

MINUTES - REGULAR MEETING – OCTOBER 10, 2006

- 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 Unit Office 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 Jones, and Bill Clinard. Absent: Doug Donaldson and Bill Jurgena.
- 3) Agenda Item II. Good News Reports.
Supt. Burton reported on:
The IASB Report to Membership had been received and members received a copy. Athletic Director, Terry Trader, called with the good news that the boy's golf team won their sectional tournament.
 - a) Panhandle Board of Education President Dave Ernst and Superintendent Connie Falconer sent a letter of invitation to board members to attend the IASB board member training that will be held on Saturday, Jan. 20, 2007 from 8:30 a.m. to 3 p.m. in the Lincolnwood library. This is a great idea and he instructed board members to let him or Pres. Clinard know if they plan to attend this workshop. The cost to the district would be \$687.50.
 - b) Board members were invited by high school business education teacher, Linda McCoy, to visit the new 3rd computer lab at the high school prior to the November board meeting.
 - c) Attorney General's grant/award finally came through. The money would be used to reimburse the fund that paid for the new lockers at the high school boy's locker room. The district would be able to back date this money to cover that cost.
 - d) The IASB Kaskaskia Division Fall Conference and Dinner was scheduled at the high school on Oct. 26th. All board members were registered and he requested members let him know if they weren't able to attend.
 - e) The IASB School Board Convention would be held in Chicago Nov. 16th thru the 19th. If board members were interested in attending he asked that they let him know.
- 4) Agenda Item III. Approval of Minutes. Supt. Burton sought board approval of the minutes of the September 12th regular meeting and executive session minutes and the minutes of the October 5th special meeting and executive session.
Upon a motion by Vice-Pres. Jones, seconded by Secy. Britton approve the minutes of the September 12th regular meeting and executive session minutes and the minutes of the October 5th special meeting and executive session as presented. On roll call the following voted yes: Barbara Adams, Trina Britton, Lynne Hutchison, Bill Jones, and Bill Clinard. Motion carried, 5 - 0.
- 5) Agenda Item IV. Approval of Financial and Business Transactions. 4.1 Approval of Bills and Salaries.
Supt. Burton reported on the cash balances as of the 30th. The Balance in the Education Fund was: \$1,783,731.31, the Building Fund was: \$291,197.33, the Bond & Interest Fund was: \$693,494.76, the Transportation Fund was: \$257,938.63, the Retirement Fund was: \$235,026.32, the Working Cash was: \$101,424.64, the Life Safety Fund was:

\$174,637.90, and the Child Care Fund was: (\$1,604.01). Next month he would have a presentation of the levy and the following month the levy adoption. The investment of funding bond money was \$555,000 at the First Community Bank.

The bills for this month covered 274 bills were paid this month. The big-ticket items were Worker's Comp. installment of \$21,033, Cameras on the buses in the amount of: \$1,802, Mid-State assessment payment for October of \$103,983.89, \$55,102.21 for the last payment to Johnco for the new football field bleachers and track resurfacing completely finished the project, Ameren \$28,765 and he would meet with Sen. Demuzio and Rep. Hannig regarding the raising utility rates, and OKAW tuition: \$56,000. He recommended approval of all bills and salaries.

Upon a motion by Vice-Pres. Jones, seconded by Lynne Hutchison, approve payment of all bills and salaries for the 4th month as presented. On roll call the following voted yes: Trina Britton, Lynne Hutchison, Bill Jones, Barbara Adams, and Bill Clinard. Motion carried, 5 - 0.

6) 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 proceeded to the next agenda item.

7) Agenda Item VI. Committee Reports. 6.1. Negotiations Committee.

Chairman Bill Jones reported the committee met on September 27th at 6:30 p.m., those present were: Board Pres. Bill Clinard, Board Committee Member Lynne Hutchison, Supt. Burton, and Adm. Ass't. Mike Gaither, High School Ass't. Prin. Kyle Hacke, Food Service Director Tracy Collins, Laborer's Local #773 Business Manager, John Price, Local committee members: Pat Rhodes, Carrie Baron, Donna Roper, Shauna Uhlry, and Pam Marley. They went into executive session to negotiate the labor contract.

8) Agenda Item VI. Committee Reports. 6.2. Personnel/Policy Committee.

Chairman Trina Britton reported the committee met on October 4th at 6:00 p.m., and those present were: Supt. Burton, Adm. Ass't. Mike Gaither, Board Committee Members, Lynne Hutchison, and herself. They discussed the revisions to the policy and procedures manuals and reached the consensus to recommend the revisions be adopted at the board meeting. Then went into executive session to discuss employment.

Supt. Burton indicated the Finance Committee would have to meet. The Transportation Committee would have to meet before the up-dated specs for the purchase/lease of buses were sent out again. And the Building & Grounds Committee would have to meet too.

9) Agenda Item VII. Old Business. 7.1. Consideration and Approval of the Second and Final Reading of the Proposed Policy and Procedures Manual Revisions.

Supt. Burton reported the large majority of what the board had was okay to adopt. One new section would need to be separated out, the defibrillator policy. All of the defibrillators would be installed at the schools and the policy and procedures would have a second reading at next month's board meeting. Four areas need work and changes are needed. The first policy on Personnel, section 5.40, chronic infection and the review team and two nurses would evaluate it. The second policy 6.30 instructional designation

and section 6.70 Endorsement of Religion. There are other sections in addition to those two. In section 7.310 on students, restrictions on the creation of a “blog” and other electronic material and publications and written material. In section 8.40 Spectator Conduct that addresses any disruption of school activities or rights of others. Section 5.320 on evaluation of support staff, was not uniform everywhere in the district, but it would be by the end of the year. He recommended the board adopt these revisions.

Upon a motion by Secy. Britton, seconded by Vice-Pres. Jones, adopt the revisions to the board policy and administrative procedure manual as presented. Voice vote. Motion carried.

- 10) Agenda Item VII. Old Business. 7.2. Board President will call for a Public Hearing on the Issuance of Funding Bonds and Life Safety Bonds for the Regular Meeting on November 14, 2006.

Pres. Clinard entertained a motion for the full board’s approval to hold a public hearing on the issuance of funding bonds and life safety bonds, which would be held at the Regular School Board Meeting on November 14, 2006.

Upon a motion by Vice-Pres. Jones, seconded by Lynne Hutchison, move to hold a public hearing on the issuance of funding bonds and life safety bonds at the Regular School Board Meeting on November 14, 2006. Voice vote. Motion carried.

- 11) Agenda Item VIII. New Business. 8.1 Consideration and Appointment of Local Election Official.

Supt. Burton reported the board would need to approve the appointment of a local election official for the up-coming school board election in April. In the past district executive secretary, Pam Williamson, had served in that capacity. An alternate would also need to be appointed, and he had previously served as the alternate.

Upon a motion by Barbara Adams, seconded by Vice-Pres. Jones, appoint Pam Williamson as the Local Election Official and Supt. Don Burton as the alternate for purposes of the school board election. Voice vote. Motion carried.

- 12) Agenda Item VIII. 8.2 Consideration and Appointment of Delegate to the IASB State Convention.

Supt. Burton reported only two board members were registered to attend the school board convention, and they were Vice Pres. Jones and Bill Jurgena, who was not in attendance at the meeting.

Upon a motion by Vice-Pres. Jones, seconded by Barbara Adams, appoint Bill Jurgena as the district delegate to the up-coming school board convention in Chicago. Voice vote. Motion carried.

- 13) Agenda Item VIII. New Business. 8.3 Consideration and Approval of FFA Overnight Trips.

Supt. Burton introduced High School Agriculture teacher/FFA advisor Marty Niehaus to the board.

Advisor Niehaus requested the FFA members assemble before the board and introduce themselves. They were: Pres. Aaron Wood, Vice-Pres. Dani Durbin, Sentinel David Justison, Treasurer John Fuchs, Reporter Megan Pocklington, Historian Vanessa Beeler, and Secretary Rachael Ulrici. Pres. Wood thanked the board for being a sponsor for their overnight trips and presented Pres. Clinard with a check for \$75.00 (\$50 for their

newsletter and \$25 for the refrigerator energy cost). They have DVD's of the football games on sale for anyone interested.

Upon a motion by Secy. Britton, seconded by Vice-Pres. Jones, approve the overnight trips for the FFA members for the 2006-2007 school year. On roll call the following voted yes: Lynne Hutchison, Bill Jones, Barbara Adams, Trina Britton, and Bill Clinard. Motion carried, 5 - 0.

- 14) Agenda Item VIII. New Business. 8.4 Consideration, Approval, and Awarding of Trash Hauling Bids.

Supt. Burton reported only one bid was received by the district for the trash hauling service and it was from Stewart Sanitation of Hillsboro and was for the same amount as the current bid. He recommended awarding the bid to Stewart Sanitation.

Upon a motion by Vice-Pres. Jones, seconded by Secy. Britton, award the trash hauling bid to Stewart Sanitation for the 2006-2007 school year and for the 2007-2008 school year. On roll call the following voted yes: Bill Jones, Barbara Adams, Trina Britton, Lynne Hutchison, and Bill Clinard. Motion carried, 5 - 0.

- 15) Agenda Item VIII. New Business. 8.5 Consideration and Approval of Emergency Health/Life Safety Amendment.

Supt. Burton reported board approval was needed for the emergency health/life safety amendments for the replacement of five steam tables in school kitchens at the junior high, high school, and Witt School. They would be financed under the Health/Life Safety 5¢ levy that was saved from last year. After approval by ISBE, when the final bids are in, he would let the board know before proceeding. He recommended approval of three Health/Life Safety amendments.

Upon a motion by Vice-Pres. Jones, seconded by Secy. Britton, approve the three Health/Life Safety amendments. On roll call the following voted yes: Barbara Adams, Trina Britton, Lynne Hutchison, Bill Jones, and Bill Clinard. Motion carried, 5 - 0.

- 16) Agenda Item VIII. New Business. 8.6 Consideration and Approval of Joint Agreement Resolution with OKAW Vocational Center.

Supt. Burton reported board approval was needed for the joint agreement resolution with OKAW Area Vocational Center for the 2007-2008 school year so that district students would be able to attend vocational classes there next school year. This agreement was the same as the three previous years. He recommended approval.

Upon a motion by Vice-Pres. Jones, seconded by Lynne Hutchison, approve the Joint Agreement Resolution with OKAW Vocational Center. On roll call the following voted yes: Trina Britton, Lynne Hutchison, Bill Jones, Barbara Adams, and Bill Clinard. Motion carried, 5 - 0.

- 17) Agenda Item IX. Communications.
There were no communications to the board.

- 18) Agenda Item X. Executive Session.
No executive session was held.

- 19) Agenda Item XI. 11.1 Personnel. Action on Employment. a).
Supt. Burton recommended employment of Laetitia Settles as lunchroom aide for the Pre-K class at Witt School for 6 hours per week. The cost of this employment would be with the Pre-K grant funds.
Upon a motion by Secy. Britton, seconded by Vice-Pres. Jones, employ Laetitia Settles as lunchroom aide for the Pre-K class at Witt School for 6 hours per week. On roll call the following voted yes: Lynne Hutchison, Bill Jones, Barbara Adams, Trina Britton, and Bill Clinard. Motion carried, 5 – 0.
- 20) Agenda Item XI. 11.1 Personnel. Action on Employment. b).
Supt. Burton recommended employment of Nathan Martincic as Library Aide at Witt School for two days a week. Upon a motion by Secy. Britton, seconded by Vice-Pres. Jones, employ Nathan Martincic as Library Aide at Witt School. On roll call the following voted yes: Bill Jones, Barbara Adams, Trina Britton, Lynne Hutchison, and Bill Clinard. Motion carried, 5 - 0.
- 21) Agenda Item XI. 11.2 Personnel. Action on Retirement.
Supt. Burton recommended acceptance of the letter of intent to retire from high school math teacher, Kris Whitley, effective at the end of the 2009-2010 school year.
Upon a motion by Secy. Britton, seconded by Vice-Pres. Jones, accept the letter of intent to retire from Kris Whitley, High School Math Teacher effective at the end of the 2009-2010 school year. On roll call the following voted yes: Barbara Adams, Trina Britton, Lynne Hutchison, Bill Jones, and Bill Clinard. Motion carried, 5 - 0.
- 22) Agenda Item XII. Adjournment
Upon a motion by Secy. Britton, seconded by Vice-Pres. Jones, move to adjourn.
Voice vote. Motion carried.
- 23) Meeting adjourned at 7:27 p.m.

Hillsboro, Illinois
October 10, 2006

Thomas William Clinard, President
Board of Education

Trina R. Britton, Secretary
Board of Education

Date minutes approved