



Community Unit School District #4

Meeting of the Board of Education Unity High School Band Room

Guests may join via zoom by contacting the district office
June 24, 2020 – 6:00 p.m.

1. **Call To Order**
Arnsman - Duesterhaus - Duke - Farmer - Fleer - 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 Bill Dorethy - Retirement
 - 3.2 **Visitors**
 - 3.2.1 Daron Duke - Bass Club
 - 3.3 **Correspondence**
 - 3.3.1 Tony Grawe

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 _____ PM Returned to Open Session _____ PM

4. **Consent Agenda**
 - 4.1 Approve May 20, 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 Semi-Annual Review of Closed Session Minutes
- 6.3 Consider and take action on policy updates (first reading approval)
- 6.4 Consider and take action on approval of Consolidated District Plan
- 6.5 Consider and take action on Reduction in Force of Extra Curricular staff for the 2020-21 school year due to restriction due to COVID19.
- 6.6 Consider and take action on SIP for Elementary
- 6.7 Consider and take action on renewal of the school fee schedule
- 6.8 Consider and take action on the Return to Play, Drivers Ed, FFA and cheer tryout proposals
- 6.9 Consider and take action on the Board of Education meeting schedule for 2020-21
- 6.10 Consider and take action on Dead Week flexibility due to loss of time from COVID19
- 6.11 Consider and take action on proposed Bass Fishing Club

7. Information Items

- 7.1 Elementary construction update - will share at the meeting

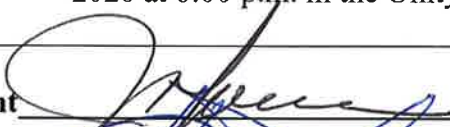

8. Adjournment

- 8.1 Adjournment
- 8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, July 15, 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 June 24, 2020**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, June 24, 2020, in the Unity High School Library. The meeting was called to order by President Farmer at 6:00 p.m. Members present were: Arnsman, Duke, Farmer, Fler, Humke, and Janssen. Principal Ellerman was present. Superintendent Riddle was present. 6 visitors were present.

<p>MOTION: Duke “to approve agenda items with the following changes: Tiffany Steinhauser MS cheer. Amend calendar – Election Day.” SECOND: Fler ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.</p>	<p>Agenda Items</p>
<p>MOTION: Duke “to approve of the Consent Agenda items.” SECOND: Janssen ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.</p>	<p>Consent Agenda</p>
<p>MOTION: Janssen “to approve to maintain privacy of closed session minutes and review.” SECOND: Fler ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.</p>	<p>Approve to maintain closed session privacy and review</p>
<p>MOTION: Fler “to approve consolidated district plan as presented.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.</p>	<p>Approve consolidated district plan</p>
<p>MOTION: Janssen “to approve SIP for elementary.” SECOND: Fler ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.</p>	<p>Approve SIP for elementary</p>
<p>MOTION: Fler “to approve renewal of the school fee schedule – status 4th grade reduced to \$2.50 per meal.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.</p>	<p>Approve fee schedule renewal</p>
<p>MOTION: Janssen “to approve Return to play, Driver’s Ed, FFA, and cheer tryout proposals.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.</p>	<p>Approve return proposals</p>
<p>MOTION: Duke “to approve BOE meeting schedule for 20-21 as presented.” SECOND: Janssen ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.</p>	<p>Approve BOE 20-21 schedule</p>
<p>MOTION: Duke “to approve dead week flexibility due to Covid 19.” SECOND: Janssen ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.</p>	<p>Approve dead week flexibility</p>

MOTION: Janssen “to approve proposed bass fishing club.” SECOND: Humke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	Approve bass fishing club
MOTION: Fler “to move to closed session at 7:00 p.m.” SECOND: Janssen ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.	Closed Session
MOTION: Janssen “to return to open session at 8:58 p.m.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.	Open Session
MOTION: Duke “to approve minutes of the June 24, 2020 closed session.” SECOND: Fler ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.	Closed Session Minutes
MOTION: Fler “to approve administrative contract renewals, offering 2yr contracts.” SECOND: Humke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	Approve admin. contract renewals
MOTION: Fler “to approve closed session matters as discussed.” SECOND: Humke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	Approve matters discussed in closed session
MOTION: Janssen “to adjourn at 9:00 p.m.” SECOND: Fler ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	Adjourn
<p>Next meeting will be a Regular Board Meeting, Wednesday, July 15, 2020 at 6:00 p.m. in the Unity High School Band Room.</p>	
President  _____ Secretary  _____	July 15, 2020

Community Unit School District #4

Meeting of the Board of Education

Unity High School Band Room

Guests may join via zoom by contacting the district office

June 24, 2020 - 6:00 p.m.

1. Call To Order

Arnsman - Duesterhaus(absent) - Duke - Farmer - Fler - Humke - Janssen
Supt. Riddle Admins Arnsman-Ellerman-Klusmeyer Bus. Mngr. Whelan

2. Approval of Agenda (approved 6-0)

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

3.1 Special Recognition

3.1.1 Bill Dorethy - the board and superintendent thanked Mr. Dorethy and recognized him for his 15 years of service to Unity High School. They also wished him the best in his new position in Missouri.

3.2 Visitors

3.2.1 Stephanie Altgilbers - Frank Cash - Daron Duke - Theresa Mast

3.3 Correspondence

3.3.1 Tony Grawe thanked the district for the flowers

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 7:00 PM Returned to Open Session 8:58 PM

4. Consent Agenda (approved 6-0)

- 4.1 Approve May 20, 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)
The district is approaching the fiscal year's end and has positioned itself well. We are experiencing some increased costs due to the pandemic and will continue to incur costs in the upcoming year.
- 5.3 Special Education Coordinator
- 5.4 Superintendent Report

Superintendent Riddle shared the updates in law since Gov. Pritzker signed into law of PA 101-643. Some of the highlights he mentioned were the Remote Learning and Blended Learning day provisions, IEP regulation changes, Election Day Nov. 3 is a holiday in 2020 and no school that day, and updated Title IX regulations.

Supt. Riddle also thanked Town & Country Bank Midwest for their generous \$1000 donation to the district to assist in pandemic expenses.

He informed them of an Illinois Department of Commerce grant he had applied for to assist with connectivity in our district. Additionally, he let the board know the grant he wrote for the Bayer Fund America's Farmers Grow Rural Education grant was selected as a finalist and we should know by August if we are one of the 2020 winners.

Supt. Riddle shared how the Unity Leadership Team has been meeting the past 2-3 weeks planning and reviewing options for the reopening of school. They have focused their planning on 4-5 areas and have each taken an area to develop. They will be reaching out to students, staff, families, and community in developing their reopening plans. The team sought direction from the board of education on returning all students if possible and this was confirmed by the board as their desire as well. The team understands the monumental task in front of them but realizes all schools are in the same situation. They will be following the guidelines and requirements as set forth by ISBE and IDPH in providing the best possible educational experiences for our students. One area of contention across the state (if not the nation) is the requirement of a facial mask or shield. This unfortunately is a requirement and will be followed. The team will work with all involved and take the best path forward and will adjust if there's any flexibility from ISBE and IDPH on the mask/shield requirement. In the coming weeks the plan will be released. The team will be sending out a survey in the next few days to gain input from stakeholders on some key questions. Supt. Riddle then took time to review the increased costs for the district for COVID 19 preparedness and ongoing safety/health requirements. The CARES Act money will only be a small portion of the overall cost for the district. Financially, the district will be faced with possible decreases in funding from delayed taxes or unpaid taxes, cuts in CPPRT, families unable to pay fees, cuts to federal funding, and possible proration of state funds if the progressive tax amendment is not passed and the state does not get a federal bailout. We have worked to position the district well over the past 3 years but with the recent pandemic all districts across the state and the nation are facing possible reductions not only next year but over the next few years as the economic downturn continues.

5.5 Building and Grounds Committee

5.6 Curriculum Committee

5.7 Finance Committee

The committee has met with the teacher's union and received an initial proposal on language. The committee will be meeting again the week of June 29 to continue discussions on contract renewal.

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)

Administrative contract renewals for Mr. Ellerman and Mr. Klusmeyer were discussed. Upon a request by Superintendent Riddle all administrators were given a 2 year contract extension as opposed to the normal one-year contract. His reasoning was the need to continue to move the district forward during all the changes the district was undergoing and with COVID 19 he wanted his administrative team to be set.

In addition to the administrative contract renewals, Tiffany Steinhauser was appointed MS Cheer Coach.

6.2 Consider and take action on Semi-Annual Review of Closed Session Minutes

(approved 6-0)

Closed Session will remain confidential to protect the public interest or the privacy of an individual, including: (1) student disciplinary cases or other matters relating to an individual student, and (2) personnel files and employees' and Board members' personal information.

6.3 Consider and take action on policy updates (first reading approval)

(no formal action required for the first reading)

6.4 Consider and take action on approval of Consolidated District Plan for 2020-21 SY

(approved 6-0)

6.5 Consider and take action on Reduction in Force of Extra Curricular staff for the 2020-21 school year due to restriction due to COVID19.

(no motion)

Contractual requirements state 4.11 B. "If either the bargaining unit member or the District wants to terminate services for extracurricular assignments, the one desiring to terminate services must notify the other in writing by July 1st preceding the year in which services are being terminated."

As a matter of fiduciary responsibility to the taxpayers the board discussed the possibility of rifting extracurricular staff and bringing them back if the sport or activity was allowed. No motion was made to take any action as the superintendent and board stated the staff would work with their athletes/students regardless of whether there was a season or not and therefore should be compensated.

6.6 Consider and take action on the School Improvement Plan for Unity Elementary

(approved 6-0)

This is a requirement of the under performing designation the elementary school received from the state. This was developed in consultation with the elementary BILT, Mr. Klusmeyer and the ROE.

6.7 Consider and take action on renewal of the school fee schedule

(approved 6-0)

The recommendation is to renew with no increase to fees except for the 4th grade lunch fee which will be reduced to \$2.50 to align with elementary school and the practices on that campus. The board felt under the current economics no increase was best for our families.

6.8 Consider and take action on the Return to Play, Drivers Ed, FFA and cheer tryout proposals

(approved 6-0)

These plans were tentatively approved by Supt. Riddle and this action officially gives approval by the board.

6.9 Consider and take action on the Board of Education meeting schedule for 2020-21.

(approved 6-0)

The proposed schedule replicates the past years with meetings on the 3rd Wednesday of the month.

6.10 Consider and take action on Dead Week flexibility due to loss of time from COVID19

(approved 6-0)

Allows for the flexibility to have activities during the Dead Weeks due to lost time from shutdown. Participation would be voluntary and if athletes could not nothing would be held against them.

6.11 Consider and take action on proposed Bass Fishing Club

(approved 5-0-1 Duke abstaining)

The board was approached by Daron Duke to explore the possibility of a Bass Fishing Club. Mr. Duke explained the requirements for an IHSA sanctioned team. The team would not be funded by the school but would be self-funded. The board approved the formation of a team.

7 Information Items

7.1 Elementary construction update and energy savings project

The elementary project is currently slated to be completed by August 18 to be ready for students beginning school on August 26, 2020. There were some delays due to COVID19 in the production of the steel roof trusses but they have arrived and are installed. Rain also has been an issue, but work in the existing building was done during the inclement weather. There have been some additional costs incurred with some of the finishing being done in the existing building as well as some plumbing and gym floor issues. These costs have been covered by the building project contingency fund.

Supt. Riddle has been working with QFB Energy updating the lighting in the district to provide better lighting and energy savings. The lights have arrived and should be installed during the month of July.

8. Adjournment

8.1 Adjournment

8.2 Next Meeting The next Regular Meeting of the Board of Education will be held on Wednesday, July 15, 2020, in the Unity High School Band Room at 6:00 p.m.