



"Soar to Excellence."

LIBERTY COMMUNITY UNIT #2 SCHOOL

505 N. PARK ST. LIBERTY, IL 62347

www.libertyschool.net

Board of Education

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Liberty School District will equip the whole student with knowledge, skills, and character to achieve personal success as they "Soar to Excellence."

Board Meeting Agenda for June 22, 2022 at 6:30 p.m. in Rm #81.

1. Public Hearing on the Amended Budget FY22.
2. Routine Consent Agenda:
 - A. Approval of the Agenda
 - B. Approval of the following Minutes:
May 18, 2022 Regular Board Meeting
 - C. Approval of the Bills, Payroll, Treasurer's Report, and Additional Bills
 - D. Approve the Financial Summary Report
 - E. Approve the Food Service Report
 - F. Approval of the Activity Report
 - G. Approve the Imprest Report
3. Consent Agenda:
 - A. Approve Safety Hazard Finding
 - B. Approve Prevailing Rate of Wages
 - C. Approve the IASB membership
 - D. Approve the School Fees for 2022-23
 - E. Approve the Elementary and JH/HS Handbooks for FY23
 - F. Approve the Amended Budget FY22
 - G. Approve the job description of Athletic Director/Dean of Students
 - H. Approve the first reading of PRESS Policy and revision of policies 5:220 and 5:330.
 - I. Approve the Employee Guide for 2022-23
 - J. Approve the Child & Family Connections Agreement
4. Discussion & Action:
 - A. Approve the increase in support staff wages, coaches' stipends, and contractual employees' salaries for 2022-23. (Discuss in Closed Session) Vote after Closed Session.
 - B. Approve Facility Committee recommendations.
 - Approve displaying the bell on the facilities from an old schoolhouse.
 - Purchasing new swing sets from School Outfitters for \$5,866.47 and moving them to a different location.
 - Repairing the Concrete in front of the JH and Main Entrance by NMC for \$12,000
 - Digital display of the Class Pictures by purchasing software from TouchPro for \$3,650 and having the class photos taken by Randy Industries for \$350
 - C. Approve the Transfer of Lease Levy proceeds to pay July 2021 Lease payments from Ed Fund to the Debt Service Fund for De Lage Lease of \$9,726.36 and American Capital Lease of \$8,151.19.
 - D. Reclassify \$8,630.14 of the De Lage Lease as coming from Grants and Other Reimbursements (ECF) instead of the Lease Levy.
5. Reports:
 - A. Superintendent's Report
 - B. Technology Coordinator's Report
6. Personnel Report:
 - Approve Jason Bryant as the 5th Grade Teacher for 2022-23, BS, Step 1, effective August 18, 2022.
 - Approve Katelyn Obert as the JH/ HS Cross Country Assistant Coach for 2022-23.
 - Approve the resignation of Carla O'Neil as a para educator, effective June 3, 2022.

- Approve Taylor Koch as a Para educator for 2022-23, effective August 18, 2022.
- Approve the maternity leave for Montanna Altmix for 60 work days, per FMLA, effective September 16-December 16, 2022.
- Approve Justine and Zoey Obert to help inventory and clean up all Chromebooks and Ipads at the current para rate. This should be completed in June 2022.
- Approve the resignation of Bob Lease as Assistant High School Baseball Coach, effective June 3, 2022.
- Approve the resignation of Matt Buhr as the Band Teacher and Band Sponsor, effective July 31, 2022.
- Approve the retirement of Jackie Collins as a Part-time Night Custodian, effective June 6, 2022.
- Approve the resignation of Danyelle Trexler as an Elementary Special Education Teacher, effective June 8, 2022.
- Approve the resignation of Nicole Lewis as a Para Educator, effective June 4, 2022.
- Approve Amber Perrine as a Para Educator, effective August 18, 2022.
- Approve Rachel Whitlock as the Ag Teacher on a 10½ month (210 days) contract. No FFA Stipend.
- Approve Rachel Whitlock for a 240 day contract for 2022-23, effective July 28, 2022. The additional 30 days are being paid from the Three Circles Grant.
- Approve Mariana Roberts as the Ag Teacher for one 9 month (180 days) contract, plus the FFA Stipend.
- Approve Mariana Roberts for a 240 day contract for 2022-23, effective July 28, 2022. The additional 60 days are being paid as follows: The Ag Alumni is paying the amount equal to 30 additional days minus the amount of the FFA stipend (which equates to 10½ months). The additional 30 days are being paid from the Three Circles Grant.
- Approve Madeleine Albright as a Para educator, effective August 18, 2022.
- Approve Darrel Cearlock as a JH/HS Special Education Teacher, BA +8 and Step 8, effective August 18, 2022.

Superintendent's Comments

Amended Budget FY22

At this meeting there was a public hearing for the Amended Budget and then once the hearing closed, the school board approved the Amended Budget for FY22. See attached on a summary of what occurred in each fund. We were pleased to have a balanced budget at the end of the 2021-22 fiscal year.

Annual Items

Every year we have to approve the Safety Hazard areas in the District. Prevailing wage has to be approved by the school board, even though they really do not have a choice to accept it or not, as school districts must pay prevailing wage on contractual services. The Illinois Association of School Boards membership fee is paid after July 1. We also update our agreement with Child & Family Connection to keep a collaborative relationship for our students and families.

Updating Documents

In this meeting, documents are updated and approved such as the Elementary and JH/HS Handbooks, along with the Employee Guide. We also review and approve up and coming school fees for the next school year. The fee schedule is based on consumables and supplies that must be purchased for a course.

Review of Policies

A new set of PRESS Policy has been released for review and we held the first reading by the school board of these changes. Also, there were revisions of Policies 5:220 and 5:330. The Policy Committee has already met to discuss these policy updates. We developed a new Welcome Letter for staff members when they are hired.

Job Descriptions

Due to the hiring of an Athletic Director and Dean of Students, a new job description was developed and needed to be approved by the school board. This job description is a culmination of duties for an AD, Dean, and safety/security staff.

Wage and Salary Increases

The school board approved new hourly rates for support staff and salaries for contractual employees for FY23. In order to pay people appropriately with regards to minimum wage of \$15.00 per hour coming in the future, the school board took an aggressive approach to increase wages/salaries. These increases were based on one's performance, work ethic, attendance, and teamwork.

Recommendations from the Facilities Committee

A few items were recommended to the school board from the Facilities Committee to be completed over the summer regarding displaying a bell from an old schoolhouse, digitizing the class pictures, fixing the concrete in front of the JH entrance and Main entrance, and purchasing new swings, along with moving them to a different location.

Lease Fund

A transfer of funds from the Ed Fund to the Lease Fund was approved, as recommended by the district auditor. Also, an adjustment had to be made in the Debt Service Fund due to reimbursement through e-rate funding on leasing some Chromebooks. This saved tax payers \$8, 630.14 in the Lease Levy.

BUDGET SUMMARY

	A	B	C	D	E	F	G	H	I	J	K	L
			(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
			Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety	
1	Begin entering data on ETRF 5-10 and ETRF 11-17 tabs.	Acct #										
2	ESTIMATED BEGINNING FUND BALANCE July 1, 2021 ¹ (without Student Activity Funds)		1,073,133	755,075	4,342	621,656	220,981	0	518,281	70,931	206,712	
3	RECEIPTS/REVENUES (without Student Activity Funds)											
4	LOCAL SOURCES	1000	1,952,679	411,638	20	162,454	205,159	0	40,814	664,417	40,523	
5	FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000	0	0	0	0	0	0	0	0	0	
6	STATE SOURCES	3000	2,653,282	50,000	0	379,405	0	0	0	0	0	
7	FEDERAL SOURCES	4000	1,025,795	369,981	0	6,036	205,159	0	40,814	664,417	40,523	
8	Total Direct Receipts/Revenues ¹		5,641,757	831,519	20	547,895	205,159	0	40,814	664,417	40,523	
9	Total Receipts/Revenues for "On Behalf" Payments ²	3898	0	0	0	0	0	0	0	0	0	
10	Total Receipts/Revenues		5,641,757	831,519	20	547,895	205,159	0	40,814	664,417	40,523	
11	DISBURSEMENTS/EXPENDITURES (without Student Activity Funds)											
12	INSTRUCTION	1000	4,010,396	792,537	0	483,313	90,687	0	0	14,979	0	
13	SUPPORT SERVICES	2000	1,237,857	0	0	0	108,306	0	0	649,438	0	
14	COMMUNITY SERVICES	3000	40,939	0	0	0	402	0	0	0	0	
15	PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	123,373	0	0	0	0	0	0	0	0	
16	DEBT SERVICES	5000	0	0	17,878	0	0	0	0	0	0	
17	PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0	0	0	0	
18	Total Direct Disbursements/Expenditures ³		5,412,565	792,537	17,878	483,313	199,395	0	0	664,417	0	
19	Total Disbursements/Expenditures for "On Behalf" Payments ²	4180	0	0	0	0	0	0	0	0	0	
20	Total Disbursements/Expenditures		5,412,565	792,537	17,878	483,313	199,395	0	0	664,417	0	
21	Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		229,192	38,982	(17,858)	64,582	5,764	0	40,814	0	40,523	
22	OTHER SOURCES/USES OF FUNDS											
23	OTHER SOURCES OF FUNDS (7000)											
24	PERMANENT TRANSFER FROM VARIOUS FUNDS	7110	0	0	0	0	0	0	0	0	0	
25	Abolishment the Working Cash Fund ¹⁵	7110	0	0	0	0	0	0	0	0	0	
26	Abolishment of the Working Cash Fund ¹⁶	7130	0	0	0	0	0	0	0	0	0	
27	Transfer of Working Cash Fund Interest	7130	0	0	0	0	0	0	0	0	0	
28	Transfer Among Funds	7140	0	0	0	0	0	0	0	0	0	
29	Transfer of Interest	7150	0	0	0	0	0	0	0	0	0	
30	Transfer from Capital Projects Fund to O&M Fund	7160	0	0	0	0	0	0	0	0	0	
31	Transfer of Excess Fire Prev & Safety Tax & Interest ³ Proceeds to O&M Fund	7170	0	0	0	0	0	0	0	0	0	
32	Transfer of Excess Accumulated Fire Prev & Safety Bond and Int ^{3a} Proceeds to Debt Service Fund	7210	23,132	0	0	0	0	0	0	0	0	
33	Principal on Bonds Sold ⁴	7220	0	0	0	0	0	0	0	0	0	
34	Premium on Bonds Sold	7230	0	0	0	0	0	0	0	0	0	
35	Accrued Interest on Bonds Sold	7300	0	0	0	0	0	0	0	0	0	
36	Sale of Compensation for Fixed Assets ⁵	7400	0	0	0	0	0	0	0	0	0	
37	Transfer to Debt Service to Pay Principal on Capital Leases	7500	0	0	0	0	0	0	0	0	0	
38	Transfer to Debt Service Fund to Pay Interest on Capital Leases	7600	0	0	0	0	0	0	0	0	0	
39	Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7700	0	0	0	0	0	0	0	0	0	
40	Transfer to Capital Projects Fund to Pay Interest on Revenue Bonds	7800	0	0	0	0	0	0	0	0	0	
41	USE Loan Proceeds	7900	0	0	0	0	0	0	0	0	0	
42	Other Sources Not Classified Elsewhere	7990	0	0	0	0	0	0	0	0	0	
43	Total Other Sources of Funds ⁶		23,132	0	0	0	0	0	0	0	0	

BUDGET SUMMARY

A Description: Enter Whole Numbers Only	B Acct #	C (10) Educational		D (20) Operations & Maintenance		E (30) Debt Service		F (40) Transportation		G (50) Municipal Retirement/Social Security		H (60) Capital Projects		I (70) Working Cash		J (80) Tort		K (90) Fire Prevention & Safety		L	
1																					
Begin entering data on Exhibit 5-10 and Exhibit 11-17 tabs.																					
2																					
OTHER USES OF FUNDS (8000)																					
47																					
TRANSFER TO VARIOUS OTHER FUNDS (8100)																					
49		8110																			
50		8120																			
51		8130																			
52		8140																			
53		8150																			
54		8160																			
55		8170																			
Transfer of excess Fire Prev & Safety Tax & Interest ¹ proceeds to O&M Fund																					
and																					
56		8410	17,978																		
Int Proceeds to Debt Service Fund																					
57		8420																			
Taxes Pledged to Pay Principal on Capital Leases																					
58		8430																			
Grants/Reimbursements Pledged to Pay Principal on Capital Leases																					
59		8440																			
Other Revenues Pledged to Pay Principal on Capital Leases																					
60		8510																			
Fund Balance Transfers Pledged to Pay Principal on Capital Leases																					
61		8520																			
Taxes Pledged to Pay Interest on Capital Leases																					
62		8530																			
Grants/Reimbursements Pledged to Pay Interest on Capital Leases																					
63		8540																			
Other Revenues Pledged to Pay Interest on Capital Leases																					
64		8610																			
Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds																					
65		8620																			
Taxes Pledged to Pay Principal on Revenue Bonds																					
66		8630																			
Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds																					
67		8640																			
Other Revenues Pledged to Pay Principal on Revenue Bonds																					
68		8710																			
Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds																					
69		8720																			
Taxes Pledged to Pay Interest on Revenue Bonds																					
70		8730																			
Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds																					
71		8740																			
Other Revenues Pledged to Pay Interest on Revenue Bonds																					
72		8810																			
Fund Balance Transfers Pledged to Pay for Capital Projects																					
73		8820																			
Taxes Transferred to Pay for Capital Projects																					
74		8830																			
Grants/Reimbursements Pledged to Pay for Capital Projects																					
75		8840																			
Other Revenues Pledged to Pay for Capital Projects																					
76		8910																			
Fund Balance Transfers Pledged to Pay for Capital Projects																					
77		8910																			
Transfer to Debt Service Fund to Pay Principal on ISBE Loans																					
78		8990																			
Other Uses Not Classified Elsewhere																					
79			17,978																		
Total Other Uses of Funds ⁹																					
80			5,254																		
ESTIMATED ENDING FUND BALANCE June 30, 2022 (without Student Activity Funds)																					
81			1,307,579	794,057		4,362	686,748	226,745							559,095	70,931			247,235		
Student Activity ESTIMATED BEGINNING FUND BALANCE July 1, 2021																					
82			100,751																		
Fund 11																					
83			310,000																		
RECEIPTS/REVENUES (for Student Activity Funds)																					
84		1999	310,000																		
Total Student Activity Direct Receipts/Revenue (Local Sources)																					
85		1999	310,000																		
DISBURSEMENTS/EXPENDITURES (for Student Activity Funds)																					
86			310,000																		
Total Student Activity Direct Disbursements/Expenditures																					
87			0																		
Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures																					
88			100,751																		
Student Activity ESTIMATED ENDING FUND BALANCE June 30, 2022																					
89			1,179,884	755,075	4,362	621,666	220,981							518,281	70,931				206,712		
Total ESTIMATED BEGINNING FUND BALANCE July 1, 2021 (All Sources including Student Activity Funds)																					
90			2,277,679	411,638	20	162,454	205,159							40,814	654,417				40,523		
LOCAL SOURCES																					
91			0			0	0							0	0				0		
FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT																					
92			2,653,282	50,000	0	379,405	0							0	0				0		
STATE SOURCES																					
93			1,025,796	369,881	0	603,6	0							0	0				0		
FEDERAL SOURCES																					

	ED	SA	OM	DEBT	TRAN	IMRF/SS/MED	WC	TORT	FP	TOTALS
Revenues	\$5,664,889.00	\$310,000.00	\$831,519.00	\$17,898.00	\$547,895.00	\$205,159.00	\$40,814.00	\$664,417.00	\$40,523.00	\$8,323,114.00
Expenses	\$5,430,443.00	\$310,000.00	\$792,537.00	\$17,878.00	\$483,313.00	\$199,395.00	0.00	\$664,417.00	0.00	\$7,897,983.00
Difference	\$234,446.00	\$0.00	\$38,982.00	\$20.00	\$64,582.00	\$5,764.00	\$40,814.00	\$0.00	\$40,523.00	\$425,131.00