

**SANDOVAL COMMUNITY UNIT SCHOOL DISTRICT 501  
BOARD OF EDUCATION MEETING**

September 20, 2010

Sandoval Junior-Senior High School Board Room

**PUBLIC HEARING ON FY 2011 BUDGET**

6:45 p.m.

I. Roll Call

- a. President Morris opened the meeting with the roll call. Also present: Lisa Vonder Haar, Stephanie Rhodes, Doug Ess, Mark Ritter, Tom Baker, Barth Bookhout, David Schulte, Jim Maddox, Superintendent Jennifer Garrison and Board Recording Secretary, Teresa Cooksey.

Heather Day	<u>X</u>	Rae Ann Gore	<u>Absent</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>	<u>Time:</u>	<u>6:49 pm</u>

II. Public Comments

- a. Superintendent Garrison stated that the revenue does include all late FY10 payments. On page 9, federal revenue code 4880 has been added. This is Education Jobs Fund money. The allocation for the District is \$244,995.00. The money can only be used for salaries and benefits of current employees. This is a one time allocation and is not expected again. The allocation helped the District have a balanced budget this year. On page 7, General State Aid has been split up between the Education Fund, Transportation Fund and Building Fund. There is a correction on page 2 and 3 and all Board members have a corrected copy that was put on the table. On line 56, there is \$22, 800.00. That is the payment on the Pre-K building. It must go out of the Education Fund because it is a grant. The bill must be paid out of Fund 30, which is Debt Service. On the expenditure side, the cost of the Storm Water Project, if the Board approves it, has been put in the budget. There are no contingencies in the budget. No big projects have been budgeted for. The District will probably have to amend the budget in June due to the uncertainty of state payments and the Education Jobs Fund. On page 18, some salaries have been moved to the Tort Fund this year. The District does have a balance budget this year by \$83,241.00. There were no comments from the public.

III. Adjournment

Heather Day	<u>2nd</u>	Rae Ann Gore	<u>Absent</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>1st</u>	Stephen Morris	<u>X</u>	<u>Time:</u>	<u>6:55 pm</u>

## MEETING MINUTES

### I. Roll Call and Pledge of Allegiance

- a. President Morris opened the meeting with the roll call. President Morris led Board members and guests in reciting the Pledge of Allegiance. Also present: Lisa Vonder Haar, Stephanie Rhodes, Doug Ess, Mark Ritter, Tom Baker, Barth Bookhout, David Schulte, Jim Maddox, Superintendent Jennifer Garrison and Board Recording Secretary, Teresa Cooksey.

Heather Day	<u>X</u>	Rae Ann Gore	<u>Absent</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>	<u>Time:</u>	<u>6:56 pm</u>

### II. Student and Staff Recognition

- a. There were no student or staff recognitions.

**Rae Ann Gore entered the meeting at 6:58 p.m.**

### III. Removal of Items from Consent Agenda

- a. There were no items removed from the Consent Agenda.

### IV. Recognition and comments from employees and public

- a. President Morris welcomed everyone to the meeting.

### V. Board Committee Reports

- a. There were no Board Committee Reports.

### VI. Other Reports

- a. FY10 Audit – Doug Ess  
Doug Ess, Auditor from Glass and Shuffett, presented the audit to the Board. Mr. Ess stated that the District had a clean audit. There were no major problems or findings. There are three reports on pages one through six in the blue binders. The reports are clean. There are clean opinions on the financial statement and clean opinions on the internal controls and compliance which means there are no major problems internally to safeguard your assets, pay bills, etc. There are no recommendations to your policies and procedures. There is a clean report on compliance in regards to your federal programs since we have to perform a single audit due to federal expenditure are over \$500,000.00 which is due to the ARRA funds that have been taking place of State Aid the last few years. The financial picture is not bright. On page 11 is a history of the tax rates. The tax rate for 2008-2009 did go up. The tort levy was increase to bring funds into the District to pay for insurance policies. IMRF and Social Security also went up due to the funds losing money because of the IMRF rate going up. This

had to be done due to necessity and lack of support from the State. On page 22, is a summary of different activities. This is audited to make sure items are legitimate and being used for the purpose intended. The next section is the annual financial report. On page 2 is a list of specific compliance issues that ISBE wants auditor to address in every district. There are no boxed checked on findings. On page 4 lists the financial profile score, which is 2.90. Last year it was 2.55. The State owed the District \$400,000.00 as of June 30, 2010 in vouchered payments that have not been received by the District. If the State would have made the payments by June 30, 2010, Mr. Ess projected the score would have been 3.35. On page 5 is a list of all funds. The top line shows the cash on hand in each fund. Total cash for the District is about \$980,000.00 which is down about \$160,000.00 from last year. Line 39 is the unreserved fund balance which can be spent on anything. The balance is around \$790,000.00 which is down about \$200,000.00 from last year. On page 8, line 77, shows the net increase or decrease for the year. On page 28 is the ISBE calculation of operating cost per pupil which is \$9,987.00 for FY10. Last year it was about \$10,200.00. The difference is made up of two components which are expenses went down about \$45,000.00 and there was a increase in ADA of 11 students. There is a separate two page letter addresses to the Board. The letter is called a Statement of Auditing Standards. On page 2 of the letter stated that there were no difficulties in performing the audit. There were no disagreements with management. They are always welcome to hear our recommendations and fine with implementing them. The only matters that were recommended, which are not findings, is the Debt Services Fund which over extended its budget. Superintendent Garrison addressed this issue in the budget hearing. This is regarding the building payment now has to come out of Debt Services Fund due to a change in ISBE regulations. The other matter is the Revolving Fund. The Revolving Fund has always been a part of the Activity Fund. A new account for the Revolving Fund was established and the account is not showing up on the formal accounting system for the District. The Revolving Fund should be added to Ginger's accounting system to make sure it is accounted for in the District money and not in the Activity Fund. Both matters have already been addressed and corrected by the staff.

b. Design Architects – Storm Water Study

Mark Ritter and Tom Baker from Design Architects presented the Storm Water Study to the Board. Design Architects was asked to look at potential ways to fix flooding problems at the Jr.-Sr. High School. There were a few occasions where sewers backed up and even flooded the gym floor at one time. They took a more detailed look at the building, the courtyard area, the city sanitation sewer and took topographic shots throughout the site. The site is very flat. There is only one foot of fall from the north edge of the property to the highway road ditch. If the property gets a significant amount of rainfall, there are not a lot of ways for it to go. Last Wednesday, at the request of the Board, Design Architects attended the village council meeting and expressed their concerns with what is going on with the city sewer which is not tied to some of the problems the school has directly. Design Architects did receive word that the village would be willing to look into it. They have not heard from the village engineer yet. In summary, there are two issues. One is the issue that the village has. There is a manhole on the east side of the building that is about three feet deep. During heavy rainfall, the manhole is filling up and due to the fact that the manhole is only three feet deep and the upper elevation of the manhole is one foot below the elevation of the building, the water is backing up within the school and not necessarily coming out of the pipes in the school. Design Architects feels that this is a village issue that should be addressed. The issue that the District needs to address is the courtyard. There are currently no storm water inlets in the courtyard.

The survey shows that the rainfall runs down the stairwell and into the boiler room which runs into the pump station. The locker room drains also run into the pump station. What we feel is happening is when the city sewer backs up and you get a lot of storm water that comes into the pump station, it pushes against a pipe that is already full of water which is causing the water to backup on the first floor. The main thing is to get rid of the storm water that is coming into the courtyard and what we purpose is regrading the area so it is bowl shaped, putting in a few storm water inlets and taking the downspouts and running them out to the north through the parking lot. Then we have a couple options. Option one is to run a fifteen inch storm sewer pipe to the north edge of the parking lot and have three area drains from the parking lot taking everything north with an eighteen inch storm sewer to the detention basin. The basin would be 75 by 200 and four feet deep. This will take any significant rainfall away from the school and collect in basin. There would be a pump station to gradually pump the basin dry over the course of a day to a day and a half. The first option would cost \$170,000.00. There was a second estimate given to the Board. This option was discussed last Wednesday to help lower the cost. The second option is basically to do the same thing in the courtyard and go north of the parking lot and come east into the field and the basin would be located there. Both options would have security fences around the basin to keep people out. Option two would cost \$145,000.00 and by moving the basin would save \$25,000.00. Mr. Ritter stated that bids could be received by the November Board meeting.

## VII. Principals' Report

- a. Mr. Schulte stated that Friday, September 17<sup>th</sup>, he met with Dr. Ken Hill. Dr. Hill is working through the ROE and has been assigned as facilitator to the Elementary School for System of Support which used to be Respro. He is working with the elementary since we are in year two of not meeting AYP. He will be starting on September 29<sup>th</sup>. He will be working with teachers, looking at the RTI plan and PBIS plan and looking at student data. He is a retired Superintendent from Nashville. For the last five years, he worked as project evaluator for the Aspire Project. He has been contracted to work for 100 days with the Elementary School. The Centralia Sunrise Rotary donated dictionary to the third grade students as they do every year. There will be an article in the newspaper. Mr. Schulte will be attending the Title I Directors meeting in Springfield on Tuesday and Wednesday. As of today, enrollment for the Elementary School is at 305 which includes Pre-K. This number is down seven students from the end of school last year.
- b. Mr. Maddox stated that there was an article in the newspaper on the HOSA organization and on PBIS at the Jr.-Sr. High School. PBIS kickoff was held on September 2<sup>nd</sup>. On September 7, 2010, there will be AIMSweb testing. The Beta Club is holding a book fair. There were problems with the girls' and boys' restrooms in the Junior High. Mr. Wimberly worked on the bathrooms and could not get them to flush. Goff Plumbing was called to snake the lines for blockage. Mr. Maddox stated that they are looking at incorporating Government and US History. Mr. Bookhout has expressed discontinuing Government, which includes the Constitution, because he covers the same material in US History. Next year, seniors will be required to have four years of English. Miss Mudd has starting this year as district wide librarian. She is at the Jr.-Sr. High in the morning and at the Elementary in the afternoon. Miss Mudd teaches World History in the morning. Mr. Bookhout could pick up the World History class and she could devote full time to the

Library. If the Board moves forward, Mr. Bookhout could teach the Constitution parallel to Government next year for students who don't have Government this year. There would be no lapse in students not having the Constitution. Mr. Wood expressed concern over covering a lot of material in a year. President Morris recommended contacting other schools to see what they offer. There will be a district wide PTO meeting this Wednesday at 6:30 p.m. Terry Burgener from KSED will be doing a presentation on Ruby Payne. On Friday, December 3, 2010, the PTO will be sponsoring a fundraising dinner with Country Rhodes. There will be a spaghetti dinner on February 17, 2011 sponsored by the PTO. Homecoming has been changed to February 19, 2011. There has been only one applicant apply for the High School Cheerleading Sponsor position. The applicant is not currently eligible. She will think about getting certified, but there is a cost involved for her. So far there have been eleven girls sign up for High School Cheerleading. Of the eleven girls signed up, four want to play High School Basketball. There are probably only four or five girls of the eleven that are interested.

#### VIII. Superintendent's Report

- a. Superintendent Garrison stated that the State currently owes the District \$171,575.69. For FY11, the State owes \$142,643.63. These payments were just vouchered. Superintendent Garrison asked everyone to read up on the Governor's candidates for the November election. This will be a big election for education. Guidelines and amounts need to be set for the Scholarship Fund. This will be on next months agenda.

#### IX. Board President's Update

- a. President Morris stated that the way we communicate numbers to people can be very confusing. We need to be knowledgeable and think before we talk about it.

#### IX. Old Business

- a. There was no Old Business.

#### X. New Business

- a. Shall the following Consent Agenda items be approved?
  1. Approve open and closed meeting minutes from August 16, 2010 meeting
  2. Approve activity fund, accounts and expenditures
  3. Approve September bills and payroll
  4. Approve repayment of the Revolving Fund
  5. Approve 2010-2011 Application for Recognition of Schools
  6. Approve the second reading of the following Press Plus policies:

2:70-E	Exhibit – Checklist for Filling Board Vacancies by Appointment
2:160	Board Attorney
4:140	Waiver of Student Fees
5:280	Educational Support Personnel – Duties and Qualifications
6:130	Program for the Gifted

7:90 Release During School Hours  
 7:325 Student Fund-Raising Activities  
 8:80 Gifts to the District

7. Approve Shaela Bates' early graduation request
8. Approve Karle Bates' early graduation request
9. Approve Crysta Behinger's early graduation request
10. Renew Cooperative Team Agreement with Odin School for girls' track and boys' track for the 2010-2011 and 2011-2012 school years
11. Accept Pamela Thornton's resignation as Lunchroom Aide with regrets

Heather Day	<u>X</u>	Rae Ann Gore	<u>1st</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>2nd</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>		

- b. Shall the Board appoint Teresa Cooksey as the designated school board election representative for the April 5, 2011 election?

Heather Day	<u>X</u>	Rae Ann Gore	<u>1st</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>2nd</u>	Stephen Morris	<u>X</u>		

- c. Shall the Board approve the FY10 Annual Financial Report, as presented?

Heather Day	<u>1st</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>2nd</u>	Stephen Morris	<u>X</u>		

- d. Shall the Board adopt the FY11 Budget?

Heather Day	<u>2nd</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>1st</u>	Stephen Morris	<u>X</u>		

- e. Shall the Board approve Design Architects to complete option 2 of the Storm Water Project at Sandoval High School?

Heather Day	<u>X</u>	Rae Ann Gore	<u>2nd</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>1st</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>		

- f. Shall the Board approve the Joint Agreement Resolution with OKAW Area Vocational Center?

This item was tabled.

- g. Shall the Board adjourn to Closed Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes?

Heather Day	<u>1st</u>	Rae Ann Gore	<u>2nd</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>	<u>Time</u>	<u>8:25 pm</u>

Return to Open Session:

Heather Day	<u>X</u>	Rae Ann Gore	<u>2nd</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>1st</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>	<u>Time</u>	<u>8:54 pm</u>

h. Shall the Board review closed session minutes according to Sandoval CUSD #501 Board of Education Policy 2:220 and determine that all minutes should remain closed by a motion:

1. March 15, 2010
2. April 16, 2010
3. April 17, 2010
4. April 19, 2010
5. April 26, 2010
6. May 17, 2010
7. May 25, 2010
8. May 26, 2010
9. June 1, 2010
10. June 3, 2010
11. June 14, 2010
12. June 15, 2010
13. June 21, 2010
14. July 19, 2010
15. August 16, 2010

Heather Day	<u>2nd</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>1st</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>		

i. Shall the Board approve the destruction of audio tapes of closed session minutes that are 18 months or older according to Sandoval CUSD #501 Board of Education Policy 2:220?

Heather Day	<u>2nd</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>1st</u>	Stephen Morris	<u>X</u>		

j. Shall the Board approve Heather Day's request to serve as Volunteer Assistant Junior High Girls' Basketball Coach?

Heather Day	<u>Abstain</u>	Rae Ann Gore	<u>2nd</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>1st</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>		

k. Shall the Board approve Debra Fair's request to serve as Volunteer Band Assistant?

Heather Day	<u>2nd</u>	Rae Ann Gore	<u>1st</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>		

l. Shall the Board approve Julie Nolte’s personal leave request?

Heather Day	<u>1st</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>2nd</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>		

m. Shall the Board employ Lisa Vonder Haar as Egyptian Trust Insurance Representative?

Heather Day	<u>X</u>	Rae Ann Gore	<u>1st</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>X</u>	Mel Wood	<u>2nd</u>	Stephen Morris	<u>X</u>		

n. Shall the Board employ Keith Clark as Student Custodian?

Heather Day	<u>X</u>	Rae Ann Gore	<u>1st</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>2nd</u>	Mel Wood	<u>X</u>	Stephen Morris	<u>X</u>		

XII. Communications

a. There were no Communications.

XIII. Adjournment

Heather Day	<u>X</u>	Rae Ann Gore	<u>X</u>	Susan Lyons	<u>Absent</u>	Clicker Merten	<u>Absent</u>
Tammy Neu	<u>2nd</u>	Mel Wood	<u>1st</u>	Stephen Morris	<u>X</u>	<u>X</u>	<u>8:58 pm</u>

Approved: \_\_\_\_\_  
Board President

Approved: \_\_\_\_\_  
Board Secretary