

MINUTES — REGULAR MEETING – SEPTEMBER 14, 2010

- 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.  
Supt. Powell asked Junior High Principal, Mark Fenske to report on the Junior High student group, Dragon Fire. Prin. Fenske reported 35 students, from this community service group, helped with cleaning up Witt Cemetery before the Witt Labor Day Celebration.
- 4) Prin. Fenske introduced two Junior High staff members, who will be receiving awards and recognition from the Illinois State Board of Education. These two staff members, Jen Anderson, guidance counselor, and Jean Hobson, Dean of Students, will be honored for their dedication to their school and the students.
- 5) Agenda Item 3.0. Approval of Minutes.  
President Clinard sought Board approval of the minutes for the August 10, 2010, regular meeting and executive session, the August 12, 2010, Negotiations Committee meeting, the August 24 Negotiations Committee meeting, the September 11, 2010, Finance Committee meeting, and the September 11, 2010, Transportation Committee meeting. Upon a motion by Secretary Hutchison, seconded by Bill Jurgena, approve the minutes of the 08/10/10 regular meeting and executive session, the 08/12/10 Negotiations Committee meeting, the 08/24/10 Negotiations Committee meeting, the 09/11/2010 Finance Committee meeting, and the 09/11/10 Transportation Committee meeting. Voice vote. Motion carried.
- 6) Agenda Item 4.0. Committee Reports. 4.1. Negotiations Committee.  
Chairperson Lynne Hutchison reported Negotiations Committee met on August 12, 2010, at 6:00 p.m. Those present for the meeting were: Board Committee Members, Pres. Clinard, Vice Pres. Adams, Supt. Powell, Asst. Supt. Hacke, and herself. Teachers present for the meeting were: HUE Pres. Terry Trader, Patty Heyen, Florence Rozmislowiez, Carol Vollintine, Mark Garmon, and Carol Naylor. The committee went into executive session for the purpose of discussing negotiations with the Hillsboro Unit Education Association. The Negotiations Committee adjourned at 6:56 p.m.
- 7) Agenda Item 4.0. Committee Reports. 4.1. Negotiations Committee.  
Chairperson Lynne Hutchison reported Negotiations Committee met on August 24, 2010, at 6:00 p.m. Those present for the meeting were: Board Committee Members, Pres. Clinard, Vice-Pres. Adams, Supt. Powell, Asst. Supt. Hacke, and herself. Teachers present for the meeting were: HUE Pres. Terry Trader, Patty Heyen, Florence Rozmislowiez, Carol Vollintine, Mary Ellen Matthews, Theresa Coleman, Jackie Everett, and Carol Naylor. The committee went into executive session for the purpose of discussing negotiations with the Hillsboro Unit Education Association. The Negotiations Committee adjourned at 9:05 p.m.
- 8) Agenda Item 4.0. Committee Reports. 4.2. Finance Committee.  
Chairperson Trina Britton reported the Finance Committee met on September 11, 2010, at 10:15 a.m. Those present for the meeting were: Board Committee Members, Vice-Pres. Adams, Earl Meier, Pres. Clinard, Supt. Powell, Asst. Supt. Hacke, and herself. The committee discussed the

FY 2011 Budget, the upcoming sales Tax Revenue Ballot, and possible Bus/Van financing. The Finance Committee adjourned at 11:10 a.m.

- 9) Agenda Item 4.0. Committee Reports. 4.3. Transportation Committee.  
Secretary Earl Meier reported the Transportation Committee met on September 11, 2010, at 11:15 a.m. Those present for the meeting were: Board Committee Members: Greg Bellaver, Vice Pres. Adams, Pres. Clinard, Trina Britton, Supt. Powell, Asst. Supt. Hacke, Bus Garage Supervisor Bob Coleman, and himself. The committee discussed the possible lease/ purchase of school busses and vans. The Transportation Committee adjourned at 12:30 p.m.
- 10) Agenda Item 5.0. Financial and Business Transactions. 5.1. Approval of Bills.  
Supt. Powell reported there were several, once a year bills due in the third month of FY 11. There also appeared to be double Mid-State assessments for both the region and the coop. This is due to an adjustment in the deadlines of when Mid-State bills are due. September and October assessments were presented for Board approval. The OKAW assessment of \$88,878 was paid this month. This amount is nearly the same as the amount paid to District #3 for the salaries of teachers teaching classes in connection with OKAW Vocational School. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the bills as presented for the third month of FY 11. 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.
- 11) Agenda Item 5.0. Financial and Business Transactions. 5.2. FY11 Budget Hearing and Adoption. 1.0. Temporarily Suspend Regular Meeting.  
Upon a motion by Secy. Hutchison, seconded by Bills Jurgena, to temporarily suspend the regular meeting to conduct the budget hearing. Voice vote. Motion carried.
- 12) Agenda Item 5.0. Approval of Financial and Business Transactions. 5.2. FY11 Budget Hearing and Adoption. 2.0. Call to Order and Roll Call.  
President Clinard called the Budget Hearing to order. The following answered present to roll call: Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, Bill Jurgena, Earl Meier, and Bill Clinard
- 13) Agenda Item 5.0. Approval of Financial and Business Transactions. 5.2. FY11 Budget Hearing and Adoption. 3.0. Presentation of FY 2011 Budget.  
Supt. Powell presented a power point presentation of the FY 2011 Budget. Supt. Powell began his presentation with the non-operating funds. The ASK Program finished the year with a balanced budget, and for the upcoming year has cut the budget by \$20,000. The Debt Service Fund pays for the bond obligations, therefore the exact amount is levied. The Retirement Fund shows improvement. The Tort Immunity Fund has some balance, therefore the levy amounts will most likely be reduced. In the Life/Safety Fund, it is the recommendation of District #3's accountant and comptroller to budget to spend all of the Life/Safety money. In the Operating Funds, there is a deficit in the Educational Fund of \$120,000. Supt. Powell stated, "Going back to last year. The FY 10 projected deficit was about 1.9 million dollars. The actual deficit at the end of the year was 1.3 million dollars. That \$600,000 difference represents about 4% of the budgeted expenditure. Of the budgeted Education Fund expenditures, for FY 10 - by cutting back and not spending where we didn't have to - we actually expended 96% of those. That is the difference in the fund balances. We finished last year with a 1.3 million dollar single year deficit in that fund. As you see, we are projecting a deficit of \$120,000. This is due to the cuts and lay-offs made last spring. In this projected revenue number, of 12,900,000, there is \$500,000 of the Education Jobs Bill money. This is a one time thing from the federal government. This will help considerably for this one year." Supt. Powell also reported, in regards to the Education Fund

expenditures, there are no salary increases for any employee group. This is with the exception of the custodian salaries, which are part of a multi-year contract. This expenditure comes from the Building Fund. Supt. Powell stated, "Of all the assumptions that are made, as far as the revenue side, the most difficult is what will happen with the state. The only revenue amount I have reduced is with general state aid. I have budgeted a 10% proration of general state aid. All of the other state payments, including transportation, special education, and all the categoricals, I have put in the budget what the State Board says is budgeted for this year." The Building Fund has a slight deficit. The Transportation Fund has money budgeted to replace vans and school busses, which are badly needed. The Working Cash Fund has about \$500,000, which can be used for emergencies.

- 14) Agenda Item 5.0. Approval of Financial and Business Transactions. 5.2. FY11 Budget Hearing and Adoption. 3.1. Board Comments and Questions. 3.2. Public Comments and Questions. Supt. Powell asked for questions and comments. There were none from the public nor the Board of Education.
- 15) Agenda Item 5.0. Approval of Financial and Business Transactions. 5.2. FY11 Budget Hearing and Adoption. 4.0. Adoption of FY11 Budget. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, adopt the FY 2011 Budget 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.
- 16) Agenda Item 5.0. Approval of Financial and Business Transactions. 5.2. FY11 Budget Hearing and Adoption. 5.0. Adjourn Public Hearing. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, adjourn the budget hearing. Voice vote. Motion carried.
- 17) Agenda Item 5.0. Approval of Financial and Business Transactions. 5.2. FY11 Budget Hearing and Adoption. 6.0. Resume Regular Meeting.
- 18) Agenda Item 6.0. Recognition of Audience. There were no cards submitted by the audience asking to address the Board.
- 19) Agenda Item 7.0. Old Business. 7.1. Second Reading of Proposed Board Policy and Administrative Procedure Revisions from Press Issue 72. Asst. Superintendent Hacke recommended that the Board adopt all policies with the exception of Policy 4.140. This is a policy referring to the waiver of student fees including the verification of the waiver. The current policy states the verification to be used are the guidelines of the National School Lunch Act. Asst. Supt. Hacke asked for questions. There were none. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve policy and procedure revisions as presented in Press Issue 72 with the exception of Policy 4.140 and Administrative Procedure 4.140. 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.
- 20) Agenda Item 7.0. Old Business. 7.2. Discussion of the Allocation of Potential Revenue from County School Facility Sales Tax. Supt. Powell reported this resolution states the Board will use the funds from the sales tax to finance the renovation or construction of district buildings, which would reduce the amount of property tax needed to fund these projects. Supt. Powell stated, "The Board will use the money for a building project, a renovation, or a new construction. We will sell the bonds needed to pay for that and use as much of this sales tax as the law will allow to make those bond payments.

Instead of the alternative, which would be to sell the bonds and levy for the bond payments. We will use as much as will be allowed to replace property tax money to make bond payments for any new building construction or renovation. We can't use it all, but the law lets you use up to 80% of it, which will be used to establish a building reserve fund. The remaining 20 % will be used outright to improve and maintain our facilities. This is the intent of the resolution and is what I am asking the Board to pass tonight" Pres. Clinard asked for questions. There were none. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve to adopt the resolution as presented. Voice vote. Motion carried.

- 21) Agenda Item 8.0. New Business. 8.1. Consideration and Appointment of Local Election Official.  
Supt. Powell recommended Anita Swick be appointed as election official and he as an alternate. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve to appoint Anita Swick as election official and David Powell as the alternate for the upcoming school board election. Voice vote. Motion carried.
- 22) Agenda Item 8.0. New Business. 8.2. Consideration and Approval of Risk Management Plan.  
Supt. Powell reported this plan describes the way District #3 protects itself from liability. This Risk Management Plan describes the way portions of salaries and fees for service can be paid from the Tort Fund, when used in the management of risk. There is also a Tort Spending Plan included in the Risk Management Plan. Supt. Powell recommended that the Board approve the Risk Management Plan as presented. Upon a motion by Vice Pres. Adams, seconded by Secy. Hutchison, approve the Risk Management Plan as presented. 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.
- 23) Agenda Item 8.0. New Business. 8.3. Consideration and Approval of Emergency Life Safety Amendment.  
Supt. Powell reported the Board's approval is needed to pay for the replacement of a water storage tank, at Hillsboro High School, from Life Safety Funds. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve expenditure of \$4,843.69 from the Life Safety Fund to pay for Hillsboro High School Life Safety Amendment Number 19. 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.
- 24) Agenda Item 8.0. New Business. 8.4. Appointment of Illinois Association of School Boards Governing Board Representative.  
Pres. Clinard asked for a volunteer to represent the Board of Education on the Governing Board of the Kaskaskia Division of the Illinois Association of School Boards. Seeing no volunteers Pres. Clinard volunteered. Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the appointment of Bill Clinard as the representative to the Governing Board of the Kaskaskia Division of the Illinois Association of School Boards. Voice vote. Motion carried.
- 25) Agenda Item 9.0. Communications.  
Secy. Hutchison read a thank you note, for the retirement party, given in honor of retired payroll clerk Judy Robinson.
- 26) Agenda Item 10.0. Executive Session.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, move to go into executive session at 7:34 p.m. to discuss personnel. 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.
- 27) Agenda Item 10.0. Executive Session.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, move to go out of executive session at 7:53 p.m. Voice vote. Motion carried.
  - 28) Agenda Item 11.0. Personnel. 11.1. Resignation  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve the letter of resignation from Bus Aide Becky Gonzalez. Voice vote. Motion carried.
  - 29) Agenda Item 11.0. Personnel. 11.2. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve Bob Allen as Varsity Tennis Coach. 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.
  - 30) Agenda Item 11.0. Personnel. 11.2. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve Emily Hermesmeyer as Girls Varsity Soccer Coach. 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.
  - 31) Agenda Item 11.0. Personnel. 11.2. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve Jeremy Connor as Boys Assistant Varsity Basketball Coach. 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.
  - 32) Agenda Item 11.0. Personnel. 11.2. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve Kerri Page as Bus Driver for the 2010-2011 school year. On roll the following voted yes: Lynne Hutchison, Bill Jurgena, Earl Meier, Barbara Adams, Greg Bellaver, Trina Britton, and Bill Clinard. Motion carried 7- 0.
  - 33) Agenda Item 11.0. Personnel. 11.2. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve Van Gardner as Volunteer Coach for Cross Country. Voice vote. Motion carried.
  - 34) Agenda Item 11.0. Personnel. 11.2. Employment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve Steve White as Volunteer Wrestling Coach. Voice vote. Motion carried.
  - 35) Agenda Item 11.0. Personnel. 11.3. Maternity Leave.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, approve maternity leave for Shanna Connor. On roll the following voted yes: Bill Jurgena, Earl Meier, Barbara Adams, Greg Bellaver, Trina Britton, Lynne Hutchison, and Bill Clinard. Motion carried 7- 0.
  - 36) Agenda Item 12.0. Adjournment.  
Upon a motion by Secy. Hutchison, seconded by Bill Jurgena, move to adjourn. Voice vote. Motion carried.
  - 37) Meeting adjourned at 7:57 p.m.

Hillsboro, Illinois  
September 14, 2010

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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