

METAMORA COMMUNITY CONSOLIDATED SCHOOL DISTRICT NO. 1
REGULAR BOARD OF EDUCATION MEETING AGENDA
Metamora Grade School Conference Room
Thursday, September 11, 2025, 7:00 PM

- 1 Call to Order - President Dana Smith
- 2 Roll Call - Secretary Mary Schierer
- 3 Pledge of Allegiance
- 4 **Reports from the Public**
 - A. Public Comments and/or Petitions to the Board

People wishing to address the Board of Education are guided by Board of Education Policy 2:230, "Public Participation at School Board Meetings and Petitions to the Board"

- 5 Acknowledgement of Cards and Letters
- 6 **Consent Agenda**
 - A. Minutes

METAMORA COMMUNITY CONSOLIDATED SCHOOL DISTRICT #1
Regular Board of Education Meeting–Metamora Grade School
Thursday, August 7, 2025, 7:00 p.m.

MINUTES

Those in attendance: Dana Smith, Jared Frye, Mary Schierer, Kristina Grebner-Rauh (via video), Dave Gleissner, Matt Wilkerson, Trent Yoder, Dr. Lee, Mr. Damery, Mr. Dirks, Lisa DeVore, Anna Staab, Elizabeth Stephens.

PUBLIC COMMENT

no public comment

CONSENT AGENDA

Motion by Mary Schierer, second by Dana Smith, to approve the consent agenda, including June 12 minutes, bills and payroll, treasurer's report, investment report and activity account. Motion carried 6-0. Grebner-Rauh - abstain

ADMINISTRATIVE REPORTS

In their Principal reports, Mr. Dirks and Mr. Damery reported on the MTSS/RtI updates that a team of teachers and administrators developed. The big changes to this plan reflect updates to Tier 1 instructional strategies and resources, followed by a structured Problem Solving Team that assembles to intentionally review students who do not initially respond to academic, behavioral or social interventions.

The principals summarized the SEL team's work in July. They modified existing programs and planned for the upcoming year. Additionally, they learned various strategies to enhance student teacher and student-student connections, to identify root causes of behaviors and to improve relationships. Finally, the principals said there will be an emphasis on small group instructional and feedback strategies this year in an effort to enhance personalized learning.

In his Superintendent's report Dr. Lee shared an update on student registration and the facility projects. The final shelving units in the library are installed and will be filled with books before the first day of school. In other projects, upgrading lighting is being installed in the new gym foyer, multipurpose room and Frisk Gym. Incentives from Ameren are being used to offset the cost of the project. Upon completion of that project, every light at MGS will have been upgraded within the past four years. A small parking lot made from asphalt millings was added on the north side of the property and will help alleviate congestion in the main lot. A handful of classrooms received their new furniture, while some 1st-2nd grade classrooms enjoyed a reorientation with new whiteboards and Newlines to replace original chalkboards and overhead projectors.

INFORMATION ITEMS

Transportation Director Elizabeth Stephens provided an update to the Board. Drivers have received training on the new routing software.

Matt Wilkerson, Jared Frye, Kristina Grebner- Rauh [summarized the Finance Committee's August meeting.](#)

ACTION ITEMS

APPROVE SECOND READING OF BOARD POLICY UPDATES AS PRESENTED IN IASB PRESS POLICY UPDATE 119.

Motion by Smith, second by Yoder, Motion carried 7-0

APPROVE TENTATIVE BUDGET FOR 2025-2026.

Motion by Wilkerson, second by Frye, motion carried 7-0.

SET DATE AND TIME OF PUBLIC HEARING TO APPROVE 2025-2026 METAMORA CCSD #1 BUDGET FOR FOR 7:00 PM ON THURSDAY, SEPTEMBER 11, 2025.

Motion by Smith, second by Gleissner, Motion carried 7-0.

APPROVE JIM DUNNAN AS PRINCIPAL MENTOR FOR THE 2025-2026 SCHOOL YEAR.

Motion by Gleissner, second by Wilkerson, Motion carried 6-1.

APPROVE ONSITE SNOW SOLUTIONS FOR 2025-2026 SNOW & ICE MANAGEMENT AT MGS.

Motion by Wilkerson, second by Gleissner, Motion carried 7-0.

APPROVE UPDATED DISTRICT MTSS PLAN.

Motion by Smith, second by Yoder, Motion carried 7-0.

APPROVE CARA PARR AS TEACHER'S AIDE.

Motion by Smith, second by Schierer, Motion carried 7-0.

ADJOURN

Motion by Wilkerson, Seconded by Smith, Motion carried by voice vote at 8:04 pm.

Dana Smith, President

Mary Schierer, Secretary

Metamora CCSD #1
815 E Chatham
Metamora, IL 61548

Summary September Bills and August Payroll

September Bills	\$	452,049.42
8/15/2025 Payroll	\$	157,550.32
8/15/2025 Liabilities	\$	99,418.63
8/29/2025 Payroll	\$	133,084.42
8/29/2025 Liabilities	\$	86,565.03
Total Bills and Payroll	\$	928,667.82

Dana Smith, President

Mary Schierer, Secretary

Bills Payable List

Printed: 9/4/2025 8:49 AM
 Metamora Com Cons Grade School Dist
 Expense on Date: 9/1/2025 to 9/11/2025

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
AAA Certified Confidential Security (
		Schredding		31	136.19	10-2310-690-00-4
					<u>\$136.19</u>	
AED Brands LLC						
		School Nurse Supplies		31	839.00	10-2130-410-00
					<u>\$839.00</u>	
ALLIED LOCK & SAFE TECHNICIAN:						
		exit door repair		3	210.00	20-2540-324-00-4
					<u>\$210.00</u>	
Amazon Capital Services						
		Order # 111-6291991-6675403		31	20.88	10-1110-410-00-4
		Supplies 111-0630760-5625061		31	112.99	10-1110-410-00-4
		Golf Supplies 112-6284811-3766639		31	27.49	10-1500-410-31-4
		Supplies 111-9998017-9569030		31	70.35	10-1110-410-00-4
					<u>\$231.71</u>	
AMEREN ILLINOIS						
		Natural Gas		31	829.28	20-2540-465-00
		Natural Gas		31	71.77	20-2540-465-00
					<u>\$901.05</u>	
American Express - Amazon Busine:						
		Technology supplies		31	230.90	10-1110-410-05
		Technology supplies		31	82.35	10-1110-410-05
		Supplies - Custodial		31	55.99	20-2540-410-00-4
		Technology supplies		31	37.35	10-1110-410-05
		Technology supplies		31	6.64	10-1110-410-05
		Technology supplies		31	26.99	10-1110-410-05
		Technology supplies		31	189.99	10-1110-410-05
		Technology supplies		31	24.99	10-1110-410-05
		Technology supplies		31	264.59	10-1110-410-05
		General Supplies		31	22.79	10-1110-410-00-4
		General Supplies		31	35.82	10-1110-410-00-4
		Special Meetings		31	24.20	10-2560-412-32-4
		Garbage		31	360.00	20-2540-321-00-4
		Garbage		31	360.00	20-2540-321-00-4
		Garbage		31	360.00	20-2540-321-00-4
		Garbage		31	360.00	20-2540-321-00-4
		Garbage		31	335.00	20-2540-321-00-4
		General Supplies		31	199.00	10-1110-410-00-4
		Postage		31	11.87	10-2310-340-00-4
		Board Dues & Fees		31	30.00	10-2310-640-00-4
		Supt Prof Development		31	30.00	10-2321-310-00-4
		Principal Dues & Fees		31	349.00	10-2410-640-00-4
		Model Student Handbook		31	350.00	10-1110-410-00-4
		General Supplies		31	150.17	10-1110-410-00-4
		General Supplies		31	21.72	10-1110-410-00-4
		General Supplies-Laminating		3	355.48	10-1110-410-00-4
		General Supplies		3	15.96	10-1110-410-00-4

Bills Payable List

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Metamora Com Cons Grade School Dist

Expense on Date: 9/1/2025 to 9/11/2025

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
		General Supplies-Ott		3	4.99	10-1110-410-00-4
		General Supplies		3	118.94	10-1110-410-00-4
		Grounds Materials		4	40.00	20-2543-410-00-4
		Special Meetings		4	151.42	10-2560-412-32-4
		Grounds Materials		4	30.58	20-2543-410-00-4
		credit		4	(47.75)	10-1110-410-00-4
10004 LH		Classroom Supplies-Huntsman		31	56.85	10-1110-410-02
10007Stamm		Classroom Supplies-Stamm		31	22.83	10-1110-410-02
10007Stamm		Classroom Supplies-Stamm		31	40.99	10-1110-410-02
10016		Sp. Ed. General Supplies-Ryon		31	319.34	10-1220-410-00-300100-4
6954		General Supplies		31	52.45	10-1110-410-00-4
6963 M/T		Supplies - Foundation Miller/Trentman		31	356.58	10-1110-410-11-4
6964		Supplies - Foundation Krasin		31	407.70	10-1110-410-11-4
6965		Supplies - Foundation Kamp		31	269.80	10-1110-410-11-4
6966		Supplies - Foundation Stamm		31	60.01	10-1110-410-11-4
6966		Supplies - Foundation Stamm		31	541.92	10-1110-410-11-4
6966		Supplies - Foundation Stamm		31	28.44	10-1110-410-11-4
6966		Supplies - Foundation Stamm		31	35.96	10-1110-410-11-4
8437		Supplies Other than Food		31	79.94	10-2560-419-32-4
Baker		Supplies - Foundation-Baker, Kayla		3	53.67	10-1110-410-11-4
Baker		Supplies - Foundation Baker		3	10.99	10-1110-410-11-4
Becker		Supplies - Foundation - Becker		3	48.18	10-1110-410-11-4
Becker		Supplies - Foundation - Becker		3	204.51	10-1110-410-11-4
Dome/Angl		Supplies - Foundation-Domenghini/Anglin		3	46.39	10-1110-410-11-4
Dome/Angl		Supplies - Foundation-Domenghini/Anglin		3	186.71	10-1110-410-11-4
Domen/Angl		Supplies - Foundation Domenighini/Anglin		3	34.83	10-1110-410-11-4
Edwards		Sp. Ed. Classroom Supplies-Edwards		4	345.00	10-1220-410-01-300100-4
Edwards		Sp. Ed. Classroom Supplies-Edwards		4	4.99	10-1220-410-01-300100-4
Huntsman		Classroom Supplies		3	15.19	10-1110-410-02
Huntsman		Classroom Supplies		3	52.96	10-1110-410-02
Miller, S		Supplies - Foundation-Miller, Skylar		3	435.49	10-1110-410-11-4
Ott		Classroom Supplies-Ott		3	284.82	10-1110-410-02
Wallace		Classroom Supplies-Wallace		3	11.99	10-1110-410-02
Wallace		Classroom Supplies-Wallace		3	432.55	10-1110-410-02
		Postage		31	9.99	10-2310-340-00-4
		Postage		31	35.20	10-2310-340-00-4
		BOE Workshop 8/16		31	73.98	10-2560-412-32-4
		Principal - PD - Dirks		31	499.00	10-2410-310-00
		Parking lot signs		3	626.45	10-1110-410-00-4
10008 BW		Classroom Supplies-Wiley		31	82.39	10-1110-410-02
6958		General Instructional Material		31	1,999.00	10-1110-420-00-4
6959		General Supplies		31	155.82	10-1110-410-00-4
Baker		Supplies - Foundation-Baker, Kayla		3	451.42	10-1110-410-11-4
					<u>\$12,963.31</u>	
Apptegy, Inc.		Thrillshare Media Subscription		31	8,436.42	10-2660-300-01
					<u>\$8,436.42</u>	
ATLAS SUPPLY CO.						

Bills Payable List

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Metamora Com Cons Grade School Dist

Expense on Date: 9/1/2025 to 9/11/2025

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
		Supplies - Custodial		31	3,591.98	20-2540-410-00-4
		Supplies - Custodial		31	214.99	20-2540-410-00-4
					<u>\$3,806.97</u>	
BLICK Art Materials						
	Foster.	Art-Foster		31	5.70	10-1110-410-02
					<u>\$5.70</u>	
Bushue Background Screening						
		Criminal Background Check		3	180.00	10-2310-318-00-4
					<u>\$180.00</u>	
CIV						
		Supt Prof Development		4	200.00	10-2321-310-00-4
					<u>\$200.00</u>	
CIWIRC/DBA IWIRC						
		Physicals-Ulrich		31	106.00	40-2550-391-00-4
					<u>\$106.00</u>	
COMMERCE BANK NA						
		Software License		31	77.88	10-1110-310-05-110000
		Software License		31	77.88	10-1110-310-05-110000
		Supplies and Parts		31	8,652.11	40-2550-411-00-4
		Supplies and Parts		31	1,245.00	40-2550-411-00-4
		Special meetings		31	87.93	10-2560-412-32-4
		Other Misc Expense		31	30.00	10-2310-690-00-4
		Software License		31	21.64	10-1110-310-05-110000
		Supt Prof Development		31	412.26	10-2321-310-00-4
		Supt Prof Development		31	380.07	10-2321-310-00-4
		Back to School		31	244.00	10-2560-412-32-4
		Supplies - Custodial		31	59.00	20-2540-410-00-4
		Finance meeting		31	61.25	10-2560-412-32-4
		Textbooks/Instruction		31	11.99	10-1110-420-00-4
		Other Misc Expense		31	608.47	10-2310-690-00-4
					<u>\$11,969.48</u>	
COURIER PUBLISHING COMPANY						
		Budget Hearing		3	54.56	10-2310-350-00
					<u>\$54.56</u>	
Cresent Electric Supply Company						
		Supplies - Custodial		31	131.19	20-2540-410-00-4
					<u>\$131.19</u>	
Delavan						
		DARE Classicc 10/4/2025		3	70.00	10-1500-640-55-4
		DARE Classic 10/4/2025		3	70.00	10-1500-640-57-4
					<u>\$140.00</u>	
Design Mavens Architecture PLLC						
		MEP as Builts		31	18,506.25	60-2530-530-04
					<u>\$18,506.25</u>	
DIGITAL COPY SYSTEMS LLC						
		Copier Rental and Equipment		31	2,729.50	10-1110-325-00-4

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Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
		Copier Rental and Equipment		31	401.45	10-1110-325-00-4
		Copier Rental and Equipment		3	3,264.90	10-1110-325-00-4
					<u>\$6,395.85</u>	
Dunlap Valley						
		Xcty 9/23/25		31	75.00	10-1500-640-57-4
		Xcty 9/23/25		31	75.00	10-1500-640-55-4
					<u>\$150.00</u>	
Dunnam, James						
		Professional Services-Mentoring		31	355.50	10-2310-310-00-4
					<u>\$355.50</u>	
EMS LINQ						
		SDS Maintenance Agreement		4	12,990.47	10-2520-316-00-4
					<u>\$12,990.47</u>	
ENTEC SERVICES, INC.						
		Maintenance Contracts		31	664.42	20-2540-326-00-4
		Maintenance Contracts		31	154.50	20-2540-326-00-4
		ACCU-6		31	619.15	20-2540-324-00-4
		ACCU-12 & CUH-2		31	5,711.18	20-2540-324-00-4
		ACCU-11		31	230.00	20-2540-324-00-4
		BAS - Temp Controls		31	783.13	20-2540-324-00-4
					<u>\$8,162.38</u>	
ESGI						
		Software License		3	2,072.00	10-1110-310-05-110000
					<u>\$2,072.00</u>	
ESI - CFR IL01						
		Walk in Cooler		31	748.92	10-2560-323-32-4
		Food Service Maint Contract		3	167.00	10-2560-310-01-4
					<u>\$915.92</u>	
EVERGREEN FS INC.						
		Supplies - Gasoline		3	2,527.60	40-2550-464-00-4
		Supplies - Gasoline		31	3,140.27	40-2550-464-00-4
					<u>\$5,667.87</u>	
Everway LLC						
6902		Textbooks/Instruction		31	2,106.96	10-1110-420-00-4
					<u>\$2,106.96</u>	
Germantown Hills Middle School						
		Xcty 9/16/25		31	75.00	10-1500-640-57-4
		Xcty 9/16/25		31	75.00	10-1500-640-55-4
					<u>\$150.00</u>	
GETZ FIRE EQUIPMENT CO.						
		Fire Inspection		31	1,557.00	80-2540-319-01
					<u>\$1,557.00</u>	
Gopher						
PE		Supplies - Foundation - PE - Bernitt		4	3,706.35	10-1110-410-11-4
					<u>\$3,706.35</u>	
Heart Technologies Inc						

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Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
		Chromebook lease		3	3,064.35	10-1110-325-01
		Chromebook lease		5	1,029.68	10-1110-325-01
					<u>\$4,094.03</u>	
Heart Technologies						
		Office phone LAN POE connection broke		3	136.73	20-2540-324-00-4
		Phone system not working		31	125.00	20-2540-324-00-4
					<u>\$261.73</u>	
Henricksen & Company Inc						
	6924	Equipment		9	62,132.38	10-1110-500-01-4
					<u>\$62,132.38</u>	
Illinois Power Marketing						
		Acct # 400001732907		31	280.07	10-2540-466-00-4
		Acct # 400001733918		31	14,327.90	10-2540-466-00-4
		Acct # 400001723708		31	74.18	10-2540-466-00-4
					<u>\$14,682.15</u>	
Intech Innovations						
		Whiteboards		31	5,905.00	10-1110-410-05
		Marker board - test room		31	1,367.36	10-1110-500-02-4
	6891	New Lines		4	5,000.00	10-1110-500-02-4
					<u>\$12,272.36</u>	
ISCorp						
		Technology supplies		31	275.00	10-1110-410-05
					<u>\$275.00</u>	
Kirby Foods Metamora						
		Food Supplies		4	34.41	10-2560-410-32-4
		General Supplies		31	70.86	10-1110-410-00-4
		Supplies - Custodial		31	18.27	20-2540-410-00-4
		Sp. Ed. General Supplies		31	40.99	10-1220-410-00-300100-4
		General Supplies		31	13.98	10-1110-410-00-4
		Redbird Coupon Awards		31	27.20	10-2190-319-00-440000-4
		Food Supplies		4	40.64	10-2560-410-32-4
					<u>\$246.35</u>	
Kohl Wholesale						
		Food Supplies		31	3,325.41	10-2560-410-32-4
		Food Supplies		4	11,695.00	10-2560-410-32-4
					<u>\$15,020.41</u>	
KS State Bank						
		Bus Purchase		22	173,570.07	40-2550-550-01-110000-4
					<u>\$173,570.07</u>	
Lakeshore						
	6968K	Supplies - Foundation- Kindergarten		31	489.98	10-1110-410-11-4
					<u>\$489.98</u>	
Lanter Distributing LLC						
		Food Delivery - Commodities		31	352.60	10-2560-339-32-4
					<u>\$352.60</u>	
Lexia Learning Systems LLC						

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Vendor Name						
P.O. Number	Description	Override	Batch #	Amount	State Account Number	
	Software License-English student		31	105.00	10-1110-310-05-110000	
				<u>\$105.00</u>		
MACIE PUBLISHING						
	Recorders		31	713.52	10-1500-411-24-4	
				<u>\$713.52</u>		
Mansfield Power & Gas LLC						
	Natural Gas		3	1,287.30	20-2540-465-00	
				<u>\$1,287.30</u>		
Martin Sign Service, Inc.						
	Banners		31	350.00	20-2543-410-00-4	
				<u>\$350.00</u>		
McGraw Hill						
6951	Wonders Gr 2,3,4		31	7,751.46	10-1110-420-00-4	
6955	Reveal Math		31	(47.23)	10-1110-420-00-4	
6955	Reveal Math		31	1,337.04	10-1110-420-00-4	
				<u>\$9,041.27</u>		
METAMORA GRADE SCHOOL ACTIV						
	XC Meal fee		31	880.00	10-1611-32	
				<u>\$880.00</u>		
METAMORA GRADE SCHOOL IMPRE						
	AD Workshop		31	65.00	10-1500-640-55-4	
	Baseball Officials		31	910.00	10-1500-319-55-4	
	Washington Invite		31	70.00	10-1500-640-57-4	
	Washington Invite		31	70.00	10-1500-640-55-4	
	Mid Illini Invite		31	100.00	10-1500-640-55-4	
	Mid Illini Invite		31	100.00	10-1500-640-57-4	
	Xcty Starter Aug 23		31	50.00	10-1500-319-55-4	
	Xcty Starter Aug 23		31	50.00	10-1500-319-57-4	
	Softball Officials		31	780.00	10-1500-319-57-4	
	Back to School		31	970.00	10-2560-412-32-4	
	CFPM class Salem		31	124.00	10-2560-641-32-4	
				<u>\$3,289.00</u>		
Metamora Township						
	Terrance Talley speaker 1.28.25		31	1,750.00	10-1110-420-00-4	
				<u>\$1,750.00</u>		
METAMORA, VILLAGE OF						
	Sewer		3	15.04	20-2540-321-00-4	
	Sewer		3	59.33	20-2540-321-00-4	
	Sewer - Transportation		3	15.04	20-2540-321-01-4	
	Water		3	37.83	20-2540-370-00	
	Water		3	37.83	20-2540-370-00	
	Water		3	37.83	20-2540-370-00	
	Water		3	180.01	20-2540-370-00	
	Water- Transportation		3	37.83	20-2540-370-01	
				<u>\$420.74</u>		
Midwest Bus Sales						

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Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
		Crossview Mirror		31	339.14	40-2550-411-00-4
					<u>\$339.14</u>	
Midwest Environmental Consulting S		Mold inspectont		4	2,625.00	20-2540-310-00-4
					<u>\$2,625.00</u>	
Midwest Equipment -Metamora		Pressure washer		31	857.98	20-2540-530-00-4
					<u>\$857.98</u>	
MTCO		Telephone		3	510.00	10-2540-340-00-4
		Internet Services		3	1,234.92	10-1110-340-00-4
					<u>\$1,744.92</u>	
Neaveill Distributing Inc.		Milk		3	1,668.00	10-2560-410-32-4
					<u>\$1,668.00</u>	
Nena Hardware Peoria		Grounds Maintenance		31	224.73	20-2543-324-00-4
		Supplies - Custodial		31	23.37	20-2540-410-00-4
		Supplies and Parts		3	16.28	40-2550-411-00-4
		Supplies - Custodial		31	99.26	20-2540-410-00-4
					<u>\$363.64</u>	
ODP Business Solutions LLC		Supplies - Toner		31	68.82	10-1110-410-04-4
		General Supplies- paper		31	33.42	10-1110-410-00-4
		Supplies - Custodial		31	21.52	20-2540-410-00-4
		General Supplies-colored paper		31	409.37	10-1110-410-00-4
		Supplies - Toner		31	84.17	10-1110-410-04-4
		General Supplies- paper		31	51.95	10-1110-410-00-4
		Supplies - Toner		3	68.82	10-1110-410-04-4
					<u>\$738.07</u>	
Parkside Jr High		Xcty 9/13/25		31	137.50	10-1500-640-57-4
		Xcty 9/13/25		31	137.50	10-1500-640-55-4
					<u>\$275.00</u>	
Peoria Riverfront Museum		7th Grade Field Trip		3	1,018.50	10-1110-314-01
					<u>\$1,018.50</u>	
PIPCO COMPANIES LTD		Backflow Inspection		31	320.00	80-2540-319-07
					<u>\$320.00</u>	
PowerSchool Group LLC		Software License		3	1,907.17	10-1110-310-05-110000
					<u>\$1,907.17</u>	
Quail Meadows Golf		Greens fees		31	128.00	10-1500-640-55-4
		Greens fees		31	128.00	10-1500-640-57-4

Bills Payable List

Printed: 9/4/2025 8:49 AM
 Metamora Com Cons Grade School Dist
 Expense on Date: 9/1/2025 to 9/11/2025

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
					<u>\$256.00</u>	
R.J. Rhodes Electric Inc		wiring		31	150.00	20-2540-324-00-4
		Emergency lights		31	950.00	20-2540-324-00-4
					<u>\$1,100.00</u>	
Reading Horizons	6969	Reading horizons elevate student books		31	1,976.40	10-1110-420-00-4
					<u>\$1,976.40</u>	
Regional Office of Education #53		IASA Job Bank		3	150.00	10-2310-640-00-4
					<u>\$150.00</u>	
Renaissance	6962	Fastbridge Renewal		31	6,880.00	10-1110-310-05-110000
					<u>\$6,880.00</u>	
Scholastic Inc	6910	Scholastic News Magazine		3	3,503.00	10-1110-420-00-4
					<u>\$3,503.00</u>	
School Specialty LLC	10000Camp	Classroom Supplies-Camp		31	400.01	10-1110-410-02
					<u>\$400.01</u>	
Screencastify LLC		Software License		3	2,211.00	10-1110-310-05-110000
					<u>\$2,211.00</u>	
Shazam Racing		Xcty Koonce Invite		3	3,312.40	10-1500-410-59
					<u>\$3,312.40</u>	
Smithereen Pest Management		Extermination		31	45.00	20-2540-327-00-4
					<u>\$45.00</u>	
Stalker Sports Floor		Gym floor refinish		31	2,950.00	60-2530-319-03-4
					<u>\$2,950.00</u>	
THE MUSIC SHOPPE INC.		Upkeep - Band Equipment		31	58.00	10-1500-323-24-4
		Upkeep - Band Equipment		31	75.02	10-1500-323-24-4
		Sterile spray		31	22.40	10-1500-410-24-4
		Music Resale		31	12.76	10-1500-411-24-4
		Music Resale		31	5.09	10-1500-411-24-4
		Music Resale		31	16.99	10-1500-411-24-4
		Upkeep - Band Equipment		31	60.00	10-1500-323-24-4
		Band Supplies		3	22.01	10-1500-410-24-4
		Clarinet case		3	306.60	10-1500-410-24-4
		Music Resale		3	22.08	10-1500-411-24-4
		Service Contract - previous payment		4	(9,193.00)	10-1500-323-24-4
		Revised new contract amount		4	9,063.00	10-1500-323-24-4
		Credit Bass Clarinet cases		31	(534.98)	10-1500-410-24-4

Bills Payable List

Printed: 9/4/2025 8:49 AM
 Metamora Com Cons Grade School Dist
 Expense on Date: 9/1/2025 to 9/11/2025

Vendor Name	P.O. Number	Description	Override	Batch #	Amount	State Account Number
					<u>(\$64.03)</u>	
Trapp Electric		Capital Outlay - Cap Imp.		31	11,851.10	60-2530-530-03-4
					<u>\$11,851.10</u>	
TROPHIES PLUS		Koonce Invite trophies		31	380.50	10-1500-410-59
					<u>\$380.50</u>	
Unland Insurance & Benefits		Commercial Property Insurance		31	87.00	80-2310-311-03
					<u>\$87.00</u>	
West Music		Supplies - Foundation		31	168.30	10-1110-410-11-4
					<u>\$168.30</u>	
Wilkerson, Erika		Special Meetings		31	703.30	10-2560-412-32-4
					<u>\$703.30</u>	
Report Total					<u><u>\$452,049.42</u></u>	



ISDLAF+ Monthly Statement

Metamora C.C.S.D. #1

Please Note:

THE FUND WILL BE CLOSED OCTOBER 13TH IN OBSERVANCE OF THE COLUMBUS DAY HOLIDAY

Activity Summary (IL01-11327-0101) General Fund

8/1/2025 - 8/31/2025

Investment Pool Summary	LIQ	MAX
Beginning Market Balance	\$1,179.80	\$904.07
Dividends	\$4.34	\$3.10
Purchases	\$0.00	\$0.00
Redemptions	\$0.00	\$0.00
Ending Market Balance	\$1,184.14	\$907.17
Average Monthly Rate	4.200%	4.214%
NAV / Share Price	\$1.000	\$1.000
Total	\$1,184.14	\$907.17

Total Fixed Income	\$1,650,000.00
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Account Total	\$1,652,091.31
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Your Representative(s)

Matt Pitstick

(630) 657-6433

mpitstick@pmanetwork.com

Representatives are associated with PMA Securities, LLC

Metamora C.C.S.D. #1
815 E Chatham
Metamora, IL 61548-0552



PTMA Financial Solutions
2135 CityGate Lane, 7th Floor
Naperville, IL 60563



ISDLAF+ Monthly Statement

Metamora C.C.S.D. #1

Transaction Activity (IL01-11327-0101) General Fund

LIQ 8/1/2025 - 8/31/2025

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	NAV / Share Price	Shares this Transaction
	08/31/2025	08/31/2025	Total Dividend Reinvestment	\$0.00	\$4.34	\$1.000	4.340
				\$0.00	\$4.34		4.340

Beginning Market Value: \$1,179.80 | Ending Market Value: \$1,184.14



ISDLAF+ Monthly Statement

Metamora C.C.S.D. #1

Transaction Activity (IL01-11327-0101) General Fund

MAX 8/1/2025 - 8/31/2025

Transaction	Trade Date	Settle Date	Description	Redemption	Purchase	NAV / Share Price	Shares this Transaction
	08/31/2025	08/31/2025	Total Dividend Reinvestment	\$0.00	\$3.10	\$1.000	3.100
				\$0.00	\$3.10		3.100

Beginning Market Value: \$904.07 | Ending Market Value: \$907.17



Current Portfolio

8/31/2025

Type	Code	Holding Id	Trade Date	Settle Date	Maturity Date	Description	Cost	Rate	NAV / Share Price	Face/Par	Market Value
LIQ				08/31/2025		LIQ Account Balance	\$1,184.14	4.200%	\$1.000	\$1,184.14	\$1,184.14
MAX				08/31/2025		MAX Account Balance	\$907.17	4.214%	\$1.000	\$907.17	\$907.17
CD	N	1377741-1	04/09/2025	04/09/2025	04/08/2026	First Pryority Bank, OK	\$240,200.00	3.992%		\$249,762.00	\$240,200.00
CD	N	1377743-1	04/09/2025	04/09/2025	04/08/2026	T Bank, National Association, TX	\$240,200.00	3.981%		\$249,737.18	\$240,200.00
CD	N	1377738-1	04/09/2025	04/09/2025	04/08/2026	Cornerstone Bank, NE	\$239,900.00	4.127%		\$249,773.55	\$239,900.00
CD	N	1377739-1	04/09/2025	04/09/2025	04/08/2026	Solera National Bank, CO	\$210,000.00	3.935%		\$218,240.86	\$210,000.00
CD	N	1377740-1	04/09/2025	04/09/2025	04/08/2026	NorthEast Community Bank, NY	\$240,200.00	3.969%		\$249,707.42	\$240,200.00
CD	N	1377742-1	04/09/2025	04/09/2025	04/08/2026	State Bank of Texas, TX	\$239,200.00	3.943%		\$248,604.62	\$239,200.00
CD	N	1377744-1	04/09/2025	04/09/2025	04/08/2026	Veritex Community Bank, TX	\$240,300.00	3.871%		\$249,575.56	\$240,300.00
							\$1,652,091.31			\$1,717,492.50	\$1,652,091.31

Time and Dollar Weighted Average Portfolio Yield: 3.975%

Weighted Average Portfolio Maturity: 220.00 Days

Note: Weighted Yield & Weighted Average Portfolio Maturity are calculated using "Market Value" and are only based on the fixed rate investments.

Portfolio Summary

Type	Allocation (%)	Allocation (\$)	Description
LIQ	0.072%	\$1,184.14	LIQ Account
MAX	0.055%	\$907.17	MAX Account
CD	99.873%	\$1,650,000.00	Certificate of Deposit

Index

Cost is comprised of the total amount you paid for the investment (including any fees and commissions) plus any reinvested dividends.

Rate is the average monthly yield for pool investments or the rate on the last business day of the month for SDA investments or the yield to maturity or yield to worst for fixed term investments.

Face/Par is the amount received at maturity for fixed rate investments or the balance at statement date for pool investments.

Market Value reflects the market value as reported by an independent third-party pricing service. Certificates of Deposit and other assets for which market pricing is not readily available from a third-party pricing service are listed at "Cost" for fixed term investments or the balance at statement date for pool investments.

Deposit Codes

N	Single FEIN
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ISDLAF+ MONTHLY STATEMENT DISCLAIMER

Securities and municipal advisory brokerage services (investments purchased with proceeds from a municipal securities issuance), and investments cleared through our clearing firm, Pershing LLC, are offered through PMA Securities, LLC, a broker-dealer and municipal advisor registered with the SEC and MSRB, and a member of FINRA and SIPC. All other products and brokerage services are generally provided by PMA Financial Network, LLC. Thus, certificates of deposit ("CD"), savings deposit accounts ("SDA") and commercial paper ("CP") may be executed through either PMA entity, as applicable, depending on whether the investment was purchased with proceeds derived from the issuance of municipal securities. PMA Securities, LLC and PMA Financial Network, LLC are operated under common ownership and are affiliated with PMA Asset Management, LLC.

Fixed Rate Investment Activity

This section shows all of the fixed term investments purchased and sold, maturities, interest received, and activity. This will include all CD, SDA, CP, securities and money market funds purchased through PMA Financial Network, LLC or PMA Securities, LLC as applicable. It also shows the approximate market value of each security and DTC CD whose price is obtained from an independent source believed to be reliable. However, PMA cannot guarantee their accuracy. This data is provided for informational purposes only. Listed values should not be interpreted as an offer to buy or sell at a specific price. Other CDs and CP are listed at their original cost. Redemption of a CD prior to maturity may result in early withdrawal penalties. Market values are based on the last day of the month for which this report date range is ending. If the run date of this report is prior to the end of the current month, the market values are listed as equivalent to the cost values.

ISDLAF+ Activity

This section shows all of the client's transactions in ISDLAF+. The Average Rate represents the average net interest rate over the previous month which is then annualized. Information regarding the ISDLAF+ investment objectives, risks, charges and expenses can be found in the ISDLAF+ Information Statement, which can be obtained at www.iasbop2p.org/isdlaf/home or by calling PMA at the phone number listed. An investment in any series of ISDLAF+ is not a deposit of any bank, and is neither insured nor guaranteed by the Federal Deposit Insurance Corporation, the U.S. Government, any state governmental agency or ISDLAF+. Investors could lose money investing in any series of ISDLAF+, and there can be no assurance that any series of ISDLAF+ that seeks to maintain a stable net asset value of \$1.00 per share will be able to do so.

Money Market Fund

The Rate shown for the money market fund represents the average net interest rate over the previous month which is then annualized. Information regarding the money market fund's investment objectives, risks, charges and expenses can be found in the money market fund's prospectus, which can be obtained by calling PMA at the phone numbers listed. The performance data featured represents past performance, which is no guarantee of future results. Investment returns will fluctuate. Current performance may be higher or lower than the performance data quoted. Please call PMA for the most recent performance figures.

The performance data featured represents past performance, which is no guarantee of future results. Investment returns will fluctuate. Current performance may be higher or lower than the performance data quoted. Please call PMA for the most recent performance figures.

Additional Disclosures

All funds, and/or securities are located and safe kept in an account under the client's name at their custodial bank. Any non-DTC CD listed is located in the client's name at the respective bank. Any money market fund shares are held directly with the money market fund. It is recommended that any oral communications be re-confirmed in writing to further protect your rights, including rights under the Securities Investor Protection Act.

Debt Securities

Some debt securities are subject to redemption prior to maturity. In the event of a partial or whole call of a security, the securities call will be automatically selected on a random basis as is customary in the securities industry. The probability that your securities will be selected is proportional to the amount of your holdings relative to the total holdings. Redemption prior to maturity could affect the yield represented. Additional information is available upon request.

A financial statement of PMA Securities, LLC is available for inspection at its office or a copy will be mailed to you upon written request.

PLEASE ADVISE PMA AND OUR CLEARING FIRM, PERSHING LLC, IMMEDIATELY OF ANY INACCURACY OR DISCREPANCY ON YOUR STATEMENT. FOR A CHANGE OF ADDRESS OR QUESTIONS REGARDING YOUR ACCOUNT, PLEASE NOTIFY YOUR PMA REPRESENTATIVE. ANY ORAL COMMUNICATIONS SHOULD BE RE-CONFIRMED IN WRITING.

How to Contact PMA

Please call (630) 657-6400 or write to us at PMA, 2135 CityGate Lane, 7th Floor, Naperville, Illinois 60563.

How to Contact Pershing, LLC

Please call (201) 413-3330 or write to Pershing, LLC, One Pershing Plaza, Jersey City, New Jersey, 07399

PMA Securities, LLC provides the following items of information pursuant to the Financial Industry Regulatory Authority ("FINRA") Rule 2267. (1) The FINRA BrokerCheck Hotline Number is 1-800-289-9999; (2) The FINRA Web site address is: www.finra.org; and (3) FINRA publishes an investor brochure that includes information describing the FINRA BrokerCheck Program. This brochure is available by contacting FINRA at the above telephone number or on the FINRA website. PMA Securities, LLC is also registered as a municipal securities dealer and municipal advisor with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board (MSRB). The MSRB website address is www.msrb.org. Investor brochures relating to municipal securities firms and municipal advisory firms are available and posted on the website of the MSRB that describe the protections that may be provided by the MSRB rules and how to file a complaint with an appropriate regulatory authority.

Itemized Categories

6/30/2017 through 9/4/2025

9/4/2025

Page 1

Date	Account	Num	Description	Memo	Amount
INCOME					1,338,841.97
	Uncategorized				40.00
	5th Grade Coin Wars Income				2,107.27
	8th Grade Class, Field Trip Income				150,520.51
	Art Commotion Income				20,724.19
	Bank Charge Income				1,078.65
	Book Fair Income				98,209.29
	Boy's Baseball Income				18,465.80
	Boy's Basketball Income				62,435.97
	Cheerleaders Income				81,363.22
	Chorus Income				19,894.99
	Cross Country Income				13,056.59
	Girl's Basketball Income				9,918.31
	Girl's Softball Income				1,215.80
	Golf Income				1,000.00
	Kdg Trips Income				700.00
	Lego Club Income				118.00
	Math Counts Income				627.50
	Newspaper Income				1,487.80
	PE Income				4,065.00
	Playground Income				159,876.86
	Pom Pon Income				14,174.73
	PTO Income				354,096.01
	Redbird Boosters Income				201,329.15
	Roley Service Project Income				954.50
	Scholastic Team Income				2,508.00
	Snack Donation Income				200.00
	Snacks & Smiles Income				617.45
	Speech Literary Income				3,993.97
	Student Council Income				40,640.98
	Sunshine Fund Income				43,292.38
	Target, Kroger Rebate Income				6,912.30
	Tjaden 6th Grade Math Income				1,000.00
	Track (Boys And Girls) Income				1,618.37
	Ukuelle Club Income				27.00
	Unified Redbirds Income				2,372.88
	Volleyball Income				5,652.00
	water fund				0.00
	Yearbook Income				12,546.50
EXPENSES					-1,254,477.13
	Uncategorized				0.00
	1st Grade Trip				0.00
	2nd Grade Trip				0.00
	3rd Grade Trip				0.00
	4th Grade Trip				0.00
	5th Grade Coin Wars				-1,716.30
	5th Grade PNC Grant				0.00
	5th Grade Trip				0.00
	6th Grade Trip				0.00
	7th Grade Trip				0.00

Itemized Categories
6/30/2017 through 9/4/2025

9/4/2025

Page 2

Date	Account	Num	Description	Memo	Amount
			8th Grade Class, Field Trip		-147,098.31
			8th Grade Field Trips		0.00
			8th grade Science Fund		0.00
			Art Commotion		-18,403.23
			Bank Charge		-1,197.15
			Blakesly Memorial Fund		0.00
			Book Fair		-94,209.94
			Boy's Baseball		-18,022.66
			Boy's Basketball		-61,506.97
			Character Education		0.00
			Cheerleaders		-76,613.59
			Chess Club		0.00
			Chorus		-19,133.49
			Cross Country		-9,136.56
			Diversity Fair		0.00
			Donna Shifeling Memorial		0.00
			Erin's Law		0.00
			Galeen Driscoll Memorial		0.00
			Girl's Basketball		-8,005.59
			Girl's Softball		-1,145.03
			Graduation		0.00
			Jacobs-Private Donation		0.00
			Jean's Donation		0.00
			Jr High Incentives		0.00
			Kdg Trips		-700.00
			Math Counts		-387.50
			Misc.		0.00
			Miscellaneous		0.00
			Paper Machine		0.00
			PE		-3,820.65
			Playground		-157,070.86
			Pom Pon		-11,726.99
			PTO		-329,537.69
			Reading - AW		0.00
			Reading Program		0.00
			Recycling Program		0.00
			Redbird Boosters		-188,895.32
			Roley Service Project		-954.50
			Scholastic Team		-2,172.36
			SESS		0.00
			Simpsons Stem Group		0.00
			Snack Donation		-185.66
			Snacks and Smiles		-150.93
			Speech Literary		-3,330.22
			Student Council		-34,783.87
			Summer School Scholarship		0.00
			Sunshine Fund		-42,461.89
			Target, Kroger Rebate		-4,258.24
			Taylor Rudd Memorial		0.00
			Technology-chromebook Repair		0.00
			Technology-chromebooks		0.00
			Tjaden 6th Grade Math		-996.43

Itemized Categories
6/30/2017 through 9/4/2025

9/4/2025

Date	Account	Num	Description	Memo	Amount
			Track (Boys And Girls)		-1,433.24
			Unified Redbirds		-987.37
			Volleyball		-5,340.57
			Wood-private Donation		0.00
			Yearbook		-9,094.02
				OVERALL TO...	84,364.84



METAMORA CCSD #1
815 E. Chatham St. Metamora, IL 61548

 (309) 367-2361, phone
(309) 367-2364, fax

 mgsredbirds.org

Board of Education Personnel Report September 2025

1. New Employment
 - a. Approve Jaclyn Beck as Cafeteria Supervisor
 - b. Approve Lauren McClary as Recess Monitor

2. Resignations
 - a. Carrie Anderson, Cafeteria Supervisor.

DR. BENJAMIN LEE, SUPERINTENDENT
MR. TIM DAMERY, PRINCIPAL K-4
MR. BEN DIRKS, PRINCIPAL 5-8

BOARD OF EDUCATION
Dana Smith, President
Jared Frye, Vice President
Mary Schierer, Secretary

Dave Gleissner
Kristina Grebner-Rauh
Matt Wilkerson
Trent Yoder

To: Board of Education
From: Dr. Lee
Re: Nomination of Employment, Jaclyn Beck

Dr. Lee,

I would like to recommend Jaclyn Beck as a cafeteria floor monitor. Her hours will be 11:00am-1:00pm. Her rate of pay will be \$16 per hour. She has experience in a school cafeteria setting.

Thank you.

Karla Kieseletter

To: Board of Education
From: Dr. Lee
Re: Nomination of Employment, Lauren McClary

Dr. Lee,

I would like to recommend Lauren McClary as a recess monitor. Her rate of pay will be \$16 per hour. While she is currently only able to work 1-2 days per week, her assistance will be helpful.

Thank you.

Tim Damery

- E. Destruction of Executive Session Recordings Older than 18 Months
- 7 Public Hearing Regarding the Metamora CCSD #1, Metamora Grade School, FY26 Budget
- 8 **Information Items**
 - A. **Administrative Reports**
 - 1. Principal K-4 Report



METAMORA GRADE SCHOOL
TIM DAMERY - K-4 PRINCIPAL

815 EAST CHATHAM ST.
METAMORA, IL 61548
tdamery@mgsredbirds.org
309-367-2361



BOARD OF EDUCATION REPORT

September 11, 2025

Academic Growth

- [Fall Map Results 25-26](#)
- MTSS/RtI - Teachers are working on analyzing MAP and other data as they work towards putting together groups.
- Check in with Para Pros the week of Sept. 8th
- Formal and Informal Evaluations to start the week of Sept. 8.

Engaging Learning Environments

- Students are going to Math Training monthly in Bloomington.
- Training for K-4th Reveal Math - End of September
- Heavily present with Kindergarten students and assisting with students that are struggling to adjust. Making great improvements.

Social Emotional/Wellness

- First SEL Days on Sept. 12th during SIP Day
 - Buddies
 - Assembly
 - SEL Grade Level Activities
- Restorative Practices Training for Staff - Sept. 12th

Community Engagement

- Volunteering for MABA with Meet Your Heroes on Sept. 6
- Volunteering for Kiwanis with Boys of Fall Concert on Sept. 27
- 32 Parent Contacts made as of Sept. 3
- 9 Thrill Share Posts - At least 1 per week.





METAMORA GRADE SCHOOL

BEN DIRKS - 5-8 PRINCIPAL

815 EAST CHATHAM ST.

METAMORA, IL 61548

bdirks@mgsredbirds.org

309-367-2361



BOARD OF EDUCATION REPORT

September 11, 2025

Academic Growth

- [MAP Data 2025-26](#)
- Teachers and para-pros have been working hard organizing our MTSS procedures and identifying students to kick off our new plan starting the week of Aug 2, 2025 .

Engaging Learning Environments

- Teacher evaluations will begin the week of September 8.
- Will be completing my first round of check-ins with our para-professionals

Social Emotional/Wellness

- Restorative Practices training for all teachers on September 12 SIP Day.
- Our first SEL Day of the year is the morning of September 12. Students will spend the day participating in grade level activities, spending time with buddy classrooms, and a whole school assembly.

Community Engagement

- I helped the Kiwanis of Metamora Group put on the Circus Event at the Spring Bay Legion on August 25, 2025.
- I will be helping with the Boys of Fall fundraiser through the Kiwanis Club on September 27.
- 13 Thrillshare posts so far this year
- 30 Family/Parent contacts so far this year





September 2025 Superintendent Report

Strategic Pillar 2: Engaging Learning Environment

Board Policy requires the superintendent to develop a District-wide AI Plan that addresses the District's approach to the integration of AI. The Education Committee will review sample handbook language as well as sample District policies, including the Purposes and guidelines to Artificial Intelligence.

Strategic Pillar 4: Facilities & Operations

FY 26 Budget—A starting Ed Fund budget of \$1.2 million allowed a much smaller Working Cash Fund transfer this school year. By design, this will help spare our reserves, ideally helping to stretch them until our bonds are retired in 2030. A concern continues to be transportation, which will require a \$150k permanent transfer. Reduced mandated categorical reimbursements for transportation and special education transportation, have resulted in a deficit.

Risk Management—The MGS Risk Management Plan was developed five years ago. Risk Management Plans, by statute, enable districts to pay a portion of risk mitigation efforts through Tort Fund 80. This plan is reviewed annually. This year I'm recommending a change in the percentage of salary offsets for employees such as principals, nurses and directors. Most positions will result in a decrease of percentages paid out of Fund 80, while another will result in a slightly higher percentage. Other adjustments include the addition of our HR services.

Transportation Hazard—Another item that should be annually reviewed via a Board resolution is the transportation safety hazard review. In 2013, IDOT reviewed MGS's application and determined the highways constituted a safety hazard for students living in the city limits, but outside of the mandatory 1.5 mile radius for pupil transportation. As such, the District is able to count those pupils transported by bus for reimbursement. Nothing has changed; the purpose of the resolution is stating just that—the same hazard still exists.

DR. BENJAMIN LEE, SUPERINTENDENT
MR. TIM DAMERY, PRINCIPAL K-4
MR. BEN DIRKS, PRINCIPAL 5-8

BOARD OF EDUCATION
Dana Smith, President
Jared Frye, Vice President
Mary Schierer, Secretary

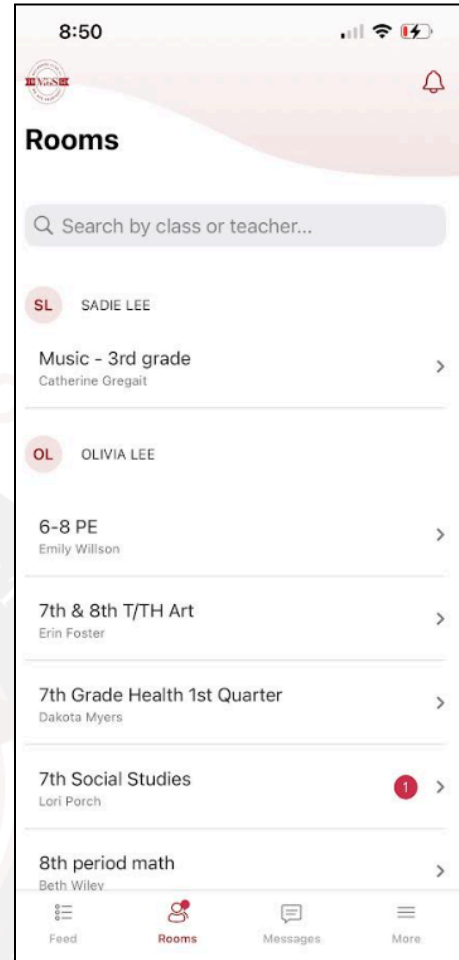
Dave Gleissner
Kristina Grebner-Rauh
Matt Wilkerson
Trent Yoder

Strategic Pillar 5: Community Partnerships

The 5 Essentials Survey showed that 93% of parents prefer text message as a primary means of school communication. This illustrates that our phones are a key tool to how we communicate throughout the day. The custom-built MGS app makes it easy to stay up to date with district news and events. Using the MGS app, you can easily switch from district and school information to Rooms, which provides a direct look at each class that your child(ren) is scheduled.

The MGS homepage provides [FAQ's](#) and support for Rooms. Please note, Rooms relies on information from Skyward (i.e. parent emails, phone numbers), so please confirm your Skyward info is correct.

For any issues accessing Rooms, please contact Dr. Lee or Director of Technology Paul Weber at pweber@mgsredbirds.org.



DR. BENJAMIN LEE, SUPERINTENDENT
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Matt Wilkerson
Trent Yoder

Ed Policy Agenda
September 11, 2025

I. **MAP Data Discussions and PST**

II. **Junior High Math Continuum**

III. **Artificial Intelligence Plan**

[District Policy 6:235](#)-Access to Electronic Networks

[Model Student Handbook Language](#)

[Sample District AI Plan](#)

[SB 1920](#) requires ISBE to develop guidance for the use of artificial intelligence (AI) in schools. ISBE will convene a statewide council of human stakeholders to help create this AI guidance by July 1, 2026. Also touching on AI, [HB 3851](#), which takes effect beginning with the 2026-27 school year, updates the definition of cyberbullying to include posting or distributing unauthorized digital replicas of an individual without the consent of the depicted person.

IV. **Wellness Committee**

Ashley Kline, Leslie Hodgen, Stephanie Aeschliman,

V. **Mandated Units of Study**

VI. **Child Adversity Index**

In 2003, the Illinois General Assembly required ISBE to create the Children's Adversity Index, and it measures childhood trauma exposure in children ages 3 through 18 years old. Calculations are presented at the district level, as required by the statute. However, the data is **not** about school districts and is not based on student enrollment; instead, it illuminates the unique characteristics of the **whole community** each district serves. The data is organized into three domains:

1. *Community Risk Trajectories* — they signal systemic issues like limited access to health care and mental health services.
2. *Community Unmet Needs* looks at gaps in community supports like food insecurity, which can affect physical health, academic performance, and long-term development.
3. *Barriers to Economic Progress* identifies economic conditions that hinder community well-being, such as unemployment rate and the percentage of residents without health insurance.

VII. **IAR CUT SCORES**

- [Presentation of the problem.](#)
- [Topline talking points](#)

- [Fact Sheet for Parents](#)
- [FAQ's](#)
- We can still measure progress against previous years for individual students by comparing scale scores using the [Student Growth Percentile](#), which utilizes raw scale scores, rather than proficiency rates.
- Schools' [accountability designations](#) for 2025 will use the recalibrated proficiency rates, as one of [multiple measures of school performance](#).

9 **Discussion Items**

A. Risk Management Plan Update

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RISK MANAGEMENT PLAN

METAMORA CCSD #1

The Metamora CCSD #1 shall have and maintain a comprehensive Risk Management Plan, which shall have as its goal to reduce or prevent the District's exposure to liability. It is of the utmost importance for the Plan:

1. to ensure that constitutional, statutory, and common law health and safety and civil rights requirements are met with regard to all visitors, employees, and students;
2. to promote and enhance efforts to ensure that the District's buildings and grounds are maintained in a safe condition;
3. to provide careful supervision and protection of all the District's real and personal property, including vehicles; and
4. to ensure that costs relating to injuries are controlled and managed.

Section 9-103 of the *Local Governmental and Governmental Employees Tort Immunity Act* ("Act"), 745 ILCS 10/9-103, provides that a school district may protect itself against certain specified liabilities by various means, including "risk management directly attributable to loss prevention and loss reduction[.]" Section 107 of the Act, 745 ILCS 10/9-107, provides that a school district may annually levy a tax "to: (i) pay the cost of insurance . . . including all operating and administrative costs and expenses directly associated therewith, claims services and risk management directly attributable to loss prevention and loss reduction, legal services directly attributable to the insurance, self-insurance, or joint self-insurance program, and educational, inspectional, and supervisory services directly relating to loss prevention and loss reduction[. . . and] (iv) pay the cost of risk management programs."

Metamora CCSD #1 has engaged in a formal process designed to identify, specifically address, and then reduce or eliminate exposures under the Act. The process engaged in by the School District has the following characteristics:

1. Identification and analysis of exposures;
2. Selection of techniques to handle each exposure;
3. Implementation of the chosen techniques; and
4. Periodic monitoring of the implementation of the techniques, including the making of adjustments as appropriate.

This program is the result of a formal process engaged in by the District to identify and attempt to reduce or eliminate exposures under the Act. It identifies the exposure, assigns personnel, and develops actions to help eliminate or handle the exposure, and then implements a process to reduce or eliminate the exposure and to monitor the District's progress.

DEFINITIONS

Liability:

Liability is legal responsibility for claims for injury to persons, property, reputation, character, estate or privilege to the fullest extent comprehended by the Act. This excludes liability based exclusively on contract or criminal penalties, but includes liability based on actual or potential, in whole or in part, on common law tort, statute, constitution, or regulation of the United States or the State of Illinois or any other state or any of their subdivisions.

Risk Management:

Risk Management is the intentional effort to avoid the incursion of Liability or property damage by the School District, its Board of Education, and its agents to the fullest extent comprehended by the Act. Risk Management includes, but is not limited to the following School District functions:

- avoidance of injury on District premises, at District-sponsored activities, or resulting from the condition of real or personal property or the actions or omissions of District agents;
- liability insurance, including commercial insurance, and insurance through cooperative means;
- workers compensation and unemployment insurance;
- property damage insurance;
- tort judgments and settlements;
- tort bond costs, legal fees and costs related to civil rights and tort actions;
- security measures for students, staff and property;
- inspection and repair costs to maintain school facilities in or return school facilities to a safe and usable condition;
- asbestos abatement;
- blood-borne pathogen controls;
- school safety and crisis management plans;
- compliance with health and safety regulations, including, but not limited to, those relating to student health and safety, hazardous materials, radon, lead, occupational safety and health, science and industrial/vocational educational safety, underground storage tanks, and vehicles;
- reactions or responses to accidents or threatened injuries to the extent such reactions or responses are designed to avoid aggravating the extent of injuries; and
- harassment and discrimination response policies and procedures.

The primary parts of the plan are devoted to the following safety concerns. The Risk Management Plan will include sections on insurance, as well as assigned safety responsibilities for the Building Principals, Head of Maintenance, and Transportation Director.

INSURANCE

A primary component of the Risk Management Plan is the provision of an insurance program that will provide protection to the School District against Liability. Portions of this Risk Management component include but are not limited to:

1. purchase of insurance consultative services;
2. premiums for the necessary insurance, including, but not limited to, all
 - a. building and fleet insurance,
 - b. workers' compensation insurance,
 - c. unemployment compensation insurance,
 - d. Board legal liability insurance,
 - e. treasurer's bond coverage,
 - f. appropriate general liability insurance, and
 - g. student accident insurance
3. payment of tort judgments or settlements arising against the District;
4. payment of all legal fees connected with protecting or defending the District against Liability; and
5. allowance for time extended by assigned District personnel concerning the delineated assignments.

Workers' Compensation:

The intent of the workers' compensation insurance coverage is to provide a safety net that will pay for expenses related to accidents that may occur involving Metamora CCSD #1 employees while they are working for the School District. It is also provided to take advantage of the accident prevention publications, workshops, and recommendations from the insurance carrier and their professional safety representatives. The first focus is to prevent accidents from happening. The second is to provide financial resources to cover the expenses of accidents that may happen.

Workers' compensation coverage will provide insurance that meets the legal requirements of the State of Illinois and maintains at least \$1,000,000 of bodily injury coverage from accidents for each accident and \$1,000,000 of coverage for bodily injury by disease for each employee. The insurance coverage will consider the various services provided by Metamora CCSD #1 employees including driving vehicles and providing professional, clerical and cafeteria services. The insurance will be based on an annual assessment of the payroll and other factors, such as, Metamora CCSD #1's safety record and claims experiences. The District also incurs administrative costs to properly supervise and administer the claims monitoring and reporting programs.

Bushue Human Resources, Inc. Services

The specific services provided by Bushue help to identify, assess and mitigate potential threats to students, staff and operations. Such services include human resource management, background screening, policy and procedure consultation, volunteer programming and other compliance and liability management.

Liability Insurance:

District 1 carries several kinds of liability insurance to provide for the safety and protection of the district and the people who use the public schools and grounds. The primary focus is on safety and prevention of accidents. To that end, Metamora CCSD #1 accesses the workshops, on site safety assessment services, and safety publications provided by the insurance carrier and their professional Risk Management staff. Metamora CCSD #1 has specified specific safety features on playground equipment and has its playgrounds inspected on a regular basis. Metamora CCSD #1 has a record of putting safety first to prevent as many accidents as possible.

However, having adequate levels of insurance coverage is a fundamental part of the Risk Management Plan. The policies are maintained and updated on an annual basis as needed based on changes in buildings, grounds, and the contents of property owned by the district.

School Board Legal Liability:

District 1 carries a Public School Board Legal Liability Program. That insurance policy provides a minimum of \$1,000,000 aggregate coverage for the School Board.

Treasurer's Bond:

District 1 provides for a \$1,500,000 Treasurer's Bond in accordance with the laws of Illinois for School District Treasurers. The bond satisfies the requirements for legal limitations of bonding in relation to the amount of the budget and investments handled on an annual basis by the District.

Student Accident Insurance:

The first line of defense against student accidents is to provide a safe environment for students to attend classes and participate in extracurricular activities. To that end, faculty and staff of Metamora CCSD #1 work hard to prevent accidents and to set up a safe place for students to participate in school activities.

While student accident insurance is technically a policy between the student and the student's insurance provider, student accident insurance is an integral part of this plan. If the district did not require student accident insurance, the general liability plan would be in a position of defending a series of claims that are most appropriately dealt with in the accident and health insurance field. It would be inappropriate to allow this gap to exist. It would also create an unnecessary increase in premiums for the liability coverage caused by the cost of dealing with inappropriate health related and accident claims.

ADMINISTRATION

The overall responsibility for the development and maintenance of the Plan rests with the Superintendent. The Superintendent shall be responsible for developing the Plan, identifying the various components of the Plan, and delegating responsibilities for these components to the appropriate personnel. The Superintendent will continuously evaluate the effectiveness of the Plan and be apprised of needed revisions, additions, or deletions to the components and assigned responsibilities. The Superintendent, or his/her designee, shall monitor staff to ensure that Risk Management responsibilities are evaluated and reported. He/she shall serve as the District's liaison to various consulting services, claim and adjustment services, and insurance companies. In addition, he/she or his/her designee shall be responsible for all communications concerning claims against or on behalf of the District.

The School District has identified the following areas of possible exposure to the School District:

1. Condition of Buildings, Grounds, Equipment and Property;
2. Transportation of Students;
3. Health and Safety of Students, Personnel and Visitors.

CONDITION OF BUILDINGS, GROUNDS, EQUIPMENT AND PROPERTY

The School District's Risk Management Plan in relation to the safe conditions of buildings and grounds and protection of the District's real and personal property shall primarily be a responsibility of various members of the District Administrative team (Superintendent, Building Principal, Den of Students, Head of Maintenance, Cafeteria Director, and the Director of Transportation), thus a portion of their time will be directly related to the District's Risk Management/tort avoidance program. Their responsibilities and duties shall include, but not be limited to:

1. Development and identification of the various components of responsibilities concerning inspection of buildings, grounds and equipment to provide protection to the District, its employees, and the public.
2. Within this parameter, they shall be responsible for the supervision of the building custodians, daily inspection of building and grounds, the development and operation of the District's building security program, including the acquisition and supervision of necessary security personnel and purchasing of security devices.
3. The maintenance of the legal and safe conditions of building and grounds. They are responsible for the District's compliance with State and Federal laws regarding employee and student health and safety; i.e., asbestos, radon, lead, etc. The Superintendent shall be the District's official Designated Person for Asbestos Management, and he/she shall be responsible for the training of the District maintenance and custodial personnel to handle such materials.
4. The coordination of all personnel performing maintenance duties within the Risk Management Plan – the District and contractual personnel, etc. It is expected that the Head of Maintenance and designated custodians devote a portion of their time in daily inspections of their respective building and grounds to provide for a risk-free environment.
5. The development and identification of the various components and responsibilities concerning inspection of building grounds, and equipment to provide protection to the District, its employees, students, and the public, including the supervision of custodians, maintenance workers, and building engineers.

The Head of Maintenance in each building shall also have Risk Management responsibilities. He/she shall be responsible for the daily inspection of buildings and grounds including:

1. mold inspections;
2. water system inspections;
3. ADA compliance inspections; and
4. building security devices to reduce unauthorized access.

In order to ensure that all students, personnel, and visitors are protected from undue exposure to risk situations while in the buildings or on the grounds of the District, the Head of Maintenance's responsibilities shall also include:

1. identifying wet areas in the building which create a danger of slipping or falling until the area is dry;
2. identifying any situations of danger or potential Liability as it is observed inside or outside the building;
3. being consistently alert to potentially harmful situations or conditions inside or outside the building; and
4. being responsible for the daily inspection of buildings, grounds, vehicles, and equipment to provide a risk-free environment.

The Head of Maintenance coordinates and establishes the training for District 1 custodial and maintenance employees relative to the legal requirements for training concerning the proper handling of asbestos and Material Safety Data Sheets (MSDS) information. Generally, the training takes the shape of a half-day seminar conducted by the insurance company. If necessary, outside professional resources are also utilized.

The Head of Maintenance also coordinates and establishes an annual inspection of all fire safety related equipment by a qualified specialist recognized by the State of Illinois to certify such inspections. In addition, fire safety equipment is monitored on a monthly basis by the custodial staff. Any fire alarms or smoke detectors in need of repair or replacement are addressed. Any fire or smoke detectors in need of a charge are recharged or replaced. Any new detector areas or any new extinguisher areas are identified, obtained, and installed.

The Head of Maintenance coordinates and establishes an annual inspection of all boilers and related equipment by a qualified specialist recognized by the State of Illinois to certify such inspections. Any needed repairs are promptly ordered and completed. This is done on an annual basis.

The Head of Maintenance coordinates and establishes the annual inspections for District 1's gyms, bleachers and the related structural supports. A professional, licensed architect or engineer registered with the State of Illinois and professionally competent to make such inspections does the inspection.

TRANSPORTATION OF STUDENTS

The School District's Risk Management Plan in relation to the safe conditions for its transportation program shall be the primary responsibility of the School District's Transportation Director. His/her duties shall include, but not be limited to:

1. all aspects of the School District's transportation program including the supervision of transportation personnel in their Risk Management responsibilities;
2. daily inspection of busses for safety problems and resultant efforts to correct any

- possible tort producing deficiencies;
- 3. review of hazardous road conditions relevant to the safe transportation of students;
- 4. responding to incidents occurring in connection with the transportation of students before, during and after leaving the school bus; and
- 5. inspecting buses for legally required State inspections and for maintaining risk-free student and employee operating conditions.

The Transportation Director and the Principals work collaboratively to coordinate and establish a regular maintenance program for all District 1 vehicles and buses including the general safety inspection and replacement of worn parts.

HEALTH AND SAFETY OF STUDENTS, PERSONNEL, AND VISITORS

Administrators are assigned the responsibility to provide for the safety of the students and faculty under their supervision in the buildings to which they are assigned. Their job descriptions make reference to this responsibility in the same general terms that other duties and responsibilities are described. Evidence of this responsibility is further documented in the books developed by the administrators of each building detailing their emergency plans for the safety and well-being of the students and faculty under their administration. The emergency plans deal with a variety of threats to the safety and well-being of people, for example tornado and weather emergencies as well as unauthorized use of weapons.

In addition to the emergency safety plans, administrators are specifically responsible for the safety of students and staff in the day-to-day operations of building. It is their responsibility to put into place such building procedures as necessary to ensure the safe and orderly movement of people from place to place, and through hallways and corridors from class to class or to lunch, assemblies, bus lines and other areas as needed. It is also their responsibility to ensure that classrooms, labs, athletic areas, cafeterias, and auditoriums are safe for the use of students and staff in the pursuit of their day-to-day instructional activities. For example, the Dean of Students must provide for adequate supervision to ensure prevention, where possible, any fights and to be available to stop in a reasonable time any fights that start in order to prevent serious injury, if possible. Students are never left unsupervised to allow any illegal or dangerous activities to develop without detection whenever reasonably possible so that fire hazards and other dangerous activities are guarded against. Other safety precautions as dictated by the prudent and reasonable supervision of the building are part of the management responsibility of the building administration.

Administration shall provide for the protection of students and personnel and freedom from tort-producing situations that arise from, but are not limited to, the following:

- 1. incidents in the lunchroom;
- 2. incidents on the playgrounds;
- 3. incidents occurring during school athletics and other school sponsored events;
- 4. incidents occurring during physical education classes;
- 5. incidents in connection with the transportation of students, before, during and after leaving the bus;
- 6. incidents in connection with safety of students from traffic hazards;
- 7. incidents due to acts of fellow students committed in the classroom, outside the

- classroom, or after leaving school;
8. incidents due to lack or insufficiency of supervisors before, during or after school; and
 9. incidents in school grounds including parking lots and playground areas.

Some of the primary responsibilities of the Building Principal is to supervise the provision of special education services to special needs students in the School District, to ensure that all rules, regulations, and legal requirements are met, and to reduce the risk of injury to special needs students, staff and other School District students.

These responsibilities include but are not limited to:

1. reviewing and implementing procedures to ensure that legal and safety rights are extended to special needs students, staff and others in contact with special needs students;
2. reviewing and implementing procedures to ensure that staff has proper training and equipment to meet the physical needs of special needs students;
3. supervising due process hearings to ensure School District compliance with laws;
4. planning and supervising staff development on Risk Management for special education personnel;
5. supervising and training to ensure that individual education programs are followed; and
6. training staff in CPI, CPR, AED and first aid.

SUPPORTING DOCUMENTATION

Throughout this plan there are several references to documentation. Where appropriate, copies of basic documents may be added to the plan for ease of reference. But in many cases the documents referred to consist of multi-volume sets of manuals or books.

All of the materials are readily available for inspection by appropriate authorities. Putting all of the materials in one place would be an inappropriate and inefficient exercise. For example, MSDS are school specific books that contain copies of all the MSDS sheets specific to that particular school or location and are useful only in relation to events that happen at that location. A compiled list of MSDS materials is provided to the fire department in a format specific to the needs of the area fire departments. Thus, each specific need is taken care of in a different format. A Building Principal will need access to his or her specific building emergency plan; but, the Building Principal may not want file copies of the liability insurance policies, or the list of maintenance assignments. However, a person interested in reviewing Metamora CCCSD #1's Risk Management Plan and preparedness to handle safety issues would want to know where various documents are maintained.

The following list will help in that respect.

1. All Reports and Amendments with supporting documentation concerning Life Safety are maintained in the District Administration Office.
2. All MSDS information is maintained in the building where the products are actually used and available to the employees who use those products.
3. All Asbestos Plans are filed and maintained according to the legal requirements.
4. The Board Policy Manual is maintained in the District Administration Office. In

- addition, each building Principal and Board member maintains a copy of the policy manual.
5. Emergency plans and the Crisis Management Plans are located at each specific building with the Building Principal.
 6. The hazardous and Infectious Materials Board Policy (Board Policy No. 4:160 and 4:160-AP), including the Blood Borne Pathogens plan, and The School Safety Program (Board Policy No. 4:170) are available in the District Administration Office. These plans detail the procedures in each building that would be used for a variety of problems that may arise.
 7. Facilities Disaster Plans are located with the Superintendent. These plans detail how the custodial and maintenance crews will operate in support of the building Emergency Plans.
 8. Liability Insurance Policies are maintained in the District Administration Office.
 9. Job Descriptions are maintained in the District Administration Office.
 10. Tort Levy information is maintained in the District Administration Office.

JOB DESCRIPTIONS RELATED TO RISK CARE MANAGEMENT

(Tort Immunity Tax Funds)

Superintendent: (15% of salary and benefits)

The administration of the Risk Management Plan rests with the Superintendent of the Metamora CCSD #1. The Superintendent shall:

1. Administer and develop the Plan
2. Administer personnel assignments related to the Plan
3. Administer and evaluate insurance
4. Administer and evaluate building and grounds safety procedures
5. Coordinate and evaluate all types of security programs and procedures
6. Supervise building maintenance personnel in the inspection and corrective action of situations of tort potential, Supervises Transportation Director in Risk Management for all student transportation services and staff discipline concerning transportation.

Principal & Assistant Principal: (15% each administrator's salary and benefits)

1. Responsible for implementing and supervising policies and procedures for the protection of students' constitutional and statutory rights
2. Responsible for implementing and supervising policies and procedures for legal and proper student testing, special education administrative costs, and evaluation, identification, and placement of special education students
3. Responsible for implementing and supervising policies and procedures providing confidentiality of student psychological profiles and other student records including but not limited to discipline records of students
4. Responsible for implementing policies and procedures for the safe supervision of students during the school day and at extracurricular activities
5. Evaluation and administration of building safety and emergency drills
6. Responsible for implementing and supervising policies and procedures for the safety of students
7. Responsible for coordinating the safety of athletic programs, including, but not limited to:
 - a. evaluating and inspect equipment working condition,
 - b. administering athletic program safety,
 - c. inspecting athletic fields and identifying any unsafe conditions,
 - d. training coaches on potential hazards and liabilities with coaching assignments, and
 - e. developing and monitoring transportation procedures for safe travel to and from athletic events.

Director of Maintenance (20% of salary and benefits)

1. Evaluate building safety practices and procedures
2. Responsible for supervising building and grounds maintenance practices and procedures to prevent safety hazards
3. Responsible for inspection of buildings and grounds to provide for a risk-free environment, control of hazardous materials, participation in safety training
4. Responsible for supervision of custodians in regard to safe practices
5. Responsible for coordinating inspections of facilities regularly and maintaining safe conditions. Facility inspections include but are not limited to:
 - a. health-life-safety building requirements,
 - b. asbestos inspections and removal,
 - c. mold inspections,
 - d. HVAC and Boiler inspections,
 - e. water system inspections,
 - f. mold inspections,
 - g. bleacher inspections
 - h. fire extinguisher inspections, and
 - i. parking lots and sidewalk inspections and repairs.

Director of Transportation (33% of salary and benefits)

1. all aspects of the School District's transportation program including the supervision of transportation personnel in their Risk Management responsibilities;
2. daily inspection of busses for safety problems and resultant efforts to correct any possible tort producing deficiencies;
3. review of hazardous road conditions relevant to the safe transportation of students;
4. responding to incidents occurring in connection with the transportation of students before, during and after leaving the school bus; and
5. inspecting busses for legally required State inspections and for maintaining risk-free student and employee operating conditions.

District Nurse (25% of salary and benefits)

1. Assists administrators in developing school health program,
2. Observes and/or provides triage health care for students on a daily basis,
3. Monitors health concerns and responds to emergency situations in all buildings including all specialized health care (i.e. diabetics),
4. Monitors the administration of prescription and nonprescription medication to students and monitors process in all buildings in compliance with district policies,
5. Communicates with parents regarding health/accident-related problems,
6. Records and reports student accidents to the central office,
7. Reviews and completes yearly health plans for students,
8. Develops health care plans in a timely manner in conjunction with building principals.

School Resource Officer (100% of salary)

1. Patrol campus walks, drives, parking lots and buildings, reporting maintenance need, i.e. lights out or other safety hazards,
2. Take necessary action to maintain order on campus pursuant to MGS policies and state law.

3. Advise administration on security matters
4. Review the crisis management plan and advise administration. Talk to students having legal issues and home situations
5. Attend required trainings in order to maintain law enforcement status

Director of Food Service (15% of salary and benefits)

1. Develop program components dealing with the safe conditions of the kitchen and cafeteria areas, food preparation and disposal.

Director of Technology (15% of salary and benefits)

1. Develop and implement program components dealing with security and accessibility of the District's computer systems, email systems, voicemail systems and other electronic or information storage systems.
2. Establish and maintain cyber security protocols for internet safety, cyber-bullying, firewall updating, student privacy and server protection from both internal and external threats that may compromise operations.

Special Education Administrator (15% of salary and benefits)

1. Develop and implement program components dealing with the conduct of special education students and staff, classroom instruction and facilities.
2. Establish and maintain components with IEP compliance, Federal and State special education rules, regulations and laws.
3. Develop, implement and evaluate components dealing with transportation of students with special needs.

**RESOLUTION ADOPTING
RISK MANAGEMENT PROGRAM**

WHEREAS, the *School Code* and Illinois *Local Governmental and Governmental Employees Tort Immunity Act* authorized the implementation of risk management programs by school districts and the use of tort immunity levies to pay the costs relative to those programs; and

WHEREAS, the Administration has developed the Risk Management Plan attached hereto as Exhibit A and recommended its adoption by this Board of Education;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Metamora CCSD #1, Woodford County, Illinois as follows:

Section 1. The Risk Management Plan as proposed by the Administration and as shown in Exhibit A is hereby adopted as the Risk Management Plan for Metamora CCSD #1.

Section 2. The Superintendent of Metamora CCSD #1 is directed to implement and operate the Risk Management Plan as provided by the terms of the Plan.

Section 3. This Resolution shall take full force and effect upon its adoption.

Adopted by the Board of Education on the 11th day of September, 2025.

AYES: _____
NAYS: _____
ABSTAIN: _____
ABSENT: _____

BOARD OF EDUCATION,
METAMORA CCSD #1, WOODFORD
COUNTY, ILLINOIS

Attest: _____
President, Board of Education

By: _____
Secretary, Board of Education

- B. Artificial Intelligence Plan
- C. Vehicular Hazard Resolution & Map

**RESOLUTION
CERTIFYING TRANSPORTATION SAFETY HAZARD FINDINGS
METAMORA CCSD #1**

WHEREAS, the Illinois School Code, 105 ILCS 5/29-3, requires that once a determination of hazardous transportation conditions is submitted by a School District and approved by the Illinois Department of Transportation (IDOT), and;

WHEREAS, the respective School Board must annually review the conditions initially approved, and certify whether the conditions remain in existence and unchanged, and;

WHEREAS, the Metamora CCSD #1 Board of Education (the Board) certifies that the conditions set forth in the 2013 IDOT Serious Safety Hazard Findings (area west of Route 89 and south of 116 up to a 1.5 mile radius from Metamora Grade School continue to exist and remain unchanged, and;

WHEREAS, the Board has not identified any new serious safety conditions that might qualify as IDOT Serious Safety Hazards during the past year, except as noted above, and;

WHEREAS, the Board requests free transportation for the student population identified as being served by Serious Safety Hazard Findings during the 2025-2026 school year.

NOW THEREFORE BE IT RESOLVED, this 11th Day of September, 2025, that the Metamora CCSD #1 Board of Education requests free transportation for these students for the 2025-2026 school year, as allowed under 105 ILCS 5/29-3.

AYES _____
NAYES _____
ABSTAIN _____

Dana Smith, Board President

Attest:

Jared Frye, Board Vice President

10 **Action Items**

A. Approve Metamora CCSD #1 Budget for 2025-2026 School Year

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Budget Summary

<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)	
Description: Enter Whole Numbers Only		Acct #	Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
ESTIMATED BEGINNING FUND BALANCE (without Student Activity Funds)1 as of July 1, 2025			1,220,589	177,375	27,382	81,939	148,564	337,391	2,169,033	48,484	110,605
RECEIPTS/REVENUES (without Student Activity Funds)											
LOCAL SOURCES	1000		4,405,026	575,929	1,424,373	276,426	287,225	475,100	182,014	246,198	114,090
FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000		0	0		0	0				
STATE SOURCES	3000		2,747,148	0	0	300,000	0	0	0	0	0
FEDERAL SOURCES	4000		404,741	0	0	0	0	0	0	0	0
Total Direct Receipts/Revenues 8			7,556,915	575,929	1,424,373	576,426	287,225	475,100	182,014	246,198	114,090
Receipts/Revenues for "On Behalf" Payments 2	3998										
Total Receipts/Revenues			7,556,915	575,929	1,424,373	576,426	287,225	475,100	182,014	246,198	114,090
DISBURSEMENTS/EXPENDITURES (without Student Activity Funds)											
INSTRUCTION	1000		5,560,584				118,305			0	
SUPPORT SERVICES	2000		1,293,181	621,299		739,184	178,680	375,000		230,757	0
COMMUNITY SERVICES	3000		7,356	0		0	0			0	
PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000		1,245,184	0	0	0	0	0		0	0
DEBT SERVICES	5000		0	0	1,423,544	0	0			0	0
PROVISION FOR CONTINGENCIES	6000		0	0	0	0	0	0		0	0
Total Direct Disbursements/Expenditures 9			8,106,305	621,299	1,423,544	739,184	296,985	375,000		230,757	0
Disbursements/Expenditures for "On Behalf" Payments 2	4180										
Total Disbursements/Expenditures			8,106,305	621,299	1,423,544	739,184	296,985	375,000		230,757	0
Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures			(549,390)	(45,370)	829	(162,758)	(9,760)	100,100	182,014	15,441	114,090
OTHER SOURCES/USES OF FUNDS											
OTHER SOURCES OF FUNDS (7000)											
PERMANENT TRANSFER FROM VARIOUS FUNDS											
Abolishment the Working Cash Fund 16	7110										
Abatement of the Working Cash Fund 16	7110		500,000			150,000					
Transfer of Working Cash Fund Interest	7120										
Transfer Among Funds	7130										
Transfer of Interest	7140										
Transfer from Capital Projects Fund to O&M Fund	7150										
Transfer of Excess Fire Prev & Safety Tax & Interest 3 Proceeds to O&M Fund	7160										
Transfer of Excess Accumulated Fire Prev & Safety Bond and Int 3a Proceeds to Debt Service Fund	7170										
SALE OF BONDS (7200)											
Principal on Bonds Sold 4	7210										
Premium on Bonds Sold	7220										
Accrued Interest on Bonds Sold	7230										
Sale or Compensation for Fixed Assets 5	7300										
Transfer to Debt Service to Pay Principal on Leases	7400			0							
Transfer to Debt Service to Pay Interest on Leases	7500			0							
Transfer to Debt Service Fund to Pay Principal on Revenue Bonds	7600			0							
Transfer to Debt Service Fund to Pay Interest on Revenue Bonds	7700			0							
Transfer to Capital Projects Fund	7800							0			
ISBE Loan Proceeds	7900										
Other Sources Not Classified Elsewhere	7990										
Total Other Sources of Funds 8			500,000	0	0	150,000	0	0	0	0	0

Budget Summary

<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>		(10)	(20)	(30)	(40)	(50)	(60)	(70)	(80)	(90)
Description: Enter Whole Numbers Only		Educational	Operations & Maintenance	Debt Service	Transportation	Municipal Retirement/ Social Security	Capital Projects	Working Cash	Tort	Fire Prevention & Safety
Acct #										
OTHER USES OF FUNDS (8000)										
TRANSFER TO VARIOUS OTHER FUNDS (8100)										
Abolishment or Abatement of the Working Cash Fund 16	8110							650,000		
Transfer of Working Cash Fund Interest	8120							0		
Transfer Among Funds	8130									
Transfer of Interest 6	8140									
Transfer from Capital Projects Fund to O&M Fund	8150									
Transfer of Excess Fire Prev & Safety Tax & Interest 3 Proceeds to O&M Fund	8160									
Transfer of Excess Accumulated Fire Prev & Safety Bond 3a and Int Proceeds to Debt Service Fund	8170									
Taxes Pledged to Pay Principal on Leases	8410									
Grants/Reimbursements Pledged to Pay Principal on Leases	8420									
Other Revenues Pledged to Pay Principal on Leases	8430									
Fund Balance Transfers Pledged to Pay Principal on Leases	8440									
Taxes Pledged to Pay Interest on Leases	8510									
Grants/Reimbursements Pledged to Pay Interest on Leases	8520									
Other Revenues Pledged to Pay Interest on Leases	8530									
Fund Balance Transfers Pledged to Pay Interest on Leases	8540									
Taxes Pledged to Pay Principal on Revenue Bonds	8610									
Grants/Reimbursements Pledged to Pay Principal on Revenue Bonds	8620									
Other Revenues Pledged to Pay Principal on Revenue Bonds	8630									
Fund Balance Transfers Pledged to Pay Principal on Revenue Bonds	8640									
Taxes Pledged to Pay Interest on Revenue Bonds	8710									
Grants/Reimbursements Pledged to Pay Interest on Revenue Bonds	8720									
Other Revenues Pledged to Pay Interest on Revenue Bonds	8730									
Fund Balance Transfers Pledged to Pay Interest on Revenue Bonds	8740									
Taxes Transferred to Pay for Capital Projects	8810									
Grants/Reimbursements Pledged to Pay for Capital Projects	8820									
Other Revenues Pledged to Pay for Capital Projects	8830									
Fund Balance Transfers Pledged to Pay for Capital Projects	8840									
Transfer to Debt Service Fund to Pay Principal on ISBE Loans	8910									
Other Uses Not Classified Elsewhere	8990									
Total Other Uses of Funds 9		0	0	0	0	0	0	650,000	0	0
Total Other Sources/Uses of Fund		500,000	0	0	150,000	0	0	(650,000)	0	0
ESTIMATED ENDING FUND BALANCE (without Student Activity Funds) as of June 30, 2026		1,171,199	132,005	28,211	69,181	138,804	437,491	1,701,047	63,925	224,695
Student Activity (Fund 11) ESTIMATED BEGINNING FUND BALANCE as of July 1, 2025		110,507								
RECEIPTS/REVENUES (For Student Activity Funds)										
Total Student Activity Direct Receipts/Revenues (Local Sources)	1799	170,000								
DISBURSEMENTS/EXPENDITURES (For Student Activity Funds)										
Total Student Activity Direct Disbursements/Expenditures	1999	220,000								
Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		(50,000)								
Student Activity ESTIMATED ENDING FUND BALANCE as of June 30, 2026		60,507								

Budget Summary

<i>Begin entering data on EstRev 6-11 and EstExp 12-20 tabs.</i>										
Description: Enter Whole Numbers Only	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
Total ESTIMATED BEGINNING FUND BALANCE (All Sources Including Student Activity Funds) as of July 1, 2025		1,331,096	177,375	27,382	81,939	148,564	337,391	2,169,033	48,484	110,605
RECEIPTS/REVENUES (All Sources with Student Activity Funds)										
LOCAL SOURCES	1000	4,575,026	575,929	1,424,373	276,426	287,225	475,100	182,014	246,198	114,090
FLOW-THROUGH RECEIPTS/REVENUES FROM ONE DISTRICT TO ANOTHER DISTRICT	2000									
STATE SOURCES	3000	0	0	0	0	0	0	0	0	0
FEDERAL SOURCES	4000	2,747,148	0	0	300,000	0	0	0	0	0
Total Direct Receipts/Revenues 8		404,741	0	0	0	0	0	0	0	0
Receipts/Revenues for "On Behalf" Payments 2	3998	7,726,915	575,929	1,424,373	576,426	287,225	475,100	182,014	246,198	114,090
Total Receipts/Revenues		7,726,915	575,929	1,424,373	576,426	287,225	475,100	182,014	246,198	114,090
DISBURSEMENTS/EXPENDITURES (All Sources with Student Activity Funds)										
INSTRUCTION	1000	5,780,584				118,305			0	
SUPPORT SERVICES	2000	1,293,181	621,299		739,184	178,680	375,000		230,757	0
COMMUNITY SERVICES	3000	7,356	0		0	0			0	
PAYMENTS TO OTHER DISTRICTS & GOVT UNITS	4000	1,245,184	0	0	0	0	0		0	0
DEBT SERVICES	5000	0	0	1,423,544	0	0			0	0
PROVISION FOR CONTINGENCIES	6000	0	0	0	0	0	0		0	0
Total Direct Disbursements/Expenditures 9		8,326,305	621,299	1,423,544	739,184	296,985	375,000		230,757	0
Disbursements/Expenditures for "On Behalf" Payments 2	4180									
Total Disbursements/Expenditures		8,326,305	621,299	1,423,544	739,184	296,985	375,000		230,757	0
Excess of Direct Receipts/Revenues Over (Under) Direct Disbursements/Expenditures		(599,390)	(45,370)	829	(162,758)	(9,760)	100,100	182,014	15,441	114,090
OTHER SOURCES/USES OF FUNDS										
OTHER SOURCES OF FUNDS (7000)										
Total Other Sources of Funds 8		500,000	0	0	150,000	0	0	0	0	0
OTHER USES OF FUNDS (8000)										
Total Other Uses of Funds 9		0	0	0	0	0	0	650,000	0	0
Total Other Sources/Uses of Fund		500,000	0	0	150,000	0	0	(650,000)	0	0
ESTIMATED ENDING FUND BALANCE (All Sources with Student Activity Funds) as of June 30, 2026		1,231,706	132,005	28,211	69,181	138,804	437,491	1,701,047	63,925	224,695

SUMMARY OF EXPENDITURES Without Student Activity Funds (by Major Object)										
Description	Acct #	(10) Educational	(20) Operations & Maintenance	(30) Debt Service	(40) Transportation	(50) Municipal Retirement/ Social Security	(60) Capital Projects	(70) Working Cash	(80) Tort	(90) Fire Prevention & Safety
Object Name										
Salaries	100	4,383,638	261,048		316,742		0		94,276	0
Employee Benefits	200	921,214	41,366		0	296,985	0		0	0
Purchased Services	300	970,367	139,685	0	174,673		0		136,481	0
Supplies & Materials	400	540,771	129,000		73,200		0		0	0
Capital Outlay	500	281,548	50,000		171,819		375,000		0	0
Other Objects	600	1,008,767	200	1,423,544	2,750	0	0		0	0
Non-Capitalized Equipment	700	0	0		0		0		0	0
Termination Benefits	800	0	0		0		0		0	0
Total Expenditures		8,106,305	621,299	1,423,544	739,184	296,985	375,000		230,757	0

B. Approve Resolution to Abate \$150,000 from Working Cash Fund to the Transportation Fund

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**BOARD OF EDUCATION FOR METAMORA COMMUNITY CONSOLIDATED SCHOOL DISTRICT 1
RESOLUTION TO ABATE FUNDS FROM WORKING CASH FUND TO THE TRANSPORTATION FUND.**

WHEREAS, the BOE for Metamora CCSD #1, Woodford County, Illinois, has therefore created and maintained a Working Cash Fund in the manner prescribed in Article 20 of the School Code (105 ILCS 5/20-1 et seq.) for the purpose of enabling the District to have in its treasury at all times sufficient money to meet demands thereon for ordinary and necessary expenditures for corporate purposes; and

WHEREAS, the BOE may abate the Working Cash Fund upon adoption of a resolution so providing and directing the transfer of the amount abated in such Fund to the fund or funds of the School District most in need, pursuant to Section 20-10 of the School Code (105 ILCS 5/20-10); and

WHEREAS, the Board of Education does hereby find and determine that, as a result of the need to transfer funds to the Transportation Fund, it is the best, legal interest of the district to abate said amount of \$150,000 from the Working Cash Fund to the Transportation Fund; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF METAMORA COMMUNITY GRADE SCHOOL DISTRICT NO. 1 THAT:

Section 1: The Working Cash Fund of the School District is hereby abated in the following amount:

<u>Amount</u>	<u>Transferor Fund</u>	<u>Receiving Fund</u>
\$150,000	Working Cash Fund	Transportation Fund

Section 2: The Treasurer of the School District is hereby directed to permanently transfer the amounts as set forth in Section 1 above; and

Section 3: All resolutions or parts thereof in conflict with this Resolution shall be repealed and this Resolution shall be in full force and effect immediately upon its passage.

ADOPTED this 11th day of September, 2025 by the following roll call vote:

AYES

NAYS:

ABSENT:

President, Board of Education

Secretary, Board of Education

C. Approve Resolution to Abate \$500,000 from working cash Fund to the Education Fund

64

**BOARD OF EDUCATION FOR METAMORA COMMUNITY CONSOLIDATED SCHOOL DISTRICT 1
RESOLUTION TO ABATE FUNDS FROM WORKING CASH FUND TO THE EDUCATION FUND.**

WHEREAS, the BOE for Metamora CCSD #1, Woodford County, Illinois, has therefore created and maintained a Working Cash Fund in the manner prescribed in Article 20 of the School Code (105 ILCS 5/20-1 et seq.) for the purpose of enabling the District to have in its treasury at all times sufficient money to meet demands thereon for ordinary and necessary expenditures for corporate purposes; and

WHEREAS, the Board of Education may abate the Working Cash Fund upon adoption of a resolution so providing and directing the transfer of the amount abated in such Fund to the fund or funds of the School District most in need, pursuant to Section 20-10 of the School Code (105 ILCS 5/20-10); and

WHEREAS, the Board of Education does hereby find and determine that, as a result of the need to transfer funds to the Education Fund, it is the best, legal interest of the district to abate said amount of \$500,000 from the Working Cash Fund to the Education Fund; and

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF EDUCATION OF METAMORA COMMUNITY GRADE SCHOOL DISTRICT NO. 1 THAT:

Section 1: The Working Cash Fund of the School District is hereby abated in the following amount:

<u>Amount</u>	<u>Transferor Fund</u>	<u>Receiving Fund</u> _____
\$500,000	Working Cash Fund	Education Fund

Section 2: The Treasurer of the School District is hereby directed to permanently transfer the amounts as set forth in Section 1 above; and

Section 3: All resolutions or parts thereof in conflict with this Resolution shall be repealed and this Resolution shall be in full force and effect immediately upon its passage.

ADOPTED this 11th day of September, 2025 by the following roll call vote:

AYES

NAYS:

ABSENT:

President, Board of Education

Secretary, Board of Education

**RESOLUTION
CERTIFYING TRANSPORTATION SAFETY HAZARD FINDINGS
METAMORA CCSD #1**

WHEREAS, the Illinois School Code, 105 ILCS 5/29-3, requires that once a determination of hazardous transportation conditions is submitted by a School District and approved by the Illinois Department of Transportation (IDOT), and;

WHEREAS, the respective School Board must annually review the conditions initially approved, and certify whether the conditions remain in existence and unchanged, and;

WHEREAS, the Metamora CCSD #1 Board of Education (the Board) certifies that the conditions set forth in the 2013 IDOT Serious Safety Hazard Findings (area west of Route 89 and south of 116 up to a 1.5 mile radius from Metamora Grade School continue to exist and remain unchanged, and;

WHEREAS, the Board has not identified any new serious safety conditions that might qualify as IDOT Serious Safety Hazards during the past year, except as noted above, and;

WHEREAS, the Board requests free transportation for the student population identified as being served by Serious Safety Hazard Findings during the 2025-2026 school year.

NOW THEREFORE BE IT RESOLVED, this 11th Day of September, 2025, that the Metamora CCSD #1 Board of Education requests free transportation for these students for the 2025-2026 school year, as allowed under 105 ILCS 5/29-3.

AYES _____
NAYES _____
ABSTAIN _____

Dana Smith, Board President

Attest:

Jared Frye, Board Vice President

E. Approve Woodford County Special Education Association (WCSEA)
Budget for 2025-2026 School Year

68

RISK MANAGEMENT PLAN

METAMORA CCSD #1

The Metamora CCSD #1 shall have and maintain a comprehensive Risk Management Plan, which shall have as its goal to reduce or prevent the District's exposure to liability. It is of the utmost importance for the Plan:

1. to ensure that constitutional, statutory, and common law health and safety and civil rights requirements are met with regard to all visitors, employees, and students;
2. to promote and enhance efforts to ensure that the District's buildings and grounds are maintained in a safe condition;
3. to provide careful supervision and protection of all the District's real and personal property, including vehicles; and
4. to ensure that costs relating to injuries are controlled and managed.

Section 9-103 of the *Local Governmental and Governmental Employees Tort Immunity Act* ("Act"), 745 ILCS 10/9-103, provides that a school district may protect itself against certain specified liabilities by various means, including "risk management directly attributable to loss prevention and loss reduction[.]" Section 107 of the Act, 745 ILCS 10/9-107, provides that a school district may annually levy a tax "to: (i) pay the cost of insurance . . . including all operating and administrative costs and expenses directly associated therewith, claims services and risk management directly attributable to loss prevention and loss reduction, legal services directly attributable to the insurance, self-insurance, or joint self-insurance program, and educational, inspectional, and supervisory services directly relating to loss prevention and loss reduction[. . . and] (iv) pay the cost of risk management programs."

Metamora CCSD #1 has engaged in a formal process designed to identify, specifically address, and then reduce or eliminate exposures under the Act. The process engaged in by the School District has the following characteristics:

1. Identification and analysis of exposures;
2. Selection of techniques to handle each exposure;
3. Implementation of the chosen techniques; and
4. Periodic monitoring of the implementation of the techniques, including the making of adjustments as appropriate.

This program is the result of a formal process engaged in by the District to identify and attempt to reduce or eliminate exposures under the Act. It identifies the exposure, assigns personnel, and develops actions to help eliminate or handle the exposure, and then implements a process to reduce or eliminate the exposure and to monitor the District's progress.

DEFINITIONS

Liability:

Liability is legal responsibility for claims for injury to persons, property, reputation, character, estate or privilege to the fullest extent comprehended by the Act. This excludes liability based exclusively on contract or criminal penalties, but includes liability based on actual or potential, in whole or in part, on common law tort, statute, constitution, or regulation of the United States or the State of Illinois or any other state or any of their subdivisions.

Risk Management:

Risk Management is the intentional effort to avoid the incursion of Liability or property damage by the School District, its Board of Education, and its agents to the fullest extent comprehended by the Act. Risk Management includes, but is not limited to the following School District functions:

- avoidance of injury on District premises, at District-sponsored activities, or resulting from the condition of real or personal property or the actions or omissions of District agents;
- liability insurance, including commercial insurance, and insurance through cooperative means;
- workers compensation and unemployment insurance;
- property damage insurance;
- tort judgments and settlements;
- tort bond costs, legal fees and costs related to civil rights and tort actions;
- security measures for students, staff and property;
- inspection and repair costs to maintain school facilities in or return school facilities to a safe and usable condition;
- asbestos abatement;
- blood-borne pathogen controls;
- school safety and crisis management plans;
- compliance with health and safety regulations, including, but not limited to, those relating to student health and safety, hazardous materials, radon, lead, occupational safety and health, science and industrial/vocational educational safety, underground storage tanks, and vehicles;
- reactions or responses to accidents or threatened injuries to the extent such reactions or responses are designed to avoid aggravating the extent of injuries; and
- harassment and discrimination response policies and procedures.

The primary parts of the plan are devoted to the following safety concerns. The Risk Management Plan will include sections on insurance, as well as assigned safety responsibilities for the Building Principals, Head of Maintenance, and Transportation Director.

INSURANCE

A primary component of the Risk Management Plan is the provision of an insurance program that will provide protection to the School District against Liability. Portions of this Risk Management component include but are not limited to:

1. purchase of insurance consultative services;
2. premiums for the necessary insurance, including, but not limited to, all
 - a. building and fleet insurance,
 - b. workers' compensation insurance,
 - c. unemployment compensation insurance,
 - d. Board legal liability insurance,
 - e. treasurer's bond coverage,
 - f. appropriate general liability insurance, and
 - g. student accident insurance
3. payment of tort judgments or settlements arising against the District;
4. payment of all legal fees connected with protecting or defending the District against Liability; and
5. allowance for time extended by assigned District personnel concerning the delineated assignments.

Workers' Compensation:

The intent of the workers' compensation insurance coverage is to provide a safety net that will pay for expenses related to accidents that may occur involving Metamora CCSD #1 employees while they are working for the School District. It is also provided to take advantage of the accident prevention publications, workshops, and recommendations from the insurance carrier and their professional safety representatives. The first focus is to prevent accidents from happening. The second is to provide financial resources to cover the expenses of accidents that may happen.

Workers' compensation coverage will provide insurance that meets the legal requirements of the State of Illinois and maintains at least \$1,000,000 of bodily injury coverage from accidents for each accident and \$1,000,000 of coverage for bodily injury by disease for each employee. The insurance coverage will consider the various services provided by Metamora CCSD #1 employees including driving vehicles and providing professional, clerical and cafeteria services. The insurance will be based on an annual assessment of the payroll and other factors, such as, Metamora CCSD #1's safety record and claims experiences. The District also incurs administrative costs to properly supervise and administer the claims monitoring and reporting programs.

Bushue Human Resources, Inc. Services

The specific services provided by Bushue help to identify, assess and mitigate potential threats to students, staff and operations. Such services include human resource management, background screening, policy and procedure consultation, volunteer programming and other compliance and liability management.

Liability Insurance:

District 1 carries several kinds of liability insurance to provide for the safety and protection of the district and the people who use the public schools and grounds. The primary focus is on safety and prevention of accidents. To that end, Metamora CCSD #1 accesses the workshops, on site safety assessment services, and safety publications provided by the insurance carrier and their professional Risk Management staff. Metamora CCSD #1 has specified specific safety features on playground equipment and has its playgrounds inspected on a regular basis. Metamora CCSD #1 has a record of putting safety first to prevent as many accidents as possible.

However, having adequate levels of insurance coverage is a fundamental part of the Risk Management Plan. The policies are maintained and updated on an annual basis as needed based on changes in buildings, grounds, and the contents of property owned by the district.

School Board Legal Liability:

District 1 carries a Public School Board Legal Liability Program. That insurance policy provides a minimum of \$1,000,000 aggregate coverage for the School Board.

Treasurer's Bond:

District 1 provides for a \$1,500,000 Treasurer's Bond in accordance with the laws of Illinois for School District Treasurers. The bond satisfies the requirements for legal limitations of bonding in relation to the amount of the budget and investments handled on an annual basis by the District.

Student Accident Insurance:

The first line of defense against student accidents is to provide a safe environment for students to attend classes and participate in extracurricular activities. To that end, faculty and staff of Metamora CCSD #1 work hard to prevent accidents and to set up a safe place for students to participate in school activities.

While student accident insurance is technically a policy between the student and the student's insurance provider, student accident insurance is an integral part of this plan. If the district did not require student accident insurance, the general liability plan would be in a position of defending a series of claims that are most appropriately dealt with in the accident and health insurance field. It would be inappropriate to allow this gap to exist. It would also create an unnecessary increase in premiums for the liability coverage caused by the cost of dealing with inappropriate health related and accident claims.

ADMINISTRATION

The overall responsibility for the development and maintenance of the Plan rests with the Superintendent. The Superintendent shall be responsible for developing the Plan, identifying the various components of the Plan, and delegating responsibilities for these components to the appropriate personnel. The Superintendent will continuously evaluate the effectiveness of the Plan and be apprised of needed revisions, additions, or deletions to the components and assigned responsibilities. The Superintendent, or his/her designee, shall monitor staff to ensure that Risk Management responsibilities are evaluated and reported. He/she shall serve as the District's liaison to various consulting services, claim and adjustment services, and insurance companies. In addition, he/she or his/her designee shall be responsible for all communications concerning claims against or on behalf of the District.

The School District has identified the following areas of possible exposure to the School District:

1. Condition of Buildings, Grounds, Equipment and Property;
2. Transportation of Students;
3. Health and Safety of Students, Personnel and Visitors.

CONDITION OF BUILDINGS, GROUNDS, EQUIPMENT AND PROPERTY

The School District's Risk Management Plan in relation to the safe conditions of buildings and grounds and protection of the District's real and personal property shall primarily be a responsibility of various members of the District Administrative team (Superintendent, Building Principal, Den of Students, Head of Maintenance, Cafeteria Director, and the Director of Transportation), thus a portion of their time will be directly related to the District's Risk Management/tort avoidance program. Their responsibilities and duties shall include, but not be limited to:

1. Development and identification of the various components of responsibilities concerning inspection of buildings, grounds and equipment to provide protection to the District, its employees, and the public.
2. Within this parameter, they shall be responsible for the supervision of the building custodians, daily inspection of building and grounds, the development and operation of the District's building security program, including the acquisition and supervision of necessary security personnel and purchasing of security devices.
3. The maintenance of the legal and safe conditions of building and grounds. They are responsible for the District's compliance with State and Federal laws regarding employee and student health and safety; i.e., asbestos, radon, lead, etc. The Superintendent shall be the District's official Designated Person for Asbestos Management, and he/she shall be responsible for the training of the District maintenance and custodial personnel to handle such materials.
4. The coordination of all personnel performing maintenance duties within the Risk Management Plan – the District and contractual personnel, etc. It is expected that the Head of Maintenance and designated custodians devote a portion of their time in daily inspections of their respective building and grounds to provide for a risk-free environment.
5. The development and identification of the various components and responsibilities concerning inspection of building grounds, and equipment to provide protection to the District, its employees, students, and the public, including the supervision of custodians, maintenance workers, and building engineers.

The Head of Maintenance in each building shall also have Risk Management responsibilities. He/she shall be responsible for the daily inspection of buildings and grounds including:

1. mold inspections;
2. water system inspections;
3. ADA compliance inspections; and
4. building security devices to reduce unauthorized access.

In order to ensure that all students, personnel, and visitors are protected from undue exposure to risk situations while in the buildings or on the grounds of the District, the Head of Maintenance's responsibilities shall also include:

1. identifying wet areas in the building which create a danger of slipping or falling until the area is dry;
2. identifying any situations of danger or potential Liability as it is observed inside or outside the building;
3. being consistently alert to potentially harmful situations or conditions inside or outside the building; and
4. being responsible for the daily inspection of buildings, grounds, vehicles, and equipment to provide a risk-free environment.

The Head of Maintenance coordinates and establishes the training for District 1 custodial and maintenance employees relative to the legal requirements for training concerning the proper handling of asbestos and Material Safety Data Sheets (MSDS) information. Generally, the training takes the shape of a half-day seminar conducted by the insurance company. If necessary, outside professional resources are also utilized.

The Head of Maintenance also coordinates and establishes an annual inspection of all fire safety related equipment by a qualified specialist recognized by the State of Illinois to certify such inspections. In addition, fire safety equipment is monitored on a monthly basis by the custodial staff. Any fire alarms or smoke detectors in need of repair or replacement are addressed. Any fire or smoke detectors in need of a charge are recharged or replaced. Any new detector areas or any new extinguisher areas are identified, obtained, and installed.

The Head of Maintenance coordinates and establishes an annual inspection of all boilers and related equipment by a qualified specialist recognized by the State of Illinois to certify such inspections. Any needed repairs are promptly ordered and completed. This is done on an annual basis.

The Head of Maintenance coordinates and establishes the annual inspections for District 1's gyms, bleachers and the related structural supports. A professional, licensed architect or engineer registered with the State of Illinois and professionally competent to make such inspections does the inspection.

TRANSPORTATION OF STUDENTS

The School District's Risk Management Plan in relation to the safe conditions for its transportation program shall be the primary responsibility of the School District's Transportation Director. His/her duties shall include, but not be limited to:

1. all aspects of the School District's transportation program including the supervision of transportation personnel in their Risk Management responsibilities;
2. daily inspection of busses for safety problems and resultant efforts to correct any

- possible tort producing deficiencies;
- 3. review of hazardous road conditions relevant to the safe transportation of students;
- 4. responding to incidents occurring in connection with the transportation of students before, during and after leaving the school bus; and
- 5. inspecting buses for legally required State inspections and for maintaining risk-free student and employee operating conditions.

The Transportation Director and the Principals work collaboratively to coordinate and establish a regular maintenance program for all District 1 vehicles and buses including the general safety inspection and replacement of worn parts.

HEALTH AND SAFETY OF STUDENTS, PERSONNEL, AND VISITORS

Administrators are assigned the responsibility to provide for the safety of the students and faculty under their supervision in the buildings to which they are assigned. Their job descriptions make reference to this responsibility in the same general terms that other duties and responsibilities are described. Evidence of this responsibility is further documented in the books developed by the administrators of each building detailing their emergency plans for the safety and well-being of the students and faculty under their administration. The emergency plans deal with a variety of threats to the safety and well-being of people, for example tornado and weather emergencies as well as unauthorized use of weapons.

In addition to the emergency safety plans, administrators are specifically responsible for the safety of students and staff in the day-to-day operations of building. It is their responsibility to put into place such building procedures as necessary to ensure the safe and orderly movement of people from place to place, and through hallways and corridors from class to class or to lunch, assemblies, bus lines and other areas as needed. It is also their responsibility to ensure that classrooms, labs, athletic areas, cafeterias, and auditoriums are safe for the use of students and staff in the pursuit of their day-to-day instructional activities. For example, the Dean of Students must provide for adequate supervision to ensure prevention, where possible, any fights and to be available to stop in a reasonable time any fights that start in order to prevent serious injury, if possible. Students are never left unsupervised to allow any illegal or dangerous activities to develop without detection whenever reasonably possible so that fire hazards and other dangerous activities are guarded against. Other safety precautions as dictated by the prudent and reasonable supervision of the building are part of the management responsibility of the building administration.

Administration shall provide for the protection of students and personnel and freedom from tort-producing situations that arise from, but are not limited to, the following:

- 1. incidents in the lunchroom;
- 2. incidents on the playgrounds;
- 3. incidents occurring during school athletics and other school sponsored events;
- 4. incidents occurring during physical education classes;
- 5. incidents in connection with the transportation of students, before, during and after leaving the bus;
- 6. incidents in connection with safety of students from traffic hazards;
- 7. incidents due to acts of fellow students committed in the classroom, outside the

- classroom, or after leaving school;
8. incidents due to lack or insufficiency of supervisors before, during or after school; and
 9. incidents in school grounds including parking lots and playground areas.

Some of the primary responsibilities of the Building Principal is to supervise the provision of special education services to special needs students in the School District, to ensure that all rules, regulations, and legal requirements are met, and to reduce the risk of injury to special needs students, staff and other School District students.

These responsibilities include but are not limited to:

1. reviewing and implementing procedures to ensure that legal and safety rights are extended to special needs students, staff and others in contact with special needs students;
2. reviewing and implementing procedures to ensure that staff has proper training and equipment to meet the physical needs of special needs students;
3. supervising due process hearings to ensure School District compliance with laws;
4. planning and supervising staff development on Risk Management for special education personnel;
5. supervising and training to ensure that individual education programs are followed; and
6. training staff in CPI, CPR, AED and first aid.

SUPPORTING DOCUMENTATION

Throughout this plan there are several references to documentation. Where appropriate, copies of basic documents may be added to the plan for ease of reference. But in many cases the documents referred to consist of multi-volume sets of manuals or books.

All of the materials are readily available for inspection by appropriate authorities. Putting all of the materials in one place would be an inappropriate and inefficient exercise. For example, MSDS are school specific books that contain copies of all the MSDS sheets specific to that particular school or location and are useful only in relation to events that happen at that location. A compiled list of MSDS materials is provided to the fire department in a format specific to the needs of the area fire departments. Thus, each specific need is taken care of in a different format. A Building Principal will need access to his or her specific building emergency plan; but, the Building Principal may not want file copies of the liability insurance policies, or the list of maintenance assignments. However, a person interested in reviewing Metamora CCCSD #1's Risk Management Plan and preparedness to handle safety issues would want to know where various documents are maintained.

The following list will help in that respect.

1. All Reports and Amendments with supporting documentation concerning Life Safety are maintained in the District Administration Office.
2. All MSDS information is maintained in the building where the products are actually used and available to the employees who use those products.
3. All Asbestos Plans are filed and maintained according to the legal requirements.
4. The Board Policy Manual is maintained in the District Administration Office. In

- addition, each building Principal and Board member maintains a copy of the policy manual.
5. Emergency plans and the Crisis Management Plans are located at each specific building with the Building Principal.
 6. The hazardous and Infectious Materials Board Policy (Board Policy No. 4:160 and 4:160-AP), including the Blood Borne Pathogens plan, and The School Safety Program (Board Policy No. 4:170) are available in the District Administration Office. These plans detail the procedures in each building that would be used for a variety of problems that may arise.
 7. Facilities Disaster Plans are located with the Superintendent. These plans detail how the custodial and maintenance crews will operate in support of the building Emergency Plans.
 8. Liability Insurance Policies are maintained in the District Administration Office.
 9. Job Descriptions are maintained in the District Administration Office.
 10. Tort Levy information is maintained in the District Administration Office.

JOB DESCRIPTIONS RELATED TO RISK CARE MANAGEMENT

(Tort Immunity Tax Funds)

Superintendent: (15% of salary and benefits)

The administration of the Risk Management Plan rests with the Superintendent of the Metamora CCSD #1. The Superintendent shall:

1. Administer and develop the Plan
2. Administer personnel assignments related to the Plan
3. Administer and evaluate insurance
4. Administer and evaluate building and grounds safety procedures
5. Coordinate and evaluate all types of security programs and procedures
6. Supervise building maintenance personnel in the inspection and corrective action of situations of tort potential, Supervises Transportation Director in Risk Management for all student transportation services and staff discipline concerning transportation.

Principal & Assistant Principal: (15% each administrator's salary and benefits)

1. Responsible for implementing and supervising policies and procedures for the protection of students' constitutional and statutory rights
2. Responsible for implementing and supervising policies and procedures for legal and proper student testing, special education administrative costs, and evaluation, identification, and placement of special education students
3. Responsible for implementing and supervising policies and procedures providing confidentiality of student psychological profiles and other student records including but not limited to discipline records of students
4. Responsible for implementing policies and procedures for the safe supervision of students during the school day and at extracurricular activities
5. Evaluation and administration of building safety and emergency drills
6. Responsible for implementing and supervising policies and procedures for the safety of students
7. Responsible for coordinating the safety of athletic programs, including, but not limited to:
 - a. evaluating and inspect equipment working condition,
 - b. administering athletic program safety,
 - c. inspecting athletic fields and identifying any unsafe conditions,
 - d. training coaches on potential hazards and liabilities with coaching assignments, and
 - e. developing and monitoring transportation procedures for safe travel to and from athletic events.

Director of Maintenance (20% of salary and benefits)

1. Evaluate building safety practices and procedures
2. Responsible for supervising building and grounds maintenance practices and procedures to prevent safety hazards
3. Responsible for inspection of buildings and grounds to provide for a risk-free environment, control of hazardous materials, participation in safety training
4. Responsible for supervision of custodians in regard to safe practices
5. Responsible for coordinating inspections of facilities regularly and maintaining safe conditions. Facility inspections include but are not limited to:
 - a. health-life-safety building requirements,
 - b. asbestos inspections and removal,
 - c. mold inspections,
 - d. HVAC and Boiler inspections,
 - e. water system inspections,
 - f. mold inspections,
 - g. bleacher inspections
 - h. fire extinguisher inspections, and
 - i. parking lots and sidewalk inspections and repairs.

Director of Transportation (33% of salary and benefits)

1. all aspects of the School District's transportation program including the supervision of transportation personnel in their Risk Management responsibilities;
2. daily inspection of busses for safety problems and resultant efforts to correct any possible tort producing deficiencies;
3. review of hazardous road conditions relevant to the safe transportation of students;
4. responding to incidents occurring in connection with the transportation of students before, during and after leaving the school bus; and
5. inspecting busses for legally required State inspections and for maintaining risk-free student and employee operating conditions.

District Nurse (25% of salary and benefits)

1. Assists administrators in developing school health program,
2. Observes and/or provides triage health care for students on a daily basis,
3. Monitors health concerns and responds to emergency situations in all buildings including all specialized health care (i.e. diabetics),
4. Monitors the administration of prescription and nonprescription medication to students and monitors process in all buildings in compliance with district policies,
5. Communicates with parents regarding health/accident-related problems,
6. Records and reports student accidents to the central office,
7. Reviews and completes yearly health plans for students,
8. Develops health care plans in a timely manner in conjunction with building principals.

School Resource Officer (100% of salary)

1. Patrol campus walks, drives, parking lots and buildings, reporting maintenance need, i.e. lights out or other safety hazards,
2. Take necessary action to maintain order on campus pursuant to MGS policies and state law.

3. Advise administration on security matters
4. Review the crisis management plan and advise administration. Talk to students having legal issues and home situations
5. Attend required trainings in order to maintain law enforcement status

Director of Food Service (15% of salary and benefits)

1. Develop program components dealing with the safe conditions of the kitchen and cafeteria areas, food preparation and disposal.

Director of Technology (15% of salary and benefits)

1. Develop and implement program components dealing with security and accessibility of the District's computer systems, email systems, voicemail systems and other electronic or information storage systems.
2. Establish and maintain cyber security protocols for internet safety, cyber-bullying, firewall updating, student privacy and server protection from both internal and external threats that may compromise operations.

Special Education Administrator (15% of salary and benefits)

1. Develop and implement program components dealing with the conduct of special education students and staff, classroom instruction and facilities.
2. Establish and maintain components with IEP compliance, Federal and State special education rules, regulations and laws.
3. Develop, implement and evaluate components dealing with transportation of students with special needs.

**RESOLUTION ADOPTING
RISK MANAGEMENT PROGRAM**

WHEREAS, the *School Code* and Illinois *Local Governmental and Governmental Employees Tort Immunity Act* authorized the implementation of risk management programs by school districts and the use of tort immunity levies to pay the costs relative to those programs; and

WHEREAS, the Administration has developed the Risk Management Plan attached hereto as Exhibit A and recommended its adoption by this Board of Education;

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of Metamora CCSD #1, Woodford County, Illinois as follows:

Section 1. The Risk Management Plan as proposed by the Administration and as shown in Exhibit A is hereby adopted as the Risk Management Plan for Metamora CCSD #1.

Section 2. The Superintendent of Metamora CCSD #1 is directed to implement and operate the Risk Management Plan as provided by the terms of the Plan.

Section 3. This Resolution shall take full force and effect upon its adoption.

Adopted by the Board of Education on the 11th day of September, 2025.

AYES: _____
NAYS: _____
ABSTAIN: _____
ABSENT: _____

BOARD OF EDUCATION,
METAMORA CCSD #1, WOODFORD
COUNTY, ILLINOIS

Attest: _____
President, Board of Education

By: _____
Secretary, Board of Education

11 Executive Session

- A. 5ILCS 120/2 (c) (1) The appointment, compensation, discipline, performance, or dismissal of specific employees of the District or legal testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity.
- B. 5ILCS (c) (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
- C. 5ILCS 12/2 (c) (14) Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by section 2.06 5ILCS 12/2 (c) (21)

12 Action Taken after the Executive Session Meeting

13 Adjournment