

FINANCIAL REPORTS

Investment Report

Dr. Kahler reviewed the investment report. There were no comments or questions from the Board.

Approval of Bills/Payroll/Treasurer's Report

The Board did not present any questions regarding the bills. Mr. Jewell made a motion to approve the bills, payroll, and Treasurer's report. Mr. Carley seconded the motion and it passed unanimously.

Year to Date Fund Summary

Dr. Kahler stated the Year to Date Fund Summary will not be available until the budget is approved. There were no questions or comments from the Board.

ADMINISTRATOR REPORTS

Director and Principal Reports

Mr. Hawkins highlighted from the RHS report that the Senior Paint the Lot project was a huge hit. Homecoming Spirit Days are this week and have been fun and exciting. Mr. Hawkins had asked staff to recognize students showing remarkable improvement, great behavior, leadership and/or kindness. A positive phone call was made to parents and it was a well received boost of positivity.

Mr. Lauber highlighted from the RJHS report the Rocket Launch was a success. RJHS is continuing to be intentional with school spirit. The no cellphone policy has greatly decreased drama and increased positive interactions.

Mr. Krepel highlighted from the RIS report that RIS is encouraging students and staff to lead the way by taking on various responsibilities. RIS is also encouraging parent involvement by hosting mystery readers.

Samantha Gumble reported on RES EC-1 and 2-3. Fire safety, lockdown, and bus evacuation drills will be held this month. Other upcoming events include Homecoming Spirit Days, Parent Teacher Conferences, and a 1st Grade Western Night.

Mrs. Keller reported that a School Improvement Day will be held on September 22, 2023 with Franklin Covey's Leader in Me Coach/Partner, Jenifer Hearn.

Mrs. Shaw reported that our District received the Preschool For All grant. Several Students with disabilities have started new jobs around the District.

Dr. Kahler reported that the Transportation Department has undergone some changes to help ease the double routes and cut down on travel times home. The Raptor system is up and running in all school buildings. There will be a Surplus Auction held on October 14, 2023 at 9:00am to clear out old school furniture items in the warehouse.

Superintendent's Report

Superintendent Cox conducted an informative review of the current status of the Transportation Department. Topics included recruitment strategies, safety measures, compensation, communication, and student support. Based off of family and community input, enhancing the efficiency of the bus driver hiring process to ensure competitive compensation packages, elevating the quality of before and after school programs for students, strengthening safety measures, including optimized routes and the implementation of neighborhood pick-up stops, optimizing routes by adjusting the start and end times of the school day at different campuses, and

tackling concerns related to the Here Comes the Bus app, as well as fostering improved communication between school buildings were identified as areas to prioritize.

OLD BUSINESS

Board of Education Committee Reports

Building Committee - During the Building Committee meeting on August 29, 2023, the committee discussed and evaluated the AIA Agreements with the architect and construction manager. The design plans for the tennis courts have been finalized. However, the committee has decided to await the receipt of drawings for the overall facilities. This will enable them to view the colors and branding themes of the entire project before granting final approval to proceed with the tennis courts specifically. The committee is taking a comprehensive approach to ensure the tennis courts align with the broader project vision. The Building Committee remains actively engaged in overseeing and making informed decisions regarding the ongoing construction projects.

Policy Committee - The Policy Committee met to conduct a review of Policies on Second Reading. The committee reviewed policy update 112 for updates and revisions. There were no substantial changes, and it is recommended that the policies be updated as presented. The committee discussed policies and procedures to be adopted by the Board to provide oversight for the use of a District credit card. It was recommended that this policy be presented for its first reading and added to the Board's agenda. The Administration presented a recommendation to transition the Board policy manual to an online service. This transition aims to enhance communication and transparency, offering an online search function, easier navigation, and more efficient updates.

Finance Committee - The Finance Committee met to review the Fiscal Year 2024 (FY24) Budget in comprehensive detail. Various aspects of the budget were discussed, including revenue projections, expenditure allocations, and financial priorities for the upcoming fiscal year. The committee engaged in an extensive discussion regarding the contracted bookkeeping services with Paro. It was agreed that Paro will continue to provide invaluable assistance with bookkeeping, reconciliation of accounts, and conducting an internal audit of financial practices. Due to the reorganization of the District Office, recommendations will be made concerning the optimal approach for hiring or reassigning internal responsibilities. It is anticipated that a bookkeeping position will be posted in the near future to further enhance the District's financial management capabilities. The District's independent audit has been temporarily delayed to allow sufficient time for a comprehensive assessment of financial practices. The audit is currently in the process of being scheduled, and updates regarding its progress will be provided as available. Dr. Kahler presented various investment options for the committee's consideration regarding the allocation and management of District funds. Different investment strategies and potential opportunities were explored to maximize returns while ensuring responsible financial stewardship.

Personnel Committee - The Personnel Committee met in closed session to conduct the second of three formative evaluations for the Superintendent.

Approval of Rochester CUSD #3A Budget FY24

The purpose of the Rochester CUSD #3a FY 24 School District Budget is to outline the financial plan and priorities for the upcoming fiscal year. It involved a thorough review of revenue projections, expenditure allocations, and educational priorities. The process for approval included multiple stages, such as initial budget proposal, public input and hearings, revisions, and final approval by the Board of Education. This comprehensive approach ensured that the budget aligns with the district's educational goals, maintains financial stability, and meets the needs of students and staff while adhering to state and local regulations. It represents a crucial roadmap for responsible financial management within the district.

Mrs. Johnson made a motion to approve the Rochester CUSD #3A Budget FY24 as presented. Mr. Jewell seconded the motion and it passed unanimously.

Approval of Revisions and Updates to Board of Education Policies

All policies on second reading were recommended for approval as there were no substantial changes. Policy 4:55 is recommended to be placed on first reading for review.

Mr. Jewell made a motion to approve the revisions and updates to Board of Education policies as presented. Mr. Carley seconded the motion and it passed unanimously.

Approval of AIA Standard Form of Agreement Between Owner and Construction Manager as Constructor and General Conditions for the Contract for Construction

The AIA agreements with SM Wilson are undergoing clerical updates. The Board reviewed the agreements and it was recommended that the Board approve the agreements pending legal review.

Mr. Hannah made a motion to approve the AIA Standard Form of Agreement between Owner and Construction Manager as Constructor and General Conditions for the Contract for Construction pending legal review. Mrs. Johnson seconded the motion and it passed unanimously.

Approval of AIA Standard Form of Agreement Between Owner and Architect, Construction Manager as Constructor

The AIA Standard Form of Agreement between Owner and Architect, Construction Manager as Constructor was reviewed by the Board. The agreement is still under review with the District's legal council. No action was taken by the Board.

Resolution Providing for the District Superintendent or Designee to Open a Credit Card Application with Bank of Springfield Requesting a \$50,000 Limit

The approval and implementation of the resolution authorizing the District Superintendent or their designee to open a credit card application with the Bank of Springfield, requesting a \$50,000 limit, represents a prudent and efficient business practice for our school district. It provides flexibility and ease in managing day-to-day financial transactions, streamlining administrative processes, and ensuring timely payments for essential educational resources. Moreover, it allows for better tracking and accountability while simplifying record-keeping. This resolution demonstrates the District's commitment to responsible financial management, which is vital for maintaining the District's financial health and delivering a high-quality education to our students.

Mr. Chiles made a motion to approve the District Superintendent or Designee to open a credit card application with Bank of Springfield, requesting a \$50,000 limit. Mr. Carley seconded the motion and it passed unanimously.

First Reading of Newly Written BOE Policy 4:55 Use of Credit and Procurement Cards

The recommendation that the Board adopt Policy 4:55 to establish a framework for the responsible use of District credit cards aims to ensure transparency, accountability, and efficiency in financial transactions conducted with District credit cards. By setting guidelines for card usage, approval processes, and monitoring, the policy safeguards against potential misuse of funds and promotes sound fiscal management within the school district. Policy 4:55 helps maintain the integrity of financial operations while enabling the District to meet its educational goals effectively. The policy was placed on first reading. Second reading and pending approval will be scheduled for the October Board meeting.

NEW BUSINESS

Approval of Purchase of Allovue Financial Software

The recommendation to purchase Allovue Financial Software is grounded in the need for enhanced financial management and transparency within our school district. This software offers robust tools for budgeting, accounting, and financial analysis, empowering administrators to make informed decisions, allocate resources efficiently, and track expenditures accurately. It streamlines financial processes, reduces errors, and enhances accountability, ultimately ensuring responsible stewardship of district funds. By investing in Allovue Financial Software, the aim is to modernize the District's financial operations, optimize resource allocation, and provide a more fiscally responsible and effective educational environment for our students and staff.

Mr. Jewell made a motion to approve the purchase of Allovue Financial Software as presented. Mr. Hannah seconded the motion and it passed unanimously.

Approval of Resolution to Provide for an Easement with Ameren on District Property

The resolution provides for an agreement for Ameren to complete pipeline work on District property. No District owned infrastructure will be impacted.

Mr. Jewell made a motion to approve the resolution to provide for an easement with Ameren on District property as presented. Mrs. Johnson seconded the motion and it passed unanimously.

Discussion of Teacher Resignation within the School Term

In accordance with regulatory guidelines, ISBE is mandated to respond when a teacher within a school district submits their resignation during the school term to assume a teaching role in another public school district. The period of 30 days preceding the start of the school year is included within the scope of the school term. The following details outline the considerations and sequential actions required of school districts when notifying ISBE about teachers facing potential licensure revocation due to resignations during the school term.

1. **Definition of School Term:** The term "school term" encompasses the period of 30 days leading up to the start of the school year.
2. **Applicability:** This stipulation is applicable to both full-time teachers, whether they hold tenured or non-tenured positions, who submit their resignations during the school term to accept a teaching position within another public school district.
3. **School Board Obligations:** Prior to proceeding, School Boards are obligated to initiate specific steps:
 - **Written Resignation:** A formal written resignation must be submitted by the teacher in question.
 - **Denial Action:** Within 10 days of receiving the resignation, the school board must take affirmative action to deny the resignation.
 - **Verification of New Position:** The school board must possess verifiable evidence of the teacher's acceptance of a teaching position within another public school district.
4. **ISBE Documentation Requirement:** ISBE will require substantiated proof of the aforementioned procedural steps, along with documentation of the denial letter.
5. **ISBE Hearing Procedure:** ISBE will conduct a comprehensive hearing within a timeframe of 90 days from the initiation of the process. During this hearing, all pertinent considerations will be examined.
6. **Written Findings:** Following the conclusion of the hearing, ISBE will issue comprehensive written findings within 14 days. These findings will encompass the outcomes and conclusions reached during the hearing proceedings.

While ISBE is required to act upon receiving a report from a school district, nothing in Code requires a school district to report a teacher for resigning during the school term.

ISBE plans to release comprehensive written guidelines on this process in the near future.

Watts, Emily Auditorium Volunteer
Wessel, Gretchen Musical Volunteer
Whitlow, Zack Musical Volunteer

RESIGNATIONS/RETIREMENTS:

Licensed Staff:

Fowler, Laura Special Education Teacher, RHS, Effective September 15, 2023

Support Staff:

Pasko, Thomas Bus Mechanic, Transportation

LEAVES OF ABSENCE

Licensed Staff:

Ellis, Doug School Bus Driver, Transportation, Effective September 18, 2023 through October 6, 2023
Lovett, Courtney Part-Time Secretary, RIS, Effective November 15, 2023 through December 1, 2023
McIlravy, Amanda Kindergarten Teacher, RES EC-1, Effective February 2, 2024 through March 27, 2024
Reynolds, Robert Auditorium and Fine Arts Coordinator, District, Effective September 5, 2023 through November 1, 2023
Sullivan, Samantha School Psychologist, RIS, Effective February 24, 2024 through May 13, 2024

MISCELLANEOUS

ADJOURN

Mr. Hannah made a motion to adjourn at 9:43 p.m. that was seconded by Mr. Jewell and carried unanimously.

Respectfully submitted,

Amy Reynolds, Vice President
Board of Education

Aimee Johnson, Recording Secretary
Board of Education