

December 17, 2013

The Board of Education of Community Unit School District Number Two met at 7:00 P.M., on Tuesday, December 17, 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, Rodney Morris, Susan Smith, Bill Standerfer, Michelle Skinlo

Absent: Gary Kepley, Robert Miller

As Board Secretary Gary Kepley was not able to attend the meeting, President Skinlo requested a motion for the Board of Education to appoint Board Member Colleen Garner as Secretary Pro-Tem.

Smith moved, seconded by Standerfer, to appoint Colleen Garner as Secretary Pro-Tem as presented.

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

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: 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 the Board held on November 12, 2013
- Financial – Payment of November 2013 bills as presented
- Approval of the November 2013 Enrollment Report as presented 3,469
- Approval of enrollment report revisions for 6th Day, August, September, and October 2013 as follows:

6th Day 2013 Revision - 3,482

August 2013 Revision - 3,498

September 2013 Revision - 3,499

October 2013 Revision - 3,491

- Freedom of Information Report - No requests received in the Superintendent's office since the last meeting.

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

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

**PRESENTATION OF AND BOARD
ACTION TO APPROVE FY 2013
AUDIT REPORT – TAMI KNIGHT,
KEMPER CPA:**

Tami Knight of Kemper CPA presented the Board of Education with an overview of the annual audit for FY 2013 for Mattoon C.U.S.D. #2. :

	<u>FY2013</u>	<u>FY2012</u>	Increase/ (Decrease)
Financial Profile Score	<u>2.30</u>	<u>2.65</u>	<u>(0.35)</u>
Long-Term Debt Margin	<u>30,122,343</u>	<u>28,458,173</u>	<u>1,664,170</u>
Estimated Operating Expense Per Pupil	<u>9,781</u>	<u>10,059</u>	<u>(278)</u>
Estimated Per Capita Tuition Charge	<u>8,470</u>	<u>8,642</u>	<u>(172)</u>
Cash Reserves	<u>3,521,727</u>	<u>3,914,674</u>	<u>(392,947)</u>
A/R from ISBE at year-end	<u>528,506</u>	<u>1,185,979</u>	<u>(657,473)</u>
	<u>2012</u>	<u>2011</u>	Increase/ (Decrease)
Equalized Assessed Value	<u>311,611,180</u>	<u>309,080,961</u>	<u>2,530,219</u>

The annual audit (July 1, 2013 thru June 30, 2013) is comprised of three reports:

1. Independent Auditor's Report
2. Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and

Other Matters Based on an Audit of Financial Statements Performed in Accordance With Government Auditing Standards

3. Independent Auditor's Report on Compliance for Each Major Program and on Internal Control Over Compliance Required by OMB Circular A-133

Ms. Knight reported all three reports as clean. In addition she expressed her appreciation to the Mattoon Board of Education for using Kemper Services and also thanked Mr. Sherman and his staff for their tolerance and patience throughout the auditing process.

Board Member Rodney Morris questioned Ms. Knight concerning any findings or recommendations for improvement. She stated there were a few items brought to attention to which Mr. Sherman already implemented procedures to make corrections.

Board Member Standerfer was extremely pleased with everything Kemper CPA has done for our district with the auditing process and was very happy to have been the one to recommend Kemper CPA to the Mattoon School District.

Mr. Sherman recommended the Board of Education approve the FY 2013 audit as presented.

Standerfer moved, seconded by Garner, to approve the FY 2013 Audit Report for Mattoon C.U.S.D. #2 as presented.

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

**BOARD ACTION TO APPROVE
2013 CERTIFICATE OF TAX
LEVY PRESENTED ON
NOVEMBER 12, 2013:**

Assistant Superintendent for Business Tom Sherman presented the 2013 Certificate of Tax Levy to the Board of Education for approval as the 30-day requirement by the State of Illinois for the budget to be on display for the public had been met. An estimated school district EAV of \$313,643,510 represents a 2.33% increase over last year. The actual December to December Consumer Price Index (CPI) figure to be used is 1.7%. Based upon these numbers, an extension increase of about \$238,182 is anticipated. The tax rate for 2014 is

anticipated to be within the range of \$4.60 to \$4.68 per \$100 of EAV.

Following Mr. Sherman's presentation, he requested approval of the administrative recommendation for the 2013 Certificate of Tax Levy as presented.

See Exhibit 4.2

Morris moved, seconded by Standerfer, to approve the administrative recommendation of the 2013 Certificate of Tax Levy as presented at the November 12, 2013 regular meeting of the Board of Education.

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

**CONSIDERATION AND BOAD ACTION ON A
RESOLUTION ABATING THE TAXES HERETOFORE
LEVIED TO PAY DEBT SERVICE ON THE TAXABLE
GENERAL OBLIGATION SCHOOL BONDS (ALTERNATE
REVENUE SOURCE), SERIES 2013, OF COMMUNITY UNIT
SCHOOL DISTRICT NUMBER 2, COLES CUMBERLAND,
MOULTRIE, AND SHELBY COUNTIES,
ILLINOIS:**

The Board of Education was requested to take action on a resolution abating the taxes levied to pay debt service on the Taxable General Obligation Bonds (Alternate Revenue Source), Series 2013, of Community Unit School District Number 2, Coles, Cumberland, Moultrie, and Shelby Counties, Illinois. Assistant Superintendent for Business Tom Sherman explained that "abate" means to not collect any taxes on the bonds.

Board Secretary Pro-Tem Colleen Garner was requested by Board President Michelle Skinlo to read the exact wording in the resolution to be entered in the records:

"RESOLUTION abating the taxes heretofore levied to pay debt service on the Taxable General Obligation School Bonds (Alternate Revenue Source), Series 2013, of Community Unit School District Number 2, Coles, Cumberland, Moultrie and Shelby Counties, Illinois."

See Exhibit 4.3a

Standerfer moved, seconded by Smith to approve the resolution as read by Board Secretary Pro-Tem Colleen Garner.

Roll call vote as follows: Standerfer,aye; Garner,aye; Kepley,absent; Miller,absent; Morris,aye; 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

- Lisa Jaco, retiring as Director of Special Education at Neal Armstrong Program at Hawthorne School (effective for the 2019-2020 school year)
- Michelle Englund, retiring as elementary teacher at Williams Elementary school (effective for the 2019-2020 school year)

Certified Appointments – C.U.S.D. #2

- Steven McCann, substitute teacher (effective immediately)

Classified Resignations – C.U.S.D. #2

- Vickie Ashworth, retiring as bus aide (effective January 24, 2014)
- Jeri Morris, retiring as elementary secretary at Riddle Elementary School (effective June 30, 2014)
- Jessica Wright, resigning as part time grant funded nurse (effective December 20, 2013)

Classified Appointments – C.U.S.D. #2

- Charlotte Cox, bus aide year-to-year position (dependent upon grant funding)
- Anna Brown, volunteer (effective immediately)
- Alisha Donner, volunteer (effective immediately)
- Amanda Fonner, volunteer (effective immediately)
- Steven Pozeg, volunteer (effective immediately)
- Abigail Schmitz, volunteer (effective immediately)
- Kimberly Sparks, RR volunteer (effective immediately)

Extra Duty Appointments – C.U.S.D. #2

McLain Schaefer, requested a leave of absence for 2014 season.

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

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

CONSIDERATION AND BOARD ACTION TO APPROVE A RESOLUTION DIRECTING THE REGIONAL SUPERINTENDENT OF SCHOOLS FOR COLES COUNTY TO CERTIFY TO THE COUNTY CLERK THE QUESTION OF IMPOSING A SCHOOL FACILITY TAX FOR SUBMISSION TO THE ELECTORS OF THE COUNTY AT THE GENERAL PRIMARY ELECTION TO BE HELD ON MARCH 18, 2014:

Superintendent Larry Lilly requested approval of a resolution requesting the Regional Superintendent to certify with the county clerk the placement of a school facility tax on the ballot at the next general primary election to be held March 18, 2014. A copy of the resolution (Exhibit 6.1a) was hand delivered to Regional Superintendent Bobbi Mattingly.

See Exhibit 6.1a

Superintendent Lilly gave a brief introduction regarding his presentation concerning a school facility sales tax (1% sales tax) which included an update in regard to changes in the law, increased numbers of counties that have approved, and our district's plan to use the dollars should it be approved in Coles County. Secretary Pro-Tem Colleen Garner was requested to read the exact wording in the resolution to be entered in the records:

“RESOLUTION directing the Regional Superintendent of Schools for the County of Coles, Illinois, to certify to the County Clerk of said County the question of imposing a retailers’ occupation tax and a service occupation tax to be used exclusively for school facility purposes for submission to the electors of said County at the general primary election to be held on the 18th day of March, 2014.”

The presentation by Superintendent Lilly, SECURE THE FUTURE, included the following points:

- Impact of State Cuts on School and Community
- School Funding
- History
- Gaining Momentum
- Exceptions
- Comparisons
- Sales Tax Uses
- Examples
- Legislative Improvements
- Dollars Per District
- County Visitors
- Ballot Process
- Ballot Language
- Approval Process
- Timeline
- Distribution
- Priorities
- Possibilities
- Benefits
- Recommendation

See Exhibit 6.1b

Board President Michelle Skinlo opened the floor for discussion and comments. Board Member Susan Smith noted the benefit received in reduced individual property tax bills by passing this resolution. Board President Skinlo commented on how important it is to spend locally to take advantage of this sales tax. Board Member Rodney Morris pointed out that the district built two new schools for the price of one, and this would be a “missed opportunity” to not support this 1% sales tax. Board Member Standerfer has heard many times that he is against taxes and asked that it be on record that he is not completely against taxes. He stressed he is against bad taxes, and the 1% tax is not a bad tax. He added that part of the money garnered by the 1% sales tax would be able to be used to provide some of the safest education our district can afford to protect staff and students. He stated, “It is a great opportunity to get the best bang for the buck!” Board Member Colleen Garner stated, “We must address the safety situation of our children, and this tax will help.”

Following the discussion, Superintendent Lilly requested the Board of Education approve the exact wording of the resolution to be entered in the records as read by Secretary Pro-Tem Colleen Garner.

Smith moved, seconded by Standerfer, to approve the exact reading of the resolution by Secretary Pro-Tem Colleen Garner to be entered in the records as follows:

“RESOLUTION directing the Regional Superintendent of Schools for the County of Coles, Illinois, to certify to the County Clerk of said County the question of imposing a retailers’ occupation tax and a service occupation tax to be used exclusively for school facility purposes for submission to the electors of said County at the general primary election to be held on the 18th day of March, 2014.”

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

**BOARD ACTION TO APPROVE
APPOINTMENT OF THE NEW
RIDDLE ELEMENTARY SCHOOL
PRINCIPAL FOR THE 2014-15
SCHOOL YEAR**

Superintendent Larry Lilly recommended approval of an employment contract for the new Riddle Principal, Christy Hild. Mrs. Hild is the current Williams Elementary Assistant Principal and will be replacing current Riddle Principal, Bruce Barnard who will be retiring at the end of the 2013-2014 school year.

Mr. Barnard had an exemplary career with the Mattoon School District. Superintendent Lilly shared a comment from former Superintendent Ernest Smith which stated, “We need more administrators like Bruce Barnard.” Mr. Barnard expressed his thoughts on what will be needed to be done in the transition and also stated he may come forward later in the year to reminisce.

Mrs. Hild expressed her appreciation to the Board for this opportunity and to everyone else, especially Mattoon Middle School Principal Jeremie Smith, for all the help in preparing her for a position as principal.

Smith moved, Garner seconded, to approve Christy Hild as Riddle Elementary School Principal for the 2014-2015 school year.

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

UNFINISHED

BUSINESS: None

NEW BUSINESS: None

EXECUTIVE SESSION: None

ADJOURNMENT: Standerfer moved, seconded by Garner, to adjourn the meeting at 8:02 p.m.

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