

MINUTES — REGULAR MEETING –JULY 14, 2009

- 1) The regular meeting of the Hillsboro Community Unit School District No. 3 Board of Education was called to order by President Bill Clinard, at the Hillsboro Unit Office, at 7:00 p.m.
- 2) The following members of the Hillsboro Board answered present to roll call: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, and Bill Clinard.
- 3) Agenda Item 2.0. Good News.
Superintendent Powell reported on the Facility Study that was conducted by FGM Architects and has been received and has been sent out to the Task Force members. There will be a Task Force Meeting on Tuesday night.
- 4) Supt. Powell reported the American Recover and Reinvestment Act stimulus funds are starting to come in. ARRA Funds will enable the District to retain 2.50 teaching positions and 2.00 aide positions in our Title I Program. This will be a supplement of \$190,000.00. The lack of state-local funding would not have allowed the retention of these positions without ARRA Funds.
- 5) Supt. Powell reported the District will receive money through Mid-State Special Education. Supt. Powell stated, “The District as part of their over-all grant for the coop. has generated \$452,000.00 of the 4.1 million dollar grant. Their budget is under \$4,000,000.00 and they just received a one time grant of 4.1 million to be spent over two years. By the time it gets down to us, it is \$317,000.00 that is directly coming to us. We are going to get reimbursed for \$239,000.00 of your Mid-State Assessment. That leaves a little over \$80,000.00 that we must pay to supplement our special education program. \$78,000.00 of that is K-12 and 8,000 to our Pre-K program.
- 6) Supt. Powell also reported the new administrative team for the District was in place. At this time, he introduced new High School Principal Janet Ward.
- 7) Agenda Item 3.0. Approval of Minutes.
Supt. Powell sought Board approval of the minutes for the June 15th regular meeting and executive session. Upon a motion by Bill Jurgena, seconded by Secretary Hutchison minutes of the 06/15/09 regular meeting and executive session. On roll call the following voted yes: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, and Bill Clinard. Motion carried 7-0.
- 8) Agenda Item 4.0 Approval of Financial and Business Transactions. 4.1. Bills and Salaries.
Supt. Powell reported one of the largest bills for the month was from Culbertson Heating and Cooling for \$11, 089,000.00. That is for the HVAC project at Beckemeyer. Supt. Powell stated, “That job is on schedule with an exception of the three classrooms in the fourth grade wing that were not part of the bid. These rooms were not on the plan. It makes no sense not to replace them. They are more problem-matic than the ones on the bid. This will result in a change order on the HVAC project of \$54,000.00.” Supt. Powell asked for any questions. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the paying of all bills and salaries for the first month. On roll call the following voted yes: Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, Barbara Adams, and Bill Clinard. Motion carried 7-0.
- 9) Agenda Item 4.0. Approval of Financial and Business Transactions. 4.2. Approval of Depositories for District #3 Funds.
Supt. Powell reported District #3 has funds in three of the five depositories recommended however approval is sought for all five depositories. . Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve to establish depositories of district funds as follows: Bank of America; Carlinville National Bank-Hillsboro Banking Center; First Community Bank of Hillsboro; Security National Bank of Witt & Irving; and National Bank. On roll call the following voted yes: Trina Britton,

Lynne Hutchison, Bill Jurgena, Earl Meier, Barbara Adams, Greg Bellaver, and Bill Clinard.
Motion carried 7-0.

- 10) Agenda Item 5.0. Discussion of Board of Education Meeting Procedures.
Supt. Powell stated, "I have a couple of ideas I would like to have you consider. The first one is a "Consent Agenda". Our policy says, "The President shall designate a portion of the agenda as a "Consent Agenda". Those items usually do not require discussion or explanation for Board action. These items could be passed with one Board vote. Anytime a Board Member could ask that any one or more of those be taken out of the "Consent Agenda" and be put on for discussion. The Board packets would contain all the supporting documentation. That is a matter of efficiency that I would like to see us go to. A second idea is I would like to develop a "Welcome" brochure for visitors to our meeting. It would be informational and give procedures they could follow if they wanted to address the Board. I would like to increase community participation at our Board meetings. It would be as simple as providing two different opportunities for people to address the Board. One on a topic that is not on the agenda and a second procedure if you want to speak to an item on the agenda. When you got to that item anyone that turned in a card before the meeting and they would have an opportunity to speak. My recommendation would be unless you turn your card in, before or at the beginning of the meeting, you can't speak. This would keep one comment from an angry person from intimidating someone else. This can be an intimidating atmosphere and having something they can read about it and being welcomed encourages them and lets them know we want to hear what they have to say."
Pres. Clinard stated, "I have no problem with that."
Supt. Powell also reported he would like to go paperless.
Pres. Clinard stated, "I am all for paperless."
Supt. Powell asked for any Board input.
Earl Meier responded, "I'm not really for it. I prefer to look at people rather than a lap-top."
President Clinard reported there was a consensus regarding the meeting procedures.
- 11) Agenda Item 6.0. Recognition of Audience.
Dr. Melody Schniepp addressed the Board regarding the topic of year-round schooling. She said, "I was wondering if the Board would consider looking into year-round schooling. It is common in Europe and I know there are several districts in Illinois that have year-round school. I think with the consideration of the new high school that should be taken into consideration." Supt. Powell agreed to send it to one of the committees.
- 12) Agenda Item 7.0. Old Business.
There was no old business.
- 13) Agenda Item 8.0. New Business. 8.1. Consideration of Maintaining Closure of Executive Session Minutes (Jan. 2009-June 2009).
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve Executive Sessions Minutes (Jan. 2009-June 2009) remain closed. On roll call the following voted yes: Lynne Hutchison, Bill Jurgena, Earl Meier, Barbara Adams, Greg Bellaver, Trina Britton, and Bill Clinard. Motion carried 7-0.
- 14) Agenda Item 8.0. New Business. 8.2. Consideration and Approval of District #3's Hazardous Transportation Areas.
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve District #3's hazardous transportation areas. Voice vote. Motion carried.
- 15) Agenda Item 8.0 New Business. 8.3. Consideration and Approval of Bid Awards for Bakery Products for FY10.
Supt. Powell reported there was only one bid for the bakery products. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the bakery product bid from Interstate Brands in Peoria for the 2009-2010 school year. On roll call the following voted yes: Bill Jurgena, Earl

Meier, Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, and Bill Clinard. Motion carried 7-0.

- 16) Agenda Item 8.0 New Business. 8.4. Discussion and Approval of Bid Awards for Dairy Products for FY10.
Supt. Burton reported there was only one bid submitted however there is the option of taking the fixed prices or the escalator/de-escalator bid. Director of Food Service Tracy Collins recommends accepting the escalator/de-escalator bid from Stark Distributing. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the escalator/de-escalator dairy product bid from Stark Distributing in Pana for the 2009-2010 school year. On roll call the following voted yes: Earl Meier, Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, and Bill Clinard. Motion carried 7-0.
- 17) Agenda Item 8.0. New Business. 8.5. Consideration and Approval of Bid Awards for Fuel for FY10.
Supt. Powell commented, "We opened the fuel bids yesterday. We received two bids; one from M & M Service out of Carlinville and one from Farmers Oil Company from Nokomis. The M & M was both firm and fluctuating. Farmer's Oil was just gave a fluctuating bid. There wasn't much information in the bid and it wasn't clear to me how the fluctuating bid computed. I ask Director of Transportation Cheryl Payne to get more information. I would like to table this and I will have a Transportation Committee meeting before the next board meeting." Upon a motion by Bill Jurgena seconded by Secy. Hutchison, approve tabling of 8.5 fuel bids. Voice vote. Motion carried.
- 18) Agenda Item 8.0. New Business. 8.6. Approval of Application for Continued Use of the HJHS Temporary Facility.
Supt. Powell reported it is just like the application from years past however before it will be approved again the decking will have to be replaced. Supt. Powell stated, "That is an afternoon job for our maintenance guys and this will be done this year. Right now it is ready to go and it is being well used." Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the application for continued use of the Hillsboro Junior High School Temporary Facility. Voice vote. Motion carried.
- 19) Agenda Item 8.0. New Business. 8.7. Appointment of Hillsboro Educational Foundation Directors.
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the reappointment of Arron Todd Dean, Alan Pretnar, and Barbara Adams as directors of the Hillsboro Education Foundation for a three year term (July 1, 2009-June 30, 2012). Voice vote. Motion carried.
- 20) Agenda Item 8.0. New Business. 8.8. Approval of Resolution Authorizing Permanent Interfund Transfer for Fiscal Year 2009.
Supt. Powell explained, "The new ISBE regulations require the computer lease payment to be paid out of the Debt Services Fund but the levy has to be structured so that the money goes into the Education Fund. Thus we have to do this transfer. We have to do one retroactive for 2009 and the next item is for the payment in 2010. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the transfer of \$61,107.79 from the Educations Fund to the Debt Services Fund retroactively to fiscal year 2009 for the purpose of paying the computer lease. On roll call the following voted yes: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, and Bill Clinard. Motion carried 7-0.
- 21) Agenda Item 8.0. New Business. 8.9. Approval of Resolution Authorizing Permanent Interfund Transfer for Fiscal Year 2010.
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the transfer of \$61,112.50 from the Education Fund to the Debt Services Fund for the purpose of paying the computer lease payment for the fiscal year 2010. On roll call the following voted yes: Greg Bellaver, Trina

Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, Barbara Adams, and Bill Clinard. Motion carried 7-0.

- 22) Agenda Item 8.0. New Business. 8.10. Approval of Resolution Authorizing Transfer from Working Cash Fund to the Illinois Municipal Retirement Fund.
Supt. Powell stated, "This is a loan while we wait on tax money."
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the transfer of \$150,000.00 from Working Cash Fund to the Illinois Municipal Retirement Fund. On roll call the following voted yes: Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, Barbara Adams, Greg Bellaver, and Bill Clinard. Motion carried 7-0.
- 23) Agenda Item 8.0. New Business. 8.11. Approval of Surety Bond.
Supt. Powell reported this surety bond secures the remaining funds from the Working Cash Bond issued in 2007. Supt. Powell stated, "This is mandated and is the minimum you have to secure. This recommendation is for 25% of the total amount \$243,411.00." The cost of the surety bond is \$690.00. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the Surety Bond for 2007 Working Cash Fund at a cost of \$690.00. On roll call the following voted yes: Lynne Hutchison, Bill Jurgena, Earl Meier, Barbara Adams, Greg Bellaver, Trina Britton, and Bill Clinard. Motion carried 7-0.
- 24) Agenda Item 8.0. New Business. 8.12. Consideration of Changing the Regular Meeting Date for the Month of September.
Supt. Powell explained, "We need to extend the time between meetings to beyond 30 days because of the proposed budget hearing in August and the approval in September. Consensus was reached for changing the date of the September Board Meeting to September 15th. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the changing of the regularly scheduled September 4th meeting to September 15th. Voice vote. Motion carried.
- 25) Agenda Item 8.0. New Business. 8.13. Consideration of Purchase of Mine Subsidence Insurance.
Insurance representative Dennis McCammack was unable to be present for this presentation however sent a letter. Supt. Powell reported that there has been history of mine activity under the High School, the Junior High, and the Witt Elementary School. Mr. McCammack indicated in his letter that even if District #3 wants to buy more mine subsidence they may not be able. The cost of the insurance is \$1,000.00 per million of coverage. This would be a total cost of \$34,000 to \$35,000 every year.
Barbara Adams asked, "I wonder if the new mine would have any possible effect on our buildings and the places that have been mined under." Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve tabling the purchase of mine subsidence insurance. Voice vote. Motion carried.
- 26) Agenda Item 9.0 Communications.
There were none.
- 27) Agenda Item 10.0 Executive Session.
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, move to go into executive session at 7:39 p.m. to discuss employment and retirement. On roll call the following voted yes: Bill Jurgena, Earl Meier, Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, and Bill Clinard. Motion carried 7-0.
- 28) Agenda Item 10.0. Executive Session.
Upon a motion by Bill Jurgena, seconded by Trina Britton, move to go out of executive session at 7:58 p.m. Voice vote. Motion carried.
- 29) Agenda Item 11.0. Personnel. 11.1. Action on Employment.
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena to employ Brittany Perkins as Technology Department Assistant. On roll call the following voted yes: Earl Meier, Barbara

Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, and Bill Clinard. Motion carried 7-0.

- 30) Agenda Item 11.0. Personnel. 11.1. Action on Employment.
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, to employ Heather Beeler, Cheryl Foster, Jennifer Funk, and Terri Jachino as Response to Intervention Aides. On roll call the following voted yes: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, and Bill Clinard. Motion carried 7-0.
- 31) Agenda Item 11.0. Personnel. 11.2. Action on Retirement.
Upon a motion by Secy. Hutchison, seconded by Trina Britton to accept Pam Dawson's letter of intent to retire at the end of the 2011-2012 school year. On roll call the following voted yes: Greg Bellaver, Trina Britton, Lynne Hutchison, Earl Meier, Barbara Adams, and Bill Clinard. The following voted no: Bill Jurgena. Motion carried 6-1.
- 32) Agenda Item 12.0. Adjournment.
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, move to adjourn. Voice vote. Motion carried.
- 33) Meeting adjourned at 7:59 p.m.

Hillsboro, Illinois
July 14, 2009

Thomas William Clinard, President
Board of Education

Lynne Hutchison, Secretary
Board of Education

Date minutes approved