

 **Community Unit School District #4**   
**Regular Meeting of the Board of Education**  
**Unity High School Band Room**  
**January 16, 2019 - 6:00 p.m.**

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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
  - 3.3 **Correspondence**
    - 3.3.1

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**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), student discipline (5 ILCS 120/2(c)(9), pending litigation (5 ILCS 120/2(c)(11). An additional Closed Session may be necessary if all discussions are not concluded prior to returning to Open Session.

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4. **Consent Agenda**
  - 4.1 Approve December 19, 2018 and January 10, 2019 Board Meeting Minutes
  - 4.2 Approve Bills and Activity Fund Reports
  - 4.3 Approve Bills Payable
  - 4.4 Approve Fund Balances
  - 4.5 Approve End of Month Report for Previous Month
5. **Action Items**
  - 5.1 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 and/or Personnel List
  - 5.2 Consider Senior Class Trip Proposal
  - 5.3 Consideration of the scope of work and fee for the conceptual design and working with CUSD4 and the community in passing the bond proposition on April 2, 2019 by Klingner & Associates, P.C.
  - 5.4 Consider approval of the Press Policy updates  
(Exhibit 2:80-E Board Member Code of Conduct - Update  
Policy 6:135 Accelerated Placement Program - Possible new policy  
Exhibit 3:40-E Checklist for the Superintendent Employment Contract Negotiation Process - Update)

5.5 Consider School Messenger renewal

5.6 Consider Fuel bid for 10,000 gallon purchase

**6. Administrative and Committee Reports**

6.1 Principal Reports

6.2 Business Manager Report (Financial Dashboard)

6.3 Special Education Coordinator

6.4 Superintendent Report

6.5 Building and Grounds Committee

6.6 Curriculum Committee

6.7 Finance Committee

6.8 Policy Committee

6.9 Technology Committee

6.10 Transportation Committee

**7. Information Items**

7.1 FOIA Requests

7.2 Approved ballot resolution has been submitted to Stifel and then sent to county clerks

7.3 Review progress of Strategic Plan

**8. Adjournment**

8.1 Adjournment

8.2 The next **Regular** Meeting of the Board of Education will be held on **Wednesday, February 6, 2019**, 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 Wednesday, January 16, 2019**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, January 16, 2019, 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, Duesterhaus, Duke, Farmer, Flear, Janssen and Miller. Principals Mr. Dorethy, Mr. Klusmeyer and Mr. Ellerman were present. Superintendent Riddle was present. Six visitors were present.

<b>MOTION:</b> Miller “to approve agenda items as presented.” <b>SECOND:</b> Duke <b>ACTION:</b> <b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Flear, Janssen, and Miller. <b>Motion carried.</b>	<b>Agenda Items</b>
<b>MOTION:</b> Flear “to approve of the Consent Agenda items.” <b>SECOND:</b> Janssen <b>ACTION:</b> <b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Flear, Janssen, and Miller. <b>Motion carried.</b>	<b>Consent Agenda</b>
<b>MOTION:</b> Duesterhaus “to approve Senior Class trip, with board donating \$500 towards the trip.” <b>SECOND:</b> Miller <b>ACTION:</b> <b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Flear, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve Senior Class Trip</b>
<b>MOTION:</b> Janssen “to approve Klinger & Assoc. proposal \$44,150 for conceptual design and working with CUSD4..” <b>SECOND:</b> Duesterhaus <b>ACTION:</b> <b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Flear, Janssen, and Miller. Abstained – Farmer. <b>Motion carried.</b>	<b>Approve Klinger &amp; Assoc. proposal</b>
<b>MOTION:</b> Duke “to approve the Press Policy updates as presented – second reading.” <b>SECOND:</b> Janssen <b>ACTION:</b> <b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Flear, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve Press Policy Updates</b>
<b>MOTION:</b> Miller “to approve school messenger renewal as presented.” <b>SECOND:</b> Flear <b>ACTION:</b> <b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Flear, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve school messenger renewal</b>
<b>MOTION:</b> Flear “to approve fuel purchase \$2.31 per gal. 10,000 gal, Neil Oil prepaid as presented.” <b>SECOND:</b> Janssen <b>ACTION:</b> <b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Flear, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve fuel purchase</b>
<b>MOTION:</b> Janssen “to adjourn at 7:27 p.m.” <b>SECOND:</b> Flear <b>ACTION:</b> <b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Flear, Janssen, and Miller. <b>Motion carried.</b>	<b>Adjourn</b>
Next meeting will be a Regular Board Meeting, Wednesday, February 6, 2019 at 6:00 p.m. in the Unity High School Band Room.	

President <u><i>J. Murray</i></u>	<b>February 6, 2019</b>
Secretary <u><i>David Rudman</i></u>	

 **Community Unit School District #4**   
**Regular Meeting of the Board of Education**  
**Unity High School Band Room**  
**January 16, 2019 – 6:00 p.m.**

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**1. Call To Order**

BOE members: Arnsman-Duesterhaus-Duke-Farmer-Fleer-Janssen-Miller  
Admins.: Supt. Riddle-Dorethy-Ellerman-Klusmeyer  
Bus. Mngr. Whelan

**2. Approval of Agenda** (Approved 7-0)

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

**3.1 Special Recognition**

3.1.1 Luke Jansen son of Mike and Donna - Nov. Student of the Month

Will be attending JWCC studying Animal Sciences

3.1.2 Addie Miller daughter of Tad and Kelly - Dec. Student of the Month

Will be attending JWCC studying business and playing softball

3.1.3 Logan Voth son of Brad and Missy - Jan. Student of the Month

Will be attending Quincy University studying business and playing baseball

**3.2 Visitors**

3.2.1 Christina Cane and Robert Venvertloh - Klingner & Assoc. P.C.

**3.3 Correspondence**

3.3.1

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**4. Consent Agenda** (Approved 7-0)

4.1 Approve December 19, 2018 and January 10, 2019 Board Meeting Minutes

4.2 Approve Bills and Activity Fund Reports

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4.4 Approve Fund Balances

4.5 Approve End of Month Report for Previous Month

**5. Administrative and Committee Reports**

**5.1 Principal Reports**

Elem - UP PTO Movie Night Jan. 25

MS - 7th grade boys regionals begin Jan. 19 & 8th grade Jan. 26

HS - Congrats to Lucas Jansen & Logan Voth for MVIT All Tournament Team

Girls Bball Senior Night Jan. 24 vs Clark County

Mini Mustang Cheer Camp Feb. 1 during halftime of varsity vs Southeastern

Boys Bball Senior Night Feb. 12 vs Western

**5.2 Business Manager Report (Financial Dashboard)**

50% of Fiscal Year completed and we are right on track with expenses & revenue

**5.3 Special Education Coordinator (Mrs. Jenny Gronewold)**

Access Testing begins Jan. 16 for EL students  
Reviewed the IEP process

**5.4 Superintendent Report**

Reminder to set committee mtgs for Curriculum and Transportation  
Administrative evaluations are being completed  
Discussion of Flexible School Day and E-Learning Days for inclement weather days  
Congrats to Mrs. Gronewold on receiving an iLearn \$10,000 scholarship  
Parent/Teacher Conferences will be Feb. 13-14, 2019 3 PM - 7 PM each evening

**5.5 Building and Grounds Committee**

**5.6 Curriculum Committee** - meeting scheduled for Jan. 28, 2019 at 7:30 AM in D. O.

**5.7 Finance Committee**

**5.8 Policy Committee**

**5.9 Technology Committee**

**5.10 Transportation Committee** - need to schedule a mtg (bus rotation)

**6. Action Items**

**6.1 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 and/or Personnel List (No Executive Session)**

**6.2 Consider Senior Class Trip Proposal and donation of \$500.00 (Approved 7-0)**  
Senior PJ Hildebrand requested for the Senior Class to go to the Wisconsin Dells, a Minnesota Twins baseball game, and the Mall of America for their trip scheduled for May 9-12, 2019.

**6.3 Consideration of the scope of work and fee for the conceptual design and working with CUSD4 and the community in passing the bond proposition on April 2, 2019 by Klingner & Associates, P.C. (Approved 6-0-1 Farmer abstaining)**  
Supt. Riddle shared with the board responses from Klingner on questions they had posed earlier. Christina Cane and Robert Venvertloh from Klingner also discussed concerns the Board expressed. Under the Scope of Services the question was asked if additional meetings within reason were required would there be an additional charge for Klingner to participate. The response was no they would be available. Under Terms and Conditions clarification was asked about ownership of the drawings and electronic information (drawings, specs, plats, CADD files, etc.). Mr. Venvertloh and Ms. Cane both indicated the District would have ownership for the work specified for the Elementary addition at the specific location. It was also stated the fee for Klingner would be 8% of the total construction cost (with some stipulations). Klingner would credit 75% of the phase one fee of \$44,150 to the district which would be applied to the schematic design phase of the Basic Services.

**6.4 Consider approval of the Press Policy updates (Approved 7-0)**  
(Exhibit 2:80-E Board Member Code of Conduct - Update  
Policy 6:135 Accelerated Placement Program - Possible new policy  
Exhibit 3:40-E Checklist for the Superintendent Employment Contract Negotiation Process - Update)

**6.5 Consider School Messenger renewal (Approved 7-0)**  
This is the all call system which we use as a communication tool for the district.

- 6.6 Consider Fuel bid for 10,000 gallon purchase (Approved 7-0)  
On a recommendation by Peggy D. we looked into the purchase of diesel fuel at this time since cost is at a good price (\$2.31).

## 7. Information Items

### 7.1 FOIA Requests - TRS

- 7.2 Approved ballot resolution has been submitted to Stifel and then sent to county clerks  
The Finance Committee is going to develop the FAQ / pamphlet for referendum. Mr. Farmer requested the other members send him potential names for a Steering Committee.

### 7.3 Review progress of Strategic Plan

Supt. Riddle shared with the Board how since the adoption of the Strategic Plan it has guided planning. Many of the Goal Areas have been accomplished or are being worked on. The Board had recommended setting aside time at the end of each regular board meeting to discuss the Goal Areas and continue working towards completion. Supt. Riddle stated he wanted to provide summaries for the Goal Areas they were reviewing to help with the discussions.

The first Goal Area: Ensure Fiscal Stability

Supt. Riddle shared part of the ongoing discussion with the 5 Year Plan

#### Future Capital Outlays

- Curriculum Changes
  - Math curriculum - 2018-19
  - ELA curriculum - 2018-19
  - Digital curriculum - reviewing
- Security Upgrades
  - Exterior Doors - obtaining bids
  - Alarm system upgrades
  - Cameras
- Accessibility Concerns
  - Gymnasiums
- Life Safety \*\*\* This is an area the district is looking to complete with TORT funds
  - Bleachers - obtaining bids
  - Science Labs - exploring designs
  - Roof Leaks - on going repairs
- Capacity Issues
  - Elementary - referendum April 2, 2019
- Facility Upgrades
  - Aging MS/HS
  - Restrooms
- Outdoor Enhancements
  - Parking Lots
  - Lighting
  - Windows

## 8. Adjournment

### 8.1 Adjournment

- 8.2 The next **Regular** Meeting of the Board of Education will be held on Wednesday, February 6, 2019, in the Unity High School Band Room at 6:00 p.m.

\*\*\* February 20, 2019 additional mtg

