



Community Unit School District #4



Special Meeting of the Board of Education

Unity High School Band Room

November 20, 2019 – 6:00 p.m.

-
1. Call To Order
 2. Approval of Agenda
 3. Public eLearning Day Hearing
 - 3.1 Presentation on eLearning Days
 - 3.2 Public Comments on eLearning Days
 4. Public Participation – Visitor and Comments (3 min. limit)
 - 4.1 Special Recognition
 - 4.1.1 Student of the Month Jonas Hibbert, son of Ron and Christy Hibbert of Mendon
 - 4.1.2 *Supt Riddle would like to thank Kathy Hoener, Shelby Maas, Frank Cash and Keith Carothers for a wonderful Veterans' Day program again this year. Also, Scott Knicl and his band/choir for their musical contribution. Thank you to you all.*
 - 4.1.3 *To recognize the outstanding efforts of the nearly 6,000 elected school board members throughout the state, November 15 of each year is designated as "School Board Members Day" in Illinois. This year's School Board Members Day theme is "Transform Vision into Reality." Thank you to our School Board members for all their work and their "vision" that is leading our district in Building Excellent.*
 - 1.1.1 *Thank you to the Adam's County Sheriff's Department for conducting our annual Active Shooter's drill and preparing our students and staff*
 - 4.2 Visitors
 - 4.2.1
 - 4.3 Correspondence
 - 4.3.1 QNS

Closed Session -- The Board will enter Closed Session to discuss: **A)** the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the School District or legal counsel for the District, including hearing testimony on complaint lodged against an employee, a specific individual who serves, as an independent contractor, or a volunteer of the District.; **B)** collective negotiating matters between the School District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; **C)** the purchase or lease of real property for the use of the District; **D)** the setting of a price for sale or lease of property owned by the District; **E)** the sale or purchase of securities, investments, or investment contracts; **F)** emergency security procedures; **G)** student disciplinary cases; **H)** the placement of individual students in special education programs and other matters relating to individual students; **I)** pending, probable, or imminent litigation; **J)** evaluation of attorney; **K)** approval of certain closed session minutes for distribution to the public; or other matters appropriate for a closed meeting pursuant to the Open Meetings Act. An additional Closed Session may be necessary if all discussions are not concluded prior to returning to Open Session.

5. Consent Agenda

- 5.1 Approve October 16 and November 4, 2019 Board Meeting Minutes
- 5.2 Approve Bills and Activity Fund Reports
- 5.3 Approve Bills Payable
- 5.4 Approve Fund Balances
- 5.5 Approve End of Month Report for Previous Month

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
- 6.11 Public Relations Committee

7. Action Items

- 7.1 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
- 7.2 Tax Levy [2019 Tax Levy Proposal]
Final approval and adoption of the 2019 Tax Levy will be placed on the agenda for the December board meeting.
- 7.3 Consideration of Middle School Improvement Plan
- 7.4 Consideration of eLearning Plan
- 7.5 Consideration of Diesel Fuel bid

8. Information Items

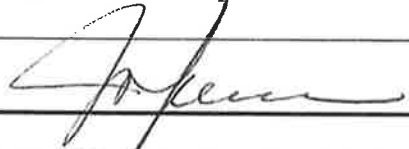
- 8.1 FOIA Requests
- 8.2 Adams Telcom proposal

9. Adjournment

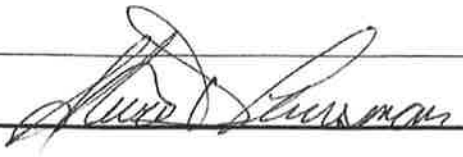
- 9.1 Adjournment
- 9.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, December 18, 2019, in the Unity High School Band Room at 6:00 p.m.

**Minutes of Regular Meeting of the
Community Unit School District #4 Board of Education
Adams and Hancock Counties, Illinois
Held on Wednesday, November 20, 2019**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, November 20, 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: Duesterhaus, Duke, Farmer, and Fler. Principals Dorethy, Klusmeyer and Ellerman were present. Superintendent Riddle was present. Two visitors were present.

MOTION: Duke "to approve agenda items as presented." SECOND: Duesterhaus ACTION: Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, and Fler. Motion carried.	Agenda Items
MOTION: Duesterhaus "to approve of the Consent Agenda items." SECOND: Duke ACTION: Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, and Fler. Motion carried.	Consent Agenda
MOTION: Farmer "to approve tax levy proposal of option A at \$4.74." SECOND: Duesterhaus ACTION: Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, and Fler. Motion carried.	Approve tax levy proposal
MOTION: Duke "to approve Middle School Improvement Plan." SECOND: Duesterhaus ACTION: Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, and Fler. Motion carried.	Approve UMS improvement plan
MOTION: Duke "to approve E-learning Plan 3 year waiver." SECOND: Duesterhaus ACTION: Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, and Fler. Motion carried.	Approve E-learning plan 3 year waiver
MOTION: Duesterhaus "to approve bid by Neil Oil for Diesel Fuel of 10,000 gallons at \$2.40." SECOND: Duke ACTION: Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, and Fler. Motion carried.	Approve bid for Diesel Fuel
MOTION: Duesterhaus "to approve special testing and asbestos consultation for Elementary addition." SECOND: Duke ACTION: Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, and Fler. Motion carried.	Approve testing for UE addition
MOTION: Duesterhaus "to adjourn at 7:47 p.m." SECOND: Duke ACTION: Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, and Fler. Motion carried.	Adjourn
Next meeting will be a Regular Board Meeting, Wednesday, December 18, 2019 at 6:00 p.m. in the Unity High School Band Room.	
President 	

Secretary

A handwritten signature in black ink, appearing to read "Alicia Summers", written over a horizontal line.

December 18, 2019



Community Unit School District #4



Special Meeting of the Board of Education

Unity High School Band Room

November 20, 2019 - 6:00 p.m.

1. Call To Order

Present: Duesterhaus-Duke-Farmer-Fleer

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

Absent: Arnsman-Janssen-Miller

2. Approval of Agenda (Approved 4-0)

Agenda was approved with the addition of Klingner proposals for Special Testing and Asbestos Consultation for the Elementary Addition project.

3. Public eLearning Day Hearing

3.1 Presentation on eLearning Days

Supt. Riddle shared the Guidance Document for eLearning Days for CUSD4. This program was first presented to students and staff in the Spring of 2019 with some initial trial runs with some individual teachers and their classes. A letter was provided at registration stating that CUSD4 is implementing eLearning Days in lieu of emergency/snow days for the 2019-20 school year. The letter described the provisions designed to reasonably and practicably ensure access to all students. Prior to utilizing the program the district will run "practice days" to familiarize all students and staff of the protocols and procedures. This will also allow for feedback for any issues. The plan is for an initial trial over the Thanksgiving Break which would entail students accessing the electronic communication format the district is using for each grade level. No work would be required only establishing contact with the teachers site.

3.2 Public Comments on eLearning Days

No public comment or questions.

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

4.1 Special Recognition

4.1.1 Student of the Month Jonas Hibbert, son of Ron and Christy Hibbert of Mendon. Jonas is looking to attend Drake University or another college to gain a degree in Business Administration and Psychology.

4.1.2 Supt Riddle would like to thank Kathy Hoener, Shelby Maas, Frank Cash and Keith Carothers for a wonderful Veterans' Day program again this year. Also, Scott Knicl and his band/choir for their musical contribution. Thank you to you all. Thanks also to all the veterans who attended our program and for your service to our country. Special thanks to Brigadier General Roy Webb, guest speaker for the program.

4.1.3 To recognize the outstanding efforts of the nearly 6,000 elected school board members throughout the state, November 15 of each year is designated as "School Board Members Day" in Illinois. This year's School Board Members Day theme is "Transform Vision into Reality." Thank you to our School Board members for all their work and their "vision" that is

leading our district in Building Excellence. It is through their hard work, time and effort CUSD4 is "Transforming their Vision into a Reality" with the new elementary addition and upgrades for the district. Supt Riddle presented certificates for all the board members for their service.

- 1.1.1 Supt Riddle complimented and thanked the Adam's County Sheriff's Department for conducting their annual Active Shooter's drill and preparing our students and staff with this training.

4.2 Visitors

- 4.2.1 Jonas Hibbert - Brent Zanger

4.3 Correspondence

- 4.3.1 QNS Thanksgiving card

Closed Session – The Board will enter Closed Session to discuss: **A)** the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the School District or legal counsel for the District, including hearing testimony on complaint lodged against an employee, a specific individual who serves, as an independent contractor, or a volunteer of the District.; **B)** collective negotiating matters between the School District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; **C)** the purchase or lease of real property for the use of the District; **D)** the setting of a price for sale or lease of property owned by the District; **E)** the sale or purchase of securities, investments, or investment contracts; **F)** emergency security procedures; **G)** student disciplinary cases; **H)** the placement of individual students in special education programs and other matters relating to individual students; **I)** pending, probable, or imminent litigation; **J)** evaluation of attorney; **K)** approval of certain closed session minutes for distribution to the public; or other matters appropriate for a closed meeting pursuant to the Open Meetings Act. An additional Closed Session may be necessary if all discussions are not concluded prior to returning to Open Session.

No Closed session needed

5. Consent Agenda (Approved 4-0)

- 5.1 Approve October 16 and November 4, 2019 Board Meeting Minutes
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6. Administrative and Committee Reports

6.1 Principal Reports

Supt Riddle had Mr. Klusmeyer share academic state testing data for the district. The data was a comparison of CUSD4 students with area schools as well as the state average. High school SAT data was shared as well as IAR science data. Elementary and middle school IAR data was also shared. Each of the levels were in need of improvement in comparison to other districts. Part of the initiative Supt. Riddle began upon his arrival was a more focused look at the curriculum through mapping to ascertain gaps and overlaps. The goal is to complete the first phase of mapping this year and to look at consistent instructional methodology and best practices. Through a School Improvement grant the middle school and elementary have already had professional development in these areas.

6.2 Business Manager Report (Financial Dashboard)

We have 33.33% of the fiscal year completed and the fund balances are all in good shape.

- 6.3 **Special Education Coordinator**
Spec Ed Coordinator Jenny Gronewold reported she has been working on the Rtl programming, universal screener and progress monitoring for the district. All three areas are being revamped to better serve our district needs.
- 6.4 **Superintendent Report**
Supt Riddle earlier updated the board on the eLearning program including meeting with union president, Brent Zanger on union agreement for the plan. Supt Riddle indicated he would be meeting with all of the buildings to answer any questions on the implementation. Supt. Riddle updated the board on the potential of a property tax freeze as a bargaining chip for the governor to get the constitutional amendment passed for a progressive tax.
- 6.5 **Building and Grounds Committee**
- 6.6 **Curriculum Committee**
- 6.7 **Finance Committee**
The committee met Oct. 30 and Nov. 11 discussing the elementary project, facility improvements, negotiations and the tax levy.
- 6.8 **Policy Committee**
- 6.9 **Technology Committee**
- 6.10 **Transportation Committee**
- 6.11 **Public Relations Committee**

7. **Action Items**

- 7.1 **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 closed session**
- 7.2 **Tax Levy [2019 Tax Levy Proposal] (Approved 4-0)**
The board reviewed different options for the tax levy and following the recommendation of Supt. Riddle set the proposed levy at \$4.74 which is the rate agreed upon with the community when passing the referendum for the elementary building project last spring.
Final approval and adoption of the 2019 Tax Levy will be placed on the agenda for the December board meeting.
- 7.3 **Consideration of Middle School Improvement Plan (Approved 4-0)**
This plan is required due to the designation which the Middle School received last year of Underperforming. The Elementary School was designated Underperforming this year and will be submitting their plan in December. This only reinforces the need for our Curriculum Director as well as for the academic changes we have begun the last two years.
- 7.4 **Consideration of eLearning Plan 3-Yr Waiver (Approved 4-0)**
The eLearning Plan has to be adopted for us to utilize eLearning Days for any Emergency/Snow Days we may have up to 5 days. ISBE just released the guidelines and thus the delay in us adopting and implementing. The commitment is for a three year waiver.

- 7.5 Consideration of Diesel Bid (Approved 4-0)
The bid price is \$2.40 for 10,000 gallons of fuel.

8. Information Items

- 8.1 FOIA Requests

- 8.2 Adams Telcom proposal

Adams has had a long standing relationship with the district and other area school districts. Part of the relationship has been the lease of Educational Broadband Service (EBS) from the district. Adams is proposing the sale of the EBS of the area school districts.

9. Adjournment

- 9.1 Adjournment

- 9.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, December 18, 2019, in the Unity High School Band Room at 6:00 p.m.