tony Friedel absent, Janine Hagen, Dave Hurley, Laura Longnecker, Hannah Nelson absent.

Others in attendance were: Kate Sievers, Tiara Lorsbach, Suzanne Steckel, Alicia Churchman, Terry Strauch, Christie Lorsbach, Cheri Burris, Kathy Schell, Lisa Kallal.

A motion was made by Donnie Breden, seconded by Janine Hagen that the Board of Education approves the agenda inclusive of:

- I. CALL TO ORDER AND ROLL CALL
- II. APPROVAL OF AGENDA
- III. CONSENT AGENDA
  - a. Board Minutes
    - i. Student Waiver Hearing – August 21, 2017
    - ii. Regular Meeting – August 21, 2017
  - b. Financial/Treasurer's Report
    - i. Alicia Churchman
  - c. Receipts
  - d. Expenditures
  - e. Activity Funds
  - f. Food Service Report
  - g. Extra-Curricular Expense Report
- IV. RECEPTION OF VISITORS/PUBLIC COMMENT
  - a. Terry Strauch & Larry Wieneke - Recognition
  - b. Suzanne Steckel – Audit Report
- V. COMMUNICATIONS
  - a. Board Committee Reports
    - i. Personnel
    - ii. Negotiations – Set Date
    - iii. Finance - Update
    - iv. Insurance
    - v. Consultation
  - b. Administrative Reports
    - i. Superintendent's Report
    - ii. Principals Reports
      - 1. Elementary School – Kathy Schell
      - 2. High School – Cheri Burris
- VI. DISCUSSION ITEMS
  - a. Personnel
  - b. Tax Anticipation Warrant
  - c. Vendor Contract – Pepsi
  - d. Intergovernmental Agreement – Carrollton
  - e. Drug and Alcohol Policy
  - f. Recognition of Schools
- VII. OTHER BUSINESS

- VIII. EXECUTIVE SESSION – For the purpose of considering the appointment, employment, compensation, discipline, performance or dismissal of specific employees, or any other issues that may be properly considered under executive session order.
- IX. ACTION ITEMS
- a. Personnel
  - b. Tax Anticipation Warrant
  - c. Budget
  - d. Vendor Contract
  - e. Intergovernmental Agreement – Carrollton
  - f. Drug and Alcohol Policy
  - g. Audit Report
  - h. Inter-fund Loan
  - i. Recognition of Schools
  - j. Any Other Action Resulting from Executive Session
- X. INFORMATION ITEMS
- XI. ADJOURN

Board polled:

Breden – yes	Hurley - yes
Fraley - yes	Longnecker - yes
Friedel – absent	Nelson – absent
Hagen – yes	

Motion carried.

A motion was made by Laura Longnecker, seconded by Dave Hurley that the Board of Education approves items on the consent agenda:

- a. Board Minutes
  - i. Regular Meeting – August 21, 2017
- b. Financial/Treasurer's Report
  - i. Alicia Churchman
- c. Receipts
- d. Expenditures
- e. Activity Funds
- f. Food Service Report
- g. Extra-Curricular Expense Report

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

#### **Reception of Visitors/Public Comment:**

Mr. Terry Strauch and Mr. Larry Wieneke were both honored for their volunteer services announcing and running the time clock at the football games. The Board thanked them for their years of dedicated service to the District.

Mrs. Suzanne Steckel was present from the auditing firm of Zumbahlen, Eyth, Surratt, Foote & Flynn. She reported to the Board that the audit went very well. She stated that the District is still on the “watch” list, with only 6 days of cash on hand. She reviewed the detail report with the Board members, and stated the only “findings” to the District were again the segregation of duties in the

District office due to the lack of employees, and that the Operations and Maintenance fund ended at a negative balance at year end. There were only 4 journal entries to be made to the record keeping, and she stated Alicia and Tiara do a very good job for the District. She suggested that there be better way to trace spending and revenues for the activity fund fundraisers, and that the activity accounts of the High School, Elementary, and Gym A/C would need to be closed before the end of this fiscal year, due to the state 'cracking down' on the accounts that are not linked directly to student activity. She also stated that the activity funds had a lot of purchase orders that were invoiced before the date of the purchase order, and reminded that the approvals need to happen before the orders are placed.

### **Board Committee Reports:**

Dr. Sievers stated that the date would be set soon for negotiations.

### **Communications:**

N/A

### **Superintendent-**

Dr. Sievers stated that she and a few teachers would be attending the STEM meeting at the science center. The GRP group would be back on Thursday to continue the work at the Elementary. She informed the Board that Jody reported to her bus #9 – the spare bus – has a working list of needed repairs, and will most likely not be able to pass inspection, and that they would need to consider purchasing a spare in better working order. She will have an update at the October meeting.

### **Principals-**

There was an Old Lady (a.k.a. Kathy Schell) who gave a very humorous and entertaining report to the Board of how to improve their Board meetings, to make them more entertaining and slow it down when it comes to voting and making important decisions – maybe even to use an etch-a-sketch to place their votes. She suggested that the Board Members use a bull horn to announce what they are saying so everyone can hear; among several other suggestions to improve the meetings for all in attendance. She also asked again this month that the Board approve her retirement request, which was denied at the previous meeting.

Mrs. Cheri Burris stated she did not know if she could "top" the last performance, and the "old lady" stated "you never do" which brought much laughter from the Board. Mrs. Burris informed the Board that there would be a new route for the homecoming parade this year, a talent show on Friday, and thanked Wendi Mielke for her donation of the PA system to the school.

### **Discussion Items:**

Dr. Sievers stated the personnel items include: CEA negotiations, Coaching positions needed, resignations received from Teresa Mortland, Violet Becker, and Kathy Schell. She informed the Board that she had received leave requests from Deann Fester, and Mark Hillen. She asked the Board to vote no on the tax warrant, as it would not be needed at this time. She stated that the contract enclosed in the board packet from Pepsi was not ideal for the needs of the school and the prices were higher than what items could be purchased locally, but that the school would lose the vending machines if an agreement with an outside agency could not be obtained. There was much discussion about a contract and the Board asked that it be tabled until the next meeting for more research on the matter. The intergovernmental agreement with Carrollton would be to transport one student to Jacksonville. The drug/alcohol policy review would need to wait until Hannah Simon was present. The audit report given earlier in the meeting would need to have Board approval. The inter-fund loan made in the previous fiscal year from O & M to Transportation

would be able to be reimbursed at this time after receiving the tax revenue. The recognition of schools application will be submitted.

**Other:**

N/A

**Executive Session:**

A motion was made at 7:28 p.m. by Dave Hurley, seconded by Laura Longnecker that the Board of Education enters into executive session.

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1). ILCS 120/2(c)(2). Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).

Board polled:

Breden – yes	Hurley - yes
Fraley - yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made at 7:37 p.m. by Donnie Breden, seconded by Laura Longnecker that the Board of Education returns to Open Session to continue meeting and take any appropriate action.

Board polled:

Breden – yes	Hurley - yes
Fraley - yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was tabled that the Board of Education approves to begin CEA contract negotiations.

A motion was made by Laura Longnecker seconded by Donnie Breden that the Board of Education approves to re-affirm the Assistant Coaches; whose letter of interest have been received; and to accept the following resignations and to post and advertise the positions resigned:

HS Asst Girls Basketball – Jason Baalman  
Elementary 5/6 Girls Basketball – Ann Gilman  
Post/Advertise 7/8 Boys Basketball

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

The Board chose to skip the motion to accept the resignation of Mrs. Kathy Schell.

A motion was made by Donnie Breden, seconded by Dave Hurley that the Board of Education accepts the resignation of Mrs. Teresa Mortland as Elementary Cook effective the end of school, May 2019. Granting the benefits entitled as stated in the CEA contract section 8.9.

Board polled:

Breden – yes	Hurley – yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Donnie Breden, seconded by Janine Hagen that the Board of Education approves to accept the resignation of Ms. Violet Becker as Elementary Cook effective September 2019. Granting the benefits entitled as stated in the CEA contract section 8.9.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Laura Longnecker, seconded by Donnie Breden that the Board of Education approves to hire Heidi Doylan and Jahnee Hillen as Junior Class sponsors for the 2017-2018 school year.

Board polled:

Breden – yes	Hurley – yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Janine Hagen, seconded by Laura Longnecker that the Board of Education approves to hire Jason Baalman as a High School Assistant Girls Basketball Coach.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Donnie Breden, seconded by Laura Longnecker that the Board of Education approves to hire Ann Gilman as a Volunteer 5/6 Assistant Girls Basketball Coach for the 2017-2018 season.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Donnie Breden, seconded by Laura Longnecker that the Board of Education approves to hire Bill Wilson as a Volunteer Assistant Elementary Baseball Coach for the 2017-2018 season.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Dave Hurley, seconded by Donnie Breden that the Board of Education approves to hire Janice Vetter as a Sub Cook.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Dave Hurley seconded by Janine Hagen that the Board of Education approves the FMLA request of Deann Koster-Fester.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker – yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

No motion was entertained that the Board of Education approve a Tax Warrant.

A motion was made by Laura Longnecker, seconded by Janine Hagen that the Board of Education approves to adopt the presented budget for the Fiscal year 2017-2018.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was tabled that the Board of Education approves the Pepsi contract.

A motion was made by Donnie Breden, seconded by Janine Hagen that the Board of Education approves the Intergovernmental Agreement with Carrollton CUSD #1 to transport students to Jacksonville, IL on a daily basis at the cost of \$50.00 per day as presented.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was tabled that the Board of Education revise the Student Drug/Alcohol policy.

A motion was made by Janine Hagen, seconded by Donnie Breden that the Board of Education approves the 2016-2017 annual financial/audit report as presented.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Donnie Breden, seconded by Laura Longnecker that the Board of Education approves to reimburse an inter-fund loan in the amount of \$20,000.00 from the Operations and Maintenance fund to the Transportation fund effective this day September 28, 2017.

Board polled:

Breden – yes	Hurley – yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Laura Longnecker, seconded by Donnie Breden that the Board of Education approves the “Recognition of Schools” as presented.

Board polled:

Breden – yes	Hurley - yes
Fraley – yes	Longnecker - yes
Friedel – absent	Nelson - absent
Hagen – yes	

Motion carried.

A motion was made by Donnie Breden seconded by Laura Longnecker that the Board of Education approves the requested paternity leave of Mark Hillen for 5 days.

Board polled:

Breden – yes  
Fraley – yes  
Friedel – absent  
Hagen – yes

Hurley - yes  
Longnecker - yes  
Nelson - absent

Motion carried.

Mrs. Lisa Kallal asked to speak to the Board, she stated that she has learned a lot from Kathy Schell, in all the years of school together, and spoke in much appreciation of Mrs. Schell's work ethic, and dedication to the students and staff of Calhoun Elementary.

A motion was made by Laura Longnecker, seconded by Janine Hagen that the Board of Education accepts the resignation of Mrs. Kathy Schell as Elementary Principal effective July 1, 2019. Granting the benefits entitled as stated in the CEA contract section 8.9.

Board polled:

Breden – yes  
Fraley – yes  
Friedel – absent  
Hagen – yes

Hurley - yes  
Longnecker - yes  
Nelson - absent

Motion carried.

#### **INFORMATIONAL ITEMS:**

With no further business to discuss, a motion was made by Donnie Breden seconded by Laura Longnecker that the Board of Education adjourns the meeting at 7:55 p.m.

Board polled:

Breden – yes  
Fraley – yes  
Friedel – absent  
Hagen – yes

Hurley – yes  
Longnecker - yes  
Nelson - absent

Motion carried.

Respectfully submitted,



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President, Board of Education



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Secretary, Board of Education