

**MINUTES OF REGULAR MEETING  
BOARD OF EDUCATION  
SESSER-VALIER COMMUNITY UNIT SCHOOL DISTRICT NO. 196  
SEPTEMBER 12, 2016  
6:00 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 6:11 PM on Monday, September 12, 2016. The meeting was called to order by President Carroll Kelly.

**ROLL CALL**

Secretary Malinee called the roll with the following result:

Members Present: Hicks, Kelly, Loucks, Robbins, Stacey

Members Absent: Acosta, Gulley

Staff Present: J. Henry, N. Page, J. Logsdon (arrived at 6:50 PM), V. Malinee, B. Dilliner, S. White, Rachel Payne

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

Kevin Acosta arrived at 6:12 PM.

**PUBLIC COMMENT & CORRESPONDENCE**

Superintendent Henry presented a thank you note for the expression of sympathy from the family of Norma Helton.

**REPORTS**

**ANNUAL FINANCIAL REPORT:** Superintendent Henry introduced Doug Ess and asked Mr. Ess to present the district audit information for Fiscal Year 2016. 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: No report.

**K-8 PRINCIPAL:** Mrs. Page presented, in the absence of Mrs. Logsdon, Elem/JH Principal, information regarding the following to the board: Trust fund, enrollment information, upcoming activities, professional development activities, and the elementary/junior high field trip requests

(out-of-state and/or overnight). The most recent copy of the S-V Happenings was presented to the board. Mrs. Page also presented a special thanks from Mrs. Logsdon to S-V PTO, Nick and Sandy Laur, and several junior high students.

H.S. PRINCIPAL: Mrs. Page, High School Principal, presented information regarding the following to the board: Trust fund, enrollment, upcoming calendar entries, Student Engagement - Life 101, and zSpace technology update.

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):
  - Approval of the district audit for FY16;
  - Approval of the district's administrator & teacher compensation reports;
  - Approval of the 2016-2017 ISBE Applications for Recognition of Schools;
  - Approval of the 2016-2017 S.T.A.R. Quest Academy Regional Safe School Letter of Agreement;
  - Approval of the 2016-2017 out-of-state and/or overnight field trip requests (Sesser-Valier Elementary/Junior High School; Sesser-Valier High School).
2. Board members received the initial budget summary (green) as a part of the board packet mailings. As a reminder, the initial budget must be adopted in September, and filed with the county clerks, regional superintendent, and ISBE prior to the end of September.

The current version of this year's initial budget shows an overall deficit of \$664,605. The majority of the deficit is projected in the Education Fund (\$579,730). While Superintendent indicated that he is very concerned about this projected deficit, and believes the district will actually experience a significant deficit for Fiscal Year 2017, despite reasonable efforts to limit spending, he is encouraged that the district has significantly reduced projected expenses for Fiscal Year 2017, even more aggressively than originally anticipated. While there are still additional reductions that must be made, he believes the deliberate approach that was adopted two years ago remains the best course of action. The current version of the initial budget retains the previous assumption that the State of Illinois will make three (3) of the FY17 quarterly MCAT payments by June 30, 2017.

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 has been 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. The district's long-term indebtedness is no longer negatively impacting the financial rating. Based on the

budget deficit projected for Fiscal Year 2017, Superintendent Henry expects the district's ISBE financial profile score to go down again in the short-term (much like what is happening in other Illinois school districts that are state aid-dependent).

3. A copy was presented (for informational purposes) of the Franklin County Property Tax Distribution report that shows the first deposit (electronic) of property tax revenues that were generated from the Summer, 2016, property tax bills.
4. Superintendent Henry also presented a copy (for informational purposes) of a letter from Regional Superintendent of Schools Matt Donkin regarding a Spring, 2016, "mini-compliance" visit that he and Assistant Regional Superintendent Tim Bleyer conducted.
5. As of September 12, 2016, the following Fiscal Year 2016 payments are due & payable to the school district:

<b>Categorical Payments</b>	<b>Amount Due</b>	<b>Voucher Date</b>	<b>Regular Payment Date</b>	<b>Date Paid</b>
<b>Special Education: Personnel</b>	\$21,494.75	9/28/2015	9/30/2015	12/22/2015
	\$21,494.75	12/23/2015	12/30/2015	2/19/2016
	\$21,494.75	3/28/2016	3/30/2016	4/27/2016
	\$21,494.75	6/15/2016	6/20/2016	
<b>Special Education: Extraordinary</b>	\$22,654.75	9/28/2015	9/30/2015	12/23/2015
	\$22,654.75	12/23/2015	12/30/2015	2/26/2016
	\$22,654.75	3/28/2016	3/30/2016	4/28/2016
	\$22,654.75	6/15/2016	6/20/2016	
<b>Transportation: Regular</b>	\$47,488.20	9/28/2015	9/30/2015	12/23/2015
	\$47,598.71	12/23/2015	12/30/2015	2/24/2016
	\$47,598.71	3/28/2016	3/30/2016	4/27/2016
	\$47,598.71	6/15/2016	6/20/2016	
<b>Transportation: Special Education</b>	\$18,374.38	9/28/2015	9/30/2015	12/22/2015
	\$18,150.59	12/23/2015	12/30/2015	2/19/2016
	\$18,416.17	3/28/2016	3/30/2016	4/27/2016
	\$18,416.17	6/15/2016	6/20/2016	
<b>Driver Education</b>	\$2,116.08	9/28/2015	9/30/2015	10/1/2015
	\$2,116.08	12/23/2015	12/30/2015	12/31/2015
	\$2,116.08	3/28/2016	3/30/2016	4/1/2016
	\$2,116.08	6/15/2016	6/20/2016	6/21/2016
<b>Total</b>	<b>\$448,703.96</b>			

Total payments to date: \$338,539.58(75.45% of payments due for FY16)

**Grand Total of Outstanding Fiscal Year 2016 State Payments: \$110,164.38**

**CONSENT AGENDA**

A motion was made by Stacey and seconded by Robbins approving the minutes of the previous meeting: August 8, 2016 (Regular Meeting) and September 1, 2016 (Deficit Reduction

Committee Meeting); Treasurer's report; bills in the amount of \$127,698.34 and salaries in the amount of \$341,899.91; approval of the district audit for Fiscal Year 2016; approval of the administrator and teacher compensation reports; approval of the 2016-2017 ISBE Applications for Recognition of Schools; approval of the 2016-2017 S.T.A.R. Quest Academy Regional Safe School Letter of Agreement; approval of 2016-2017 out-of-state and/or overnight field trip requests (Sesser-Valier Elementary/Junior High School); and approval of the 2016-2017 out-of-state and/or overnight field trip requests (Sesser-Valier High School), as presented.

Roll call voting was as follows:

Yeas: Acosta, Hicks, Kelly, Loucks, Robbins, Stacey

Nays: None

There being six (6) yeas and zero (0) nays, the president declared that the motion carried.

### **OLD BUSINESS**

None

### **NEW BUSINESS**

**APPROVAL/APPOINTMENT OF DISTRICT CONCUSSION OVERSIGHT TEAM:** A motion was made by Stacey and seconded by Robbins to approve the following district employees as members of the District Concussion Oversight Team (retroactive to August 15, 2016):

- SVHS Principal: Natalie Page
- SV196 Athletic Director: Chip Basso
- SV196 Nurse: Cathy Marlo
- SVHS Guidance Counselor: Kerri Henry
- SVHS Boys' Basketball Coach: Shane Garner

Superintendent Henry explained that the team will develop "return to play" and "return to learn" guidelines that are primarily driven by a child's physician.

Voting was as follows: All voted yea. There being six (6) yeas and zero (0) nays, the president declared the motion carried.

**APPROVAL OF STUDENT ACCIDENT INSURANCE ADDITIONAL COVERAGE (GAP COVERAGE):** A motion was made by Robbins and seconded by Stacey to approve the purchase of additional student accident insurance (\$0-\$25,000 gap coverage), as presented, and to authorize the district superintendent or his designee to execute all necessary documents to complete said purchase.

Roll call voting was as follows:

Yeas: Hicks, Kelly, Loucks, Robbins, Stacey, Acosta

Nays: None

There being six (6) yeas and zero (0) nays, the president declared that the motion carried.

APPROVAL OF STUDENT HANDBOOK REVISIONS AND PARENTAL NOTICE REGARDING DISTRICT POLICY AMENDMENT(S): Superintendent Henry presented information to the board regarding certain student handbook amendments that need to be made following the board's recent policy update cycle. A motion was made by Stacey and seconded by Loucks to approve certain student handbook revisions and parental notice regarding district policy amendments, as presented.

Voting was as follows: All voted yea. There being six (6) yeas and zero (0) nays, the president declared the motion carried.

AUTHORIZATION FOR DISTRICT SUPERINTENDENT OR DESIGNEE TO EXECUTE A REND LAKE COLLEGE DUAL CREDIT AGREEMENT FOR 2016-2017: Superintendent Henry asked for authorization to execute a dual-credit agreement with Rend Lake College when it is received. A motion was made by Loucks and seconded by Stacey to authorize the district superintendent or his designee to execute a Rend Lake College Dual Credit Agreement for 2016-2017 if/when received.

Voting was as follows: All voted yea. There being six (6) yeas and zero (0) nays, the president declared the motion carried.

APPROVAL OF DISTRICT BUDGET FOR FISCAL YEAR 2017: A motion was made by Stacey and seconded by Acosta to approve the Fiscal Year 2017 district budget, as presented.

Roll call voting was as follows:

Yeas: Robbins, Stacey, Acosta, Hicks, Kelly, Loucks

Nays: None

There being six (6) yeas and zero (0) nays, the president declared that the motion carried.

Superintendent Henry complimented the board members for remaining steadfast in reducing expenditures.

APPROVAL OF VOLUNTEER EXTRACURRICULAR COACH(ES) AND/OR SPONSOR(S): Discussion regarding qualifications of extracurricular coaches and/or sponsors was held. A motion was made by Stacey and seconded by Robbins to approve the following volunteer extracurricular coach(es) and/or sponsor(s):

- JHS Boys' Basketball: Luke Thompson
- JHS Girls' Basketball: Nick Laur

- HS Girls' Basketball: Emmalee Winter

Voting was as follows: All voted yea. There being six (6) yeas and zero (0) nays, the president declared the motion carried.

**ACKNOWLEDGEMENT OF EMPLOYEE RESIGNATION/RETIREMENT NOTICE(S):** A motion was made by Stacey and seconded by Loucks to acknowledge the following employee resignation/retirement:

- SVHS PE Teacher: Rick Metcalf (retirement effective at the conclusion of the 2019-2020 school year; includes coaching)

Voting was as follows: All voted yea. There being six (6) yeas and zero (0) nays, the president declared the motion carried.

**OTHER BUSINESS:**

Superintendent Henry reminded the board members that the next board meeting will be held on the third Monday of October (October 17, 2016).

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


Voting was as follows: All voted yea. There being six (6) yeas and zero (0) nays, the president declared the motion carried.

The meeting adjourned at 7:16 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 12, 2016, at 6:11 PM, is, to the best of my knowledge, a true and accurate account of the aforementioned meeting.

  
Board President

  
Board Secretary

**MINUTES OF PUBLIC HEARING  
REGARDING THE 2016-17  
SESSER-VALIER COMMUNITY UNIT SCHOOL DISTRICT #196 BUDGET**

**SEPTEMBER 12, 2016**

A public hearing regarding the 2016-2017 Sesser-Valier CUSD #196 district budget was held at 5:55 PM in the High School Library on Monday, September 12, 2016. The hearing was called to order by Board President Carroll Kelly.

Members Present: Kelly, Loucks, Robbins, Stacey

Members Absent: Acosta, Gulley, Hicks

Staff Present: J. Henry, N. Page, , V. Malinee, B. Dilliner, S. White, Rachel Payne

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

Roger Hicks arrived at 6:00 PM.

Superintendent Henry presented the 2016-2017 budget and explained that the hearing was to hear any public comments regarding the district budget. Following the Deficit Reduction Committee meeting, the appropriations were reduced in the discretionary purchased service, supplies, equipment, and other categories by 10%, as directed by the committee. Inflationary costs were placed in the budget. Superintendent Henry reviewed the summary of the reductions (including the moving of an insurance expense from the Building Fund to the Tort Fund) and indicated that the revenues have been under estimated and the expenses over estimated. He informed the board that the deficit spending of \$579,730 in the Education Fund will probably not be that high. He also indicated that he will probably recommend a budget amendment mid-year (November/December) to get the appropriations in the appropriate objects following feedback from department heads.

Superintendent Henry asked for any other questions or additional public input, and there were none forthcoming.

Superintendent Henry closed the hearing at 6:10 PM.

**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 12, 2016 at 5:55 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