

# **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 Laura Longnecker at 6:00 p.m. Thursday, June 15, 2017 in the District Unit Office.

Upon roll being called the following board members were present: Donnie Breden, Luke Fraley absent, Tony Friedel (arriving at 6:05), Janine Hagen, Dave Hurley absent, Laura Longnecker, Hannah Nelson.

Others in attendance were: Kate Sievers, Tiara Lorsbach, Alicia Churchman, Rachel McGlasson, Cheri Burris.

A motion was made by Hannah Nelson, 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. Regular Meeting – May 15, 2017
  - b. Financial/Treasurer's Report
    - i. Alicia Churchman
  - c. Receipts
  - d. Expenditures
  - e. Activity Funds
  - f. Food Service Report
    - 1. Ala Carte
  - g. Extra-Curricular Expense Report
- IV. RECEPTION OF VISITORS/PUBLIC COMMENT
  - a. Band Booster Organization
- V. COMMUNICATIONS
  - a. Board Committee Reports
    - i. Personnel
    - ii. Negotiations – Set Date
    - iii. Finance
    - iv. Insurance
    - v. Consultation
  - b. Administrative Reports
    - i. Superintendent's Report
    - ii. Principals Reports
      - 1. Elementary School – Kathy Schell
        - 1. Handbook
      - 2. High School – Cheri Burris
        - 1. Handbook
- VI. DISCUSSION ITEMS
  - a. Personnel
  - b. Adopt Amended FY '17 Budget
  - c. Prepare FY '18 Budget
  - d. Tax Anticipation Warrant
  - e. Calendar Approval
  - f. IL Valley Contract
  - g. FY '18 Dues/Fees

- h. Resolution to Abolish Working Cash Fund
- 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. Adopt Amended FY '17 Budget
  - c. Prepare FY '18 Budget
  - d. Tax Anticipation Warrant
  - e. Final 2016-2017 Calendar
  - f. IL Valley Contract
  - g. Intergovernmental Agreement Jersey
  - h. Elementary/HS Handbooks
  - i. Band Booster Organization
  - j. FY '18 Dues/Fees
  - k. Resolution to Abolish Working Cash Funds
  - l. Any Other Action Resulting from Executive Session
- X. INFORMATION ITEMS
- XI. ADJOURN

Board polled:

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

Motion carried.

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

- a. Board Minutes
  - i. Regular Meeting – May 15, 2017
- b. Financial/Treasurer's Report
  - i. Alicia Churchman

Alicia gave the Board Members a hand out with the forecasted figures for the year end spending and final budget amounts. She stated that the District had received \$65,000 less in revenue than expected, and that there was \$43,000 more in expenses than had been anticipated. Overall, the cash balance was ending at a positive, and that at this time Tax Anticipation Warrants would not be needed. If the new state funding formula passes, the District would receive around \$40,000 in additional revenue. The State of Illinois currently owes the District \$167,167.41 which is categorical payments.

- c. Receipts
- d. Expenditures

Additional invoices to be approved for payment; received after the packet was sent; include:

American Fidelity \$102.00, German Insurance \$126.00 and Region III Special Education \$17,502.58.

- e. Activity Funds
- f. Food Service Report
- g. Extra-Curricular Expense Report

Board polled:

Breden – yes	Hurley - absent
Fraley – absent	Longnecker - yes
Friedel – yes (arriving at 6:05)	Nelson - yes
Hagen – yes	

Motion carried.

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

Dr. Sievers mentioned that there was a request to organize a Band Booster organization; the school would still handle the financial fund of the club.

### **Board Committee Reports:**

N/A

### **Communications:**

N/A

### **Superintendent-**

Dr. Sievers stated that negotiations would hopefully begin at the end of June if the state budget is settled, if not, then the end of July. The GRP group will present a formal contract in July, they will be conducting a building study in July and August to log the summer efficiency. There will be a Football dinner/auction July 1 at the Hardin KC Hall. She stated that the action items include: Duane Sievers has applied for the High School Softball Coach, Mark Hillen as an Assistant Football Coach, and Adam Hickson as Volunteer Assistant Football Coach. She has had someone interested in assisting the High School Cheer Coach, and would like to advertise the position. She stated her one year contract was included in the Board Packet for approval inclusive of the same salary and benefits as last year pending the negotiation of the CEA contract, along with her evaluation and goals for next year. The administrative contracts for Kathy Schell, Cheri Burris, Alicia Churchman, Tiara Lorschbach, Angie Sagez, Tim Eilerman and Claude Collins are included for the Board approval. Dr. Sievers gave a copy of the 2018 position list that had been given to the CEA. There have been retirement letters received from Angie Roth, and Ruth Johnson for the 2 year retirement incentive. The final FY '17 calendar is included for final approval as well as a lease agreement with Illinois Valley for classroom rental and with Jersey CUSD for transportation services. The handbooks will also be reviewed for recommended changes.

### **Principals-**

Mrs. Cheri Burris informed the Board that Mrs. Doyle had returned from her 2 week workshop, and will be implementing the things she learned when school resumes in the fall. Students Missy Clark and Colton Burris were recognized for their FFA projects. The Baseball/Softball banquet date will be set in the near future. Mrs. Burris also reviewed her recommended changes to the High School handbook, inclusive of: Beverages, Courses Offered, Graduation Requirements, College Visits, Detentions, Dress Code, Student Lockers, and a revision to the grading scale. A handout inclusive of all recommendations was given to the Board.

Mrs. Kathy Schell was not in attendance. Dr. Sievers reviewed the Elementary handbook change recommendations with the Board including: Field Trip permission, Volunteers, Head Lice notification, Physical Education requirements, and Bullying/Harassment policy. The fees for registration will remain the same as last year without increase. The Board asked about the ala-carte program for the schools, Dr. Sievers stated that they will try it at the High School only next year and will include salad, pizza and hamburgers.

**Discussion Items:**

N/A

**Other:**

N/A

**Executive Session:**

N/A

A motion was tabled that the Board of Education re-affirm the Assistant Coaches as there were no letters of interest or resignations received.

A motion was made by Tony Friedel seconded by Donnie Breden that the Board of Education approves hire Duane Sievers as High School Softball Coach, Mark Hillen as High School Football Coach, Adam Hickson High School Volunteer Assistant Football Coach.

Board polled:

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

Motion carried.

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

A motion was made by Donnie Breden, seconded by Tony Friedel that the Board of Education approves to post and advertise for a High School Volunteer Assistant Cheer Sponsor.

Board polled:

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

Motion carried.

The Board also asked that the cost of the athletic advertisements be paid by the activity funds in the future.

A motion was made by Hannah Nelson, seconded by Janine Hagen that the Board of Education approves the one year contract of Dr. Kate Sievers as presented.

Board polled:

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

Motion carried.

A motion was made by Tony Friedel, seconded by Janine Hagen that the Board of Education approves the administrative contracts as presented, for Kathy Schell (Elementary Principal), Cheri Burris (High School Principal), Alicia Churchman (1 – Bookkeeper, 2 – Treasurer), Angela Sagez (District Secretary, Part Time High School Secretary, Part Time Dishwasher), Tiara Lorsbach (Accounts Manager), Tim Eilerman (Summer Custodian), Claude Collins (Groundskeeper), inclusive of all benefits granted through the Calhoun Education Association contract.

Board polled:

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

Motion carried.

A motion was made by Hannah Nelson, seconded by Tony Friedel that the Board of Education approves the position List for the 2017-2018 school year as presented

Board polled:

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

Motion carried.

A motion was made by Tony Friedel, seconded by Hannah Nelson that the Board of Education approves to accept the resignation of Angie Roth as High School Secretary effective June 30, 2019. Also, that the Board of Education approves to accept the resignation of Ruth Johnson effective the end of the 2018-2019 school year. Granting both, the benefits entitled as stated in the CEA contract section 8.9.

Board polled:

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

Motion carried.

A motion was made by Tony Friedel, seconded by Donnie Breden that the Board of Education approves to adopt the amended budget for fiscal year, 2017.

Board polled:

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

Motion carried.

A motion was made by Donnie Breden, seconded by Janine Hagen that the Board of Education instructs the superintendent to develop a tentative budget for 2017-2018, to be reviewed by the

Board of Education at the regular August board meeting, prepared for display in August and adopted at the regular September board meeting.

Board polled:

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

Motion carried.

A motion was tabled that the Board of Education approve a Tax Anticipation Warrant in the amount of \$300,000.00.

A motion was made by Tony Friedel seconded by Hannah Nelson that the Board of Education approves the final 2016-2017 school calendar as presented.

Board polled:

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

Motion carried.

A motion was made by Donnie Breden, seconded by Hannah Nelson that the Board of Education approves the building rental/lease agreement as presented with Illinois Valley Head Start Program from August 1, 2017 through June 29, 2018.

Board polled:

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

Motion carried.

A motion was made by Tony Friedel, seconded by Janine Hagen that the Board of Education approves the Intergovernmental Agreement with Jersey CUSD #100 to transport students to Eastwood Elementary School in East Alton, IL at a cost of \$50.00 per day, as presented.

Board polled:

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

Motion carried.

A motion was made by Donnie Breden, seconded by Tony Friedel that the Board of Education approves the handbook changes for the Elementary and High School as presented for the school year 2017-2018.

Board polled:

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

Motion carried.

A motion was made by Janine Hagen, seconded by Hannah Nelson that the Board of Education approves the organization of a Band Booster Club.

Board polled:

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

Motion carried.

A motion was made by Tony Friedel, seconded by Donnie Breden that the Board of Education approves to set the fees for the 2017-2018 school year as follows:

High School		Elementary School	
Lunch	\$2.60	Lunch	\$2.60
Reduced	\$.40	Reduced	\$.40
Breakfast	\$1.80	Breakfast	\$1.80
Reduced	\$.30	Reduced	\$.30
Kindergarten Milk \$6.00 Month			
Adult Lunch \$3.00 Plus Ala Carte – Breakfast \$2.00 Plus Ala Carte			
Book Fee	\$80.00	Book Fee	\$70.00
Lab Fee	\$20.00/per sem	Lab Fee	\$10.00/per sem
Student Planners	0	Student Planners	\$4.50
Drivers Ed. Fee	\$175.00		0
Lock Fee	2.00		0
Dual Credit Class	\$100.00 and purchase of books is the responsibility of the student		
Elementary			
Sports Fee	\$50.00 per sport	\$100.00 max. per Student	\$185.00 max. per Family
High School			
Sports Fee	\$100.00 per sport per season		\$150.00 max per family, per sport, per season

**Season #1**

Football  
Volleyball  
Cheerleading

**Season #2**

Boys Basketball  
Girls Basketball  
Cheerleading  
Scholastic Bowl

**Season #3**

Baseball  
Softball  
Track

Board polled:

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

Motion carried.

A motion was made by Donnie Breden, seconded by Tony Friedel that the Board of Education approves to adopt the resolution abating the working cash fund as presented. In the amount of \$19,902.26.

Board polled:

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

Motion carried.

**CALHOUN COMMUNITY UNIT SCHOOL DISTRICT 40,  
CALHOUN AND GREENE COUNTIES**

**RESOLUTION abating the working cash fund of Community  
Unit School District Number 40, Calhoun and Greene Counties,  
Illinois.**

**WHEREAS**, the Board of Education (the “*Board*”) of Community Unit School District Number 40, Calhoun and Greene Counties, Illinois (the “*District*”), has heretofore created and maintained a working cash fund in and for the District (the “*Fund*”); and

**WHEREAS**, the Board has determined and does hereby determine that it is necessary and in the best interests of the District that the Fund be abated; and

**WHEREAS**, Section 20-10 of the School Code of the State of Illinois, as amended (the “*Code*”), authorizes the Board to abate the Fund:

**NOW, THEREFORE BE IT RESOLVED**, by the Board of Education of Community Unit School District Number 40, Calhoun and Greene Counties, Illinois, as follows:

*Section 1. Incorporation of Preambles.* The Board hereby finds that all of the recitals contained in the preambles to this Resolution are full, true and correct and does incorporate them into this Resolution by this reference.

*Section 2. Amount of Abatement.* The Fund shall be abated as of the date hereof by the amount (the “*Abatement Amount*”) necessary in order to leave a balance to the credit of the Fund of \$19,902.26, including the amount of any taxes heretofore levied by the District for the Fund pursuant to Section 20-3 of the Code, but not yet collected and deposited into the Fund, and amounts transferred pursuant to Section 20-4 of the Code and to be reimbursed to the Fund (the “*Fund Balance*”).

*Section 3. Permanent Transfer.* The School Treasurer of the District is hereby authorized and directed to forthwith permanently transfer the Abatement Amount to the educational fund of the District, the same being the fund of the District most in need of the Abatement Amount. It is also hereby found and determined that (a) the Abatement Amount, when added to the educational fund of the District and regardless of any subsequent transfers of the Abatement Amount, will not result in an excessive accumulation of assets in the educational fund of the District, and (b) the Fund Balance is at least equal to 0.05% of the value, as equalized or assessed by the Department of Revenue, of the taxable property in the District.

*Section 4. Outstanding Loans.* If necessary to effectuate such abatement and permanent transfer, any outstanding loans from the Fund to other funds of the District in an amount, together



with any cash immediately transferred pursuant to Section 2 above, equal in the aggregate to the Abatement Amount shall be paid to the educational fund of the District, and any remaining outstanding loans shall be paid to the Fund at the time and in the manner required by the Code.

*Section 5. Severability.* If any section, paragraph, clause or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph, clause or provision shall not affect any of the remaining provisions of this Resolution.

*Section 6. Repealer and Effective Date.* All resolutions or parts thereof in conflict herewith be and the same are hereby repealed and that this Resolution shall be in full force and effect forthwith upon its adoption.

Adopted June 15, 2017.

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President, Board of Education

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Secretary, Board of Education

A motion was made Tony Friedel, seconded by Janine Hagen that the Board of Education approves the resolution with Central States Bus Sales, Inc. as presented.

Board polled:

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

Hurley - absent  
Longnecker - yes  
Nelson - yes

Motion carried.

## **OBLIGOR RESOLUTION**

**RE: Government Obligation Contract dated as of May 12, 2017, between Central States Bus Sales, Inc. (Obligee) and Calhoun Community Unit School District No. 40 (Obligor).**

At a duly called meeting of the Governing Body of the Obligor (as defined in the Contract) held on Thursday, June 15, 2017 the following resolution was introduced and adopted:

**BE IT RESOLVED** by the Governing Body of Obligor as follows:

- 1) **DETERMINATION OF NEED.** The Calhoun CUSD #40 has determined that a true and very real need exists for the acquisition of the Equipment described on Exhibit A of the Government Obligation Contract dated as of May 12, 2017, between Calhoun Community Unit School District No. 40 (Obligor) and Central States Bus Sales, Inc. (Obligee).
- 2) **APPROVAL OF AUTHORIZATION.** The Governing Body of Obligor has determined that the Contract, substantially in the form presented to this meeting, is in the best interests of the Obligor for the acquisition of such Equipment, and the Governing Body hereby approves the entering into of the Contract by the Obligor and hereby designates and authorizes the following person(s) to execute and deliver the Contract on Obligor's behalf with such changes thereto as such person(s) deem(s) appropriate, and any related

documents, including any Escrow Agreement, necessary to the consummation of the transaction contemplated by the Contract.

Authorized Individuals: Dr. Kate Sievers, Superintendent

- 3) **ADOPTION OF RESOLUTION.** The signatures below from the designated individuals from the Governing Body of the Obligor evidence the adoption by the Governing Body of this Resolution.

4)

Signature: \_\_\_\_\_

Printed Name & Title: \_\_\_\_\_

Attested By: \_\_\_\_\_

Printed Name & Title: \_\_\_\_\_

#### INFORMATIONAL ITEMS:

June 19 – Volleyball Camp  
July 1 – Football Dinner/Auction (KC Hall)  
July 11 & 12 – Registration (Elementary)  
July 21 – Football Camp

With no further business to discuss, a motion was made by Tony Friedel seconded by Hannah Nelson that the Board of Education adjourns the meeting at 6:48 p.m.

Board polled:

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

Hurley - absent  
Longnecker - yes  
Nelson - yes

Motion carried.

Respectfully submitted,



\_\_\_\_\_  
President, Board of Education



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Secretary, Board of Education