

Community Unit School District #4
Special Meeting of the Board of Education
Unity Elementary School All-Purpose Room
November 28, 2018 – 6:00 p.m.

- 1. Call To Order**
- 2. Approval of Agenda**
- 3. Public Participation – Visitor and Comments (3 min. limit)**
 - 3.1 Special Recognition
 - 3.1.1
 - 3.2 Visitors
 - 3.2.1 David Penn
 - 3.3 Correspondence
 - 3.3.1

Closed Session – *The Board will enter Closed Session to discuss: (1) The appointment, compensation, discipline, performance, or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1), collective negotiations (5 ILCS 120/2(c)(2), purchase of property (5 ILCS 120/2(c)(5) sale of property (5 ILCS 120/2(c)(6), Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property (105 ILCS 120/2(c)(8), student discipline (5 ILCS 120/2(c)(9), pending litigation (5 ILCS 120/2(c)(11). An additional Closed Session may be necessary at end of meeting if all discussions are not concluded prior to returning to Open Session.*

- 4. Action Items**
 - 4.1 Approve any matter discussed in Executive Session as necessary, and limited to those matters authorized for discussion in Executive Session by motion of the Board.
 - 4.2 Selection of method of project construction
- 5. Information Items**
 - 5.1 David Penn - the referendum process
 - 5.2 Update on bonding capacity in relation to concept designs
- 6. Adjournment**
 - 6.1 Adjournment
 - 6.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday **December 19, 2018**, in the Unity High School Band Room at 6:00 p.m.

Community Unit School District #4
Special Meeting of the Board of Education
Unity Elementary School All-Purpose Room
November 28, 2018 – 6:00 p.m.

1. Call To Order

BOE members- Arsman (arrived 6:25 PM), Duesterhaus, Duke, Farmer, Flee, Janssen, Miller

Admins- Supt. Riddle, Dorethy, Ellerman, Klusmeyer, Bus. Mngr Whelan

Guests: Connie Bealor, Paul Bealor, Rhiannon Dieker, Jill Venvertloh

2. Approval of Agenda (Approved 6-0)

3. Public Participation – Visitor and Comments (3 min. limit)

3.1 Special Recognition

3.1.1

3.2 Visitors

3.2.1 David Penn

3.3 Correspondence

3.3.1 QNS Thanksgiving Card

Closed Session – The Board will enter Closed Session to discuss: (1) The appointment, compensation, discipline, performance, or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1), collective negotiations (5 ILCS 120/2(c)(2), purchase of property (5 ILCS 120/2(c)(5) sale of property (5 ILCS 120/2(c)(6), Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property (105 ILCS 120/2(c)(8), student discipline (5 ILCS 120/2(c)(9), pending litigation (5 ILCS 120/2(c)(11). An additional Closed Session may be necessary at end of meeting if all discussions are not concluded prior to returning to Open Session. **(No closed session)**

4. Action Items

4.1 Approve any matter discussed in Executive Session as necessary, and limited to those matters authorized for discussion in Executive Session by motion of the Board. (no action)

4.2 Selection of method of project construction (Approved 7-0)

The method of construction was reviewed by David Penn, district attorney, discussing the architectural approach of bid and spec and the performance contracting approach which was more all inclusive providing a set price. Mr. Penn shared the pros and cons of each method and advised the board the risk of using a performance contractor for what he referred to as the two stages of the project; the design phase and the construction phase. The statutes do not have a clear definition of the scope of a performance contractor and thus may open the district up to problems down the road. The advice was if a performance contractor was selected to look at both stages of the process rather than taking an all in one approach to hopefully ensure the transparent

bidding process was adhered to for the project. In essence the performance contractor would become the construction manager for the project.

Board approved the bid & spec process for the project construction and then [Approved 5 - 2 Arnsman & Duesterhaus] approved for the first phase of design putting out RFQs for building project architect/engineers. Supt. Riddle will be in contact with the district legal counsel to complete this process.

5. Information Items

5.1 David Penn - the referendum process

Mr. Penn shared with the board and those present the referendum process for a building project. The decision to put a question on the spring ballot in April 2019 must be made prior to January 14th, 2019. He provided the guidelines for staff for school election conduct. He referenced the "State Employees Ethics Act," which puts restrictions on employees conduct when they are acting in their roles as employees of the district. Once the board approves a resolution to put a question on the ballot then these guidelines would be in effect.

5.2 Update on bonding capacity in relation to concept designs

Supt. Riddle provided information in relation to the debt limit for the district and the impact it would have on the proposed tax rate. Supt. Riddle first began reviewing the historical enrollment data for CUSD4, the current elementary classroom configuration and student numbers, and different possible future elementary configurations. Then next Supt. Riddle shared the effects on the tax rate based upon the projected EAV, the current bond debt and possible project costs. The board then discussed engaging the community for feedback on the areas of concern that have been identified: overcrowding at the elementary; the exterior of the elementary; the safety, size and condition of the high school gym; and the safety and updating of the high school science labs. The board focused their discussion on the two major projects facing the district. It was suggested having a "Community Night" to solicit feedback and engagement on the proposed issues the district is facing.

6. Adjournment

6.1 Adjournment 8:15 PM

6.2 Next Meeting - The next *Special Board Meeting* of the Board of Education will be held on Tuesday, **December 11, 2018**, in the Unity Elementary Multipurpose Room at 6:30 p.m. It will be a "**Community Night**" to solicit feedback and engagement on the proposed issues the district is currently facing.

6.3 There will be a *Finance Committee Meeting* on Monday, **December 3, 2018** in the District Office.

6.4 The next Regular Meeting of the Board of Education will be held on Wednesday, **December 19, 2018**, in the Unity High School Band Room at 6:00 p.m.

**Minutes of Regular Meeting of the
Community Unit School District #4 Board of Education
Adams and Hancock Counties, Illinois
Held on November 28, 2018**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, November 28, 2018, in the Unity High School Band Room. The meeting was called to order by President Farmer at 6:00 p.m. Members present were: Arnsman (6:25 p.m.), Duesterhaus, Duke, Farmer, Fler, Janssen and Miller. Principal Mr. Dorethy was present. Superintendent Riddle was present. Four visitors were present.

MOTION: Duesterhaus "to approve agenda items as presented." SECOND: Duke ACTION: Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, Fler, Janssen, and Miller. Motion carried.	Agenda Items
MOTION: Duesterhaus "to approve Bid & Spec for building project." SECOND: Miller ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Janssen, and Miller. Motion carried.	Approve Bid & Spec for building project
MOTION: Miller "to approve to put out RFQ's for building project - architects." SECOND: Janssen ACTION: Roll Call Vote: Aye – Duke, Farmer, Fler, Janssen, and Miller. Nay – Arnsman and Duesterhaus. Motion carried.	Approve RGQ's for architects
MOTION: Farmer "to adjourn at 8:17 p.m." SECOND: Arnsman ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Janssen, and Miller. Motion carried.	Adjourn
<p style="text-align: center;">Next meeting will be a Regular Board Meeting, Wednesday, December 19, 2018 at 6:00 p.m. in the Unity High School Band Room.</p>	
President _____ Secretary _____	December 19, 2018