

Board of Education
Regular Meeting
July 15, 2009

The regular meeting of the Board of Education of Community Unit School District No. 100 was held Wednesday, July 15, 2009 in the office of the Board of Education. The meeting was called to order at 6:00 P.M. by Greg Brown, President. Other members present were Cindy Cannon, Angie Cory, Pete Hatfill, and Julie Pohlman. Also in attendance were James Whiteside, Interim Superintendent and Ken Schell, District Administrator.

A motion was made by Hatfill, seconded by Pohlman to adjourn to closed session for the purpose of the appointment, compensation, discipline, performance, or dismissal of specific employees, and collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Pohlman, yes; Brown, yes. Motion carried. The Board along with Mr. Whiteside and Mr. Schell adjourned to closed session at 6:00 P.M.

Cliff Kaminsky entered at 6:35 P.M.
Betty Nairn arrived at 6:45 P.M.

The Board returned to open session at 6:55 P.M. A motion was made by Pohlman, seconded by Cannon to reconvene the open session. On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

Also in attendance for open session were: Alan Churchman, Curriculum Director; Tammy Steckel, Director of Business Affairs; Jill Boomer, Jersey County Star; Jong Cambron, Jersey County Journal; and Cliff Kaminsky, Judy Fritz, Cindy Russell, district employees.

A motion was made by Cory, seconded by Hatfill to approve the Agenda as presented including an addendum to Items for Action – 6th Grade Band Enhancement. On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

MINUTES

A motion was made by Pohlman, seconded by Cory to approve the minutes of the regular meeting of June 17, 2009 and special meeting of June 24, 2009. On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

PUBLIC PARTICIPATION

None

COMMUNICATIONS

Mr. Brown thanked Mr. Whiteside for taking the Interim Superintendent position and welcomed him back to District 100.

BILLS

Following discussion, a motion was made by Hatfill, seconded by Nairn that the bills as presented be approved for payment and orders drawn. On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

PERSONNEL

Mr. Whiteside reviewed the personnel recommendations. A motion was made by Pohlman, seconded by Cory to approve the following personnel recommendations effective for the 2009-10 school year:

- Approve the employment of Maureen Shortal-Rench as English department chair.
- Approve the employment of Julie Breden as Co-Student Council Advisor to work with Maureen Shortal-Rench splitting the existing stipend.
- Approve the employment of Jennifer Kapentovich to be the senior Olympiad sponsor.
- Approve the employment of Jim Witt as 7th grade girls basketball coach and the 7th grade boys basketball coach.
- Approve the employment of Kim Baecht as cook position at Dow Elementary.
- Approve the resignation of Kaye Bertman, teacher at East Elementary, effective at the end of the 2010-2011 school year in order to begin retirement.

Informational Items

- Nancy Young has been recalled to work as a paraprofessional for the 2009-2010 school year.
- Bryan Brown will volunteer as an assistant for the JCHS golf team this fall.

On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

PURCHASES/CONTRACTS

Mrs. Steckel reviewed the following bids and recommendations:

BAKERY BID 2009-14

BREAD PRODUCTS: Lewis Bakeries, Inc.

| | | | |
|-------------------|--------|--------------------|------------------|
| White Bread | 24 oz | 24 slices per loaf | 1.62 per loaf |
| B.B.Q. Buns | 21 oz. | 12 count | 1.65 per dz. |
| Hot Dog Buns | 12 oz. | 8 count | 1.39 per 8 count |
| Whole Wheat Bread | 24 oz. | 24 slices | 1.77 per loaf |

MILK BID 2009-15

MILK PRODUCTS: Heitzig Distributing – Fluctuating Bid

| | |
|-----------------------|----------|
| 1% low fat white milk | .22 each |
| 1% chocolate milk | .23 each |
| Skim white milk | .22 each |

GASOLINE & PETROLEUM PRODUCTS BID 2009-16

FLEET GASOLINE & DIESEL FUEL

Gasoline – Medford Oil Co., Petroleum Traders Corp, Piasa Motor Fuels, Tri-County FS, Inc. will be asked to give a price 24 hours in advance of delivery in 3 to 4 week intervals. The company with the lowest price for that day will be awarded the purchase order for that load.

Propane (Delhi, Dow & Fieldon) – Tri County FS - \$1.19 per gallon firm

Petroleum Products

Motor Oil – Medford Oil Co. - \$5.95 per gallon

Antifreeze – Wallis Lubricant LLC - \$4.74 per gallon

Windshield Washer Fluid – Wallis Lubricant LLC - \$.92 per gallon

De-Icer – Wallis Lubricant LLC - \$18.56 per case

A motion was made by Cory, seconded by Cannon to approve the bids as presented based upon the lowest bids as per specification. On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

SURFACING SNYDERS SPORTS COMPLEX BID NO. 2009-20

Mr. Schell reviewed the Bid 2009-20 to resurface the parking lot at the Donald Snyders Sports Complex. Two bids were received including the lowest bid from Long Paving in the amount of \$22,369 and the other bid provided by DeLaurent Construction in the amount of \$23, 996. After discussion, a motion was made by Cory, seconded by Pohlman to approve the lowest bid as presented from Long Paving with the contingency the project can be completed by August 14 using black slag as the material. If Long Paving cannot meet the specs then the bid will be offered to DeLaurent Construction with the same contingencies. On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

INVESTMENTS/LOANS/TRANSFERS

A motion was made by Hatfill, seconded by Nairn to adopt the following resolution temporarily transferring \$1,800,000 from the Working Cash Fund to Education Fund.

WHEREAS, the Board of Education (the “Board”) of Community Unit School District Number 100, Jersey and Greene Counties, Illinois (the “District”), has heretofore created and established a working cash fund and for the District (the “Fund”); and

WHEREAS, the Board has determined and does hereby determine that it is necessary and in the best interest of the District that a transfer be made from the Fund:

NOW, THEREFORE, BE IT and It is Hereby Resolved by the Board of Education of Community Unit School District Number 100, Jersey and Greene Counties, Illinois, as follows:

Amount of Transfer. A transfer in the amount of \$1,800,000 will be made from the Working Cash fund to the Education Fund.

Repayment of Funds. The sum of \$1,800,000 will be repaid to Working Cash fund from the Education Fund upon receipt of local taxes.

Adopted July 17, 2009

President, Board of Education

Secretary, Board of Education

On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

A motion was made by Cory, seconded by Hatfill to adopt the following resolution transferring funds from the Working Cash fund to the Tort Fund.

WHEREAS, the Board of Education (the "Board") of community Unit School District number 100, Jersey and Greene Counties, Illinois (the "District"), has heretofore created and established 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 interest of the district that a transfer be made from the Fund;

NOW, THEREFORE, BE IT and It is Hereby Resolved by the Board of Education of Community Unit School District Number 100, Jersey and Greene Counties, Illinois, as follows:

Amount of Transfer. A transfer in the amount of \$400,000 will be made from the Working Cash fund to the Tort Fund.

Repayment of Funds. The sum of \$400,000 will be repaid to Working Cash fund from the tort Fund upon receipt of local taxes.

Adopted July 15, 2009

President, Board of Education

Secretary, Board of Education

On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

FINANCIAL ASSURANCE RESOLUTION – UNDERGROWND STORAGE TANK – BUS DEPOT

A motion was made by Pohlman, seconded by Cory to adopt the following resolution designating \$20,000 of Operations & Maintenance fund for financial assurance for underground storage tanks.

WHEREAS, The Board of Education (the “Board”) of Community Unit School District Number 100, Jersey and Greene Counties, Illinois (the “District”), has a Operations & Maintenance fund balance; and

WHEREAS, the Board is required by the State Fire Marshal Office to designate \$20,000 as financial assurance for underground storage tanks owned by the District;

NOW, THEREFORE, BE IT and It is Hereby Resolved by the Board of Education of Community Unit School District Number 100, Jersey and Greene Counties, Illinois, \$20,000 of the Operations & Maintenance fund balance will be designated as financial assurance for the underground storage tanks owned by the District.

Adopted July 15, 2009

President, Board of Education

Secretary, Board of Education

On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

REVIEW OF CLOSED SESSION MINUTES

Mr. Whiteside recommended that all minutes currently held in confidentiality remain confidential. A motion was made by Hatfill, seconded by Cory to approve Mr. Whiteside’s recommendation. On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

FUND RAISER REQUESTS

A motion was made by Pohlman, seconded by Hatfill to approve the following fund raiser requests:

- Request of Gary Carter and JCHS football team to hold the following:
 - Sell Gold Cards August 12-21, 2009
 - Trivia Night March 13, 2010
 - Dodgeball Tournament held at JCHS March 16, 2010
 - Lift-a-thon for football players May 10-12, 2010
 - Kids football camp June 7-10, 2010 for students grades K-8
- Request of Angela Wood and JCHS Drill Team to sell blue rubber panther bracelets at a cost of \$2 each.
- Request of Jeff Goetten and FFA to hold the following:
 - Cheese and Sausage sales the first week of October through Century Resources

- Concession stands during home football games
- Plant sales in December and around Mother's Day
- Request of Jim Featherstone and Melanie Fessler, sponsors of the scholastic bowl team, to hold the annual catalog gift sales through the Kleinhenn Company October 22 – November 3, 2009
- Request of Connie Springman and JILG students to sell Home Interior candles November 2 – 20, 2009 contingent upon funding available to continue the JILG program.
- Request of Vicki Bone and Gwen Brunaugh, class sponsors for the class of 2011, to hold the following:
 - Sale of Pampered Chef items November 10, 2009
 - Sale of t-shirts to promote Pi Day February 1, 2010
 - Sale of Class of 2011 t-shirts starting October 5, 2009
 - Sell Valentine-o-grams starting February 1, 2010
- Request of Stote Reeder, JCHS basketball coach, to hold the 5th annual boys basketball league for grades 4, 5, &6 during the upcoming winter and to also seek \$100 sponsorships from local businesses.
- Request of Jim Bosomworth, class sponsor for the class of 2012, to hold a pizza kit fund raiser through Little Caesar's February 1-26, 2010.

On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

USE OF DISTRICT FACILITIES

A motion was made by Cory, seconded by Cannon to approve the request of Andrea Yoder, Arms of Love Pregnancy Resource Center, to use the Donald Snyder's Sports Complex on October 10, 2009 contingent upon providing a certificate of insurance. On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

BOARD POLICIES

The following Board Policies were reviewed at the June meeting as a first reading. A motion was made by Hatfill, seconded by Cory to approve the revisions to the Board Policy by adopting the following:

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|--------|---|
| 2:80-E | Exhibit – Board Member Code of Conduct (Rewritten) |
| 2:220 | School Board/Board of Education Procedures |
| 4:70 | Resource Conservation |
| 5:90 | Abused and Neglected Child Reporting |
| 5:150 | Personnel Records |
| 5:240 | Professional Personnel – Suspension |
| 5:290 | Educational Support Personnel – Employment Termination and Suspension |
| 6:60 | Curriculum Content |
| 6:120 | Education of Children with Disabilities |
| 6:230 | Library Media Program (Rewritten) |
| 7:10 | Equal Educational Opportunities |

| | |
|-------|---|
| 7:20 | Harassment of Students Prohibited |
| 7:210 | Expulsion Procedures (Rewritten) |
| 7:230 | Misconduct by Students with Disabilities (Rewritten) |
| 7:240 | Conduct Code for Participants in Extracurricular Activities |
| 7:300 | Extracurricular Activities |
| 2:105 | Ethics and Gift Ban (Rewritten) |
| 2:120 | Board Member Development |
| 4:20 | Fund Balances |
| 4:50 | Payment Procedures |
| 4:55 | Use of Credit and Procurement Cards (New) |
| 4:170 | Safety |
| 6:20 | School Year Calendar and Day |

On roll call, Cannon, yes; Cory, yes; Hatfill, yes; Nairn, yes; Pohlman, yes; Brown, yes. Motion carried.

ITEMS FOR DISCUSSION

Finance Reports

Regular monthly finance reports including Treasurer's Report, Revenue and Expenditure Report, 2008-09 Unaudited Revenue & Expenditure Report, Projected Fund Balance Report, Interest Revenue Summary, and the Utility Report were received, discussed and placed on file.

Freedom of Information Request

None

Board Policy

The policy listed below is recommended as a first reading of changes and will be voted on at the August meeting.

- 7:50 School Admissions and Student Transfers To and From Non-District Schools

6th Grade Band Enhancement

Mr. Kaminsky discussed the benefits of waiting until a student is entering 6th grade to start band versus starting as a 5th grade student. This change would allow sixth grade students to meet for band class three times a week instead of just two times. Mr. Kaminsky explained the fifth grade students only meet once a week and they have a tendency to lose interest before entering the sixth grade.

SUPERINTENDENT'S REPORT

Mr. Whiteside reported after meeting with Mr. Churchman, Curriculum Director, he is very impressed with the staff development in place for this upcoming school year. Mr. Churchman has scheduled Mr. Jim Burgett as a guest speaker for August 18 to speak to the staff on "Quality Service Every Time."

A motion was made by Hatfill, seconded by Cory to adjourn. The regular meeting of July 15, 2009 adjourned at 8:15 P.M.