

BROWN COUNTY COMMUNITY UNIT SCHOOL DISTRICT NO. 1 Mt. Sterling, Illinois June 26, 2023

A special board meeting was held on June 26, 2023, at 5:45 p.m. in the Brown County Middle School library. The meeting was called to order by Dawn Hughes. The minutes were recorded by McKenzie Taute.

Roll call: Hughes, yea; Eichelberger, 5:51 p.m.; Boylen, yea; Koch, absent; Ingram, yea; Gregory, yea; Reische, yea.

Attendance: Pollee Craven, Alex Ebbing, Lisa Hannel, Kris Gallaher, McKenzie Taute, Jessica Robertson, Dave Phelps

Eberle discussed the proposed amended budget by fund. Eberle noted that there was more revenue received in every fund than originally estimated. Eberle also discussed expenses including the five new buses purchased from the Transportation Fund. Eberle explained that each fund received more revenue than paid out in expenses, resulting in higher fund balances than the district started with at the beginning of the fiscal year. Eberle also mentioned the insurance check from storm damage for roof repairs in the amount of \$2,472,417.

	Education	Operations and Maintenance	Debt Service	Transportation	IMRF/SS	Capital Projects	Working Cash	Tort	Fire Prevention
REVENUE									
Tentative	\$6,853,621	\$643,411	\$707,161	\$921,039	\$341,060	\$544,000	\$60,889	\$1,479,853	\$58,538
Amended	\$7,222,698	\$3,256,235	\$708,379	\$958,282	\$345,205	\$547,126	\$63,795	\$1,489,493	\$59,097
Difference	\$369,077	\$2,612,824	\$1,218	\$37,243	\$4,145	\$3,126	\$2,906	\$9,640	\$559
EXPENSES									
Tentative	\$6,818,848	\$629,344	\$707,561	\$927,618	\$353,678	\$119,300	\$0	\$1,239,197	\$20,400
Amended	\$6,816,530	\$659,800	\$707,860	\$957,806	\$293,075	\$119,300	\$0	\$1,331,019	\$22,600
Difference	-\$2,318	\$30,456	\$299	\$30,188	-\$60,603	\$0	\$0	\$91,822	\$2,200
TOTAL	\$371,395	\$2,582,368	\$919	\$7,055	\$64,748	\$3,126	\$2,906	-\$82,182	-\$1,641
Excess Revenue or Expenses	\$406,168	\$2,596,435	\$519	\$476	\$52,130	\$427,826	\$63,795	\$158,474	\$36,497
Beginning Fund Balance	\$2,427,364	\$593,199	\$76,472	\$1,254,388	\$165,085	\$1,378,716	\$598,387	\$1,006,803	\$49,577
Projected Balances FY23	\$2,833,532	\$3,189,634	\$76,991	\$1,254,864	\$217,215	\$1,806,542	\$662,182	\$1,165,277	\$86,074
		Estimated 6/30/23 Total:		\$11,292,311		Insurance Check:		\$2,472,417	

**Motion by Boylen, seconded by Reische, to adjourn at 5:54 p.m.
Motion Carried by Acclamation**

Regular Meeting Minutes

The regular Board of Education meeting was called to order at 6:05 p.m. by Dawn Hughes. The minutes were recorded by McKenzie Taute.

Attendance: Pollee Craven, Alex Ebbing, Lisa Hannel, Kris Gallaher, McKenzie Taute, Jessica Robertson, Dave Phelps, Mike Yingling.

Roll call: Hughes, yea; Eichelberger, yea; Boylen, yea; Koch, absent; Ingram, yea; Gregory, yea; Reische, yea.

Visitors:

Mike Yingling spoke to the board about the July 1st insurance renewal proposal. Yingling said the district received a quote from ICRMT that was \$11,418 less than the prior year premium but noted the increased deductible for wind and hail. Yingling went on to say that in the event of wind or hail damage the deductible would be \$88,000 at the elementary school, \$95,000 at the middle school, and \$134,000 at the high school. Yingling also presented a buy-down policy to lower the deductible in the event of wind or hail damage. The cost of the buy-down policy is \$28,372 and would lower the deductible to \$25,000 per building.

Motion by Boylen, seconded by Eichelberger, to approve the Consent Agenda.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Correspondence:

Kim Root: Thank you card for retirement gift.

Brown County State Bank Affinity Card Donation: Hughes thanked Brown County State Bank for their monthly Affinity Card donation in the amount of \$531.70.

Discussion Items:

Roof Update: Eberle spoke about the ongoing roof replacement project. Eberle mentioned that the project is expected to take up to six months. Ebbing explained that the work over the classrooms is being taken care of first to limit the distraction for students during the school year.

Brush/Lawn Care Property West of Elementary School: Eichelberger mentioned that he was approached by a neighboring property owner about the ditch/foliage behind the elementary school. Eichelberger suggested the district get some estimates to clean up the area. Reische mentioned that he knew someone who might be interested and would contact them to take a look at the area.

Negotiations Update: Eberle said both unions have begun the bargaining process. The certified union has met with the board's Certified Negotiations Committee on a couple of occasions to present proposals. The support staff has tentatively set dates in July to discuss proposals.

Trap Update: Boylen updated the board on a very successful season for the trap shooting team. Boylen mentioned that 12 shooters attended that state tournament and five qualified for nationals. Athletic Director, Dave Phelps, said the IHSA has added trap as an emerging sport.

Past Due Fees: Eberle explained that the district has received several payments for past due food service and registration fees. The district is currently owed approximately \$33,000.

Pre-K for All: No discussion

Next Board Meeting - July 31, 2023, at 5:30 PM

Motion by Gregory, seconded by Boylen, to approve the Amended Budget for Fiscal Year 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Reische, seconded by Boylen, to approve the Fiscal Year 2024 Board Meeting Schedule.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Boylen discussed rearranging committee assignments. Ingram will take over for Boylen on the Finance Committee.

Motion by Gregory, seconded by Boylen, to approve the Board Member Committee Assignments.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Gregory, to approve the Intergovernmental Agreement between The Illinois Department of Healthcare and Family Services and Brown County CUSD #1.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Hughes noted there were no proposed changes to the Risk Management Plan from the prior fiscal year.

Motion by Boylen, seconded by Reische, to approve the Risk Management Plan for Fiscal Year 2024.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Gregory proposed the district purchase the deductible buy-down policy to mitigate risk in the event of wind and hail damage.

Motion by Gregory, seconded by Eichelberger, to approve the Insurance Renewal Including, Property, General Liability, Inland Marine, Crime, Automobile, Workers' Compensation, and Umbrella Coverage from ICRMT with Yingling and Nuessen in the amount of \$130,919. Additionally, the district will purchase a deductible buy-down policy in the amount of \$28,372 from Arlington Roe.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Building administrators discussed proposed handbook changes that were discussed by the handbook committee. These changes included personnel, dress code language, 8th grade promotion policy, athletic roster submission, early graduation, weighted classes, credit transfers, dance registration/admittance, and extracurricular travel.

Motion by Gregory, seconded by Reische, to approve the Following Handbooks for the 2023-2024 School Year:

- **Brown County Elementary School**
- **Brown County Middle School**
- **Brown County School District**
- **Staff**
- **Substitute**
- **Coaches**
- **Hornet Code**

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Hughes mentioned that there would be an increase to elementary and middle school yearbook fees to cover the cost of the yearbooks. Hughes added that there would be no increase to registration, food service or athletic fees.

Motion by Boylen, seconded by Eichelberger, to approve the Student, Food Service, and Athletic Fees for the 2023-2024 School Year.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Reische, to approve July 12, 2023, as opening day for 2023-2024 Registration.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Second Reading of the Building and Grounds Keeper Job Description.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Boylen, to approve the Spectator Code of Conduct.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Closure of the 8th Grade Field Trip Activity Account.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Reische, to approve the Closure of the Class of 2023 Student Activity Account.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded to Eichelberger, approve the opening of the Class of 2027 Student Activity Account.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Boylen, to approve the following forms for Fiscal Year 2024:

- 1. Acceptable Usage Policy for Network and Internet Access (Staff and Student)**
- 2. Bring Your Own Device (BYOD) Program Participation Authorization and Responsible Use Agreement (Staff and Student)**
- 3. Staff Device Damage Policy**
- 4. Student-Assigned Laptop/Tablet Program Expectations**

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to enter closed session at 7:23 p.m. for the following items: a) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the School District; b) collective negotiating matters between the School District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to return to open session at 7:42 p.m.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Reische, seconded by Gregory, to Approve the Minutes of Closed Session.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the 3% Salary Increase for Building Principals, Pollee Craven, Alex Ebbing, and Lisa Hannel, for the 2023 – 2024 Fiscal Year.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Reische, to approve the 3% Salary Increase for Exempt Employees, Kris Gallaher, James McKay, Chad Roley, Diane Settles, Kris Taylor, Jessica Robertson, and McKenzie Taute, for the 2023 – 2024 Fiscal Year.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Gregory, seconded by Boylen, to approve the Non-Tenured Staff.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Reische, to approve the Maternity Leave Request for McKaylia Fields – August 14, 2023 – October 2, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Catastrophic Substitute Agreement - Whitley Walters for McKaylia Fields – Maternity Leave.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Reische, to approve the Catastrophic Substitute Agreement – Karen Dickhut with Racquel Rawlins – Short-Term Teacher of Record – Through End of Student Teaching.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Boylen, to approve the Following Amended Summer School Personnel:

- Annie Fullerton – Summer Hornet Camp**
- Lynn Tomlinson – Summer Hornet Camp**
- Kristen Wagner – Summer Hornet Camp**
- Kara Cox – Summer Hornet Camp**
- Emily Hendricker – Summer Hornet Camp**
- Kourtney Kassing – Summer Hornet Camp**
- Tom Moran – Summer Learning Academy**
- Kathleen MacGregor – Summer Learning Academy**
- Jennifer Ingram - Summer Learning Academy**
- David Woodruff – Summer Credit Recovery**
- Cassie Kindhart – Summer Speech**

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Gregory, seconded by Boylen, to approve the Employment of Lyle Klein – Volunteer Assistant Football Coach – effective June 26, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Reische, to approve the Resignation of Jeremy Garrett – High School Boys Assistant Basketball Coach – effective May 3, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Resignation of Emily Hendricker – Elementary Special Education Teacher – effective May 22, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Resignation of Carmen Smith – High School Secretary – effective May 30, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Reische, to approve the Resignation of Stacy Scheer – Elementary School Yearbook Sponsor – effective June 2, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Resignation of Angelica Keokham – High School Paraprofessional – effective June 5, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Resignation of Gary Swagger – High School Custodian – effective June 6, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Reische, to approve the Resignation of Kaitlyn Ealy – Guidance Counselor – effective June 8, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Reische, to approve the Resignation of Lindsey Scheer – Middle School Paraprofessional – effective June 21, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Resignation of Taylor Frank – Pre-Kindergarten Teacher – effective June 22, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Reische, to approve the Employment of Lindsey Scheer – High School Secretary – effective beginning of 2023 – 2024 School Year.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Gregory, to approve the Employment of Teresa Bauer – High School/Middle School Math - effective beginning of 2023 – 2024 School Year.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Boylen, to approve the Employment of Racquel Rawlins – District Music Teacher – effective beginning of 2023 – 2024 School Year.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Boylen, to approve the Employment of Belinda Yelliott – Elementary Special Education Teacher – effective beginning of 2023 – 2024 School Year.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Employment of Joseph Miller – Summer Custodian – effective May 30, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Employment of Ethan Miller - Summer Custodian – effective May 30, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Eichelberger, to approve the Employment of Paul Schenk - Summer Custodian – effective June 5, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Gregory, to approve the Employment of Malayna Lenover – High School Assistant Volleyball Coach – effective June 26, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Boylen, seconded by Reische, to approve Employment of Christian Kennedy – High School - Volunteer Football Coach – effective June 26, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Boylen, to approve the Employment of Mark Hayes – High School Volunteer Golf Coach – effective June 26, 2023.

Hughes, yea; Eichelberger, yea; Boylen, yea; Ingram, yea; Gregory, yea; Reische, yea.

Motion Carried

Motion by Eichelberger, seconded by Gregory, to adjourn at 7:53 p.m.

Motion Carried by Acclamation

DRAFT