

September 13, 2011

The Board of Education of Community Unit School District Number Two met at 7:00 P.M., on Tuesday, September 13, 2011, in the Board of Education and Administrative Offices, 1701 Charleston Avenue, Mattoon, Illinois.

The meeting was called to order by Board President Michelle Skinlo.

**ROLL CALL:** Present: Colleen Garner, Robert Miller, Susan Smith, Bill Standerfer, and Michelle Skinlo

Absent: Gary Kepley, Rodney Morris

**RECEPTION OF VISITORS:**

Board President Michelle Skinlo welcomed all visitors present and opened the floor to those wishing to address the Mattoon Board of Education on agenda and non-agenda items.

**Agenda: None**

**Non-Agenda: None**

**CONSENT AGENDA:** The Consent Agenda, consisting of the following items, was presented to the Board for approval:

- Approval of the minutes of the regular meeting of the Board of Education held on August 9, 2011 and of the Executive Session Meeting of the Board of Education held on August 9, 2011
- Financial – Payment of August 2011 bills as presented
- Approval of the 2011 Six-Day Enrollment Report as presented - 3,487 and approval of the August 2011 enrollment report as presented – 3,500
- Approval of the 2011-2012 Application for Recognition of Schools completed on the IWAS site through the Illinois State Board of Education web site
- Approval of a Freedom of Information request received on August 19, 2011 regarding Robert Dinnen, a superintendent in Pennsylvania and his credentials. This is the third request concerning this individual.

Miller moved, seconded by Garner, to approve the Consent Agenda as presented.

Roll call vote as follows: Kepley,absent; Miller,aye; Morris,absent; Smith, aye; Standerfer,aye; Garner,aye; Skinlo,aye. Nays, none. Motion carried.

Board Member Rodney Morris arrived at 7:05 p.m. during the following presentation of the 5-year Financial Projections Report presented by Howie Crouse of PMA.

**PRESENTATION OF 5-YEAR  
FINANCIAL PROJECTIONS –  
HOWIE CROUSE, PMA FINANCIAL  
CONSULTANT:**

(Information Item):

Mr. Howie Crouse, PMA Financial Consultant, presented information to the Board of Education regarding the districts' 5-year financial projections.

See Exhibit 4.1a – Mattoon CUSD 2 – PMA Financial  
Planning Program

See Exhibit 4.1b – District 5-Year Financial Outlook

Discussion by the Board ensued. Board Member Rodney Morris asked how the Mattoon District compared with other districts. Mr. Crouse responded, “Mattoon is in the middle with around two to three months into the fund balance.” Districts in the upper level are predominantly locally funded with little money coming from the State of Illinois. Board Member Bill Standerfer commented that the presentation demonstrated that the Mattoon District is staying on track. Superintendent Lilly expressed his appreciation to Mr. Crouse for all his hard work in putting together this information for presentation to the Board.

**PUBLIC HEARING FOR THE FISCAL  
YEAR 2012 BUDGET FOR**

**MATTOON C.U.S.D. #2:** Smith moved, seconded by Garner, to open the public hearing for the 2011-2012 budget for Mattoon Community Unit School District No. 2.

A unanimous voice vote of “ayes” carried the motion.

Assistant Superintendent Mr. Tom Sherman conducted a public hearing for the Mattoon C.U.S.D. #2 budget for the 2011-2012 school year. The budget was placed on display

for public inspection on August 9, 2011 and must be approved by the Board of Education and on file with the State of Illinois by September 30, 2011. Mr. Sherman presented the dilemma the District is facing with cash flow because of late payments from the State of Illinois. By September 30, 2011, the State of Illinois will owe the Mattoon District \$630,000. In the 2011-2012 school year, the Mattoon District should get two categorical payments from last year and four more for this year, but will probably only receive 2 for this year. However, in spite of this constant fluctuation with state payments, with the use of conservative estimates in state categorical payments by administration, revenues were projected at \$33,726,224 and expenses projected at \$33,690,259 maintaining a balanced budget "in the black" by \$35,965.

Miller moved, seconded by Smith, to close the public hearing for the 2011-2012 budget for Mattoon Community Unit School District No. 2.

A unanimous voice vote of "ayes" carried the motion.

**BOARD ACTION TO APPROVE  
THE 2011-2012 BUDGET FOR**

**MATTOON C.U.S.D. #2:** Assistant Superintendent for Business Tom Sherman requested Board action to approve the 2011-2012 budget for Mattoon C.U.S.D. #2 as presented.

See Exhibit 4.3a

Garner moved, seconded by Standerfer, to approve the Mattoon C.U.S.D. #2 Budget for the 2011-2012 school year as presented.

Roll call vote as follows: Smith,aye; Standerfer,aye; Garner,aye; Kepley,absent; Miller,aye; Morris,aye; Skinlo,aye. Nays, none. Motion carried.

**BOARD ACTION TO ADOPT RESOLUTIONS  
AUTHORIZING THE ISSUANCE OF TAX  
ANTICIPATION WARRANTS FOR \$6,000,000  
AND ISSUE NOTES IN THAT SUM TO DEFRAY  
EXPENSES OF THE DISTRICT FOR THE**

**EDUCATION FUND:** Due to untimely payments from the State of Illinois (as well as possibly omitting a payment), an unstable stream of revenue for

our District has been created. To aid in stabilizing this stream of revenue, Assistant Superintendent for Business Tom Sherman requested a motion that the Board of Education adopt the resolutions presented by the Administration to issue to First Mid-Illinois Bank and Trust, Mattoon, Illinois, as, if and when needed, 60 tax anticipation warrants totaling \$6,000,000.00 for educational purposes at an interest rate to be determined at a later date by First Mid-Illinois Bank and Trust; and that the Board President, Secretary, and School Treasurer be authorized and directed to sign each warrant on behalf of the District, and that the Administration be authorized to take any other action necessary or convenient to the issuance of the warrants, receipt of funds, and avoidance of unnecessary interest expense.

With current uncertainties on when the district will receive state money, Administration felt it would be in the best interest for our district to seek authorization from the Board now. The Mattoon District has gone through this process for the last three years which has worked well in helping the District cope with revenue issues.

Standerfer moved, seconded by Garner, to approve the adoption of the resolutions to issue 60 tax anticipation warrants totaling \$6,000,000.00 as presented.

Roll call vote as follows: Standerfer,aye; Garner,aye; Kepley,absent; Miller,aye; Morris,abstain; Smith,aye; Skinlo,aye. Nays, none. Motion carried.

**PERSONNEL REPORT –  
C.U.S.D. #2:**

Assistant Superintendent for Human Resources Dr. David Skocy presented the following C.U.S.D. #2 personnel report to the Board for approval:

**Certified Resignations – C.U.S.D. #2)**

- John Hicks, resigned as 8<sup>th</sup> Grade Scholastic Bowl Coach at Mattoon Middle School.
- Anna Boyd, will be retiring as Grade 2 Teacher at Williams Elementary School (effective 2016-17 school year)

**Certified Appointments – C.U.S.D. #2**

- Whitney Hastings, English Teacher at Mattoon High School.

- Kristin Daniels, Substitute Teacher.
- Heidi Endsley, Substitute Teacher.
- Ashley Wishard, Substitute Teacher.

**Classified Resignations – C.U.S.D. #2**

- Rebecca Pugh, retired as Paraprofessional from the Armstrong Program at Hawthorne School (effective October 28, 2011)

**PER ADDENDUM**

- Rose Seaman, resigned as Paraprofessional at Neil Armstrong Program at Hawthorne School (effective immediately)

**Classified Termination – C.U.S.D. #2**

Shelly Bolen, job abandonment as bus driver

**Classified Appointments – C.U.S.D. #2**

- Elizabeth Allen, bus aide
- Heather Kirby, sub supervisor
- Loretta Landrus, sub supervisor
- Kristin Moncel, sub supervisor
- Sheila Burrell, volunteer
- Steven Cottet, volunteer
- Michelle Eller, volunteer
- Tamara Fulk, volunteer
- Ardis Larvick, volunteer
- Melissa Lodes, volunteer
- Jennifer Miller, volunteer
- Austin Neal, volunteer
- Jana Richey, volunteer
- Amy Lynn Smith, volunteer
- Jennifer Storm, volunteer

**Extra Duty Appointments - C.U.S.D. #2**

<b>MMS ACTIVITY</b>	<b>SPONSOR/COACH</b>
7 <sup>th</sup> Scholastic Bowl	Monica Genta
8 <sup>th</sup> Scholastic Bowl	Megan Brickey

Garner moved, seconded by Standerfer, to approve the Personnel Report for C.U.S.D. #2 as presented noting a correction for Rose Seaman from certified to classified.

Roll call vote as follows: Garner,aye; Kepley,absent; Miller,aye; Morris,aye; Smith,aye; Standerfer,aye; Skinlo,aye. Nays, none. Motion carried.

**ANNOUNCEMENT THAT MATTOON  
C.U.S.D. #2 WILL HOST THE ILLINI  
DIVISION FALL DINNER MEETING OF THE  
ILLINOIS ASSOCIATION OF SCHOOL  
BOARDS ON SEPTEMBER 22, 2011 AT 5:30  
P.M. AT RIDDLE ELEMENTARY**

**SCHOOL:** (Information Item):  
Superintendent Larry Lilly announced to everyone that the IASB Illini Division Fall Dinner Meeting will be hosted by Mattoon C.U.S.D. #2 at the Riddle Elementary School on September 22, 2011 at 5:30 p.m.

**ANNOUNCEMENT OF BOARD SELF-REVIEW  
FACILITATED BY DR. PATRICK RICE OF THE  
ILLINOIS ASSOCIATION OF SCHOOL BOARDS  
ON SEPTEMBER 28, 2011 AT 5:00 P.M. LOCATED  
IN THE BOARD OF EDUCATION OFFICE,  
1701 CHARLESTON AVENUE, MATTOON,  
ILLINOIS 61938:**

(Information Item):  
Superintendent Larry Lilly announced a board self-review to be conducted by Dr. Patrick Rice of the Illinois Association of School Boards on September 28, 2011 at 5:00 p.m. in the Mattoon Board of Education Office.

Board President Michelle Skinlo expressed everyone's sympathy to Board Member Colleen Garner and her family regarding the recent loss of her father.

**EXECUTIVE SESSION:** Standerfer moved, seconded by Garner at 7:54 p.m. to go into Executive Session to discuss educational matters pertaining to an individual student and to discuss matters pertaining to the sale of lease of property.

A unanimous voice vote of "ayes" carried the motion.

Others present for the Executive Session were:  
Superintendent Mr. Larry Lilly, Assistant Superintendent for Human Resources Dr. David Skocy, and Assistant Superintendent for Business Mr. Tom Sherman.

**OPEN SESSION  
RECONVENED:**

Board President Michelle Skinlo declared Executive Session closed and Open Session reconvened at 9:18 p.m.

**ADJOURNMENT:**

Garner moved, seconded by Standerfer, to adjourn the meeting at 9:18 p.m.

Roll call vote as follows: Morris,aye; Smith,aye; Standerfer,aye; Garner,aye; Kepley,absent; Miller,aye; Skinlo,aye. Nays, none. Motion carried.

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President

Date October 11, 2011

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Secretary