

February 12, 2013

The Board of Education of Community Unit School District Number Two met at 7:00 P.M., on Tuesday, February 12, 2013, 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, Gary Kepley, Robert Miller, Rodney Morris, Susan Smith, Bill Standerfer, Michelle Skinlo

RECEPTION OF VISITORS:

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

Agenda: Recognition of MMS Teacher Ms. Ingrid Minger as 2013 Illinois Reading Educator of the Year – Chad Arnold, MMS Assistant Principal

MMS Assistant Principal Chad Arnold announced Mattoon Middle School teacher Ms. Ingrid Minger as the recipient of the 2013 Illinois Reading Educator of the Year in the 6-12 category. Ms. Minger will be publicly recognized at the Annual Illinois Reading Council Conference on March 15, 2013 during the luncheon at the Abraham Lincoln Grand Ballroom.

Recognition of Riddle Elementary Teacher Amanda Gibson as a Nominee for 2013 King-Mertz Distinguished Research/Creative Activity Award Sponsored by the Graduate School at Eastern Illinois University – Bruce Barnard, Riddle Principal

Riddle Elementary Principal Bruce Barnard announced that the Department of Early Childhood, Elementary and Middle Level Education nominated the action research project by Amanda Gibson for the 2013 King-Mertz Distinguished Research/Creative Activity Award Competition sponsored by the Graduate School at Eastern Illinois University. The award recipient will be selected by the Council on Graduate Studies Awards Committee and recognized during the April 2013 Graduate Exposition. Also, the Department will recognize Ms. Gibson's achievement at the Scholarship Recognition Ceremony on April 5, 2013 and will receive a certificate of achievement and an honorarium.

Non-Agenda: Gary Kepley

Board Secretary Gary Kepley announced that Mattoon Middle School PTSA was having a fund raiser by selling \$45 value cards from Papa Murphy's for \$5. The money is to be used for student programs submitted by teachers.

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 held on January 8, 2013 and approval of the Executive Session Meeting on January 8, 2013 as presented
- Financial – Payment of January 2013 bills as presented
- Approval of the January 2013 Enrollment Report as presented – 3,455
- Freedom of Information Report - no requests received in the Superintendent's office since the last meeting
- Approval for the MHS band to begin fundraising and planning for a multi-day trip to Orlando, Florida, April 14 through April 18, 2014.

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

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

**ANNUAL REPORT ON ENERGY
PERFORMANCE CONTRACT –
DAN HAWK, JOHNSON
CONTROLS:**

(Information Item):

Mr. Dan Hawk of Johnson Controls presented the annual *High School Performance Contract Report Year 6* to the Board outlining the district's energy savings. This report is required due to Performance Contracts the district has with Johnson Controls. Mattoon entered into the first of two Performance Contracts with JCI in September 2004. The first contract was for high school HVAC work completed in 2006 and the second contract was for the Middle School HVAC work completed in 2008.

The district's total energy savings for year 6 was \$583,685.00. The district's annual energy consultation savings was \$138,534.00.

See **Exhibit 4.1a** for more detailed information on the district's energy savings with Johnson Controls.

**BOARD ACTION TO REJECT
ALL BIDS FOR 2012-13 BUILDING
TRADES HOUSE LOCATED AT
1219 SOUTH 16TH STREET,
MATTOON, ILLINOIS:**

Assistant Superintendent for Business Tom Sherman recommended the Board of Education reject all bids submitted on February 7, 2013 for the 2012-13 Building Trades house at 1219 South 16th Street, Mattoon, Illinois. The Mattoon District received three bids of which the two highest bids came in at exactly the same amount of \$133,000. After contacting the school district's law firm, the district was advised to reject the existing bids and re-bid the house with a new minimum bid of \$133,000 which would allow anyone to bid. A stipulation will be placed in the re-bid document that if there is no clear high bid after bids are opened (another tie), then the bidding will immediately turn into an auction for the property. The highest submitted sealed bid will be the starting auction bid.

Standerfer moved, seconded by Miller, to reject all three bids as presented.

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

**BOARD ACTION TO SOLICIT
NEW BIDS FOR 2012-13 BUILDING
TRADES HOUSE LOCATED
AT 1219 SOUTH 16TH STREET
MATTOON, ILLINOIS:**

Assistant Superintendent for Business Tom Sherman requested permission from the Board of Education to solicit sealed bids at a minimum amount of \$133,000 for the 2012-13 Building Trades house at 1219 South 16th Street in Mattoon, Illinois. The district will go through the standard procedure of placing a notice in the newspaper. Bids will be opened at 10:00 a.m., Thursday, February 28, 2013. A recommendation will be made to the Board of Education at the March 12, 2013 Board of Education meeting.

Smith moved, seconded by Miller, to grant permission to solicit sealed bids as presented.

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

**BOARD ACTION GRANTING
PERMISSION TO PARTICIPATE
IN THE INTERLOCAL PURCHASING
SYSTEM (TIPS):**

Assistant Superintendent for Business Tom Sherman requested approval of a resolution to enter into an agreement to belong to TIPS (The Interlocal Purchasing System). This program is available to public and private schools, colleges, universities, cities, counties, and other governmental entities in several states. TIPS is beneficial to vendors and members. The successful vendor to receive an award for a TIPS contract could possibly avoid time and expense participating in the competitive process for each participating entity. The participating member could also possibly avoid time and expense going through the competitive process individually. There is no membership fee charge to participating entities. TIPS is funded through fees paid by participating vendors based on actual sales, and no tax dollars are used to support the TIPS program.

Approval of this resolution to belong to TIPS will aid the Mattoon District with the installation of lights at the MHS football field and for the sports center/concession/ main gate area of the complex. Becoming a part of the TIPS program will allow the district access to vendors already state approved for specific items (such as football lighting), be more efficient with time and expenses, and complete installation of the new lighting by June of this current year.

The Purpose of TIPS is to:

- Provide school districts and other governmental entities opportunities for greater efficiency and economy in acquiring goods and services;
- Take advantage of state-of-the-art purchasing procedures to insure the most competitive contracts;
- Provide competitive price solicitation and bulk purchasing for multiple government entities that yields economic benefits unobtainable by individual entities;
- Provide quick and efficient delivery of goods and services by contracting with “high performance” vendors;
- Equalize purchasing power for small entities that are not able to obtain the best contracts for themselves because of size and quantities;
- Maintain credibility and confidence in business procedures by maintaining open competition for purchases and by complying with purchasing laws and ethical business practices.
- Assist entities in maintaining the essential controls for budget and accounting purposes.

Smith moved, seconded by Garner, to approve a resolution to enter into an agreement to belong to TIPS (The Interlocal Purchasing System) as presented.

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

**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

- Christine Bough, resigning as Assistant Principal at Riddle Elementary School (effective for the 2018-19 school year)
- Samantha Richter, resigning as 7th grade language arts teacher at Mattoon Middle School (effective for the 2013-14 school year)
- Tessa Spencer, resigning as English teacher at Mattoon High School (effective for the 2013-14 school year)
- Nicole Trower, resigning as 9th grade math teacher at Mattoon High School (effective for the 2013-14 school year)

Certified Appointments – C.U.S.D. #2

- Lisa Anderson, substitute teacher (effective immediately)
- Justin Bosley, substitute teacher (effective immediately)
- Jacalyn Meisner, substitute teacher (effective immediately)
- Kiley Storm, substitute teacher (effective immediately)
- Nicole Swinford, substitute teacher (effective immediately)

Classified Appointments - C.U.S.D. #2

- Candy Helmuth, as a substitute supervisor (effective immediately)
- Brooke Kinnaman, as a substitute supervisor (effective immediately)
- Laura Dean, as a volunteer (effective immediately)

Kepley moved, seconded by Miller, to approve the Personnel Report for C.U.S.D. #2 as presented.

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

**ANNOUNCEMENT OF 2013 ISAT
TESTING (MARCH 4-15) AND PSAE**

TESTING (APRIL 23-24): (Information Item):

Superintendent Lilly reminded the Board of Education and the public of the upcoming ISAT and PSAE testing dates:

ISAT March 4-15, 2013

PSAE April 23-24, 2013

**ANNOUNCEMENT OF THE JROTC
SENIOR CITIZENS BALL ON**

MARCH 10, 2013: (Information Item):

Superintendent Larry Lilly announced the upcoming JROTC Senior Citizens Ball on March 10, 2013 from 2:30 – 4:30 p.m. This is the seventh year for the event. Superintendent Lilly welcomed community senior citizens to attend.

**PRESENTATION AND BOARD
ACTION TO ADOPT 2013-2014**

SCHOOL CALENDAR: Superintendent Larry Lilly presented information to the Board of Education in the form of a PowerPoint presentation regarding the development of the 2013-2014 school year calendar, which outlined the process in detail as follows:

- Calendar Committee
- Parameters
- Process
- Parent Survey
- Staff Vote Totals for 2013-2014 Calendar
- Calendar “A” Highlights
- State Assessments
- Calendar Totals
- Semester Balance
- Recommendation

Superintendent Lilly followed with a recommendation that the Board approve calendar “A” as developed by the committee and voted on by the staff. This calendar has a beginning date of August 15, 2013 (TI day); closing date

of May 23, 2014 (TI day – subject to change based on use of emergency days); Winter Break, December 23, 2013 thru January 3, 2014; Spring Break, April 14, 2014 thru April 18, 2014.

See Exhibit 6.3a

Standerfer moved, seconded by Kepley, to approve calendar “A” as presented.

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

**PRESENTATION AND BOARD ACTION ON
DISTRICT ATTORNEY’S RECOMMENDATION
TO ADOPT BOARD POLICY 5.215, TO COMPORT
WITH THE PATIENT PROTECTION AND AFFORDABLE
CARE ACT – T.J. WILSON, DISTRICT ATTORNEY
FROM MILLER, TRACY, BRAUN, FUNK
& MILLER, LTD.:**

T.J Wilson, Mattoon School District Attorney from Miller, Tracy, Braun, Funk & Miller, Ltd., Monticello, IL, gave a public presentation recommending a new Board Policy 5.215 designed to align the district’s compensation practices to non-discrimination requirements of the Patient Protection and Affordable Care Act.

See Exhibit 7.1a

Smith moved, seconded by Garner, to approve the adoption of Board Policy 5.215 as presented.

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

EXECUTIVE SESSION: Garner moved, seconded by Smith, at 7:47 p.m. to go into Executive Session to discuss matters pertaining to the employment of personnel.

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

Others present for the Executive Session were:
Superintendent Larry Lilly, Assistant Superintendent for
Human Resources Dr. David Skocy, Assistant Superintendent
for Business Tom Sherman, Curriculum Director Tim
Condrón, and Attorney T.J. Wilson.

**OPEN SESSION
RECONVENED:**

Board President Michelle Skinlo declared Executive Session
closed and Open Session reconvened at 8:40 p.m.

Garner moved, seconded by Smith, to approve renewal of
annual administrator employment contracts.

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

ADJOURNMENT:

Smith moved, seconded by Garner, to adjourn the meeting at
8:42 p.m.

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

President

Date March 12, 2013

Secretary