

MINUTES — REGULAR MEETING – APRIL 12, 2011

- 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 Coffeen Elementary School, at 7:00 p.m.
- 2) The following members of the Hillsboro Board answered present to roll call: Barbara Adams, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, and Bill Clinard. Greg Bellaver entered the meeting at 7:04 p.m.
- 3) Agenda Item 2.0. Good News.  
Supt. Powell reported Hillsboro Community Child Care Development Center received a grant for computers and software in the amount of \$8,176.
- 4) Junior High Principal Mark Fenske introduced two Junior High students Kelly Fugate and Ryan Robinson who represented the District in the IESA State Bowling Competition in Joliet. Both of these students did place in this competition. Prin. Fenske also recognized eighth grader Alanna Bader who was nominated unanimously by all of her teachers for the IESA Scholar Attitude Award, sponsored by State Farm. Prin. Fenske presented her with a reward of recognition.
- 5) Agenda Item 3.0. Approval of Minutes.  
President Clinard sought Board approval of the minutes for the March 8, 2011, regular meeting and executive session, the April 11, 2011, Finance Committee meeting, and the April 11, 2011, Personnel/Policy Committee meeting. Upon a motion by Secretary Hutchison, seconded by Bill Jurgena, approve the minutes of the 03/08/2011 regular meeting and executive session, the 04/11/2011 Finance Committee, and the 04/11/2011 Personnel/Policy Committee. 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.
- 6) Agenda Item 4.0. Financial and Business Transactions. 4.1. Approval of Bills.  
Supt. Powell reported the tax computation report from the County Clerk's office has been received. The operating fund tax receipts for next year will be a 1.6% increase over what they were this year. This amount is less than what the levy called for because of the multiplier. For next year, the school tax rate will decrease by 16 cents per \$100 of assessed evaluation. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the bills as presented for the tenth month of FY 11. 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.
- 7) Agenda Item 5.0. Committee Reports. 5.1. Personnel/Policy Committee.  
Chairperson Barbara Adams reported Personnel/Policy Committee met on April 11, 2011, at 6:12 p.m. Those present for the meeting were: Board Committee Members, Secy. Hutchison, Bill Jurgena, Supt. Powell, Asst. Supt. Hacke, High School Prin. Ward, High School Asst. Prin. Stritzel, Junior High Prin. Fenske, Beckemeyer Asst. Prin. Frailey, and herself. There was discussion regarding the new PRESS Policy adoption process and school handbook changes. The committee went into executive session for the purpose of discussing certified staff vacancies and recommendations for staff additions for the 2011-2012 school year. The Personnel/Policy Committee adjourned at 7:01 p.m.
- 8) Agenda Item 5.0. Committee Reports. 5.2. Finance Committee.  
Chairperson Trina Britton reported the Finance Committee met on April 11, 2011, at 5:05 p.m. Those present for the meeting were: Board Committee Members, Vice Pres. Adams, Earl Meier, Supt. Powell, Asst. Supt. Hacke, and herself. Supt. Powell reported on the 2010 Tax

Computation report. The committee went into executive session for the purpose of discussing employee compensation. The Finance Committee adjourned at 7:01 p.m.

- 9) Agenda Item 6.0. Recognition of Audience.  
Assistant Supt. Kyle Hacke reported no cards were submitted by the audience asking to address the Board.
- 10) Agenda Item 7.0. New Business. 7.1. Award of 2011 Health/Life Safety Bid Package #1.  
Supt. Powell introduced Brent Lance from Design Architects who reported on the Health/Life Safety Bid Packages bid package openings. This bid package was for the HVAC work at Coffeen Elementary School and for the replacement of the mechanical systems at the Junior High School Cafeteria. Two bids were received with only 2/10 % difference between them. Mr. Lance stated, "That number is important to me because it tells me when they are looking at the drawings they are seeing the same thing." These estimates are \$120,000 over the amount estimated by Design Architects for this project. Mr. Lance reported to the Board they have two options; to award the bid and do a supplemental Health/Life Safety Amendment to cover the costs or try to value engineer the money back out of the project. The recommendation of Design Architects is to move forward with the award to the low bidder, Henson Robinson in Springfield, and to submit a supplemental amendment for the difference in cost. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve awarding Health/Life Safety Bid Package #1 to the lowest bidder Henson, Robinson Company for \$590,000. 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.
- 11) Agenda Item 7.0. New Business. 7.2. Award of 2011 Health/Life Safety Bid Package #2.  
Health/Life Safety Bid Package #2 is to replace the roof on the cafeteria building at the Junior High School. Bids were received from three contracts with the low bid coming from D. E. Martin of Lebanon for \$181,942. This comes within the funding available; therefore, Design Architects recommends the approval of the bid to D. E. Martin. Earl Meier asked, "Is there a penalty if they do not get it done in time for school?" Mr. Lance responded, "The documents have them starting the first full week of June and the completion date is July 29<sup>th</sup>. I believe there is \$500 a day liquidated damages." Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve awarding Bid Package #2 to D. E. Martin Company for \$181,942. 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.
- 12) Agenda Item 7.0. New Business. 7.3. Award of 2011 Health/Life Safety Bid Package #3.  
Health/Life Safety Bid Package #3 is for miscellaneous work, which includes the replacement of eight doors at Coffeen Elementary School and Junior High. It also includes the tuck-pointing of the masonry of the main High School Gymnasium. The low bid was received from Evans, Mason Incorporated of Springfield. Their base bid was for \$78,115. They also submitted a bid for \$12,675 to clean and apply a sealer to that part of the building. Design Architects' recommendation is to award the bid for \$90,790, which includes the base bid and alternate bid #1. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve awarding Bid Package #3 for miscellaneous work to Evans, Mason Incorporated for \$90,790. 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.
- 13) Agenda Item 7.0. New Business. 7.4. First Reading of Recommended Policy Changes from PRESS Issue 75.

Supt. Powell asked the Board if there were any questions in regards to the new procedure in adopting the PRESS policies and of the policy changes themselves. There were no questions and no action was needed.

- 14) Agenda Item 7.0. New Business. 7. 5. Consideration and Approval of Student Handbooks Revisions.  
Supt. Powell reported all the recommended changes are due to policy updates and law changes. . Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the Student Handbook revisions recommended by the Illinois Principal's Association Handbook Service. Voice vote. Motion carried.
- 15) Agenda Item 7.0. New Business. 7. 6. IESA and IHSA Membership Renewal.  
Upon a motion by Secy. Hutchison, seconded by Greg Bellaver, approve the continuation of District #3's membership in the IESA and the IHSA. 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.
- 16) Agenda Item 8.0. Communications.  
There were no communications this month.
- 17) Agenda Item 9.0. Executive Session.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, move to go into executive session at 7:26 p.m. to discuss personnel and compensation of employees. 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.
- 18) Agenda Item 9.0. Executive Session.  
Upon a motion by Bill Jurgena, seconded by Secy. Hutchison, move to go out of executive session at 9:00 p.m. Voice vote. Motion carried.
- 19) Agenda Item 10.0. Action Items Resulting from Executive Session. 10.1. Action on Maternity Leave.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the request for maternity leave from High School Teacher Kristy Andrews. Voice vote. Motion carried.
- 20) Agenda Item 10.0. Action Items Resulting from Executive Session. 10.2. Action on Maternity Leave.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the FY12 compensation package for Aides, Secretaries, Mid-level Non-certified, and Administrators as presented. 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.
- 21) Agenda Item 10.0. Action Items Resulting from Executive Session. 10.3. Volunteer Coach.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve Rachel Ward as volunteer softball coach. Voice vote. Motion carried.
- 22) Agenda Item 10.0. Action Items Resulting from Executive Session. 10.4. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the hiring of Sarah Michels as Family and Consumer Science Teacher. 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 10.0. Action Items Resulting from Executive Session. 10.4. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the hiring of John Sertich as High School Scholar Bowl Coach. 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 10.0. Action Items Resulting from Executive Session. 10.4. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena approve the hiring of Andrea Kumlin as High School Art Teacher. 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.
- 25) Agenda Item 10.0. Action Items Resulting from Executive Session. 10.4. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena approve the hiring of Adam Haston as Junior High School Math Teacher. On roll call the following voted yes: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, and Bill Clinard. Earl Meier abstained. Motion carried 6-0.
- 26) Agenda Item 10.0. Action Items Resulting from Executive Session. 10.4. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena approve the hiring of Kari Hires as Junior High School Math Teacher. On roll call the following voted yes: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, and Bill Clinard. Motion carried 7-0.
- 27) Adjournment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, move to adjourn. Voice vote. Motion carried.
- 28) Meeting adjourned at 9:05 p.m.

Hillsboro, Illinois  
April 12, 2011

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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

