

# Community Unit School District #4

Regular Meeting of the Board of Education

Unity High School Band Room

October 20, 2021 – 6:00 p.m.

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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 deliberation 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 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) attorney/client privilege; 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. Consent Agenda
  - 4.1 Approve Sept 15, 2021 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 Curriculum, Assessment and Technology Director
  - 5.5 Superintendent Report
  - 5.6 Building and Grounds Committee
  - 5.7 Curriculum Committee
  - 5.8 Finance Committee
  - 5.9 Policy Committee
  - 5.10 Technology Committee
  - 5.11 Transportation Committee
  - 5.12 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 the proposed graduation date of May 13, 2022

**7. Information Items**

7.1 Strategic Plan Review

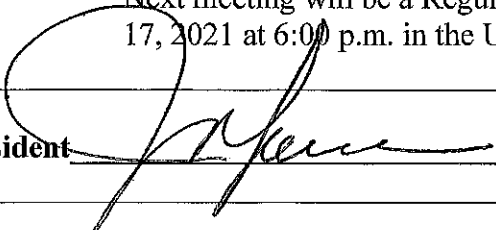
**8. Adjournment**

8.1 Adjournment

8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, November 17, 2021, 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 October 20, 2021**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, October 20, 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: Duke, Farmer, Fleer and Shaffer. Administrators Arnsmann, Klusmeyer and Sheffler were present. Superintendent Riddle was present. Four visitors were present.

<b>MOTION:</b> Duke "to approve agenda items as presented." <b>SECOND:</b> Fleer <b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer and Shaffer. <b>Motion carried.</b>	<b>Agenda Items</b>
<b>MOTION:</b> Duke "to move to closed session at 6:09 p.m." <b>SECOND:</b> Shaffer <b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer and Shaffer. <b>Motion carried.</b>	<b>Closed Session</b>
<b>MOTION:</b> Duke "to return to open session at 6:50 p.m." <b>SECOND:</b> Shaffer <b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer and Shaffer. <b>Motion carried.</b>	<b>Open Session</b>
<b>MOTION:</b> Shaffer "to approve minutes of the October 20, 2021 closed session." <b>SECOND:</b> Fleer <b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer and Shaffer. <b>Motion carried.</b>	<b>Closed Session Minutes</b>
<b>MOTION:</b> Duke "to approve of the Consent Agenda items." <b>SECOND:</b> Shaffer <b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer and Shaffer. <b>Motion carried.</b>	<b>Consent Agenda</b>
<b>MOTION:</b> Duke "to approve those items discussed in closed session – resignations and employment." <b>SECOND:</b> Shaffer <b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer and Shaffer. <b>Motion carried.</b>	<b>Approve items discussed in closed session</b>
<b>MOTION:</b> Fleer "to approve graduation date on May 13, 2022." <b>SECOND:</b> Shaffer <b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer and Shaffer. <b>Motion carried.</b>	<b>Approve graduation date</b>
<b>MOTION:</b> Duke "to adjourn at 8:13 p.m." <b>SECOND:</b> Shaffer <b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer and Shaffer. <b>Motion carried.</b>	<b>Adjourn</b>
Next meeting will be a Regular Board Meeting, Wednesday, November 17, 2021 at 6:00 p.m. in the Unity High School Band Room.	
<b>President</b> 	<b>November 17, 2021</b>

Secretary

A handwritten signature in black ink, appearing to read "D. L. Linneman", is written over a horizontal line that spans the width of the page.

# Community Unit School District #4

## Regular Meeting of the Board of Education Unity High School Band Room October 20, 2021 – 6:00 p.m.

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### 1. Call To Order

BOE members Duke - Farmer - Fleer- Shaffer  
Supt. Riddle Admins Arnsman-Sheffler Bus. Mngr. Whelan  
C.A.T. Coordinator - Klusmeyer Spec. Ed Coordinator - Stegner

### 2. Approval of Agenda Motion: Duke 2nd: Fleer Vote: 4-0 approved

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

#### 3.1 Special Recognition

3.1.1 Josh Arnsman and Shelly Sheffler - As part of National Principals Month Supt. Riddle recognized both Mr. Arnsman and Mrs. Sheffler for their leadership and caring as well as their time, effort, and work they give to the students, staff and district. We thank them for all they do and are very glad they are part of our Unity Team. He shared that Principal Appreciation Day is Oct 29, 2021.

#### 3.2 Visitors

3.2.1 Tiffany Hastings-Eric McClelland-Kristin Shaffer-Beverly Walker  
Comments were shared on going mask optional, potential vaccine requirements for students, and the multi-district lawsuit.

#### 3.3 Correspondence

3.3.1 QNS and Beverly Walker

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### 4. Consent Agenda Motion: Duke 2nd: Shaffer Vote: 4-0 approved

- 4.1 Approve Sept 15, 2021 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

Mrs. Sheffler shared that 275 visitors attended the recent Special Person's Day. She thanked her staff for a wonderful day. She stated the PTO had their Family Fun Night at the elementary school and it was also well attended. Finally, Parent-Teacher Conferences are going on tonight and tomorrow.

Mr. Arnsman followed up with the high school and middle school had recently participated in Be Like Grace Day with many activities including visiting area senior citizens. The high school also had a "Bring Anything But a Backpack" day which was very well received by the students. There were carts, oil pans, peddle tractors...you name it and it was used as a backpack.

#### 5.2 Business Manager Report

Mrs. Whelan informed the Board of the results of the Annual Financial Report and the audit. The district scored a 3.9/4.0 Financial Profile. The Board approved the results of the AFR and the positive trend the district continues to make.

#### 5.3 Special Education Coordinator

Mrs. Stegner shared we had a new paraprofessional begin this week. She also stated ECE screenings were done recently. Finally a new referral process is being considered.

#### 5.4 Curriculum, Assessment and Technology Director

Mr. Klusmeyer shared recent assessment results from the fall MAP testing. We saw an increase at the 1st and 2nd grades and he attributed their better performance to the new curriculum being used. He explained to the Board that the MAP testing was a good indicator of performance on the IAR. He went on to state that the results indicate we have areas of poor performance that need to be addressed. Recent work on the curriculum through mapping have helped but now a focus on instructional methodology needs to be done so our teachers are using best practices. The need is for changes in adult behavior which will benefit student growth.

#### 5.5 Superintendent Report

Supt. Riddle led off with the continuing trend of zero positive covid cases now for three weeks. The first semester had very few cases at any grade level with no spread within the school.

Supt. Riddle informed the board of a global lawsuit against 145 school districts including CUSD #4 seeking a TRO for masking. The suit will be heard Nov 5th, 2021. Also named in the suit were Gov. Pritzker, ISBE, the IDPH.

A concern about the fall veto session was expressed by Supt. Riddle concerning the Health Care Right of Consciousness Act being changed to exclude a waiver for the vaccinations and testing requirement. This would drastically affect the district's ability to continue to educate students as we have a significant number of staff who utilized the waiver.

The 2 Rivers Division Meeting will be held next week and Supt. Riddle along with two other superintendents were asked to present how they were able to be successful during the pandemic and what they have learned.

Our bond rating remained the same (A2) based upon the current climate in Illinois and our past financial history. Moody's Investor service provided a description of how these are determined.

We have been working on labeling each of the rooms with room signs in the MS/HS for safety reasons as well as ease of locating rooms for visitors.

Our kitchens had an unannounced health inspection and both did very well and past inspection.

Supt. Riddle reminded board members of the mandated trainings required and shared resources for them to complete their trainings.

5.6 Building and Grounds Committee

5.7 Curriculum Committee

5.8 Finance Committee

5.9 Policy Committee

The committee met and discussed current policies addressing curriculum content, bullying, and personal technology and social media usage and content.

5.10 Technology Committee

5.11 Transportation Committee

5.12 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 Motion: Duke 2nd: Shaffer Vote: 4-0 Approved

Deena Shulz - paraprofessional

Claire Rabe - volunteer Asst. HS Girls Basketball

Recognized resignation of Darla Moore - kitchen staff

6.2 Consider and take action on the proposed graduation date of May 13, 2022  
Motion: Flear 2nd: Shaffer Vote: 4-0 Approved

## 7. Information Items

7.1 Strategic Plan Review - shared by Supt. Riddle

### **Review of Strategic Plan 2018-2022**

#### **Goal Area: Ensure Fiscal Responsibility**

Based upon the auditor's reports from 2018 until present we have had no findings and our financial rating has been at the top rating.

Updated plans for short, intermediate, and long-term facility and capital outlay needs through the Finance Committee and the Building Committee. We have completed immediate needs including the replacement of the HS bleachers, upgrading and repairing the MS-HS roof, repair and replacement of HVAC components as needed, expanding the elementary to include additional classrooms, nurse's office, office and meeting space, increased capacity of the kitchen with new equipment and enhancements, added additional gymnasium, as well as improvements and upgrades to the existing facility.

We continue to review the facility and capital outlay needs and prioritize them as they are identified. Currently we have the HS science labs, the HVAC system, window replacements on the HS-MS campus, door replacements and additional security, elementary playground expansion, storage shed on elementary campus, and replacing the drop ceiling in the HS cafeteria for improved ventilation.

We have also continued to fund the one-to-one program, technology upgrades, furniture upgrades and replacement, curriculum & technology improvements, bus replacement rotation,

added additional staff, and negotiated an attractive contract increase for staff to meet the new minimum wage and minimum salary increases imposed by the state.

In seeking all revenue sources, we have utilized grants effectively to help supplement the associated costs with Title I, Special Education, Professional Development, Career and Technical Education, and School Improvement for our Targeted underperforming schools. We also have been able to secure a Maintenance Grant which helped with the cost of the roof project.

We have implemented procedures to monitor and manage fees and fundraising. We also work with our local clubs and foundations in aligning their missions with ours.

The pandemic brought on costs and issues no one could have anticipated. We were fortunate in the fact we had positioned ourselves better than many districts across the state. We had in place a one-to-one program and eLearning which helped during the initial onset of the virus. We were contacted by multiple districts to share our plan and implementation. We also were able to use the mitigation strategies to reduce the spread of the virus and have in-person learning last school year. There were costs associated with being able to do that which we used the federal grants to supplement.

#### **Digital Equity Grant (\$66,657)**

- iPads & protective covers for the elementary grades so we were one-to-one district wide
- Viewboards for staff to better instruct remotely and in-person

#### **ESSER I (\$67,840)**

- Viewboards for staff to better instruct remotely and in-person
- Thermo scanners for temp screening
- SEL Behavioral Specialist
- Auto Omniflex and floor cleaning machines
- Cleaning and custodial supplies

#### **ESSER II (\$274,264)**

- Extended School Year Summer School and Jump Start Program
- Chromebooks & MacBooks
- Furniture
- Staff Stipends for additional covid duties
- Drop Ceiling for HS cafeteria to improve ventilation & air flow



- Storage Shed for additional supplies at elementary

Part of our review is looking forward to the next 5 years and our planning. The board provided opportunity for public input on the ARP grant. Supt. Riddle shared the requirements of the ESSER III ARP grant which will provide an influx of federal dollars (\$663,383) to our district. There are specific requirements in the spending of these dollars with at least 20% (\$123,132) to be used to address loss of learning. The first impulse for these funds was to utilize them on some of our existing facility and capital outlay needs which we mentioned previously. The current economic climate though has put many superintendents on pause with submitting their grants. The escalating costs for essential items such as food, energy, fuel, and any type of electronics due to inflation has districts considering supplanting current costs rather than incurring new ones. We would have to be creative in our approach to how this is done, but it would provide a one-to-two-year buffer against these rising costs which do not appear to be going away any time soon.

## **8. Adjournment**

8.1 Adjournment

8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, November 17, 2021, in the Unity High School Band Room at 6:00 p.m.