

MINUTES - REGULAR MEETING – DECEMBER 12, 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, Doug Donaldson, Lynne Hutchison, Bill Jurgena, Bill Jones, and Bill Clinard.
- 3) Agenda Item II. Good News Reports.
Supt. Burton reported on a couple of items:
 - a) He looked at the calendar and between this meeting and the January Board Meeting on the 9th, and you take three days off for when I send your board packet home, we have 7 working days. Don't look for a long meeting. It's going to be at least February before we can report on the test scores and the School Improvement Plans.
 - b) He reminded board members of the January 20th meeting in Raymond with the Panhandle Board of Education with the program presented by the Illinois Association of School Boards. This leadership-decision-making skills workshop was scheduled from 8:30 a.m. to 3 p.m. in the Lincolnwood library.
 - c) The IASB Kaskaskia Division Governing Committee Meeting will be held at The Depot in Vandalia on Wednesday, January 3, 2007 at 6:00 p.m. He, Vice-Pres. Jones, and member Doug Donaldson were registered to attend. He requested other members let him know if they plan to attend and he would get them registered.
 - d) He thanked the board members for all of the meetings they had attended recently.
 - e) He also thanked the principals and staff who did a good job keeping an eye on everything during the recent ice storm. And expressed special thanks to High School Prin. Gary Zerrusen, Ass't. Prin. Kyle Hacke, Maintenance Director Mike McCoy and staff who worked with the Red Cross that used the high school gym from Friday evening to Sunday evening. The gym was used by some people until then and they really appreciated it.
 - f) He expressed his sincere appreciation to Larry at Charter Cable Company who he spoke with last Monday morning regarding the downed wires and pole that had snapped off at the base. There were electrical wires everywhere and he didn't believe that we could have school on Tuesday if they weren't repaired. Larry pulled everyone off of their assignments and they came and fixed the pole, so we were able to have school on Tuesday. Larry's last comment to him was, 'You are going to have school tomorrow, but don't tell the kids.' The crew he sent down here did a fantastic job!
 - g) Member Doug Donaldson complimented Julie Waters of the Witt PTC and Custodian Mary Jo Moore who both did a really good job handling the Witt Christmas Program last Thursday night. The PTC had a shortage of members present because of the storm.
- 4) Agenda Item III. Approval of Minutes. Supt. Burton sought board approval of the minutes of the November 14th regular meeting and executive session minutes, the minutes of the December 4th special meeting and closed session, and the minutes of the December 5th special meeting.
Upon a motion by Vice-Pres. Jones, seconded by Doug Donaldson, approve the minutes of the 11/14/06 regular meeting and executive session, of the 12/04/06 special meeting

and closed session, and the 12/05/06 special meeting as presented. On roll call the following voted yes: Barbara Adams, Doug Donaldson, Lynne Hutchison, Bill Jones, Bill Jurgena, and Bill Clinard. Voting Present: Trina Britton. Motion carried, 6 - 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 November 30th. We are half way through the year and exactly where we should be for this time of the year. We invested funding bond money and other funds. The balances looked very strong and were very good. The big three funds, Education Fund was: \$1,921,364.90, the Building Fund was: \$223,694.18, the Bond & Interest Fund was: \$5,677.75, the Transportation Fund was: \$243,339.49, the Retirement Fund was: \$230,860.80, the Working Cash was: \$1,102.40, the Life Safety Fund was: \$198,636.09, and the Child Care Fund was: (10,409.57). The funding bond money of \$555,000 was invested at First Community Bank.

Bill Jurgena inquired about the Child Care Fund if it came out in the black? Supt. Burton indicated it didn't quite overlap weeks but there was no reason to be concerned since there were deposits not shown.

There were 210 bills for \$292,228.56, which included: \$25,500.17 for Ameren, Farmers Oil \$12,086.64, Meccatech \$3822.75, Mid-State (MC/C) \$96,000.74, Scheller Insurance \$21,030, Zenith-Worker's Comp Insurance \$10,626.

Upon a motion by Vice-Pres. Jones, seconded by Bill Jurgena, approve payment of all bills and salaries for the 6th month as presented. On roll call the following voted yes: Trina Britton, Doug Donaldson, Lynne Hutchison, Bill Jones, Bill Jurgena, Barbara Adams, and Bill Clinard. Motion carried, 7 - 0.

6) Agenda Item IV. Approval of Financial and Business Transactions. 4.2 Consideration and Action on a Resolution Authorizing the Issuance of General Obligation School Bonds.

Supt. Burton introduced Kevin Heid of First Midstate Financial of Bloomington who presented the resolution to board members, indicating it was in the best interest of the district to issue Life/Safety Bonds in the amount of \$1,825,000 for the project and funding bonds in the amount of \$555,000 to pay the claims together as one issue of bonds in an aggregate principal amount of \$2,380,000. Interest rates will be 5.877%, which includes fees for Chapman & Cutler, the bonding counsel and their fees. This will not result in a tax increase on the tax levy. The first levy is for 2006. The bonds will be for January 1st, just shy of three years – 35 months, 70% of the levy. He encouraged the board to think about what they want to do in 2008.

Upon a motion by Vice-Pres. Jones, seconded by Doug Donaldson, adopt the resolution authorizing the issuance of general obligation school bonds. On roll call the following voted yes: Doug Donaldson, Lynne Hutchison, Bill Jones, Bill Jurgena, Barbara Adams, Trina Britton, and Bill Clinard. Motion carried, 7 - 0.

7) Agenda Item V. Recognition of Audience.

Vice-Pres. Jones 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.

8) Agenda Item VI. Committee Reports. 6.1. Transportation Committee.

Chairman Doug Donaldson reported the committee met on December 5th at 6:15 p.m., those present were: Board Committee Members Barbara Adams and Bill Jurgena, Supt. Burton, Adm. Ass't. Mike Gaither, High School Ass't. Prin. Kyle Hacke, Transportation Director Cheryl Payne, and himself. Director Payne did a really good job presenting all the facts (advantages and disadvantages) of the lease-purchase program for the school buses. Ponder of Litchfield was the lowest bidder and the consensus of the committee was to recommend to the full board purchase of 5 buses from Ponder.

- 9) Agenda Item VI. Committee Reports. 6.2. Personnel/Policy Committee.
Acting Chairman Doug Donaldson reported the committee met on December 5th at 7:02 p.m., those present were: Supt. Burton, Adm. Ass't. Mike Gaither, High School Ass't. Prin. Kyle Hacke, Board Committee Members, Lynne Hutchison, Bill Clinard, and himself. Supt. Burton gave a brief explanation on the proposed revisions for the board policy manual and the administrative procedures manual. Then they went into executive session to discuss personnel matters.
- 10) Agenda Item VI. Committee Reports. 6.2. Personnel/Policy Committee.
Chairman Lynne Hutchison reported the committee met on December 5th at 8:00 p.m., those present were: Supt. Burton, Adm. Ass't. Mike Gaither, High School Ass't. Prin. Kyle Hacke, Board Committee Members, Bill Jones, Bill Clinard, and herself. Supt. Burton reviewed a proposal for the high school physical education curriculum to use Fusion Fitness Center for classes. Ass't. Prin. Hacke gave the disadvantages and advantages of students in zero hour physical education class to use the Fusion facilities. The committee reached the consensus to continue the research on this proposal.
- 11) Agenda Item VII. Old Business. 7.1. Consideration and Approval of the Second and Final Reading of the Proposed Changes for Board Policy and Administrative Procedures Manuals.
Supt. Burton reported the policy and procedure changes as presented at the November meeting and there was some concern regarding district contractual language. Any conflicts with the contractual language and the policy, the contractual language would override the policy. He recommended the board adopt the revisions to the policy and procedures manuals.
Upon a motion by Bill Jurgena, seconded by Vice-Pres. Jones, adopt the policy and administrative procedure manuals as presented. On roll call the following voted yes: Lynne Hutchison, Bill Jones, Bill Jurgena, Barbara Adams, Trina Britton, Doug Donaldson, and Bill Clinard. Motion carried, 7 - 0.
- 12) Agenda Item VII. Old Business. 7.2 Consideration and Approval of Purchase and/or Leasing New School Buses.
Supt. Burton introduced Transportation Director Payne, agreeing with Doug Donaldson that she did a real good job in presenting the information on the bids received for the purchase and/or lease of new school buses. Two of the three bidders were present at the bid opening. He asked Director Payne to give a recommendation. She talked to the two other dealers and recommended going with Ponders for approximately \$85,000 per bus, for 5 years, that would be paying for one bus a year. She didn't want to pay interest for the buses, but the depreciation schedule was running out on the present fleet and she wanted to get the money back from the state. She asked permission to purchase 5 buses, to borrow the money from a financial institution and repay with the depreciation from the

state. The new buses would come the first part of July. Supt. Burton commented, "Ponders doesn't care where we finance the buses."

Upon a motion by Barbara Adams, seconded by Bill Jurgena, either lease or purchase five buses from Ponders or borrow the money at a better interest rate from a local financial institution.

On roll call the following voted yes: Bill Jones, Bill Jurgena, Barbara Adams, Trina Britton, Doug Donaldson, Lynne Hutchison, and Bill Clinard. Motion carried, 7 - 0.

13) Agenda Item VIII. Communications.

There were no communications to the Board.

14) Agenda Item IX. Executive Session.

Upon a motion by Secy. Britton, seconded by Doug Donaldson, move to go into executive session to discuss retirement, resignation, negotiation, employment, and review of superintendent's performance goals for 2005-2006.

On roll call the following voted yes: Bill Jurgena, Barbara Adams, Trina Britton, Doug Donaldson, Lynne Hutchison, Bill Jones, and Bill Clinard. Motion carried, 7 - 0.

15) Agenda Item IX. Executive Session.

Upon a motion by Secy. Britton, seconded by Doug Donaldson, move to go out of executive session. Voice vote. Motion carried.

16) Agenda Item X. 10.1 Personnel. Action on Retirement.

Upon a motion by Secy. Britton, seconded by Doug Donaldson, accept the letter of intent to retire letter from Carol Hartman effective June 2007. On roll call the following voted yes: Barbara Adams, Trina Britton, Doug Donaldson, Lynne Hutchison, Bill Jones, Bill Jurgena, and Bill Clinard. Motion carried, 7 - 0.

17) Agenda Item X. 10.2 Personnel. Action on Resignation.

Upon a motion by Secy. Britton, seconded by Doug Donaldson, approve the resignation of Andy Stritzel as Assistant Varsity Football Coach. Voice vote. Motion carried.

18) Agenda Item X. 10.3 Personnel. Action on Employment.

Upon a motion by Secy. Britton, seconded by Vice-Pres. Jones employ Janice Simburger as a full-time cafeteria service worker.

On roll call the following voted yes: Trina Britton, Doug Donaldson, Lynne Hutchison, Bill Jones, Bill Jurgena, Barbara Adams, and Bill Clinard. Motion carried, 7 - 0.

19) Agenda Item X. 10.3 Personnel. Action on Employment.

Upon a motion by Secy. Britton, seconded by Vice-Pres. Jones employ Mary Mullen as a full-time cafeteria service worker.

On roll call the following voted yes: Doug Donaldson, Lynne Hutchison, Bill Jones, Bill Jurgena, Barbara Adams, Trina Britton, and Bill Clinard. Motion carried, 7 - 0.

20) Agenda Item X. 10.3 Personnel. Action on Employment.

Upon a motion by Secy. Britton, seconded by Doug Donaldson, employ John Odle as Jr. High School Boys Track Coach.

On roll call the following voted yes: Lynne Hutchison, Bill Jones, Bill Jurgena, Barbara Adams, Trina Britton, Doug Donaldson, and Bill Clinard. Motion carried, 7 - 0.

- 21) Agenda Item XI. Adjournment
Upon a motion by Secy. Britton, seconded by Doug Donaldson, move to adjourn.
Voice vote. Motion carried.
- 21) Meeting adjourned at 9:00 p.m.

Hillsboro, Illinois
December 12, 2006

Thomas William Clinard, President
Board of Education

Trina R. Britton, Secretary
Board of Education

Date minutes approved