

U Community Unit School District #4 U
Special/Regular Meeting of the Board of Education
Unity High School Art Room
September 23, 2020 - 6:00 p.m.
Public Budget Hearing 5:45 p.m.

1. Call To Order
2. Approval of Agenda
3. **Public Budget Hearing (5:45 PM)**
 - 3.1 Presentation on FY20 School District Budget
 - 3.2 Public Comments on FY20 School District Budget
4. **Public Participation – Visitor and Comments (3 min. limit)**
 - 4.1 Special Recognition
 - 4.1.1
 - 4.2 Visitors
 - 4.2.1
 - 4.3 Correspondence
 - 4.3.1

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), 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.

5. **Consent Agenda**
 - 5.1 Approve August 21, 2020 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
 - 6.3 Special Education Coordinator
 - 6.4 Curriculum, Assessment and Technology Director

- 6.5 Superintendent Report
- 6.6 Building and Grounds Committee
- 6.7 Curriculum Committee
- 6.8 Finance Committee
- 6.9 Policy Committee
- 6.10 Technology Committee
- 6.11 Transportation Committee
- 6.12 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 Consider and take action on the FY20 School District Budget
- 7.3 Consider and take action on the Activity Account #14060 Closure
- 7.4 Consider and take action on replacement of of blower fan and HVAC tower repair

8. Information Items

- 8.1 FOIA Requests
- 8.2 Construction update

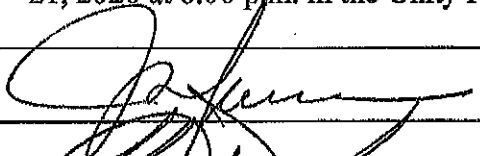
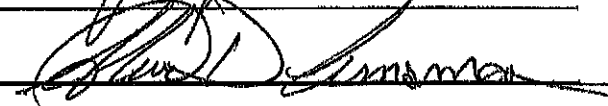
9. Adjournment

- 9.1 Adjournment
- 9.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, October 21, 2020, in the Unity High School Art 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 September 23, 2020**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, September 23, 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 Arnsman and Ellerman (zoom) were present. Curr/Assess/Tech Dir. Klusmeyer (zoom) Superintendent Riddle was present. One visitor was present.

MOTION: Duke "to approve agenda items as presented." SECOND: Humke ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.	Agenda Items
5:45 Budget Hearing Close Budget Hearing	
MOTION: Janssen "to approve of the Consent Agenda items." SECOND: Fler ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	Consent Agenda
MOTION: Fler "to approve FY20 Budget as presented." SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	Approve FY20 Budget
MOTION: Duke "to approve closure of Activity Account #14060." SECOND: Janssen ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	Approve closure of Activity Account
MOTION: Janssen "to approve replacement of blower fan & HVAC tower repair as presented." SECOND: Humke ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. Motion carried.	Approve HVAC repair
MOTION: Duke "to move to closed session at 7:09 p.m." SECOND: Janssen ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.	Closed Session
MOTION: Janssen "to return to open session at 7:57 p.m." SECOND: Duesterhaus ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.	Open Session
MOTION: Duke "to approve minutes of the 9-23-2020 closed session." SECOND: Fler ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. Motion carried.	Closed Session Minutes
MOTION: Duesterhaus "to approve personnel lists as presented." SECOND: Fler ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Fler, Humke, and Janssen. Abstained – Farmer. Motion carried.	Approve personnel list

MOTION: Janssen "to adjourn at 7:59 p.m." SECOND: Flear ACTION: Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Flear, Humke and Janssen. Motion carried.	Adjourn
<p style="text-align: center;">Next meeting will be a Regular Board Meeting, Wednesday, October 21, 2020 at 6:00 p.m. in the Unity High School Art Room.</p>	
President  Secretary 	<p style="text-align: right;">October 21, 2020</p>

U Community Unit School District #4 U

Special/Regular Meeting of the Board of Education

Unity High School Art Room

September 23, 2020 – 6:00 p.m.

Public Budget Hearing 5:45 p.m.

Guests may join via zoom by contacting the district office

1. Call To Order

BOE members Arnsman - Duesterhaus - Duke - Farmer - Fleer- Humke - Janssen
Supt. Riddle Admins Arnsman (zoom)-Ellerman (zoom) Curr/Assess/Tech Dir. Klusmeyer (zoom)
Bus. Mngr. Whelan

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

3. Public Budget Hearing (5:45 PM)

3.1 Presentation on FY20 School District Budget

Supt. Riddle and Business Manager Whelan shared with the board the FY20 budget. Due to the anticipated shortfalls due to the covid shutdowns and possible local revenue decreasing the projections were based upon 85% of the previous budget. There is a definite concern that beyond the EBF state funding that Transportation and other categoricals may not be fully funded or funded at all.

Supt. Riddle did share that the district was able to secure funding through two grants: the CARES Act and Digital Equity Grant which will help to supplement some of the short fall. It will not replace totally some of the anticipated decreases we expect. The overall projected budget will see deficit spending in most of the three main funds. Some of this is due to lack of funding as well as completing projects slated from last fiscal year that were not able to be completed due to pandemic complications. All fund balances though will remain with a positive balance.

3.2 Public Comments on FY20 School District Budget

Only one guest in attendance and they had no public comments.

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

4.1 Special Recognition

4.1.1 Supt. Riddle complimented his staff as a whole for what they are doing and have been doing. The planning and effort put into having school in-person with a blended approach and all the guidelines and requirements was monumental. Then they had to switch to beginning fully remote to start the school year off. Living it day-to-day has been a challenge. A special thank you to our paraprofessionals for their efforts every morning as they ride buses and do temperature checks for all our riders.

4.2 Visitors

4.2.1 Nicole Schaffnit (zoom)

4.3 Correspondence

4.3.1

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), 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. Motion: Duke, 2nd, Janssen Vote 7-0 approved. Entered: 7:09 pm. Return to Open: 7:57 pm

5. Consent Agenda Motion: Janssen, 2nd, Fleer Vote 7-0 approved

- 5.1 Approve August 21, 2020 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

HS/MS Administrator Josh Arnsman shared the middle school got off to a great start. It was nice seeing all the kids back in the hallways. All of the students are following the procedures of wearing the masks really well. The teachers are adjusting to the schedule of them moving from class to class. We had some technical issues that have been worked through for the most part. Some of the new procedures we have put in place have made things easier and more efficient. Baseball, softball, and cross country are closing out their seasons soon. MS Baseball is playing in their regional on 9/21 at Payson.

The high school was also off to a great start. All of the students have been great about following the new protocols. I think most of them are happy to get back. The teachers are doing a great job with their remote learners, even though things seem to change on a daily basis due to COVID. We have golf and cross country that are going on right now. Things have been going well for them, since there were no other fall sports goin on, both teams have seen an increase in numbers. Fall contact days are underway this week. It has been nice to hear and see fall sports being active again.

Mr. Arnsman expressed his thanks to Supt. Riddle and Mr. Ellerman and Mr. Klusmeyer for their help and support as he began this first year. He also thanked the parents, students and staff for a good beginning to the school year.

Elementary Administrator Jerry Ellerman shared Unity Elementary has been off to a good start and we are super excited to see the students in our new school! It has been great to watch the student's reactions to the new paint, new rooms, and just seeing their teacher face to face! The building project is still going on and we have many little things to fix/work on but all-in-all things are going well.

6.2 Business Manager Report (Financial Dashboard)

Mrs. Whelan shared previously during the budget hearing our projected budget. She noted the disappointment she and Supt. Riddle had in working over the past 2-3 years to position the district in good financial shape and to be hit with the pandemic and have the potential to wipe out all that work.

6.3 Special Education Coordinator

Mrs. Gronewold updated the board on the number of students receiving special education services and the number of 504 students. The overall percentage of students district-wide was 16%.

6.4 Curriculum, Assessment and Technology Director

Mr. Klusmeyer shared the elementary MAP Testing will begin the week of September 28. Data for math, reading, and language will be presented at the October board meeting. I pads for the K-2 students are scheduled to be delivered this week. The elementary school received \$30,000 to be used for school improvement based on the building's Targeted designation (A school in which one or more student groups is performing at or below the level of "all students" group in the lowest performing 5% of schools.) Professional development topics are being discussed. It is hard to find presenters that aren't virtual at this time. At the middle school MAP Testing will begin this week as well. We will do this during RTI for the next 2 weeks. Data for math, reading, and language will be presented at the October board meeting. The MS received \$30,000 based on the building's Targeted designation (see above) to be used for school improvement in regards to increasing growth with our special education students. A math trainer will be providing an in-service for the elementary and middle school staff on October 9.

6.5 Superintendent Report

Supt. Riddle shared the enrollment for the district stayed consistent with last year totalling 663. The elementary school has 294 with the increase in the ECE program and adding the 4th grade to their campus. The middle school has 192 students and the high school has 177 students. We have approximately 11% (72) of our students who have elected to Learn at Home (remotely) this first quarter. All students may elect to go remote but must remain until the change of the quarter. Parents are asked to notify the school if your child will be returning to in-person instruction a week prior to the end of the quarter (Monday, Oct. 9).

Supt. Riddle relayed how time consuming contact tracing and working with students and staff that have symptoms, may have been exposed, presumed positive or actually have a positive test result. To date, the district has only seen two positive cases. But, unfortunately there have been many quarantines due to exposure to the virus. At the time of the meeting approximately 10% of the staff and 10% of the student population are quarantined. Supt. Riddle explained having students quarantined is challenging but would not force the district to go remote. The real concern is staff members being quarantined. Some have the ability to work from home and remote teach, but our support staff such as bus drivers and kitchen staff cannot and the lack of subs for those positions could force the district to go remote if there are large numbers who become quarantined. This is why we continually encourage all of our staff to wear masks, wash hands, and socially distance themselves at all times.

6.6 Building and Grounds Committee

The committee met this month and discussed issues they were having with the HVAC system at the MS/HS. The committee recommended replacing pipework and a blower fan in the tower. They also recommended setting up a set maintenance program for the system.

6.7 Curriculum Committee

6.8 Finance Committee

6.9 Policy Committee

6.10 Technology Committee

6.11 Transportation Committee

6.12 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 ~~Motion: Duesterhaus 2nd Fleeer Vote: 6-0-1 approved Farmer voting present~~

Jessica Gray - District nurse
Donnie Waldrop - custodian and bus driver
Robbie Middle - paraprofessional
Jenna Schultz - Junior Class Sponsor

- 7.2 Consider and take action on the FY20 School District Budget

~~Motion: Fleeer 2nd Duke Vote: 7-0 approved~~

The budget was determined by reviewing the projected revenue and expenditures and the current thinking that funding would be substantially limited if we do not see a Federal bailout or the state progressive tax amendment passing. We have also seen our current tax revenue received at only a portion of the normal level.

- 7.3 Consider and take action on the Activity Account #14060 Closure

~~Motion: Duke 2nd Janssen Vote: 7-0 approved~~

This was directed by district auditors. The Unity elementary checking account should be closed per GASB84 for compliance

- 7.4 Consider and take action on the replacement of of blower fan and HVAC tower repair
The Building and Grounds committee met and discussed the current situation with our HVAC with the input of Kevin Lash. The committee toured the tower and spoke with Mr. Lash and are recommending the replacement to help increase the life of the system.

~~Motion: Janssen 2nd Humke Vote: 7-0 approved~~

8. Information Items

- 8.1 FOIA Requests - none

- 8.2 Supt. Riddle shared an update on the construction project at the elementary school. The substantial completion date was set for Aug. 18 and was delayed until Aug. 31. This date was still not met which resulted in the district starting school with remote learning. The district was able to secure a partial occupancy by the ROE to allow in-person learning to begin Sept. 14.

The project has exterior work to complete which includes some finishing work on the roof and the metal siding. There have been some leakage issues which Maas Construction has resolved. The interior still has the gym flooring to be completed and the kitchen has some issues that are being addressed. There are other minor items that are being completed as well. The project punch list date is slated to be Oct. 16, 2020.

9. Adjournment

- 9.1 Adjournment 7:58 pm

- 9.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, October 21, 2020, in the Unity High School Art Room at 6:00 p.m.