

**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 President Luke Fraley at 6:33 p.m. Monday, October 17, 2016 in the District Unit Office.

Upon roll being called the following board members were present: Luke Fraley, Tony Friedel, Janine Hagen absent, Dave Hurley absent, Keith Klocke absent, Laura Longnecker, Hannah Nelson arriving at 6:36.

Others in attendance were: Kate Sievers, Tiara Lorsbach, Cheri Burris, Bruce Combs (Johnson Controls), Angel Donnelson, Steve Donnelson, Rachel (Calhoun News), Christie Lorsbach, Suzanne Steckels, Alicia Churchman.

AGENDA

- I. CALL TO ORDER AND ROLL CALL
- II. CONSENT AGENDA
 - a. Board Minutes
 - i. Regular Meeting – September 19, 2016
 - b. Financial/Treasurer’s Report
 - i. Alicia Churchman
 - c. Receipts
 - d. Expenditures
 - e. Activity Funds
 - f. Food Service Report
 - g. Extra-Curricular Expense Report
- III. RECEPTION OF VISITORS/PUBLIC COMMENT
 - a. Suzanne Steckel – Audit Report
 - b. Angel Donnelson
 - c. Bruce Combs – Johnson Controls
- IV. COMMUNICATIONS
 - a. Board Committee Reports
 - i. Personnel – N/A
 - ii. Negotiations – N/A
 - iii. Finance – Meeting Date
 - iv. Insurance – Committee Appointments
 - v. Consultation – Committee Appointments
 - b. Administrative Reports
 - i. Superintendent’s Report
 - 1. Board Member Training Update (Certificates)
 - 2. Board Member Renewal Interest
 - 3. TORT
 - 4. Rental Fee
 - ii. Principals Reports
 - 1. Elementary School – Kathy Schell
 - 2. High School – Cheri Burris
- V. DISCUSSION ITEMS
 - a. Personnel
 - b. Second and Final Reading Board Policy Updates
 - c. School Improvement Plans
- VI. OTHER BUSINESS

- VII. 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.
- VIII. ACTION ITEMS
 - a. Personnel
 - b. Audit Report
 - c. Second and Final Reading Board Policy Updates
 - d. School Improvement Plans
 - e. Any Other Action Resulting from Executive Session
- IX. INFORMATION ITEMS
- X. ADJOURN

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

- a. Board Minutes
 - i. Regular Meeting – August 15, 2016
 - ii. Special Meeting – September 7, 2016
- b. Financial/Treasurer’s Report
 - 1. Alicia Churchman
- c. Receipts
- d. Expenditures
- e. Activity Funds
- f. Food Service Report
- g. Extra-Curricular Expense Report

Board polled:

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

Motion carried.

Reception of Visitors/Public Comment:

Ms. Suzanne Steckel, the district auditor, was in attendance to report to the Board the findings of the yearly audit. She reported the district is currently about 3.8 million dollars in debt. She reported the retirement fund and the IMRF are both underfunded. There were several recommendations for improving the activity fund documentation, including more timely deposits, the lack of invoices, and signatures. There were only two “findings” – the segregation of duties, due to the lack of office personnel, and there were expenditures over budget. She stated the revenues were up by \$55,000, but that expenditures were up by \$100,000. Salaries account for 64% of the entire budget, and the EAV Levy is still decreasing, this year by 6%. She stated that overall the districts profile score increased this year to 2.45 but this still gives a designation of “watch”. Dr Sievers stated that the Donnelsons were in attendance concerning a student handbook policy and would like to ask that they are invited into executive session to discuss it. Mr. Bruce Combs was in attendance to discuss an energy analysis he had completed for the district buildings, such as window replacements, HVAC improvements, and lighting and automatic controls. The Board members were given a hand out, which included estimated savings. He also stated there are usually grants available to cover a percentage of the improvement costs.

Board Committee Reports:

N/A

Communications:

Mrs. Alicia Churchman stated the “district is getting money and spending it”. She handed a cash flow report to the Board members. This is a new report due to ISBE. The current forecasted information is that the district will end the year at a negative \$74,000.00 which will result in the issuing of tax warrants.

Superintendent-

Dr. Kate Sievers informed the Board that the TORT fund Risk Management plan will need to be updated this year. The expenditures allowed under TORT include partial salaries, insurance, and legal fees, any liability issues for the district. She also informed the Board that the districts insurance company is now going to require that any groups that have events at the school will need to purchase a third party insurance policy. This will be at a low cost to the groups and will be available on the insurance website.

Principals-

Cheri Burris gave the Board members a handout including information concerning the High Schools Improvement Plan for the year. The handout included testing scores which overall are up compared to last school year.

Discussion Items:

Dr. Sievers stated that there is still no current applicant for the available HS Girls Basketball Asst. Coaching position and that the remaining stipend paid positions will still need to be approved.

Other:

N/A

Executive Session:

A motion was made at 7:55 p.m. by Tony Friedel, seconded by Hannah Nelson 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). The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).

Board polled:

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

Motion carried.

A motion was made at 9:26 p.m. by Tony Friedel, seconded by Laura Longnecker that the Board of Education returns to Open Session to continue meeting and take any appropriate action.

Board polled:

Fraley - yes	Klocke - absent
Friedel – yes	Longnecker - yes
Hagen - absent	Nelson - yes

Hurley - absent

Motion carried.

A motion was made that the Board of Education approves to pay the Asst. Volleyball stipend to Kerry Lorton.

Board polled:

Fraley - yes	Klocke - absent
Friedel - yes	Longnecker - yes
Hagen - absent	Nelson - yes
Hurley - absent	

Motion carried.

A motion was tabled that the Board of Education approves to hire the Assistant High School Girls Basketball Coach for the 2016-2017 season.

A motion was made by Tony Friedel, seconded by Laura Longnecker that the Board of Education reaffirms the received letters of interest for the stipend paid positions including: Jim Herkert, and Rod Hart.

Board polled:

Fraley - yes	Klocke - absent
Friedel - yes	Longnecker - yes
Hagen - absent	Nelson - yes
Hurley - absent	

Motion carried.

A motion was made by Laura Longnecker, seconded by Hannah Nelson that the Board of Education establishes an Insurance Committee and a Consultation Committee per the CEA contract. (articles 11.3 and 12.1) And that the Board of Education also appoints the following members to the committees:

Insurance: Luke Fraley, Hannah Nelson
 Consultation: Keith Klocke, Tony Friedel and Dave Hurley as alternate

Board polled:

Fraley - yes	Klocke - absent
Friedel - yes	Longnecker - yes
Hagen - absent	Nelson - yes
Hurley - absent	

Motion carried.

A motion was made by Laura Longnecker, seconded by Tony Freidel that the Board of Education approves the 2015-2016 annual financial/audit report as presented.

Board polled:

Fraley - yes	Klocke - absent
Friedel - yes	Longnecker - yes
Hagen - absent	Nelson - yes
Hurley - absent	

Motion carried.

A motion was made by Tony Friedel, seconded by Hannah Nelson that the Board of Education approves the second and final reading of the board policy updates Issues 91 and 92 as presented.

Board polled:

Fraley - yes	Klocke - absent
Friedel - yes	Longnecker - yes
Hagen - absent	Nelson - yes
Hurley - absent	

Motion carried.

A motion was made by Hannah Nelson seconded by Laura Longnecker that the Board of Education approves the High School, School Improvement Plan as presented.

Board polled:

Fraley - yes	Klocke - absent
Friedel - yes	Longnecker - yes
Hagen - absent	Nelson - yes
Hurley - absent	

Motion carried.

INFORMATIONAL ITEMS:

- October 19 – Volley for the Cure and Senior Night
- October 26/27 – Parent Teacher Conferences
- October 28 – No School
- October 29 – Halloween Carnival
- November 10 – Veterans Day Recognition
- November 11 – No School

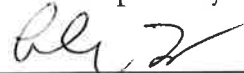
With no further business to discuss, a motion was made by Tony Friedel seconded by Laura Longnecker that the Board of Education adjourns the meeting at 9:30 p.m.

Board polled:

Fraley - yes	Klocke - absent
Friedel - yes	Longnecker - yes
Hagen - absent	Nelson - yes
Hurley - absent	

Motion carried.

Respectfully submitted,



President, Board of Education



Secretary, Board of Education