

Minutes
Lostant Community Unit School District #425
Wednesday,
June 21, 2023
6:00 p.m. Regular Meeting

1. CALL TO ORDER AND ROLL CALL – REGULAR MEETING

Greg Ruff, B.O.E. President, called the regular meeting to order at 6:01 p.m.

Present: Chambers, Forrest, Wiesbrock, Lawless, Kozak, Cooper

Present via Zoom: None

Present via Telephone: None

Absent: None

Recording Secretary: Sandra Malahy, Superintendent

Audience Members: Bob Ketcham, Courtney Klobucher

2. PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

None

4. CORRESPONDENCE

None

5. RECOGNITION

5.1 Student of the Quarter

- K-2 Caleb Chambers
- 3-5 Ziva Zachary
- 6-8 Boston Zachary

5.2 Top A.R. Readers of the Quarter

- K-2 Evelyn Kozak
- 3-5 Zander Depoister
- 6-8 Cadence Breckenridge

5.3 Young Authors

- Liberty Friewald, Evelyn Kozak, Lily Mertel, Lovelyn Beck, Avery Mertes, Ruby Gray

6. CONSENT AGENDA

6.1 Approve Minutes of the Regular Board Meeting and Executive Session from May 24, 2023.

6.2 Approve Treasurer's Report.

6.3 Approve Activity Account Report.

6.4 Approve Imprest Account Report.

6.5 Approve \$76,647.82 for June Disbursements. Due to June 19th being recognized as a Federal Holiday with no mail service, two bills were added at the time of the meeting. Approve \$4,184.79 for June Disbursements to MasterCard and Heartland Cable.

6.6 Approve May 2023 Payroll.

ACTION ITEM

A motion by Wiesbrock and seconded by Lawless to approve the consent agenda.
Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.
Abstain: None.
Motion passes.

7. FINANCIAL REPORT

7.1 Fund Activity

The district is 92% through the school year. Revenues are 101.38% and Expenditures are 81.02%.

<u>Fund</u>	<u>Category</u>	<u>Revenues</u>	<u>Expenditures</u>
10	Education	102.23%	73.08%
20	Operation & Maintenance	90.78%	123.80%
30	Debt	100.89%	99.73%
40	Transportation	107.58%	100.77%
50	Social Security & IMRF	103.22%	113.52%
60	Capital Projects	0.00%	0.00%
70	Working Cash	100.93%	0.00%
80	Tort	103.07%	54.96%
90	Fire / Health Life Safety	100.77%	0.00%
	Total	101.38%	81.02%

7.2 Fund Transfers

The Board viewed the fund transfers reflecting four-digit function codes changing to three-digit function codes. There were also eight salary and benefit adjustments from Fund 10 to Fund 80.

ACTION ITEM

A motion by Wiesbrock and seconded by Chambers to approve the fund transfers as presented.
Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.
Abstain: None.
Motion passes.

8. REPORTS, UPDATES, AND INFORMATIONAL ITEMS

8.1 Principal's Report

Mrs. Klobucher explained the student data spreadsheets that reflect math, reading, and writing progress throughout the year. She also discussed the RtI/Enrichment block of time and the new technology standards.

8.2 Athletic Director's Report

Mrs. Klobucher reported that OSF will come to the school to administer sports physicals for \$25 which is donated back to the school.

8.3 Employee Reports

Nothing this month.

8.4 PTO Report

Nothing this month.

8.5 School Improvement Plan

Mrs. Klobucher stated the 2023-2024 SIP should be ready for Board approval in August.

8.6 Spanish Curriculum

Mrs. Klobucher explained the new Spanish curriculum for the Enrichment Class for 3rd through 8th grader students. The Board viewed the Scope and Sequence of the course and curriculum books.

ACTION ITEM

A motion by Forrest and seconded by Cooper to approve the Spanish materials as presented.

Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.

Abstain: None.

Motion passes.

8.7 Bank Signature Card - New

Dr. Malahy informed the Board that Illini State Bank required approval for Bob Ketcham to be a school signatory on the school's Imprest Account.

ACTION ITEM

A motion by Kozak and seconded by Wiesbrock to approve Bob Ketcham to be a signatory on the school's Imprest Account.

Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.

Abstain: None.

Motion passes.

8.8 Bank Signature Card - Continued

Dr. Malahy informed the Board that the District should have two employees approved as signatory's on the school's Imprest Account. Since she is already a signatory, Dr. Malahy asked the Board to keep her on as the emergency signatory on the school's Imprest Account.

ACTION ITEM

A motion by Wiesbrock and seconded by Kozak to approve keeping Dr. Malahy as a signatory on the school's Imprest Account.

Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.

Abstain: None.

Motion passes.

8.9 2023-2024 Softball Coach

Dr. Malahy informed the Board that Mr. Waca and Ms. Rapp submitted a recommendation for Tricia Haynes to be approved as the 2023-2024 Softball Coach.

ACTION ITEM

A motion by Lawless and seconded by Cooper to approve Tricia Haynes as the 2023-2024 Softball Coach.

Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.

Abstain: None.

Motion passes.

8.10 2023-2024 Assistant Softball Coach

Dr. Malahy informed the Board that Mr. Waca and Ms. Rapp submitted a recommendation for Tommie Haynes to be approved as the 2023-2024 Assistant Softball Coach.

ACTION ITEM

A motion by Wiesbrock and seconded by Chambers to approve Tommie Haynes as the 2023-2024 Assistant Softball Coach.

Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.

Abstain: None.

Motion passes.

8.11 2023-2024 Baseball Coach

Dr. Malahy informed the Board that Mr. Waca and Ms. Rapp submitted a recommendation for Michael Stephen to be approved as the 2023-2024 Baseball Coach.

ACTION ITEM

A motion by Lawless and seconded by Forrest to approve Michael Stephen as the 2023-2024 Baseball Coach.

Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.

Abstain: None.

Motion passes.

8.12 2023-2024 Assistant Baseball Coach

Dr. Malahy informed the Board that Mr. Waca and Ms. Rapp submitted a recommendation for Tom O'Neill to be approved as the 2023-2024 Assistant Baseball Coach.

ACTION ITEM

A motion by Wiesbrock and seconded by Cooper to approve Tom O'Neill as the 2023-2024 Assistant Baseball Coach.

Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.

Abstain: None.

Motion passes.

8.13 PRESS POLICY ISSUE 112

The Board discussed Policy 4:45. Dr. Malahy stated all other policies involved legal language updates.

ACTION ITEM

A motion by Lawless and seconded by Wiesbrock to approve PRESS POLICY ISSUE 112 as discussed.

Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.

Abstain: None.

Motion passes.

8.14 Preliminary 2023-2024 School District Budget

Dr. Malahy informed the Board that the Finance Committee met prior to tonight's meeting and discussed preliminary budget numbers. Hard revenue and expenditure numbers are still coming in and will change fund numbers. It is anticipated there will be a balanced budget due to fund reserves; however, the transportation fund will end in deficit spending due to special education transportation; the debt fund due to fees; and the IMRF fund due to a required spend-down. An updated spreadsheet will be included in the August board packet.

8.15 Treasurer's Bond Premium

Dr. Malahy informed the Board that this is an annual Board action item.

ACTION ITEM

A motion by Wiesbrock and seconded by Kozak to approve the treasurer's surety bond premium of \$1,003.

Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None.

Abstain: None.

Motion passes.

9. Committee Reports

9.1 Finance

No meeting this month.

9.2 Negotiations

No meeting this month.

9.3 Safety

The committee will meet on August 7th at 5:30 p.m.

9.4 Closed Session Minutes

No meeting this month.

10. Legislative Update:

Nothing this month.

11. Other:

Nothing this month.

12. Old Business:

12.1 Dr. Malahy reported that 42 students and adults attended the Adler Theatre performance of *Bluey's Big Play*. Everyone had a great time.

12.2 E.T. Paddock technicians completed all inspection and repair work on the gym basketball backstops and bleachers.

13. New Business:

Mrs. Klobucher reported that there will be extra Summer School tickets for the Wizard of Oz.

14. EXECUTIVE SESSION

A motion by Lawless and seconded by Cooper to adjourn to closed meeting at 7:53 p.m. to discuss:

X The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1).

- Teacher Retirement
- Administrator Summer Hours

A motion by Lawless and seconded by Wiesbrock to reconvene into open session at 8:29 p.m.

Roll call. 7-0

15. ACTION ITEMS AS A RESULT OF EXECUTIVE SESSION

15.1 A motion by Wiesbrock and seconded by Forrest to approve Amy Roach’s request for a six-percent salary increase each year, the last four years of employment beginning with the 2023-2024 school year. Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None. Abstain: None. Motion passes.

15.2 A motion by Lawless and seconded by Wiesbrock to approve Mrs. Klobuchers request to work a 24 hour work week during the months of June and July with a full-time on-site schedule beginning August 1st. Mrs. Klobucher will work 24 hours per week minimum on site June and July and keep a log of work completed from home for six hours per week. The log will be presented to the bookkeeper weekly with payroll. Roll call: Yea: Chambers, Wiesbrock, Ruff, Cooper, Lawless, Forrest, Kozak. Nay: None. Abstain: None. Motion passes.

16. DIRECT SUPERINTENDENT TO REPORT TO BOARD

Nothing this month.

17. ADJOURN

A motion by Lawless and seconded by Chambers to adjourn. Ayes 7-0.

The regular meeting adjourned at 8:32 p.m.

BOE President (Greg Ruff)

Date

BOE Secretary (Shayla Chambers)

Date