

**BROWN COUNTY COMMUNITY UNIT SCHOOL DISTRICT NO.1**  
**Mt. Sterling, Illinois**  
**April 24, 2023**

The special meeting of the Board of Education was held on Monday evening, April 24, 2023, at 6:00 p.m. in the Brown County Middle School library. The meeting was called to order by Superintendent, Lan Eberle. The minutes were recorded by McKenzie Taute.

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Attendance:** Lan Eberle, Pollee Craven, Alex Ebbing, Lisa Hannel, Kris Gallaher, Jessica Robertson, McKenzie Taute, Steve Surratt, Kilyn Oxley, Nathan Newton, Emily Newton, Mark Gregory, Kurt Reische, Garrett Ingram, David Penn, Eli Staton, Zach Staton, Myranda Staton.

**Visitors:**

Mr. Ebbing recognized Brown County Middle School Student of the Month, Kilyn Oxley. Ebbing said Oxley was nominated by Mr. Planting who noted Kilyn makes a great effort in class, is kind, and helpful.

Mrs. Craven recognized Brown County High School Student of the Month, Eli Station. Craven said Staton was nominated by Mr. Yingling who noted Eli's kindness, humor, and strong character.

**Reorganization of Board**

Attorney, David Penn, administered the Oath of Office to all Board Members. Superintendent, Dr. Lan Eberle, was appointed president *pro tem*. McKenzie Taute was appointed secretary *pro tem*.

**Motion by Eichelberger, seconded by Gregory, to elect Dawn Hughes as Board President.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Koch to elect Beth Boylen as Board Vice President.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen to elect Todd Koch as Board Secretary.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen, seconded by Koch, to appoint McKenzie Taute as Recording Secretary.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen, seconded by Koch, to appoint McKenzie Taute as Board Treasurer.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

Hughes reaffirmed the time and place of the regular board meetings for the balance of the fiscal year.

- May 15, 2023 – Brown County Middle School library
- June 26, 2023 – Brown County Middle School library

**Motion by Boylen, seconded by Eichelberger, to approve the Consent Agenda.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Correspondence:** Hughes thanked Brown County State Bank for their monthly Affinity Card donation in the amount OF \$454.03.

**Discussion Items:**

**Update on baseball/softball Buildings & Steaming:** Steve Surratt addressed the board about the possibility of building Crows Nests on the Baseball and Softball fields. Surratt said there would be many benefits to having a structure that had space for streaming and scorers above and equipment storage below. Eberle said he would reach out to the district's architect to see about plans for the possible structures.

**Revenue and Expenditure Update:** Eberle explained the district was 80% through the fiscal year as of 4/19 and had received 138% of expected revenue and disbursed 77% of expected expenditures.

**Past Due Registration & Food Service Fees:** Eberle told the board that the district is currently owed \$39,341.75 in past due registration and food service fees. The board discussed options to collect the past due fees.

**Negotiations Update:** Eberle explained that there was nothing new to update at this time.

**Cameras in Auditorium:** Steve Surratt spoke about the possibility of the district, along with Hope Through Faith Ministries and BC Sports, purchasing camera equipment to stream non-sporting events. Surratt said this equipment could be utilized to stream events such as band and chorus concerts, drama productions, scholastic bowl matches, and graduation.

**Commercial and Work Comp Insurance:** Eberle explained that the district's current insurance policy holder, Selective, will no longer be handling commercial coverage. Eberle went on to say that the district's agent, Mike Yingling, would be at the May meeting to discuss other carriers that might be interested in bidding on the policy renewal.

**Part-Time Grounds Keeper:** Eberle discussed the need for a part-time grounds keeper. Eberle mentioned that duties for this potential employee might include:

- Landscaping/leaf removal
- Grounds upkeep
- Snow Removal
- Trash Removal
- Event Cleanup

**Update on Personnel for the 2023-2024 School Year:** Eberle explained that the district still has several positions to fill for the upcoming school year including:

- Speech Language Pathologist
- Business Practices
- Music
- Cook
- Custodian

Eberle announced the board committees and asked for volunteers to fill openings. The committee assignments are as follows:

- Transportation/Building and Grounds: John Eichelberger & Todd Koch – Kurt Reische as alternate
- Finance: Beth Boylen
- Certified Educators Negotiations: Dawn Hughes & Beth Boylen – Mark Gregory as alternate
- Support Staff Negotiations: Beth Boylen & John Eichelberger – Todd Koch as alternate
- Four Rivers Special Education Cooperative: John Eichelberger

**Motion by Boylen, seconded by Eichelberger, to approve the Organization and Assignment of Board Member Committees.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

Eberle explained that the 2022-2023 calendar was updated due to the emergency day used for a power outage.

**Motion by Koch, seconded by Boylen, to approve the Amended 2022-2023 School Calendar.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Eichelberger, seconded by Koch, to approve the 2023-2024 School Calendar.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

Eberle explained that membership in the Western Area Purchasing Cooperative allows the district to purchase food service supplies at a discounted cost.

**Motion by Gregory, seconded by Boylen, to approve the Renewal of the Western Area Purchasing Cooperative Agreement.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen, seconded by Koch, to approve the First Reading of the Birth – Three Job Description.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

Eberle explained that the 30-day window for proposals had expired, and the district received one submission from Ameresco for upcoming renovations. Eberle explained that the action item was an approval to proceed with the successful bidder for consulting, not a commitment to a plan or project.

**Motion by Eichelberger, seconded by Koch, to approve Resolution Directing Superintendent to Issue Letter of Intent to Ameresco for Upcoming Renovations.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Reische, seconded by Boylen, to approve the First Reading of Press Issue 111 including the following Policy Sections:**

- 2:110 Qualifications, Term, and Duties of Board Officers
- 3:40-E Checklist for the Superintendent Employment Contract Negotiation Process
- 4:40 Incurring Debt
- 4:60 Purchases and Contracts
- 5:30 Hiring Process and Criteria
- 5:90 Abused and Neglected Child Reporting
- 5:125 Personal Technology and Social Media; Usage and Contract
- 5:150 Personnel Records
- 5:260 Student Teachers
- 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- 6:135 Accelerated Placement Program
- 6:210 Instructional Materials
- 6:230 Library Media Program
- 8:20 Community Use of School Facilities
- 8:70 Accommodating Individuals with Disabilities

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Eichelberger, seconded by Boylen, to approve the May 13 Senior Trip to Six Flags.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

Technology Director, Kris Gallaher, explained that the access control upgrade would replace an obsolete system that no longer meets the district's needs. This upgrade would include new keyless entry equipment, mobile access, and lockdown features.

**Motion by Gregory, seconded by Boylen, to approve the Access Control Upgrade Project with Beck Tech in the amount of \$50,529.36.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen, seconded by Reische, to enter closed session at 7:13 p.m. on the following subjects: a) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the School District; l) other matters appropriate for closed session meetings pursuant to the Open Meetings Act.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen, seconded by Koch, to return to open session at 7:34 p.m.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Gregory, seconded by Boylen, to approve the minutes of closed session.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen, seconded by Koch, to approve the Resignation of Stacy Scheer – Elementary School Secretary- effective June 2, 2023.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen, seconded by Eichelberger, to approve the Resignation of Nicole Hester – Elementary School Cook- effective May 19, 2023.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Gregory, seconded by Eichelberger, to approve the Employment of Madelyn Obert – Pre-Kindergarten Teacher – effective Beginning of 2023-2024 School Year.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Eichelberger, seconded by Gregory, to approve the Employment of Kristine Murphy – Certified Substitute Teacher – effective April 24, 2023.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen, seconded by Reische, to approve the Employment of Natasha Jones, Elementary School Secretary- start date to be determined.**

Roll call: Hughes, yea; Eichelberger, yea; Koch, yea; Boylen, yea; Ingram, yea; Reische, yea; Gregory, yea.

**Motion Carried**

**Motion by Boylen, seconded by Eichelberger, to adjourn at 7:37 p.m.**

**Motion Carried by Acclamation**