

Community Unit School District #4

Meeting of the Board of Education
Unity High School Band Room
May 20, 2020 - 6:00 p.m.

1. **Call To Order**
Arnsman - Duesterhaus - Duke - Farmer - Flee - Humke - Janssen
Supt. Riddle Admins Dorethy-Ellerman-Klusmeyer Bus. Mngr. Whelan
2. **Approval of Agenda**
3. **Public Participation** - Visitor and Comments (3 min. limit)
 - 3.1 Special Recognition
 - 3.1.1 Eli Mittermeyer - Student of the Month
 - 3.2 Visitors
 - 3.2.1 Shannon Whitehead - Senior Class Sponsor
 - 3.2.2 Ron Frericks - QFB Energy
 - 3.2.3 Josh Arnsman
 - 3.3 Correspondence
 - 3.3.1

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.

4. **Consent Agenda**
 - 4.1 Approve April 15, 2020 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. **Administrative and Committee Reports**
 - 5.1 Principal Reports
 - 5.2 Business Manager Report (Financial Dashboard)
 - 5.3 Special Education Coordinator
 - 5.4 Superintendent Report
 - 5.5 Building and Grounds Committee
 - 5.6 Curriculum Committee
 - 5.7 Finance Committee

- 5.8 Policy Committee
- 5.9 Technology Committee
- 5.10 Transportation Committee
- 5.11 Public Relations Committee

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
- 6.2 Consider and take action on dairy bid for 2020-21 SY
- 6.3 Consider and take action on bread bid for 2020-21 SY
- 6.4 Consider and take action on pest control bid for 2020-21 SY
- 6.5 Consider and take action on kitchen equipment bids
- 6.6 Consider and take action on Energy Project Proposal
- 6.7 Consider and take action on temporary suspension of Policy 6:300 for the class of 2020
- 6.8 Consider and take action on the Class of 2020 Senior Trip

7. Information Items

- 7.1 Elementary construction update

8. Adjournment

- 8.1 Adjournment
- 8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, June 24, 2020, 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 May 20, 2020**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, May 20, 2020, in the Unity High School Art Room. The meeting was called to order by President Farmer at 6:00 p.m. Members present were: Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. Principals Dorethy, Ellerman and Klusmeyer were present. Superintendent Riddle was present. No visitors were present.

MOTION: Fler “to approve agenda items with the following changes: PSIC renewal administrative policy 4-180, plumbing change order.”	Agenda Items
SECOND: Duke	
ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.	
MOTION: Janssen “to approve of the Consent Agenda items.”	Consent Agenda
SECOND: Fler	
ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	
MOTION: Duesterhaus “to approve the dairy bid for 2020-21 with Prairie Farms as presented.”	Approve dairy bid for 2020-21
SECOND: Fler	
ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	
MOTION: Duesterhaus “to approve the bread bid for 2020-21 with Kohl Wholesale as presented.”	Approve bread bid for 2020-21
SECOND: Duke	
ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, and Humke. Motion carried.	
MOTION: Fler “to approve the pest control bid for 2020-21 with Reliable Pest Control as presented.”	Approve pest control bid for 2020-21
SECOND: Janssen	
ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	
MOTION: Duesterhaus “to approve highest bid for each advertised piece of kitchen equipment.”	Approve bids for kitchen equipment
SECOND: Janssen	
ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	
MOTION: Janssen “to approve Energy Project Proposal – drop ceiling and light fixture package, \$240,000.”	Approve Energy Project Proposal
SECOND: Fler	
ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	
MOTION: Fler “to approve temporary suspension of policy 6:300 for the class of 2020 (Covid 19 Impact).”	Approve temporary suspension of policy 6:300
SECOND: Duesterhaus	
ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	
Janssen left at 7:48 p.m.	

MOTION: Duke “to approve PSIC insurance renewal as presented.” SECOND: Humke ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer and Humke. Motion carried.	Approve PSIC insurance renewal
MOTION: Duesterhaus “to approve plumbing change order \$17,138 as presented.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer and Humke. Motion carried.	Approve plumbing change
MOTION: Duesterhaus “to move to closed session at 7:55 p.m.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer and Humke. Motion carried.	Closed Session
MOTION: Duke “to return to open session at 8:25 p.m.” SECOND: Fleer ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer and Humke. Motion carried.	Open Session
MOTION: Fleer “to approve minutes of the May 20, 2020 closed session.” SECOND: Duesterhaus ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer and Humke. Motion carried.	Closed Session Minutes
MOTION: Duke “to approve matters discussed in Executive Session of 5-20-2020.” SECOND: Fleer ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer and Humke. Motion carried.	Approve matters discussed in Executive Session
MOTION: Fleer “to adjourn at 8:40 p.m.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer and Humke. Motion carried.	Adjourn
Next meeting will be a Regular Board Meeting, Wednesday, June 24, 2020 at 6:00 p.m. in the Unity High School Band Room.	
President _____ Secretary _____	June 24, 2020



Community Unit School District #4

Meeting of the Board of Education Unity High School Art Room & Zoom May 20, 2020 – 6:00 p.m.

1. Call To Order

Arnsman - Duesterhaus - Duke - Farmer - Fler - Humke - Janssen (all present)
Supt. Riddle and Bus. Mngr. Whelan (present)
Admins Dorethy-Ellerman-Klusmeyer (attended via zoom)

2. Approval of Agenda Motion:Fler 2nd: Duke Vote: approved 7-0

Add: Julie Logan elem teacher - Change order for plumbing - PSIC renewal

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

3.1 Special Recognition

3.1.1 Eli Mittermeyer - Student of the Month

3.2 Visitors (all attended via zoom)

3.2.1 Shannon Whitehead - Senior Class Sponsor addressed the board concerning senior trip

3.2.2 Ron Frericks - QFB Energy update on lighting plan & drop ceiling

3.2.3 Josh Arnsman

3.2.4 Bob Venvertloh and Christian Cane - Klingners explained the change orders

3.2.5 Brent Zanger and Stephanie Altgilbers - union officers

3.3 Correspondence

3.3.1

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. Entered 7:55 PM Returned to Open Session 8:38 PM

4. Consent Agenda Motion: Janssen 2nd: Fler Vote: approved 7-0

4.1 Approve April 15, 2020 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. Administrative and Committee Reports

5.1 Principal Reports

Mr. Dorethy shared the virtual graduation was nearly complete with only a handful of seniors left to record. This is still plan B at this point unless the governor does not allow relaxation of rules. The pick up and drop off went well for student materials. Mr. Klusmeyer shared the 8th grade promotion video has been shared online. Mr. Ellerman said the staff was sad they did not get to “really” say goodbye to their students.

5.2 Business Manager Report (Financial Dashboard) The district is doing well and on track for the year.

5.3 Special Education Coordinator

5.4 Superintendent Report

This month has been almost the longest month we have had in a while...but at the same time has flown by with all the different bits of information and directives that have come from the governor, ISBE, IASA, IASB, as well as legal firms and insurance companies. The guiding factors for us as a district will be the legal and insurance guidance we receive as these will determine the “health” of our district in the long term. We will also prepare using the best guidance we receive on how to keep our students and staff safe and healthy.

The Governor’s Restore Illinois plan places the return to physical school buildings in Phase 4 of recovery from the COVID-19 pandemic. The entire state is currently experiencing Phase 2, but different regions around the state may reach Phase 4 at different times. You may have heard me say already that schools and districts should have a plan A, plan B, and plan C. When students return to physical school buildings, in-person instruction most likely will not look like it traditionally has before. Three of the main options we will explore are transitioning back to in-person instruction with social distancing, eLearning (not remote learning), and a hybrid of both in-person and eLearning. All of these bring with them unique challenges. The main goal we are hearing across the nation/world is to limit the number of children in school buildings. At this point we are in the exploration phase of all of these options as I feel it is best to pause until we hear more from the governor and the legislature on plans moving forward.

Financially we are heading into an unknown time...known in some ways as we have experienced lack of funding before. Unknown in the aspect there are many variables that will come into play for funding for the 2020-21 SY. We are funded both through federal and state grants which at this point have not been determined. We are also funded with local funding through taxes and again we do not know the impact on the collection and amount of taxes we will actually receive due to COVID19. All factors point to being extremely conservative in budgeting.

I have met with our staff collectively and individually by buildings this past week via zoom. We shared together on how remote learning went these past two months. We discussed what we saw as positives and where we saw areas needing change. There was some very honest and insightful feedback provided. We also met and discussed next year and the possible scenarios we may face. It was a stark discussion which was sobering and somewhat depressing for some. But, the message I focused on was Unity School District will work together to provide the best educational experience we can for our students no matter what circumstances we are faced with next year. We finished the meeting by honoring the years of service to our district by staff. We have three I would like to highlight: Theresa Mast – PreK teacher, Brad Voth – Drivers Ed Instructor both who have 20 years with Unity. We have one individual with 30 years of service to the Unity School District... Kathy Hoener – 5th grade teacher!!! We had two retirees this year... Bill Nisbet – bus driver for 16 years and Bill Dorethy – HS principal for 15 years.

5.5 Building and Grounds Committee

5.6 Curriculum Committee

5.7 Finance Committee - met May 18

5.8 Policy Committee

5.9 Technology Committee

5.10 Transportation Committee

5.11 Public Relations Committee

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
Approved 6-0 Janssen absent
MS Spec Ed Cross Categorical teacher Denise Presser and Julie Logan Elem teacher
- 6.2 Consider and take action on dairy bid for 2020-21 SY
Approved 7-0
Prairie Farms
- 6.3 Consider and take action on bread bid for 2020-21 SY
Approved 6-0 Janssen absent
Kohl Wholesale
- 6.4 Consider and take action on pest control bid for 2020-21 SY
Approved 7-0
Reliable Pest Control
- 6.5 Consider and take action on kitchen equipment bids
Approved 7-0
Approve highest bid for all advertised equipment
- 6.6 Consider and take action on Energy Project Proposal
Approved 7-0
Addition of drop ceiling and selection of RAB light fixtures
- 6.7 Consider and take action on temporary suspension of Policy 6:300 for the class of 2020
Approved 7-0
Allows for COVID19 Impact and allowances by ISBE
- 6.8 Consider and take action on the Class of 2020 Senior Trip Tabled
Consideration of use of funds was tabled until more is known from state
- 6.9 Consider and take action on PSIC renewal for 2020-21
Approved 6-0 Janssen absent
Even with the increase we are trending below most other insurance coops or companies
- 6.10 Consider and take action on Admin. Policy 4.180-AP3
Informational only for the board
Allows for COVID19 Impact paying salaries from grants and is an administrative policy only
- 6.11 Consider and take action on Plumbing Change order
Approved 6-0 Janssen absent
Approve only the installation change order and not the removal of piping

7. Information Items

- 7.1 Elementary construction update

8. Adjournment

- 8.1 Adjournment 8:40 pm
- 8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, June 24, 2020, in the Unity High School Band Room at 6:00 p.m.