



<b>Recommended Employee</b>	<b>Title</b>
Aubrey Hall	Paraprofessional (Ottawa)
Kali Morris	Paraprofessional - GSRP Assistant Teacher (Ottawa)
Kristin Shaner	GSRP Teacher
Lille Spates	Substitute Custodian

4. Employment Departures:

<b>Name</b>	<b>Position</b>	<b>Date upon which wages will terminate</b>
Nikki Sing-Morris	Paraprofessional (Ottawa)	12/22/2023




ROLL CALL VOTE: C. Carlson, J. Brackett, R. Writer, K. Laesch, S. Carlin, K. Berry and H. Burnett

NAYS: None **MOTION ADOPTED**

**BUCHANAN VIRTUAL  
ACADEMY GRADUATION  
CERTIFICATION**

MOTION by **R. Writer**, SECONDED by **K. Berry**, upon satisfactory completion of district requirements for high school graduation, the Board of Education hereby approves:

Buchanan Virtual Academy Students:

-  Jordan McGowan
-  Ella Mclane
-  Jamie Wesaw

ROLL CALL VOTE: C. Carlson, J. Brackett, R. Writer, K. Laesch, S. Carlin, K. Berry and H. Burnett

NAYS: None **MOTION ADOPTED**

**2024 CLOSE UP PROPOSAL  
FOR OVERNIGHT STUDENT  
TRIP**

MOTION by **R. Writer**, SECONDED **C. Carlson**, the Buchanan Board of Education approves the Close Up Trip to Washington D.C. from March 24, 2024 returning March 29, 2024 in accordance with board policy #2340, under the supervision of Mr. Josh Wegener.

ROLL CALL VOTE: C. Carlson, J. Brackett, R. Writer, K. Laesch, S. Carlin, K. Berry and H. Burnett

NAYS: None **MOTION ADOPTED**

**STUDENT HANDBOOK  
UPDATE**

MOTION by **K. Berry**, SECONDED by **J. Brackett**, the Buchanan Board of Education approves the Buchanan Community Schools updated student handbook for Ottawa Elementary School for the 2023-2024 school year.

ROLL CALL VOTE: C. Carlson, J. Brackett, R. Writer, K. Laesch, S. Carlin, K. Berry and H. Burnett

NAYS: None **MOTION ADOPTED**

**NEOLA BOARD POLICIES –  
SECOND READING**

MOTION by **J. Brackett**, SECONDED by **K. Laesch**, the Buchanan Board of Education approves the first reading of the following NEOLA new and revised policies:

POLICY	Description
0144.3	Conflict of Interest
1540	Administrative Staff Reductions/Recalls (new)
2370.01	Online/Blended Learning Program
6321	New School Construction, Renovation
7217	Weapons
7540.03	Student Technology Acceptable Use and Safety
8305	Information Security
8531	Free and Reduced-Price Meals

ROLL CALL VOTE: C. Carlson, J. Brackett, R. Writer, K. Laesch, S. Carlin, K. Berry and H. Burnett

NAYS: None **MOTION ADOPTED**

**2023-2024 BUDGET AMENDMENT**

MOTION by **C. Carlson**, SECONDED by **J. Brackett**, the Buchanan Board of Education, in accordance with the General Appropriations Act, accepts the Buchanan Community Schools amended budget appropriations resolution for the fiscal year 2023-2024 as presented. Said documents to be entered into the minutes of this meeting and to take immediate effect.

Buchanan Community Schools  
General Fund  
2023-2024

Revenues and Expenditures First Update 01/16/2024

	2023-2024 ORIGINAL 7/1/2023	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET UPDATE 01/16/2024	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET UPDATE 06/10/2024
<b>REVENUES:</b>					
Local Sources	\$ 2,852,539	\$ 29,392	\$ 2,881,931	\$ -	\$ 2,881,931
State Sources	\$ 15,592,280	\$ 1,021,754	\$ 16,614,034	\$ -	\$ 16,614,034
Federal Sources	\$ 754,703	\$ 1,519,582	\$ 2,274,285	\$ -	\$ 2,274,285
Other Sources	\$ 238,971	\$ 508,393	\$ 747,364	\$ -	\$ 747,364
<b>TOTAL REVENUES</b>	<b>\$ 19,438,493</b>	<b>\$ 3,079,121</b>	<b>\$ 22,517,614</b>	<b>\$ -</b>	<b>\$ 22,517,614</b>
<b>EXPENDITURES:</b>					
<b>INSTRUCTIONAL EXPENSE</b>					
Basic Programs (11x)	\$ 9,675,060	\$ (738,493)	\$ 10,413,553	\$ -	\$ 10,413,553
Added Needs (12x)	\$ 2,095,890	\$ (243,091)	\$ 2,338,981	\$ -	\$ 2,338,981
Sub-Total:	\$ 11,770,950	\$ (981,584)	\$ 12,752,534	\$ -	\$ 12,752,534
<b>SUPPORT SERVICES</b>					
Pupil (21x)	\$ 1,259,643	\$ (129,557)	\$ 1,389,200	\$ -	\$ 1,389,200
Instructional Staff (22x)	\$ 617,502	\$ (140,085)	\$ 757,587	\$ -	\$ 757,587
General Administration (23x)	\$ 440,123	\$ (70,589)	\$ 510,712	\$ -	\$ 510,712
School Administration (24x)	\$ 1,036,191	\$ (8,235)	\$ 1,044,426	\$ -	\$ 1,044,426
Business (25x)	\$ 420,697	\$ (53,874)	\$ 474,571	\$ -	\$ 474,571
Operations and Maintenance (26x)	\$ 2,034,228	\$ (1,586,235)	\$ 3,620,463	\$ -	\$ 3,620,463
Transportation (27x)	\$ 1,175,329	\$ (34,583)	\$ 1,209,912	\$ -	\$ 1,209,912
Other Central Support (28x)	\$ 491,381	\$ (29,087)	\$ 520,468	\$ -	\$ 520,468
Athletics (29x)	\$ 413,979	\$ (17,039)	\$ 431,018	\$ -	\$ 431,018
Community Services (3xx)	\$ 48,251	\$ -	\$ 48,251	\$ -	\$ 48,251
Non-Public Schools	\$ -	\$ -	\$ -	\$ -	\$ -
Other Financing Uses	\$ -	\$ (4,916)	\$ (4,916)	\$ -	\$ (4,916)
Sub-Total:	\$ 7,937,324	\$ (2,074,200)	\$ 10,011,524	\$ -	\$ 10,011,524
Outgoing Transfers and Other	\$ -	\$ -	\$ -	\$ -	\$ -
<b>GRAND TOTAL EXPENDITURES</b>	<b>\$ 19,708,276</b>	<b>\$ (3,055,784)</b>	<b>\$ 22,764,060</b>	<b>\$ -</b>	<b>\$ 22,764,060</b>
<b>GRAND TOTAL REVENUES</b>	<b>\$ 19,438,493</b>	<b>\$ 3,079,121</b>	<b>\$ 22,517,614</b>	<b>\$ -</b>	<b>\$ 22,517,614</b>
<b>REVENUES/EXPENDITURES</b>	<b>\$ (269,783)</b>	<b>\$ 23,337</b>	<b>\$ (246,446)</b>	<b>\$ -</b>	<b>\$ (246,446)</b>
Favorable (unfavorable)					
Fund Balance 7/1/2023	\$ 4,308,158		\$ 4,308,158		\$ 4,308,158
Less Transfers from Fund Equity	\$ -		\$ -		\$ -
<b>Proj. Fund Balance 06/30/2024</b>	<b>\$ 4,038,375</b>		<b>\$ 4,061,712</b>		<b>\$ 4,061,712</b>

Buchanan Community Schools  
Sinking Fund  
2023-2024

Revenues and Expenditures First Update 01/16/2024

	2023-2024 ORIGINAL 7/1/2023	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET UPDATE 01/16/2024	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET UPDATE 06/10/2024
<b>REVENUES:</b>					
Local Taxes	\$ 378,686	\$ (128)	\$ 378,558	\$ -	\$ 378,558
Earnings on Investments	\$ -	\$ 10	\$ 10	\$ -	\$ 10
Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Other Sources	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total	\$ 378,686	\$ (118)	\$ 378,568	\$ -	\$ 378,568
<b>TOTAL REVENUES</b>	\$ 378,686	\$ (118)	\$ 378,568	\$ -	\$ 378,568
<b>EXPENDITURES:</b>					
Expenditures	\$ 876,055	\$ -	\$ 876,055	\$ -	\$ 876,055
Due to General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total:	\$ 876,055	\$ -	\$ 876,055	\$ -	\$ 876,055
<b>GRAND TOTAL EXPENDITURES</b>	\$ 876,055	\$ -	\$ 876,055	\$ -	\$ 876,055
<b>GRAND TOTAL REVENUES</b>	\$ 378,686	\$ (118)	\$ 378,568	\$ -	\$ 378,568
<b>REVENUES/EXPENDITURES</b>	\$ (497,369)	\$ (118)	\$ (497,487)	\$ -	\$ (497,487)
Favorable (unfavorable)					
Audited Fund Balance 7/1/2023	\$ 952,962		\$ 952,962		\$ 952,962
Projected Fund Balance 6/30/24	\$ 455,593		\$ 455,476		\$ 455,476

Buchanan Community Schools  
Debt Retirement Fund  
2023-2024

Revenues and Expenditures First Update 01/16/2024

	2023-2024 ORIGINAL 7/1/2023	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET UPDATE 01/16/2024	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET UPDATE 06/10/2024
<b>REVENUES:</b>					
Local Revenue	\$ 1,147,678	\$ (387)	\$ 1,147,291	\$ -	\$ 1,147,291
Transfer from General Fund	\$ -	\$ -	\$ -	\$ -	\$ -
Other Sources	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total	\$ 1,147,678	\$ (387)	\$ 1,147,291	\$ -	\$ 1,147,291
<b>TOTAL REVENUES</b>	\$ 1,147,678	\$ (387)	\$ 1,147,291	\$ -	\$ 1,147,291
<b>EXPENDITURES:</b>					
Expenditures	\$ 1,113,327	\$ (66,121)	\$ 1,179,448	\$ -	\$ 1,179,448
Sub-Total:	\$ 1,113,327	\$ (66,121)	\$ 1,179,448	\$ -	\$ 1,179,448
<b>GRAND TOTAL EXPENDITURES</b>	\$ 1,113,327	\$ (66,121)	\$ 1,179,448	\$ -	\$ 1,179,448
<b>GRAND TOTAL REVENUES</b>	\$ 1,147,678	\$ (387)	\$ 1,147,291	\$ -	\$ 1,147,291
<b>REVENUES/EXPENDITURES</b>	\$ 34,351	\$ (66,508)	\$ (32,157)	\$ -	\$ (32,157)
Favorable (unfavorable)					
Audited Fund Balance 7/1/2023	\$ 232,073		\$ 232,073		\$ 232,073
Projected Fund Balance 6/30/24	\$ 266,424		\$ 199,917		\$ 199,917

Buchanan Community Schools  
Food Service Fund  
2023-2024

Revenues and Expenditures First Update 01/16/2024

	2023-2024 ORIGINAL 7/1/2023	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET UPDATE 01/16/2024	VARIANCE FAVORABLE (UNFAVORABLE)	BUDGET UPDATE 06/10/2024
<b>REVENUES:</b>					
Local Sources	\$ 22,200	\$ 5,976	\$ 28,176	\$ -	\$ 28,176
State Sources	\$ 89,186	\$ 201,900	\$ 291,086	\$ -	\$ 291,086
Federal Sources	\$ 868,477	\$ (133,816)	\$ 734,661	\$ -	\$ 734,661
Other Sources	\$ -	\$ -	\$ -	\$ -	\$ -
Sub-Total	\$ 979,863	\$ 74,060	\$ 1,053,923	\$ -	\$ 1,053,923
Incoming Transfers	\$ -	\$ -	\$ -	\$ -	\$ -
<b>TOTAL REVENUES</b>	\$ 979,863	\$ 74,060	\$ 1,053,923	\$ -	\$ 1,053,923
<b>EXPENDITURES:</b>					
Food Service	\$ 995,922	\$ (102,256)	\$ 1,098,178	\$ -	\$ 1,098,178
Sub-Total:	\$ 995,922	\$ (102,256)	\$ 1,098,178	\$ -	\$ 1,098,178
<b>GRAND TOTAL EXPENDITURES</b>	\$ 995,922	\$ (102,256)	\$ 1,098,178	\$ -	\$ 1,098,178
<b>GRAND TOTAL REVENUES</b>	\$ 979,863	\$ 74,060	\$ 1,053,923	\$ -	\$ 1,053,923
<b>REVENUES/EXPENDITURES</b>	\$ (16,059)	\$ (28,196)	\$ (44,255)	\$ -	\$ (44,255)
Favorable (unfavorable)					
Fund Balance 7/1/2023	\$ 596,721		\$ 596,721		\$ 596,721
Projected Fund Balance 6/30/24	\$ 580,662	\$ (28,196)	\$ 552,467		\$ 552,467

ROLL CALL VOTE: C. Carlson, J. Brackett, R. Writer, K. Laesch, S. Carlin, K. Berry and H. Burnett

NAYS: None **MOTION ADOPTED**

**NEOLA BOARD POLICIES –  
FIRST READING**

MOTION by **K. Berry**, SECONDED by **R. Writer**, the Buchanan Board of Education approves the first reading of the following NEOLA new and revised policies:

<b>POLICY</b>	<b>Description</b>
0122	Board Powers
0131.1	Bylaws and Policies
1420	School Administrator Evaluation
3131	Staff Reduction/Recalls
3142	Probationary Teachers
3220	Professional Staff Evaluation

ROLL CALL VOTE: C. Carlson, J. Brackett, R. Writer, K. Laesch, S. Carlin, K. Berry and H. Burnett

NAYS: None **MOTION ADOPTED**

**QUESTIONS & COMMENTS  
FROM BOARD MEMBERS**

Board members spoke.

**NEXT BOARD MEETING**

Tuesday, February 20, 2024 at 6pm

**ADJOURNMENT**

6:43 pm

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Mrs. Kelly Laesch, Secretary, Board of Education  
(Minutes adopted at the 2/20/2024 meeting)