

PONTIAC TOWNSHIP HIGH SCHOOL DISTRICT 90
1100 E. Indiana Avenue, Pontiac, IL 61764
Minutes of the Board of Education – Regular Meeting and Budget Hearing
September 12, 2016

The Pontiac Township High School District No. 90 Board of Education held its regular meeting in the Dr. Ronald J. Yates Memorial Library on Monday, September 12, 2016. President Roger Corrigan called the meeting to order at 7:03 p.m.; the Pledge of Allegiance was recited. Board members Tom Brown, Carla Chandler, Roger Corrigan, Don Lambert, Betty Murphy, Nick Sartoris, and Dale Schrock answered roll call. Also present were Administrators Jon Kilgore, Tera Graves and Eric Bohm; reporter from The Daily Leader; Guest Speaker Lisa Meyer, PTHS Guidance Counselor and Interim Board Secretary Karen Wright.

A motion was made by Mr. Sartoris and seconded by Mr. Schrock to suspend the regular Pontiac Township High School Board of Education meeting at 7:04pm. Motion carried on a voice vote.

There was no public comment.

Mr. Kilgore presented the FY17 budget. After being on display for thirty days, the updated FY17 budget surplus has reduced due to the hiring of a nurse, hiring of a bookkeeper and adjustments on contra accounts per the recommendation of the auditor. The discussion centered on debt certificate payments related to the gym and auditorium roof project from last year with three years of payments remaining. PTHS is still fulfilling its promise to the tax payers to abate life safety bonds one year early. Next year the abated taxes reduce property taxes by \$0.13. Mr. Kilgore also reported that there is a surplus in the IMRF fund; therefore we levied less for that purpose. The Capital Project fund was also discussed as well the Tort fund which has a deficit balance. The district is working toward eliminating that deficit. Health Life Safety fund expenditures were reduced to \$6500.

Mrs. Graves reported that the biggest changes regarding LACC were the enrollment numbers that went from 325 last year to 319 this year which creates a decrease in revenue, new insurance rates and an additional text book cost. The deficit is related to kitchen repairs for the new culinary arts room.

A discussion of budgets took place regarding the culinary arts room. Mr. Lambert asked about total cost of the culinary arts room which is estimated to be around \$70,000; cost subject to change. Enrollment in culinary arts has doubled in the past few years. Official contractors have begun working, as well as an architect. Mrs. Graves projects there will be approximately \$100,000 in savings overall.

A motion was made by Mrs. Chandler and seconded by Mrs. Murphy to adjourn the Budget Hearing and resume the regular meeting at 7:17pm. Motion carried on a voice vote.

The Minutes of the regular meeting of August 8, 2016 were approved as presented on a motion by Mr. Brown and seconded by Mr. Schrock. Motion carried on a voice vote.

Mr. Kilgore reviewed the High School Finance Report as of September 30, 2016 as follows:

*Cash in Bank	\$2,876,280.38	Investments	268,289.74
*Education Fund	(\$1,176,976.17)		
*OM Fund	\$405,055.46		
*Debt Services	\$5,220.19		
*Transportation	(\$6,290.03)		
*IMRF	\$112,907.79		
*Capital Projects	\$321,358.64		
*Working Cash	\$114,214.26		
*Tort	(\$48,444.26)		
*Fire Prev & Safety	\$117,309.11		

Mr. Kilgore presented the Financial Review reporting that investments are low as cash comes in. Mr. Corrigan suggested moving some money into investment. The American Express card and purchases made on the card were discussed. Mrs. Graves responded that we try to only use the card with businesses who do not accept purchase orders. Mrs. Murphy inquired about drug testing of students and the cost to the school. It was reported that athletes are randomly selected and are only required to pay for a second opinion should they choose to get one, or they are required to pay if they did not enter into the drug testing pool before the start of the season.

A motion was made by Mr. Lambert and seconded by Mrs. Murphy to approve the bills and requisitions. . Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock all voted "Aye" on a roll call vote. Motion carried.

Mr. Smucker from the Daily Leader and Ms. Lisa Meyer, PTHS Guidance Counselor Department Chair, were recognized as guests and no public comment was made.

Ms. Meyer gave her scheduled presentation. She reported on the continuation of work between PTHS and LCSSU, IHR and ISU for mental health services.

Family Feast was successful this year and there were new changes that brought freshmen and new students in for their orientation later in the morning than previous years and kept them in the building until 5pm when the Family Feast began. Staff members involved in the planning of orientation and Family Feast will continue to brainstorm on ways to improve the event. Skyward sessions were offered to parents. The night ended with a dance for all PTHS students.

Ms. Meyer reported on the Freshmen Learning Community (FLC). Heartland Community College (HCC) has already come in to speak to freshmen about Success Education Courses to earn college credits, which is a new opportunity. The FLC continue to bring 8th graders to PTHS for placement testing. The FLC is focusing on curriculum during the first part of their meetings and the guidance department comes in for the second part to discuss student concerns and mental health issues. Guidance is now meeting with freshman students during their study hall.

Ms. Meyer mentioned that representatives from HCC are planning to be in the building two day per month to work upperclassmen. She also reported on dual credit enrollments. FAFSA applications are now available October 1st instead of January 1st which allows students more time to apply and be eligible for grants.

Services for at-risk youth, homeless youth and youth in need are continued to be supplied with clothing, hygiene products and weekend food bags from PTHS.

Mrs. Meyer departed from the meeting at 7:57pm.

Mr. Kilgore reviewed Board Business noting that all financial focus has been on the budget.

Mr. Kilgore also reported on the application for recognition of public schools, agreeing to adhere. Once all board members have approved, Mr. Kilgore will enter the approval date online.

Mr. Bohm reported on the start of school. As of the 10th day of school enrollment was at 709 students which 681 being in-house, 2 placed out of district and 26 at the alternative school. There was an increase of enrollment from the 1st day of school to the 10th day of school with a number of transfers coming in. It was suggested that there is a possibility of an impact of enrollment number with the new housing units on Water St.

Mr. Bohm also reported on crisis management noting that there have been several drills already this year and there will be additional drills throughout the year. Mr. Bohm and Mrs. Grave specifically focused on code red and want teachers and students to be thinking of how to react to those situations.

Mr. Bohm, Mr. Bustle and Mr. Ritter are now welcoming students in the morning and there seems to be positive feedback from the students regarding this.

Mr. Bohm also mentioned that a former substance abuser came and spoke to the students recently and there was also positive feedback regarding this person's presentation.

There will be a Teacher Institute Day on October 7, 2016 which includes the annual feeder school institute and relationship building. The Staff Development Committee is continuing to come up with topics to discuss.

Mrs. Graves reported that tuition bills have gone out with 80% due in the fall and 20% in the spring.

Mrs. Graves reported on the preparation of Compass and focusing on student assessments. Currently assessments are done with paper and she would like to move to online assessments.

CNA courses used to be offered as evening courses both semesters, but will not be done first semester due to the instructor's schedule and the regulation of guidelines by the Illinois Department of Public Health, which make it more difficult to obtain additional instructors. Mrs. Graves would like to continue the conversation about giving high school credit for those students who can only attend the evening courses. The same goes for HCC students who are only receiving the certification upon completion of the course, and not receiving HCC credit. HCC students cannot get into the nursing program without a CNA license. LACC is in need of another staff member who can do clinical sight supervision.

Mrs. Graves also reported that grants have increased this year.

In Personnel, Mr. Kilgore recommended the Board approve Kelly Carter as a bookkeeper and 12-month employee; Karen Wright for a stipend as Summer Bookkeeper and a rate increase; Jeri Lucas as a Substitute Teacher; Jim Sarama as a full-time custodian; a memorandum of understanding with the PEA and Katy Kaluzny regarding Tenure and Salary; Jake Dixon as FFA Volunteer; Zac Dunham as FFA Volunteer; Mitch Miller as FFA Volunteer; Phyllis Myers as FFA Volunteer; Jake Ralph as FFA Volunteer.

A motion was made by Mrs. Murphy and seconded by Mr. Sartoris to approve the Pontiac Township High School District 90 FY2017 Budget as presented. Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock voted "aye" on a roll call vote. Motion carried.

A motion was made by Mr. Brown and seconded by Mr. Sartoris to approve the Livingston Area Career Center FY2017 Budget as presented. Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock voted "aye" on a roll call vote. Motion carried.

A motion was made by Mrs. Murphy and seconded by Mrs. Chandler to approve the annual Application for Recognition of Schools. Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock voted "aye" on a roll call vote. Motion carried.

A motion was made by Mr. Schrock and seconded by Mr. Sartoris to approve Kelly Carter as Bookkeeper and a 12-month employee. Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock voted "aye" on a roll call vote. Motion carried.

A motion was made by Mrs. Chandler and seconded by Mr. Brown to approve Karen Wright for a Summer Bookkeeper stipend and rate increase. Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock voted "aye" on a roll call vote. Motion carried.

A motion was made to by Mrs. Murphy and seconded by Mr. Sartoris to approve Jeri Lucas as Substitute Teacher. Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock voted "aye" on a roll call vote. Motion carried.

A motion was made by Mr. Lambert and seconded by Mr. Schrock to approve Jim Sarama as a full time custodian. Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock voted "aye" on a roll call vote. Motion carried

A motion was made by Mrs. Chandler and seconded by Mr. Schrock to approve the Memorandum of Understanding between the PEA and Board of Education regarding tenure and salary of Katy Kaluzny. Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock voted "aye" on a roll call vote. Motion carried

A motion was made by Mr. Lambert and seconded by Mr. Sartoris to approve Jake Dixon, Zac Dunham, Mitch Miller, Phyllis Myers and Jake Ralph as FFA volunteers. Mr. Brown, Mrs. Chandler, Mr. Corrigan, Mr. Lambert, Mrs. Murphy, Mr. Sartoris and Mr. Schrock voted "aye" on a roll call vote. Motion carried

The next meeting of the Board of Education will be at 7:00 p.m. on Tuesday, October 11, 2016, with the Finance Committee meeting at 5:45 p.m.

A motion was made by Mr. Sartoris and seconded by Mr. Lambert to adjourn. Motion carried on a voice vote. The meeting adjourned at 8:25pm.

Respectfully submitted,

Roger Corrigan, Board President

Karen Wright, Interim Board Secretary