

MINUTES — REGULAR MEETING –JUNE 15, 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 II. Good News.  
Supt. Burton introduced HCCDC Director Sheri Reynolds to report on the approval of a grant. Dir. Reynolds stated, “In March, I wrote for a playground shade and a fence. What we received was the fence to secure the children as they walk from the door to the playground. Last week, I received a letter stating that they had additional funding left and had chosen to give it to us. We have another \$7,065.00 to spend for shade. We are going to get a 16 x 16 shaded area over the sand and water area, an 8 x 8 shelter for a picnic table, another 8 x 8 shelter for a reading and language center, and a 10 x 10 over the infant playground area. The grants are very competitive and especially for Category Two funding, which we did. We went through the Quality Ratings because the state was pushing for higher quality childcare. This was a year and a half of training for my staff and me. The assessors came the end of May and it will be eight weeks before we know if we get it. If we do we will get an extra 10% on all of our Childcare Connection children. We are very happy that you would let us do all of these extra activities for young children.”
- 4) Supt. Burton introduced Witt Principal Mark Fenske who reported on the AYP report for Witt Elementary. Prin. Fenske stated, “AYP is looking very good at Witt. We made it in both reading and math. Our math totals are the highest they have been years with 90% meets and exceeds.” Supt. Burton reported that Beckemeyer also made AYP across the board.
- 5) Director of Risk Management Mike Gaither thanked the Board of Education, Supt. Burton, and the School District for their support of the Memorial Day activities.
- 6) Agenda Item III. Approval of Minutes.  
Supt. Burton sought Board approval of the minutes of the May 11th student disciplinary hearing and executive session and the May 12<sup>th</sup> regular meeting and executive session. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena minutes of the 05/11/09 student disciplinary hearing and executive session and the 05/12/09 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.
- 7) Agenda Item IV. Approval of Financial and Business Transactions. 4.1. Bills and Salaries.  
Supt. Burton reported as of May 31, 2009 the Education Fund balance was \$2,607,349.45, the Child Care Fund was over the \$10,000.00. Supt. Burton stated, “There was some concern about the financial aspect of this program. I can’t begin to tell you how much work she and her staff have put into this and turned it around.” He reported the Building Fund balance was \$389,825.99, Transportation at \$113,277.25, Working Cash Fund \$1,042,081.61, and Life Safety \$815,610.00. Supt. Burton stated, “Most of this will be gone after the HVAC system at Beckemeyer and the security cameras are finished.” The total fund balance on May 31<sup>st</sup> was \$5,427,419.67 with one month left in the fiscal year. There were 261 bills equal to just over \$237,000.00. Supt. Burton commented, “This is normal for the June meeting. Bills will pick up again in August and September. We are doing the Health/Life Safety work so you will see Culbertsons several times. They are doing the HVAC work at Beckemeyer. You will probably see a couple of large bills at the July meeting. Allred Gym Floor Repair Services are almost done with the High School gym floor. There are the normal bills for Hope School, Catholic Children’s Home, and Ability Interpreting Services.”

Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the paying of all bills and salaries for the 12<sup>th</sup> month. On roll call the following voted yes: Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, and Bill Clinard. Barbara Adams abstained. Motion carried 6-0.

8) Agenda Item IV. Approval of Financial and Business Transactions. 4.2. Public Hearing on the FY 2008-2009 Amended Budget/Budget Adoption.

1. Temporarily Adjourn Regular Meeting.  
Upon a motion by Bill Jurgena, seconded by Secy. Hutchison to temporarily suspend the regular meeting to hold the Public Hearing to Amend the FY 2008-2009 Budget/Budget Adoption. Voice vote. Motion carried.
2. Call Hearing to Order.  
Pres. Clinard called the hearing to order with roll call. The following answered present: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, and Bill Clinard.
3. Presentation of FY 2008-2009 Amended Budget/Budget Adoption.  
Supt. Burton said, "The only changes you will find between the budget I gave you last month and the formal amended budget are the few tens and hundreds that have been shifted around. Basically, there are no major changes from last month. I prefer to work from the single page amended budget. When you look at the projected revenue, projected expenses and the deficit, please keep in mind, when we sold the bonds we rolled them into our expenses but we are not allowed to count them as revenue. It looks like we are massively over-spending and that is not the case. With the fund balances. I mentioned previously and one month to go you are in good shape for the 2009-2010 school year. The only reason we are even amending the budget is the bond sale and the special education IDEA money, which flows in and flows out. Sometimes at the rate of 5%, this is earmarked in the amended budget. You should finish the year at 6/30/09 with a total all funds \$2,975,765.00.
4. Comments from the Board.  
There were no comments from Board Members.
5. Comments from the Audience.  
There were no comments from the audience.
6. Approval of FY 2008-2009 Amended Budget/Budget Adoption.  
Upon a motion by Secy. Jurgena, seconded by Secy. Hutchison, approve the FY 2008-2009 Amended Budget and the FY 2010-2012 Reduction Plan. 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.
7. Adjourn Public Hearing.  
Pres. Clinard entertained a motion to adjourn the public hearing.  
Upon a motion by Bill Jurgena, seconded by Secy. Hutchison, adjourn the public hearing. Voice vote. Motion carried.
8. Resume Regular Meeting.  
Upon a motion by Secy. Hutchison, seconded by Trina Britton, adjourn the public hearing. Voice vote. Motion carried.

- 9) Supt. Burton asked to comment. "About four years ago the State Board came out with the new concept that anybody showing a single year deficit in any fund had to project for four years. When you make projection like this, we don't even know what is going to happen this fall for the 2009-2010 school year. The legislation has appropriated \$500,000,000 for public education and there is \$900,000,000 worth of bills for the year. They are short 40% of how we are going to cover the basic grants and state aide for next school year. How are we to project three years beyond the 2009-2010 school year? It is a guess based upon Ameren, the coal mine, and anything else we have in this district. We have shown a healthy surplus all four years. That doesn't necessarily mean that is what is going to happen," stated Supt. Burton.
- 10) Agenda Item IV. Approval of Financial and Business Transactions. 4.3. Consideration and Approval of Treasurer's Bond.  
Supt. Burton reported Mr. Zerrusen will remain as treasurer for the up coming fiscal year. The Treasurer's Bond is for \$4,000,000, which is roughly one fourth of the budget. The cost for the bond is the same as last year \$3,961.00. This is mandated by the auditor. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the Treasurer's Bond in the amount of \$4,000,000 at the cost of \$3,961.00. 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.
- 11) Agenda Item V. Recognition of Audience.  
Pres. Clinard asked, "If anyone in the audience wished to address the Board, saying this would be a good time for any questions or concerns anyone may have to present them to the Board. The Board would take them under advisement and may put them on the agenda of the next Board meeting." Seeing none, he continued. At this time Pres. Clinard presented Supt. Burton with a clock in honor of his retirement and a reception was held.
- 12) Agenda Item VI. Committee Reports. 6.1. Building and Grounds Committee.  
Committee chairperson Bill Jurgena reported the committee met on May 18 at 6:00 p.m., those present for the meeting were: Board Committee Members, Pres. Bill Clinard, Supt. Burton, Dir. Gaither, Supt. Designee Powell, Asst. Supt. Designee Kyle Hacke, Doug Sitton, Tim Lipe, Mark Noyes, Kirby Furness, and himself. Mr. Sitton explained the site master project planning actions being undertaken by FGN. Supt. Designee Powell discussed the advantages and disadvantages of utilizing a construction manager for the building project. Mr. Sitton discussed the project services his company would be able to provide to the building project. Questions were asked and answered and no consensus was reached on these topics. They adjourned at 7:15.
- 13) Agenda Item VII. Old Business. 7.1. Consideration, Review, and Approval of Health/Life Safety Bids for the Replacement of Hillsboro High School's Walk-in Freezers.  
Supt. Burton reported the Health/Life Safety bids were opened on June 10, 2009. Brent Lance and Tom Baker were both present to present their recommendation for the walk-in freezers. Amendment #16 for this Health/Life Safety project was approved on June 5<sup>th</sup>. Brent Lance stated, "Our Statement of Probable Cost and the Health/Life Safety Amendment were both for \$31,000.00. The bids came in for a little less therefore our recommendation is to make the award to the lowest bidder, L & W Heating and Air Conditioning. Supt. Burton asked about a timeline for the project. Mr. Lance responded, "They have a completion date of August 1, 2009 and the contract has \$500 a day liquidated damages if they are not done by the first. This is to cover the cost of bringing in a refrigerated semi or whatever is necessary if they are not complete." Upon a motion by Secy. Hutchison, seconded by Bill Clinard approve the recommendation to award the contract to the lowest responsible bidder, which is L & W Heating and Cooling at the cost of \$27,414.00. 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.

- 14) Agenda Item VIII. New Business. 8.1. Consideration and Approval of Prevailing Wage Agreement.  
Supt. Burton reported this resolution is done annually. Sandy Leitheiser compiles the schools in the area and does all the necessary paperwork to save the schools money.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena approve the adoption of the Prevailing Wage Resolution as presented. 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.
- 15) Agenda Item VIII. New Business. 8.2. Consideration and Approval of District #3's 2009 Stanford Test Results.  
Dir. Gaither stated, "The composite scores and grade equivalents of our district students are consistently above average. Overall the students do a good job that brings credit upon themselves, their parents, teachers, and the individuals who oversee our instruction program district-wide."  
Supt. Designee Powell commented, "I am very pleased. We continue with the trend where kids hit the Junior High and the gap between them and the national averages continues to grow. It speaks very well of the job the teachers and students do."
- 16) Agenda Item VIII. New Business. 8.3. Discussion and Approval of Maintenance Contract with Royal Office Equipment Company.  
Supt. Burton reported the cost of the contract has been the same for six years with no change to the contract. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the maintenance contract with Royal Office Equipment Company as presented. 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.
- 17) Agenda Item VIII. New Business. 8.4. Consideration and Approval of District #3's Catastrophic Insurance Program.  
Supt. Burton turned this portion of the meeting over to insurance representative Dennis McCammack. Mr. McCammack stated, "Catastrophic insurance is getting harder and harder to find. This comes into play if we have a school student catastrophic type injury. This year we are recommending Mutual of Omaha. This is a \$5,000,000 policy and is a ten year plan." Supt. Burton added, "It is a \$1,700. increase over last year and total cost is \$4,500. We had no problem moving from \$2,000,000 to \$5,000,000 because there have been a couple of catastrophic incidents in Illinois schools in the last couple of years. For the difference of \$1,700 in the premium, we thought it was worth our while. If you remember we had a claim from a football incident, we were glad we did have the insurance." Upon a motion by Secy. Hutchison, seconded by Earl Meier, approve the District #3's catastrophic insurance plan at a cost of \$4,513.00. 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.
- 18) Agenda Item VIII. New Business. 8.5. Consideration and Approval of Property/Liability/Umbrella/Worker's Comp./School Leaders Insurance Package.  
Supt. Burton introduced Dennis McCammack to explain the insurance package. Mr. McCammack explained, "When the Scheller Agency began to write insurance for the school district, I came in did evaluations and came up with square footages put it in our computer program and came up with what it would cost to rebuild. That figure was approximately \$37,501,366.00. That figure has only varied when we have built something new and added these figures in. Every year Mike McCoy, Mr. Burton, Mr. Gaither, and I get together and look at each individual line item. At the end of this Mr. Burton signs and agrees that this figure to the best of our ability is correct. Last year Indiana Insurance hired an engineering firm to do a study and the firm came back with what they thought it would cost at today's prices to rebuild. They came back with \$52,400,000.00. I talked to Mike

McCoy, Mr. Burton, Mr. Gaither, and Mr. Powell and went line by line and agreed that is the figure it would cost if we lost everything. This is our recommendation to go with that figure.”

Secy. Hutchison asked, “Does this cover us for any disaster?”

Mr. McCammack responded, “Except for terrorism, which you can buy for another \$1,600.00.”

Secy. Hutchison asked, “And mine subsidence?”

Mr. McCammack replied, “Per building up to \$350,000.00 and I think we might be able to add a little more to that. Normally you can’t buy more than \$350,000.00 but I think there are some options out there.”

Pres. Clinard asked Mr. McCammack to check the coal maps and get back to the Board of Education. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the property/liability/auto/umbrella/worker’s comp./school leader’s insurance package as presented at the cost of \$229,191.00. 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.

- 19) Agenda Item VIII. New Business. 8.6. Consideration and Approval of MSSE Policy Regarding the Work Load Guidelines for Special Educators.

Supt. Burton reported there is only one Mid-State employee who works under the auspices of District #3. This employee is Jeanne Winkler. Supt. Burton explained, “I met with Jeanne and HUEA, because she is a member, and they have signed off of this as well.” Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the MSSE policy regarding the work load guidelines for special educators. 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.

- 20) Agenda Item IX. Communications.

Secy. Hutchison read thank you notes from the Jan Huber and Barb Ryan for the clocks presented to them at the reception in honor of their retirement.

- 21) Agenda Item X. Executive Session.

Upon a motion by Secy. Hutchison, seconded by Trina Britton, move to go into executive session at 8:03 p.m. to discuss resignation, retirement, and employment. 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.

- 22) Agenda Item X. Executive Session.

Upon a motion by Bill Jurgena, seconded by Secy. Hutchison, move to go out of executive session at 8:20 p.m. Voice vote. Motion carried.

- 23) Agenda Item XI. Personnel. 11.1. Action on Resignation.

Upon a motion by Secy. Hutchison, seconded by Bill Jurgena to accept the resignation of Bus Driver Rose Fulhorst effective at the end of the 2008-2009 school year. Voice vote. Motion carried.

- 24) Agenda Item XI. Personnel. 11.2. Action on Retirement.

Upon a motion by Secy. Hutchison, seconded by Trina Britton, to accept Marty Niehaus’s letter of resignation effective the end of the 2012-2013 school year and his request for the use of his last ten contract days. 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.

- 25) Agenda Item XI. Personnel. 11.3. Action on Employment. a) HHS Cheerleading Sponsor.

Upon a motion by Bill Jurgena, seconded by Barbara Adams to employ Beckemeyer Teacher Hope McBrain as HHS Cheerleading Sponsor for the 2009-2010 school year. Earl Meier, Barbara

Adams, Greg Bellaver, Trina Britton, Bill Jurgena, and Bill Clinard. Lynne Hutchison abstained. Motion carried 6-0.

- 26) Agenda Item XI. Personnel. 11.3. Action on Employment b) Assistant Varsity Wrestling Coach. Upon a motion by Secy. Hutchison, seconded by Trina Britton, to employ HJHS P.E. Teacher Donald VanGiesen as Assistant Varsity Wrestling Coach at Hillsboro High School for the 2009-2010. 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.
- 27) Agenda Item XI. Personnel. 11.3. Action on Employment. c) Assistant Varsity Girls Soccer Coach. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena to employ HHS Chemistry Teacher Emily Hermesmeyer as Assistant Varsity Girls Soccer Coach at Hillsboro High School for the 2009-2010 school year. 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.
- 28) Agenda Item XI. Personnel. 11.3. Action on Employment. d) Assistant Varsity Boys Soccer Coach. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena to employ Matt Burke as Assistant Varsity Boys Soccer Coach at Hillsboro High School for the 2009-2010 school year. 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.
- 29) Agenda Item XI. Personnel. 11.3. Action on Employment. e) HJHS Seventh Grade Math Teacher. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the employment of Megan Murphy as HJHS Seventh Grade Math Teacher for the 2009-2010 school year. 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.
- 30) Agenda Item XII. Adjournment. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, move to adjourn. Voice vote. Motion carried.
- 31) Meeting adjourned at 8:30 p.m.

Hillsboro, Illinois  
June 15, 2009

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Thomas William Clinard, President  
Board of Education

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Lynne Hutchison, Secretary  
Board of Education

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Date minutes approved

