

Minutes of the Regular Meeting of the Board of Education of Fairfield Public School District No. 112, Wayne County, Illinois, held in the District Board Room, 200 West Center, Fairfield, Illinois, on Monday, July 16, 2018.

AGENDA #1 – “Call to Order” – The meeting was called to order at 6:00 P.M. by President Dan Coomer, who directed the Secretary to call the roll.

AGENDA #2 – “Roll Call” – The Secretary called the roll and the following members answered to their names as called and were found to be present:

Gene Kollak, Shane Neuman, Andrew Miller, Dan Coomer, Jason McCulley
Members Absent: Scott Foster

There being a quorum present, the President declared the Board of Education to be in session for the transaction of business.

OTHERS PRESENT: E. Scott England, Superintendent; April Smith, Center Street Principal; Kristina Gardner, North Side Principal; Tom Mathews, Jr., Wayne County Press; Ruth McMeen, Teacher; Julie Musgrave, Teacher.

AGENDA #3 – “Citizens – Non-Agenda Items” - None.

AGENDA #4 – Approval of the Minutes” – A motion was made by member Andrew Miller that the Board of Education minutes for the Regular and Closed Session Meetings held on Thursday, June 21, 2018, be approved as prepared and mailed to all Board of Education members. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Dan Coomer, Shane Neuman, Gene Kollak, Andrew Miller, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

AGENDA #5 – “Financial Reports”

5.1 Treasurer’s Report – The Treasurer’s Report, dated June 30, 2018, was presented as follows:

Education Fund	3,548,609.11
Building Fund	608,015.36
Debt Services Fund	39,998.01
Transportation Fund	157,755.30
IMRF Fund	48,863.41
Capital Projects Fund	-----
Working Cash Fund	238,537.17
Tort Fund	240,011.44
Fire Prevention/Safety Fund	254,391.10
Total	5,136,180.90

5.2 Salaries – Member Shane Neuman made a motion that the salaries for the District for the month of July 2018, be approved and ordered paid. The motion was seconded by member Andrew Miller, and on a roll call vote the following members voted yea:

Shane Neuman, Dan Coomer, Andrew Miller, Gene Kollak, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

- 5.3 Bills – Current bills, as listed, were presented for payment. After examination of the listed bills, member Jason McCulley made a motion to approve the bills for payment. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Andrew Miller, Dan Coomer, Shane Neuman, Gene Kollak, Jason McCulley
Members Absent: Scott Foster

The President declared the motion passed.

AGENDA #6 – “Superintendent’s Report”

6.1 Revenue Expenditure Report

Dr. England presented the revenue to expenditure report to the Board.

6.2 Transportation Report

Dr. England reviewed the monthly and end of the year transportation report was reviewed with the Board.

6.3 Food Service Report

Dr. England reviewed the FY 18 food service report was reviewed with the Board.

6.4 Facility Use Form

Dr. England presented the first viewing of the facility use form was reviewed with the Board.

6.5 Fuel Bids for FY 19

Dr. England and the Board reviewed the fuel bids for FY 19.

6.6 School District Depositories

Dr. England recommended Fairfield National Bank, Peoples National Bank, and First Financial Bank be approved as the District’s depositories.

6.7 Establish Petty Cash Fund

Dr. England explained petty cash is re-established each year in July and recommended the same amounts as the previous year.

6.8 Establish Board of Education Dates for FY 19

Dr. England recommended the board meeting dates for FY 19 be the third Monday of each month with exceptions to September 2018, January 2019, February 2019, and June 2019 be on the fourth Monday.

6.9 Alternative School Slot Allocation

Dr. England discussed the amount of money we send to the ROE for participation in the alternative school. The District is reimbursed when the ROE receives their money. The amount is \$7277.

6.10 Annual Audit Agreement

Dr. England recommended the Board accept Leymone Hardcastle and Company out of Salem to conduct the school’s annual audit. This is a change from the District’s previous auditor due to them not conducting school audits anymore. The amount from Leymone Hardcastle and Company is \$11,500 for a standard audit and up to \$14,700 if the District falls under the Single Audit Act.

AGENDA #7 – “Principal Reports”

7.1 Center Street School

Mrs. Smith reported on maintenance updates at Center Street. She also reported on upcoming registration dates. She noted that baseball tryouts are August 2nd and 3rd and softball tryouts are August 8th.

7.2 North Side School

Mrs. Gardner gave a maintenance update on North Side School. She told the board that new teacher orientation is set for July 25. Mrs. Gardner and the other administrators will be attending their administrator academy on July 24. Everyone is progressing with their Skyward training. She also reported to the Board that Cory Musgrave from New Beginnings Church will begin clearing a new path in the woods for an outdoor classroom. Sneak Peek is set for August 15 from 4:30-6:30. Pre-k orientation will be August 20 from 5:00-6:00.

AGENDA #8 – “Board Members Request/Report”

Gene Kollak introduced a proposed referendum in regards to Illinois SB3249. Shane Neuman reported on the recent WOVSED board meeting.

AGENDA #9 – “Discussion Items”

9.1 Discuss Fuel Bids for FY 19

Dr. England and the Board discussed fuel bids for FY 19.

9.2 Discuss School District Depositories

Dr. England the Board discussed the District’s Depositories.

9.3 Discuss Establishing Petty Cash Fund

Dr. England the Board discussed re-establishing the petty cash fund.

9.4 Discuss Establishing Board of Education Dates for FY 19

Dr. England the Board discussed the FY 19 Board of Education dates.

9.5 Discuss Alternative School Slot Allocation

Dr. England the Board discussed the alternative school slot allocation.

9.6 Discuss Annual Audit Agreement

Dr. England the Board discussed the annual audit agreement.

AGENDA #10 – Action Items

- 10.1 A motion was made by member Shane Neuman to approve the fuel bid from Knapp Oil Co. (gas \$2.314 and diesel \$2.445) for FY 19. The motion was seconded by member Jason McCulley, and on a roll call vote the following members voted yea:

Dan Coomer, Gene Kollak, Andrew Miller, Shane Neuman, Jason McCulley
Members Absent: Scott Foster

The President declared the motion passed.

- 10.2 A motion was made by member Andrew Miller to approve Fairfield National Bank, Peoples National Bank, and First Financial Bank as the School District depositories for FY 19. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Shane Neuman, Gene Kollak, Andrew Miller, Dan Coomer, Jason McCulley
Members Absent: Scott Foster

The President declared the motion passed.

- 10.3 A motion was made by member Andrew Miller to establish petty cash for FY19 as follows: Administration: \$25; Center Street School: \$25; North Side School: \$100. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Dan Coomer, Gene Kollak, Andrew Miller, Shane Neuman, Jason McCulley
Members Absent: Scott Foster

The President declared the motion passed.

- 10.4 A motion was made by member Jason McCulley to approve the Board of Education meeting dates for FY19 as the third Monday of each month with the exception that the September 2018, January 2019, February 2019 and June 2019 will be the fourth Monday. All meetings will be held in the Boardroom at Center Street School at 6:00 P.M. The motion was seconded by member Andrew Miller, and on a roll call vote the following members voted yea:

Dan Coomer, Gene Kollak, Andrew Miller, Shane Neuman, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

- 10.5 A motion was made by member Andrew Miller to approve the Alternative School slot allocation of \$7,277 for FY 19. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Dan Coomer, Gene Kollak, Andrew Miller, Shane Neuman, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

- 10.6 A motion was made by member Andrew Miller to approve the annual audit agreement from Leymone Hardcastle & Company for the FY 19 annual audit at the rate of \$11,500-\$14,700. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Dan Coomer, Gene Kollak, Andrew Miller, Shane Neuman, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

AGENDA #11 – “Closed Session to Discuss Information Regarding Appointment, Employment, Retirement, or Dismissal of an Employee, Labor Relations, Collective Negotiations, Litigation, and Student Discipline (5ILCS 120/2a)” – A motion was made by member Shane Neuman that the Board enter Closed Session at the hour of 6:30 P.M. The motion was seconded by member Jason McCulley, and on a roll call vote the following members voted yea:

Shane Neuman, Andrew Miller, Dan Coomer, Gene Kollak, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

A motion was made by member Jason McCulley that the Board end the Closed Session at the hour of 6:43 P.M. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Gene Kollak, Dan Coomer, Shane Neuman, Andrew Miller, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

AGENDA #12 – “Action Items”

- 12.1 **Resignation** - A motion was made by member Shane Neuman to accept the resignation of Lori Smith as Special Education Teacher. The motion was seconded by member Andrew Miller, and on a roll call vote the following members voted yea:

Shane Neuman, Andrew Miller, Jason McCulley, Dan Coomer, Gene Kollak
Members Absent: Scott Foster
The President declared the motion passed.

- 12.2 **Resignation** - A motion was made by member Andrew Miller to accept the resignation of Eric Gruen as 5th/6th Boys' Basketball Coach. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Gene Kollak, Dan Coomer, Andrew Miller, Shane Neuman, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

- 12.3 **Employ District Nurse** - A motion was made by member Jason McCulley to employ Blair Heisner as the District Nurse for FY 19. The motion was seconded by member Andrew Miller, and on a roll call vote the following members voted yea:

Jason McCulley, Dan Coomer, Gene Kollak, Andrew Miller, Shane Neuman
Members Absent: Scott Foster
The President declared the motion passed.

- 12.4 **Employ Paraprofessional** - A motion was made by member Shane Neuman to employ Sherrie Blackford as a paraprofessional for FY 19. The motion was seconded by member Andrew Miller, and on a roll call vote the following members voted yea:

Dan Coomer, Gene Kollak, Andrew Miller, Shane Neuman, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

- 12.5 **Employ Paraprofessional** - A motion was made by member Andrew Miller to employ Mike Mossburger as a paraprofessional for FY 19. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Dan Coomer, Jason McCulley, Gene Kollak, Andrew Miller, Shane Neuman
Members Absent: Scott Foster
The President declared the motion passed.

- 12.6 **Employ Special Education Teacher** - A motion was made by member Jason McCulley to employ Jeff Morris as a Special Education Teacher for FY 19. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Gene Kollak, Andrew Miller, Shane Neuman, Dan Coomer, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

- 12.7 **Keep Closed Session Audio and Written Minutes Confidential** - A motion was made by member Jason McCulley to keep the closed session audio and written minutes confidential and to destroy all audio tapes from January 2016 through January 2017. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Dan Coomer, Jason McCulley, Gene Kollak, Andrew Miller, Shane Neuman
Members Absent: Scott Foster
The President declared the motion passed.

AGENDA #14 – “Adjournment” – A motion was made by member Andrew Miller that the meeting adjourn at 6:58 P.M. The motion was seconded by member Shane Neuman, and on a roll call vote the following members voted yea:

Dan Coomer, Andrew Miller, Shane Neuman, Gene Kollak, Jason McCulley
Members Absent: Scott Foster
The President declared the motion passed.

President

Secretary