

# Community Unit School District #4

Regular Meeting of the Board of Education

Unity High School Art Room

April 21, 2021 - 6:00 p.m.

Guests may join via zoom by contacting the district office

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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
    - 3.2 Visitors
    - 3.3 Correspondence
- 

**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.

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4. 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. Action Items
  - 5.1 Consider, accept and approve resignation and agreement regarding administrator
  - 5.2 Consider and take action on administrators contract renewal
  - 5.3 Consider/Approve Resolution Acknowledging Receipt of Canvass Reports and Certification of Election
6. Adjourn - Sine Die  
  
**Reorganization of the Board**
7. Call to Order
  - 7.1 Seating of new members - oath of office
  - 7.2 Election of officers
  - 7.3 Appointment of District Treasurer
  - 7.4 Establish regular meeting date, time and place

7.5 Committee assignments

**8. Consent Agenda**

- 8.1 Approve March 17 and April 6, 2021 Board Meeting Minutes
- 8.2 Approve Bills and Activity Fund Reports
- 8.3 Approve Bills Payable
- 8.4 Approve Fund Balances
- 8.5 Approve End of Month Report for Previous Month

**9. Administrative and Committee Reports**

- 9.1 Principal Reports
- 9.2 Business Manager Report (Financial Dashboard)
- 9.3 Special Education Coordinator
- 9.4 Superintendent Report
- 9.5 Building and Grounds Committee
- 9.6 Curriculum Committee
- 9.7 Finance Committee
- 9.8 Policy Committee
- 9.9 Technology Committee
- 9.10 Transportation Committee
- 9.11 Public Relations Committee

**10. Action Items**

- 10.1 Consider and take action on the proposed 2021-2022 School Calendar
- 10.2 Consider and take action on proposed roof system bid

**11. Information Items**

- 11.1 Statement of Economic Interest

**12. Adjournment**

- 12.1 Adjournment
- 12.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, May 19, 2021 at 6:00 p.m.

*Upcoming Dates:*

*Baccalaureate Wed., May 19*

*Graduation Fri., May 20 (rain dates Saturday and Sunday)*

*Last Student Attendance Day Tues., May 25*

*Teacher Institute Day Wed., May 26*

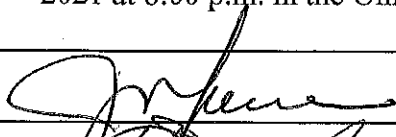
**Minutes of Regular Meeting of the  
Community Unit School District #4 Board of Education  
Adams and Hancock Counties, Illinois  
Held on April 21, 2021**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, April 21, 2021, 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, Fler, Humke, and Janssen. Administrators Arnsman and Klusmeyer were present. Superintendent Riddle was present. Nine visitors were present.

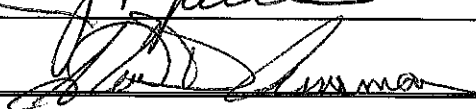
<b>MOTION:</b> Duke “to approve agenda items as presented.” <b>SECOND:</b> Humke <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. <b>Motion carried.</b>	<b>Agenda Items</b>
<b>MOTION:</b> Janssen “to move to closed session at 6:15 p.m.” <b>SECOND:</b> Duesterhaus <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. <b>Motion carried.</b>	<b>Closed Session</b>
<b>MOTION:</b> Fler “to return to open session at 6:47 p.m.” <b>SECOND:</b> Duesterhaus <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. <b>Motion carried.</b>	<b>Open Session</b>
<b>MOTION:</b> Janssen “to approve minutes of the 4-21-2021 closed session.” <b>SECOND:</b> Duke <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. <b>Motion carried.</b>	<b>Closed Session Minutes</b>
<b>MOTION:</b> Fler “to approve any matters discussed in closed session.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. <b>Motion carried.</b>	<b>Approve any matters discussed in closed session</b>
<b>MOTION:</b> Janssen “to approve the resignation and agreement of administrator.” <b>SECOND:</b> Fler <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. <b>Motion carried.</b>	<b>Approve resignation</b>
<b>MOTION:</b> Duesterhaus “to approve the extended administrator contracts by one year for Josh Arnsman and Seth Klusmeyer.” <b>SECOND:</b> Humke <b>ACTION:</b> Roll Call Vote: Aye – Duesterhaus, Duke, Farmer, Fler, Humke, and Janssen. Abstained – Arnsman. <b>Motion carried.</b>	<b>Approve extension of administrator contracts</b>
<b>MOTION:</b> Duke “to approve to acknowledge receipt of canvas reports and certification of election.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. <b>Motion carried.</b>	<b>Approve receipt of canvas reports and cert. of election</b>
<b>Recognize Peggy Duesterhaus 16 years of service on board and to the district</b>	
<b>MOTION:</b> Duesterhaus “to adjourn – Sine Die at 6:57 p.m.” <b>SECOND:</b> Humke <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fler, Humke and Janssen. <b>Motion carried.</b>	<b>Adjourn – Sine Die</b>

Next meeting will be a Regular Board Meeting, Wednesday, May 19, 2021 at 6:00 p.m. in the Unity High School Band Room.

President



Secretary

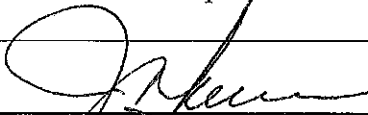



May 19, 2021

**Minutes of Regular Meeting of the  
Community Unit School District #4 Board of Education  
Adams and Hancock Counties, Illinois  
Held on April 21, 2021**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, April 21, 2021, in the Unity High School Band Room. The meeting was called to order by President Farmer at 7:10 p.m. Members present were: Arnsman, Duke, Farmer, Fleer, Humke, Janssen, and Shaffer. Administrators Arnsman and Klusmeyer were present. Superintendent Riddle was present. Nine visitors were present.

<b>Re-Organization of the Board</b>		
<b>Seating of new members</b>		
<b>MOTION:</b>	<b>Fleer</b> “to approve to nominate President Jim Farmer.”	<b>Approve to nominate President</b>
<b>SECOND:</b>	<b>Janssen</b>	
<b>ACTION:</b>	<b>Roll Call Vote:</b> Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. <b>Motion carried.</b>	
<b>MOTION:</b>	<b>Duke</b> “to approve to nominate Vice President Danielle Fleer.”	<b>Approve to nominate Vice President</b>
<b>SECOND:</b>	<b>Janssen</b>	
<b>ACTION:</b>	<b>Roll Call Vote:</b> Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. <b>Motion carried.</b>	
<b>MOTION:</b>	<b>Janssen</b> “to approve Secretary Steve Arnsman.”	<b>Approve Secretary</b>
<b>SECOND:</b>	<b>Fleer</b>	
<b>ACTION:</b>	<b>Roll Call Vote:</b> Aye – Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Abstain – Arnsman. <b>Motion carried.</b>	
<b>MOTION:</b>	<b>Janssen</b> “to approve Secretary Pro Tem Julie Duke.”	<b>Approve Secretary Pro Tem</b>
<b>SECOND:</b>	<b>Fleer</b>	
<b>ACTION:</b>	<b>Roll Call Vote:</b> Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. <b>Motion carried.</b>	
<b>MOTION:</b>	<b>Fleer</b> “to approve Gina Whelan – District Treasurer.”	<b>Approve District Treasurer</b>
<b>SECOND:</b>	<b>Janssen</b>	
<b>ACTION:</b>	<b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer, Humke and Janssen. <b>Motion carried.</b>	
<b>MOTION:</b>	<b>Duke</b> “to approve to establish reg. meeting 3 <sup>rd</sup> Wednesday each month at 6:00 p.m. Band Room. 4 <sup>th</sup> Wednesday April and June.”	<b>Approve meeting schedule</b>
<b>SECOND:</b>	<b>Humke</b>	
<b>ACTION:</b>	<b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer, Humke and Janssen. <b>Motion carried.</b>	
<b>MOTION:</b>	<b>Duke</b> “to approve of the Consent Agenda items.”	<b>Consent Agenda</b>
<b>SECOND:</b>	<b>Fleer</b>	
<b>ACTION:</b>	<b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer, Humke and Janssen. <b>Motion carried.</b>	
<b>MOTION:</b>	<b>Duke</b> “to approve proposed 2021-2022 School Calendar as presented.”	<b>Approve 21-22 School Calendar</b>
<b>SECOND:</b>	<b>Humke</b>	
<b>ACTION:</b>	<b>Roll Call Vote:</b> Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer, Humke and Janssen. <b>Motion carried.</b>	
<b>MOTION:</b>	<b>Janssen</b> “to approve proposed roof system bid as presented.”	<b>Approve proposed roof system bid</b>
<b>SECOND:</b>	<b>Duke</b>	
<b>ACTION:</b>	<b>Roll Call Vote:</b> Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. <b>Motion carried.</b>	
<b>MOTION:</b>	<b>Fleer</b> “to adjourn at 7:55 p.m.”	<b>Adjourn</b>

<b>SECOND: Janssen</b> <b>ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Humke, Janssen and Shaffer. Motion carried.</b>	
<p style="text-align: center;">Next meeting will be a Regular Board Meeting, Wednesday, May 19, 2021 at 6:00 p.m. in the Unity High School Band Room.</p>	
<b>President</b>  <b>Secretary</b> 	<b>May 19, 2021</b>

# U Community Unit School District #4 U

## Regular Meeting of the Board of Education

### Unity High School Art Room

April 21, 2021 - 6:00 p.m.

Guests may join via zoom by contacting the district office

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#### 1. Call To Order

Members: Steven Arnsman-Peggy Duesterhaus-Julie Duke-Jim Farmer-Danielle Fler-Jessica Humke-Louis Janssen

Admin. Josh Arnsman Curr Dir. Seth Klusmeyer

Supt. Scott Riddle Bus. Mngr. Gina Whelan (absent)

#### 2. Approval of Agenda Motion Duke 2nd Humke Vote (Approved 7-0)

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

##### 3.1 Special Recognition

1.1.1 Student of the Month - Madison Baze who is the daughter of Richard and Amanda Baze

##### 3.2 Visitors

3.2.1 David Penn - District Attorney

3.2.2 Kalinda Humke/Melissa Maynard/Kaci Beal - presented a request for the board to consider an additional teacher at the third grade level for the 2021-22 school year and an additional fourth grade teacher in 2022-23. The three shared data in support of smaller class size and specific information about that particular group of students.

3.2.3 Additional staff and parents were present

##### 3.3 Correspondence

3.3.1

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**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.

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**Entered closed session 6:17 pm and Returned to open session 6:49 pm**

#### 4. 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 Fler 2nd Janssen Vote (Approved 7-0)

Recommended Hires:

Katie Stegner - Special Education Coordinator

Clayton Blunier - Ag Mechanics and Asst. FFA Sponsor (3 Circles grant)

Jennifer Knox - Asst. HS Softball Coach

Craig Burwinkel - Non-paid Volunteer Asst. Softball Coach

Resignations:

Jerry Ellerman - administrator

Theresa Mast - Special Education teacher

Conner McLaughlin - HS Social Sciences / Head Football Coach / HS Girls Track

5. **Action Items**

- 5.1 Consider, accept and approve resignation and agreement regarding administrator  
Motion Janssen 2nd Fler Vote {Approved 7-0}
- 5.2 Consider and take action on administrators contract renewal extension  
Motion Duesterhaus 2nd Humke Vote {Approved 6-0-1 Steve Arnsman abstaining}  
Extend Mr. Josh Arnsman and Mr. Seth Klusmeyer's contract a year to maintain 2-yr contracts.

6. **Consider/Approve Resolution Acknowledging Receipt of Canvass Reports and Certification of Election** Motion Duke 2nd Janssen Vote {Approved 7-0}

- 6.1 3 Seats were open and all were filled  
Ashley Shaffer Write-Ins: Jessica Humke and Louis Janssen

Prior to beginning the Reorganization portion of the meeting, Supt. Riddle recognized retiring board member Peggy Duesterhaus for her 16 years of service to the students and staff of CUSD #4. He presented her with a Mustang Pride Coin thanking her for all the time she has given to Unity. President Jim Farmer also thanked Mrs. Duesterhaus and said she has been a strong advocate for the students and the district during her tenure on the board. Cake and cupcakes were shared by the board and guests.

7. **Adjourn - Sine Die**

Motion Duesterhaus 2nd Humke Vote {Approved 7-0}

**Reorganization of the Board**

Appointed President Pro Tem Jim Farmer and Secretary Pro Tem Steve Arnsman for Reorganization meeting portion

8. **Call to Order**

- 8.1 Seating of new members Jessica Humke, Louis Janssen & Ashley Shaffer- oath of office  
Jim Farmer welcomed new board member Ashley Shaffer.
- 8.2 Election of officers
  - 8.2.1 President - Jim Farmer
  - 8.2.2 Vice President - Danielle Fler
  - 8.2.3 Secretary - Steve Arnsman
  - 8.2.4 Secretary Pro tem - Julie Duke
- 8.3 Appointment of Treasurer  
Gina Whelan appoint - District Treasurer
- 8.4 Establish regular meeting date, time and place  
They will be the 3rd Wednesday each month at 6 PM in Band Room  
Except for April and June which is the 4th Wednesday
- 8.5 Committee assignments  
Members signed up for committees

9. **Consent Agenda** Motion Duke 2nd Fler Vote {Approved 7-0}

- 9.1 Approve March 17 and April 6, 2021 Board Meeting Minutes
- 9.2 Approve Bills and Activity Fund Reports
- 9.3 Approve Bills Payable
- 9.4 Approve Fund Balances
- 9.5 Approve End of Month Report for Previous Month



## 10. Administrative and Committee Reports

### 10.1 Principal Reports

Mr. Arnsman shared that high school and middle school have really enjoyed the battle of the RTIs. The competition has been fierce. The middle school has been doing Wednesday dress up days and are also doing a Survivor competition to finish out the year. SAT testing is complete and went smoothly. Senior Awards will be May 12 and will be live-streamed. Graduation will be Friday, May 21 at 6 pm and will have limited attendance for graduate families. Information has been shared with the seniors.

Curriculum Director, Mr. Klusmeyer informed the board IAR testing was being done 3rd-8th grades. There have been some minor cliches but these are mostly attributed to the program. He also shared the freshman and sophomores will be doing MAP testing in place of the PSAT tests.

### 10.2 Business Manager Report (Financial Dashboard)

Currently we are through 75% of our year and the district is doing well financially.

### 10.3 Special Education Coordinator

### 10.4 Superintendent Report

Supt. Riddle shared we have had quite a busy time these past few weeks at CUSD4 schools. Multiple sports have been ongoing with some wrapping up this week...like HS football, HS volleyball and MS girls basketball. Track, softball and baseball will be in full swing (pun intended) next week.

Supt. Riddle shared that he and Mr. Klusmeyer will be interim elementary principal for the remainder of the school year. Riddle shared the staff have been quite busy with many activities including hatching chicks, egg drop contest, completing IAR testing, and finishing strong in these last few weeks of school. The staff have many end of year activities planned including field trips which they will be informing parents about in the next few days.

Supt. Riddle shared we have multiple positions to fill for next school year. Currently we have been searching for custodians. If anyone is interested please contact the district office. As for next school year we will be hiring for an elementary administrator, an elementary teacher, MS and HS special education teachers, as well as high school health and social studies. He went on to add we will also be filling some extracurricular positions" HS Head Football Coach, HS Volleyball, and HS Girls Track.

Supt. Riddle then updated the board on the science lab renovation project. He has been working with Klingner Assoc. on a HLS amendment for funding as well as with local organizations such as Unit 4 Foundation and Friends of Unit 4. The project is slated to cost approximately \$237,000 (plus a \$35,000 contingency) for both labs. The goal is for this to be completed over the summer.

We have had some lingering problems with the elementary project which Supt. Riddle has been working with Maas Construction on getting corrected. It is hoped these can be fixed by the end of school.

ECE screenings will begin this week and will be run over the next 2-3 weeks. If you have not contacted the elementary school about your child you are encouraged to do so.

Supt. Riddle shared the projected allocations for the ESSER II and ESSER III grants for CUSD4. They appear to be sizable amounts but when broken down into a per student amount over the expected 2-3 years of expenditures it is not as great. He further explained each of the grants have requirements that limit how they can be utilized. Area superintendents have been brainstorming and sharing ideas on how to best put these funds to use. The main emphasis of the grants have to be covid related and help address learning loss. One particular focus is the opening of schools. CUSD 4 as well as all Adams County schools have been open since school began in August. Supt. Riddle expressed frustration that there was not more local control of the use of the grant funds instead of the federal government setting so many limits.

### 10.5 Building and Grounds Committee

### 10.6 Curriculum Committee

### 10.7 Finance Committee

### 10.8 Policy Committee

- 10.9 Technology Committee
- 10.10 Transportation Committee
- 10.11 Public Relations Committee

**11. Action Items**

**11.1 Consider and take action on the proposed 2021-2022 School Calendar**

Motion Duke 2nd Humke Vote (Approved 7-0)

The proposed calendar was developed by the Calendar Committee and was voted on and submitted by the union membership and the committee. It returns the district to a traditional calendar and schedule for the 2021-22 school year.

**11.2 Consider and take action on proposed roof system bid**

Motion Janssen 2nd Duke Vote (Approved 7-0)

We received only one bid proposal for the roof system at a cost of approximately \$193,000 which includes a \$15,000 contingency. We will be using Health, Life, and Safety funds for this project. Supt. Riddle has been working with Klingner Assoc. on securing a HLS amendment for it. We also will use the Maintenance Grant secured previously by Supt. Riddle.

**12. Information Items**

**12.1 Statement of Economic Interest**

**13. Adjournment**

**13.1 Adjournment**

**13.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, May 19, 2021 at 6:00 p.m.**

*Upcoming Dates:*

*Baccalaureate Wed., May 19*

*Graduation Fri., May 20 6 pm (rain dates Saturday and Sunday)*

*Last Student Attendance Day Tues., May 25*

*Teacher Institute Day Wed., May 26*