

BROWN COUNTY COMMUNITY UNIT SCHOOL DISTRICT NO. 1
Mt. Sterling, Illinois
June 24, 2020

The 2019-2020 budget amendment hearing was held on Wednesday evening, June 24, 2020 at 5:45 pm in the Brown County Board of Education Office, 503 NW Cross St, Mt. Sterling and via Zoom video conference. The meeting was called to order by Krupps. The minutes were recorded by McKenzie Taute.

Roll call: Blakeley, yea; Krupps, yea; Fullerton, yea; Hughes, absent; McCaskill, yea; Heinecke, yea; Blaesing, yea.

Budget Hearing Minutes

Schools are required to do a major budget amendment at their June Board of Education meeting in order to set the budget to the actual expenditures of the district. Therefore, when the audit takes place, the books of the school district should line up with the FINAL budget. The original budget is based on many unknowns, but the June budget for the same fiscal year should reflect the actual receipts and expenditures of the district, which ours does.

When the budget is approved at the beginning of the school year, it is a “best educated guess” of the Superintendent and staff. We look at the revenues/receipts that we “think” we will get (we don’t know until AFTER the budget must be approved what the levy receipts will be for sure). We also try to guesstimate the expenditures—usually we are fairly accurate on personnel because we know what our costs were the year before and the changes that will be occurring in personnel. The times when we are off are when we decide to hire someone in a new position that wasn’t accounted for the year before or after the budget has been passed. We may be off on benefits if there is a sudden surge in benefit costs that we did not know was going to occur (our employee health insurance year prices are rebid each year and bidding companies won’t give a bid too far out from the date the current policy ends for the year which is August [so staff will have their insurance through the summer even if they are leaving the district via resignation or retirement]).

If you look at the attached table, you will see lines that are green and lines that are blue and some that are pink. All the blue lines are the numbers that you will find on the original budget from the beginning of the school year on the Summary of Cash Transactions Sheet, page 4. This is the summary sheet that I usually have you look at for ease, but you can use the other sheets to drill down deeper into the budget if you are so inclined to do so. On the attached sheet, all the blue lines are the numbers Tracy and I “estimated” the revenues/receipts and disbursements/expenses to be for the year and the ending balance. The two green lines are the “actual” revenues/receipts and disbursements/expenses. The pink lines are the actual beginning balance of all accounts and the ending balance of all accounts. These account balances represent the fact that we were able to acquire approximately 2.9 million in working cash as a receipt during this fiscal year.

Overall we saw salaries total \$5,219,502.83 for FY 20. This up approximately 1.45% from last year when we spent \$5,154,967.53. 1.45% is a respectable increase considering teaching and exempt employees who continued employment with the district from FY 19 to FY20 received a 3% salary increase and the non-certified staff received a 2% increase. Benefits were up considerably at approximately 7% at \$1,314,147 in FY 20 and \$1,229,964 in FY 19. This was due to the fact that a number of people decided to access our current health insurance plan because the price had actually declined so it was more enticing for employees. Our purchased services overall went up at a rate of less than 2% from \$888,712 in FY 19 to \$905,197.82 in FY 20. I would contribute this to the normal cost of living increased we see in goods and services. Our costs for supplies and materials, though, decreased by a fairly significant amount. FY 19 expenses for supplies and materials was \$818,781,004 and in FY 20 they were \$736,558.04. I contribute this to two things: since we were not "in school" from March 13 forward, we did not "use" as much of anything that we would have normally used – toilet paper, paper towels, food, copy paper, etc. Also, I believe we are getting better and better at being resourceful in getting the lowest prices for items we must buy. McKenzie has done a great job of price shopping for us on items, and, thereby, saving the district considerably. The last major account number to look at is Capital Outlay which saw a reduction in spending from \$404,135 in FY 19 to \$135,514 in FY 20. Obviously that is a significant reduction to help us come to an overall reduction in ALL Spending in FY 20 to \$8,313,922 compared to \$8,496,551 in FY 19.

The regular Board of Education meeting was called to order at 6:01pm by President Philip Krupps. The minutes were recorded by McKenzie Taute.

Roll call: Krupps, yea; Blaesing, absent; Blakeley, yea; McCaskill, yea; Fullerton, yes; Heinecke, yea; Hughes, absent.

In attendance at the Board of Education Office: Vicki Phillips, McKenzie Taute, James McKay, Pollee Craven, Dave Keck, Kris Gallaher.

In attendance via Zoom: Jacques Reynolds, Shelly Sheffler, Dan Long, James McKay, Pollee Craven, Tracy Conley, David Phelps.

Motion by Fullerton, seconded by Blakeley, to approve the Consent Agenda.

Roll call: McCaskill, yea; Heinecke, yea; Fullerton, yea; Krupps, yea; Blakeley, yea.
Motion carried.

Motion by McCaskill, seconded by Fullerton, to approve the Financial Report.

Roll call: McCaskill, yea; Fullerton, yea; Krupps, yea; Blakeley, yea; Blaesing, yea; Heinecke, yea.
Motion carried.

Motion by Fullerton, seconded by McCaskill, to approve the Amended 2019-2020 Fiscal Year Budget as presented.

Roll call: Heinecke, yea; Blakeley, yea; Fullerton, yea; Krupps, yea; McCaskill, yea.
Motion carried.

Motion by Krupps, seconded by McCaskill, to approve change order with Triple A Asbestos for additional asbestos removal. The board also approved Superintendent Phillips to solely approve upcoming potential change orders for asbestos work. All asbestos work is a Health Life Safety expenditure and the budget will allow for these possible expenses.

Roll call: Fullerton, yea; Krupps, yea; McCaskill, yea; Blakeley, yea; Heinecke, yea.
Motion carried.

Motion by Blakeley, seconded by Fullerton, to approve 3% salary increases for exempt employees including: James McKay, Director of Maintenance; Chad Roley, Maintenance Employee; Tracy Conley, Business Manager; McKenzie Taute, Board Secretary/Bookkeeper; Kris Gallaher, Director of Technology; Biller Moore, Technology Employee; Diane Settles, Pre-K Coordinator; Kris Taylor, Birth to Age 3 Teacher; Casey Perry, Transportation Secretary.

Roll call: McCaskill, yea; Heinecke, yea; Fullerton, yea; Krupps, yea; Blakeley, yea.
Motion carried.

Motion by Heinecke, seconded by Fullerton, to approve student fees, meals fees and athletic fees for the 2020-2021 school year. There were no price changes from the previous year.

Roll call: McCaskill, yea; Fullerton, yea; Krupps, yea; Blakeley, yea; Heinecke, yea.
Motion carried.

Motion by McCaskill, seconded by Heinecke, to approve the opening of the George Lewis FFA activity account.

Roll call: Heinecke, yea; Blakeley, yea; Fullerton, yea; Krupps, yea; McCaskill, yea.
Motion carried.

Motion by Blakeley, seconded by Fullerton, to approve the FY 21 Consolidated Plan from ISBE.

Roll call: Fullerton, yea; Krupps, yea; McCaskill, yea; Blakeley, yea, Heinecke, yea.
Motion carried

Motion by Heinecke, seconded by Fullerton, to approve the Amended 2020-2021 school calendar.

Roll call: McCaskill, yea; Heinecke, yea; Fullerton, yea; Krupps, yea; Blakeley, yea.
Motion carried.

Motion by Krupps, seconded by Heinecke, to approve the Acceptable Usage Policy for staff & students network and internet access.

Roll call: McCaskill, yea; Fullerton, yea; Krupps, yea; Blakeley, yea; Heinecke, yea.
Motion carried.

Motion by Krupps, seconded by Blakeley, to approve the Student- Assigned Laptop Program Expectations.

Roll call: Heinecke, yea; Blakeley, yea; Fullerton, yea; Krupps, yea; McCaskill, yea.
Motion carried.

Motion by Heinecke, seconded by Fullerton, to approve the Bring Your Own Device (BYOD) Program Participation Authorization and Responsible Use Agreement Form for Staff & Students.

Roll call: Fullerton, yea; Krupps, yea; McCaskill, yea; Blakeley, yea; Heinecke, yea.
Motion carried.

Mrs. Craven spoke to the board about continued efforts for prom. Due to the current guidelines in place for phase four, holding prom and maintaining the required social distancing of six feet between people will be counterproductive to the purpose of a prom/dance. After much discussion from the board it was decided that having prom was not going to be an option at this point. The board said they would be open to hearing any suggestions that would follow all current restrictions set in place.

Action item number twelve, consider and take action on Amendment to Superintendent's contract, was tabled until the July 23, 2020 Board of Education meeting.

Reports:

Dave Keck from Keck Plumbing gave a presentation to the board about a product that can be installed as a liner in the sewage lines to help assist with flow and longevity of the pipes. Keck explained the liner being in place can extend the life of the piping up to 50 years without the need to remove any flooring or cause major reconstruction work to the areas that the pipes are located.

Dave Phelps spoke to the board about the possibility of athletes competing in upcoming events and camps. The board was in support of allowing athletes to participate as long as all guidelines are being followed. Mr. Phelps explained that he has a plan in place to make sure all the proper precautions are

taken. No activities will take place until the Illinois Department of Public Health has approved said activities.

Motion by McCaskill, seconded by Heinecke, to go into closed session to approve any matter discussed in closed session as necessary including the approval of personnel employment, release, and other personnel items that may require action, and limited to those matters authorized for discussion in executive session by motion of the Board. *Closed Session on the following subjects: a) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the School District; or other matters appropriate for a closed meeting pursuant to the Open Meetings Act. At 7:12 pm.*

Roll call: McCaskill, yea; Fullerton, yea; Krupps, yea; Blakeley, yea; Heinecke, yea.
Motion carried.

Motion by McCaskill, seconded by Fullerton, to return to open session at 7:49 pm.

Roll call: Heinecke, yea; Blakeley, yea; Fullerton, yea; Krupps, yea; McCaskill, yea.
Motion carried.

Motion by McCaskill, seconded by Heinecke, to approve the minutes of closed session.

Roll call: McCaskill, yea; Fullerton, yea; Krupps, yea; Blakeley, yea; Heinecke, yea.
Motion carried.

Motion by McCaskill, seconded by Fullerton, to approve recommended personnel (employment, resignations, transfers, retirement, dismissals, and mentoring applications)

Personnel Listing – June 25, 2020 BOE Meeting

Approval:

Carrie Martin – Middle School Special Education – beginning 2020-2021 school year
Kristen Aaltonen – High School Biology Teacher – beginning 2020-2021 school year
Shawn Volk – High School Volunteer Assistant for 2020 Football
Jenna Yingling – HS Volleyball Assistant 2020-2021 Season
Jeremy Garrett – HS Boys Basketball Assistant – 2020 2021 Season

Resignation:

Darby Smothers – HS Biology Teacher – effective immediately

Roll call: Heinecke, yea; Blakeley, yea; Fullerton, yea; Krupps, yea; McCaskill yea.
Motion carried.

Meeting adjourned by acclamation at 7:51 pm.

Motion carried by acclamation.

DRAFT