

**MINUTES OF REGULAR MEETING  
BOARD OF EDUCATION  
SESSER-VALIER COMMUNITY UNIT SCHOOL DISTRICT NO. 196  
SEPTEMBER 16, 2013  
5:35 PM**

**CALL TO ORDER**

A regular meeting of the Board of Education of Sesser-Valier Community Unit School District No. 196 was held in the High School Library at 5:35 PM on Monday, September 16, 2013. The meeting was called to order by President Chris Gore.

**ROLL CALL**

Secretary Malinee called the roll with the following result:

Members Present: Gore, Gulley, Hicks, Kelly, Loucks, Stacey

Members Absent: Robbins

Staff Present: J. Henry, W. Choate, J. Logsdon, V. Malinee, M. Sample, T. Witcher

Visitors Present: Doug Ess, Glass & Shuffett, LTD (District Auditing Firm)

**PUBLIC COMMENT & CORRESPONDENCE**

Superintendent Henry presented a thank you card for the expression of sympathy from the family of Tom Williams.

**REPORTS**

Donnie Robbins arrived at 5:50 PM.

**ANNUAL FINANCIAL REPORT:** Superintendent Henry introduced Doug Ess and asked Mr. Ess to present the district audit information for Fiscal Year 2013. Mr. Ess presented the audit to the board. He then thanked the board for giving Glass & Shuffett the opportunity to serve the district.

SEA: No report.

LABORERS' LOCAL 773: No report.

**CUSTODIAL & MAINTENANCE SUPERVISOR:** Mr. Witcher, Maintenance Supervisor, presented information on the outside facility project (football concession and restrooms). Discussion followed regarding design, availability of water and electricity, process and timeline of receiving bids and completion, etc.

K-8 PRINCIPAL: Mrs. Logsdon, Elem/JH Principal, presented information regarding the following to the board: Trust fund, enrollment information, upcoming activities, and the elementary/junior high field trip requests (out-of-state and/or overnight). The most recent S-V Happenings was presented to the board. Discussion followed regarding homework and the need for teachers to find supplementary materials due to the difficulty of finding textbooks that align with the common core curriculum.

H.S. PRINCIPAL: Mr. Choate, High School Principal, presented information regarding the following to the board: Trust fund, enrollment, upcoming calendar entries, professional development activities for teachers, and the high school field trip requests (out-of-state and/or overnight).

Discussion followed regarding the new regulation regarding strapless dresses not being allowed at the high school prom.

SUPERINTENDENT: Mr. Henry, Superintendent, presented the following information to the board:

1. The consent agenda for this month's meeting includes the following additional item(s):
  - a. Approval of the district audit for Fiscal Year 2013;
  - b. Approval of the district budget for Fiscal Year 2014;
  - c. Approval of a 2013-2014 Amended Public School Calendar;
  - d. Approval of certified employee compensation reports;
  - e. Approval of the Illinois School District Agency Agreement;
  - f. Approval of the Workers' Compensation Self-Insurance Trust Pool 1 Coverage Agreement;
  - g. Approval of the Dual Credit Agreement for 2013-2014 Between Rend Lake College and Sesser-Valier High School;
  - h. Approval of a Service Contract for Substance Abuse Prevention with New Leaf (The H Group);
  - i. Approval of 2013-2014 out-of-state and/or overnight field trip requests for Sesser-Valier Elementary/Junior High School;
  - j. Approval of 2013-2014 out-of-state and/or overnight field trip requests for Sesser-Valier High School;
  - k. Approval of 2013-2014 out-of-state and/or overnight field trip requests for the Teen REACH Program.
2. Mr. Witcher & Mr. Henry are currently working alongside the district architect to design the proposed Football Concession/Restroom Building project. At this time, the site survey, core sampling, and building plans/specifications are in process. They envision a need for a special board meeting authorizing the project plans to begin the bid process. They hope to hold a public bid opening in late October with a bid award to follow soon thereafter. The goal is to complete basement concrete work before winter weather would prevent such work.
3. RC Beverage Corporation has proposed a new five-year agreement to provide beverage vending for the school district. The new agreement proposal is substantively similar to the district's previous agreement with RC, including a \$20,000 cash payment at the beginning of

the agreement, 25% commission on vended products, and a cost-containment provision for concessions beverages (annual price increases cannot exceed 2%). Most importantly, RC is willing to provide the product sizing that we would like to use (16.9 oz bottles). RC's service over the past 5 years has been very good, and Mr. Henry indicated that he would like to retain RC as the beverage service provider.

4. Board members received the district budget summary (green) as a part of the board packet. As a reminder, the tentative budget should be presented in August, put on public display for at least 30 days, adopted in September, and filed with the county clerks, regional superintendent, and ISBE prior to the end of September.

This year's district budget shows an overall deficit of \$1,056,850. The majority of the deficit is projected in the Education Fund (\$1,009,055). *Mr. Henry indicated that he is very concerned about this projected deficit, and believes the district will actually experience a significant deficit for Fiscal Year 2014, despite reasonable efforts to limit spending.* Based on experience during Fiscal Year 2013, the state MCAT payment schedule has been adjusted to anticipate the receipt of three (3) Fiscal Year 2014 MCAT payments before June 30, 2014.

The budget represents an educated "guess" about the District's financial revenues and expenditures for the year. Both the revenue side and expenditure side of the budget can experience unforeseeable reductions or increases that are not predictable. (The revenue side of the budget has been prepared using the assumption listed above, and the expense side of the budget has been prepared using a "worst-case scenario" assumption.)

As was discussed for several years, officials at the Illinois State Board of Education who "rate" the financial health of school districts recommend that districts carry at least six (6) months of unencumbered cash in operating funds. Such a fund balance should help the district to achieve the highest level of financial ranking available from ISBE, although the district's long-term indebtedness will have a marginal negative impact on such a rating. Based on the budget deficit projected for Fiscal Year 2014, Mr. Henry expects the ISBE financial profile score to go down at the Fiscal Year 2014 audit.

5. On August 16, 2013, a notice was received that the district had been awarded a Monsanto Fund America's Farmers Grow Rural Education grant for \$10,000. This grant award follows a Spring, 2013, application that was completed. The grant will be used to provide peripheral equipment (science probes) for iPads for use in science classrooms. During the halftime of the October 4, 2013, varsity football game, a Monsanto representative will be present to conduct a formal check presentation.
6. On Friday, September 13, 2013, a proposed law enforcement agreement from Sesser Police Chief D.T. Richardson was received. A copy of that proposal and the previous written agreement were provided for board review.
7. A copy of the September 16, 2013, edition of Illinois School Policy Updates was presented for board review.

**CONSENT AGENDA**

A motion was made by Kelly and seconded by Stacey approving the minutes of the previous meeting: August 12, 2013 (Regular Meeting); Treasurer's report; bills in the amount of \$238,377.73 and salaries in the amount of \$351,743.42; approval of the district audit for Fiscal Year 2013; approval of the district budget for Fiscal Year 2014; approval of the 2013-2014 Amended Public School Calendar; approval of the certified employee compensation reports; approval of the Illinois School District Agency Agreement; approval of the Workers' Compensation Self-Insurance Trust Pool 1 Coverage Agreement; approval of the Dual Credit Agreement for 2013-2014 Between Rend Lake College and Sesser-Valier High School; approval of Service Contract for Substance Abuse Prevention with New Leaf (The H Group); approval of 2013-2014 out-of-state and/or overnight field trip requests (Sesser-Valier Elementary/Junior High School); approval of the 2013-2014 out-of-state and/or overnight field trip requests (Sesser-Valier High School); and approval of the 2013-2014 out-of-state and/or overnight field trip requests (Teen REACH program), as presented.

Roll call voting was as follows:

Yeas: Gore, Gulley, Hicks, Kelly, Loucks, Robbins, Stacey

Nays: None

There being seven (7) yeas and zero (0) nays, the president declared that the motion carried.

**OLD BUSINESS**

None

**NEW BUSINESS**

**APPROVAL OF DISTRICT BEVERAGE VENDOR CONTRACT:** A motion was made by Kelly and seconded by Stacey to approve a beverage vendor contract with Royal Crown Bottling Corporation, as presented, and to authorize the district superintendent to execute said contract.

Roll call voting was as follows:

Yeas: Gulley, Hicks, Kelly, Loucks, Robbins, Stacey, Gore

Nays: None

There being seven (7) yeas and zero (0) nays, the president declared that the motion carried.

**REQUEST FOR JOINT BOARD MEETING (SPECIAL) WITH WALTONVILLE CUSD #1 BOARD OF EDUCATION:** Superintendent Henry presented a request from Waltonville Superintendent Horton for a joint meeting to discuss sports cooperatives. Discussion followed and board authorized Superintendent Henry to contact Superintendent Horton and begin deciding on a date for the joint meeting.

**CLOSED SESSION:** At 7:15 PM, a motion was made by Stacey and seconded by Robbins to enter into closed session for the purpose of discussing the following exceptions to the Open Meetings Act:

- a. The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1), as amended by P.A. 93-57)
- b. Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. (5 ILCS 120/2(c)(2))

Roll call voting was as follows:

Yeas: Hicks, Kelly, Loucks, Robbins, Stacey, Gore, Gulley

Nays: None

There being seven (7) yeas and zero (0) nays, the president declared that the motion carried.

**RECONVENE FROM CLOSED SESSION:** At 8:27 PM, a motion was made by Stacey and seconded by Robbins to reconvene from closed session.

Voting was as follows: All voted yea. There being seven (7) yeas and zero (0) nays, the president declared the motion carried.

**NEW BUSINESS (PERSONNEL)**

**ACTION UPON REDUCTION-IN-FORCE AND DISMISSAL OF NON-CERTIFIED EMPLOYEE (BURZYNSKI, CORTNEY):** A motion was made by Kelly and seconded by Stacey that the Board adopt the Resolution "Resolution Reference The Reduction in Hours And Honorable Dismissal Of An Educational Support Personnel" for Cortney Burzynski as presented and that the Superintendent be authorized and directed to deliver or cause to be delivered the notice to the employee as specified in the Resolution.

Roll call voting was as follows:

Yeas: Loucks, Robbins, Stacey, Gore, Gulley, Hicks, Kelly

Nays: None

There being seven (7) yeas and zero (0) nays, the president declared that the motion carried.

**APPROVAL OF VOLUNTEER EXTRACURRICULAR COACH(ES) AND/OR SPONSOR(S):** A motion was made by Stacey and seconded by Gulley to approve the following extracurricular volunteer assistant coaches and/or sponsors:

- JHS Boys' Basketball: Clark Lance & TJ Eubanks
- HS Boys' Basketball: Marcus Clarry & Justin Raby

- HS Girls' Basketball: Emmalee Metcalf

Voting was as follows: All voted yea. There being seven (7) yeas and zero (0) nays, the president declared the motion carried.

**APPROVAL OF EMPLOYEE MATERNITY LEAVE REQUEST (ZIMMER, VALERIE):** A motion was made by Loucks and seconded by Stacey to approve a maternity leave request for High School Mathematics Teacher Valerie Zimmer, as presented.

Voting was as follows: All voted yea. There being seven (7) yeas and zero (0) nays, the president declared the motion carried.

**OTHER BUSINESS:**

Superintendent Henry reminded the board members that the regular October board meeting is scheduled for the Tuesday following Columbus Day (October 15, 2013).

**ADJOURNMENT:** A motion was made by Stacey and seconded by Robbins to adjourn.

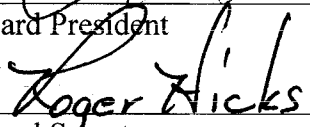
Voting was as follows: All voted yea. There being seven (7) yeas and zero (0) nays, the president declared the motion carried.

The meeting adjourned at 8:30 PM.

**CERTIFICATION OF MINUTES**

The above-listed account of the regular meeting of the Board of Education of Sesser-Valier Community Unit School District No. 196, held on Monday, September 16, 2013, at 5:30 PM, is, to the best of my knowledge, a true and accurate account of the aforementioned meeting.

  
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Board President

  
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Board Secretary

**MINUTES OF PUBLIC HEARING  
REGARDING THE 2013-14  
SESSER-VALIER COMMUNITY UNIT SCHOOL DISTRICT #196  
BUDGET**

**SEPTEMBER 16, 2013**

A public hearing regarding the 2013-2014 Sesser-Valier CUSD #196 district budget was held at 5:25 PM in the High School Library on Monday, September 16, 2013. The hearing was called to order by Board President Chris Gore.

Members Present: Gore, Gulley, Hicks, Kelly, Loucks, Stacey

Members Absent: Robbins

Staff Present: J. Henry, W. Choate, V. Malinee, M. Sample, T. Witcher

Visitors Present: None

Superintendent Henry presented the 2013-2014 budget indicating that there were several adjustments from the tentative budget presented at the August, 2013, board meeting. He indicated that he had received some updated information regarding the revenue and an adjustment had to be made on the expense side on salary to correct an error. The new version is a little better than the tentative budget presented in August.

Superintendent Henry indicated that he did not expect the deficit to be as much as indicated by the initial budget, but reminded board members that state payments are uncertain, especially during this difficult financial time. Mr. Henry indicated that he is concerned that the district will actually experience another significant deficit for Fiscal Year 2014, despite reasonable efforts to limit spending.

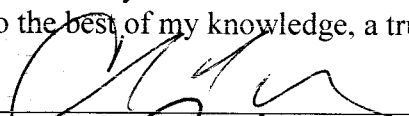
Superintendent Henry asked for any other questions, and there were none forthcoming. He indicated the adoption of the budget was on the consent agenda of the regular board meeting to follow.

Superintendent Henry closed the hearing at 5:35 PM.

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**CERTIFICATION OF MINUTES**

The above-listed account of the public hearing of the Board of Education of Sesser-Valier Community Unit School District No. 196, held on Monday, September 16, 2013 at 5:25 PM, is, to the best of my knowledge, a true and accurate account of the aforementioned meeting.

  
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Board President

  
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Board Secretary