

Community Unit School District #4

Regular Meeting of the Board of Education

Unity High School Band Room

January 19, 2021 – 6:00 p.m.

1. **Call To Order - Pledge of Allegiance**
2. **Approval of Agenda**
3. **Public Participation – Visitor and Comments (3 min. limit)**
 - 3.1 Special Recognition
8th Grade Girls Basketball Team - IESA State Girls 2A Third Place
 - 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.

4. **Consent Agenda**
 - 4.1 Approve December 14, 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
 - 5.3 Special Education Coordinator
 - 5.4 Curriculum, Assessment and Technology Director
 - 5.5 Superintendent Report
 - 5.6 Board Committee Reports
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 Senior Trip
 - 6.3 Consider and take action on the first reading of Press policies
 - 6.4 Consider and take action on the first reading of the Crisis Response Plans

7. Information Items

- 7.1 Strategic Plan Review - Goal Area: Provide a Safe and Productive Learning Environment
- 7.2 Board Retreat - Feb 23, 2022
- 7.3 Statement of Economic Interest
- 7.4 Review of mitigation strategies
- 7.5 Science Lab bid status



8. Adjournment

- 8.1 Adjournment
- 8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, February 16, 2022, 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 January 19, 2022**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday January 19, 2022, 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, Duke, Farmer, Fleer, Humke, Janssen, and Shaffer. Administrators Arnsman, Klusmeyer and Sheffler were present. Superintendent Riddle was present. Zero visitors were present.

<p>MOTION: Duke “to approve agenda items as presented.” SECOND: Humke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.</p>	<p>Agenda Items</p>
<p>MOTION: Janssen “to approve of the Consent Agenda items.” SECOND: Fleer ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.</p>	<p>Consent Agenda</p>
<p>MOTION: Janssen “to approve Amber Woodworth – Kitchen Staff, Heather Johnson – Volunteer Scholastic Bowl Coach, Kathy Knapp and Kay Rose resignation.” SECOND: Humke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.</p>	<p>Approve personnel list</p>
<p>MOTION: Fleer “to approve Senior Class trip planning.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.</p>	<p>Approve Senior Class trip planning</p>
<p>MOTION: Janssen “to approve 1st reading of policies.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.</p>	<p>Approve 1st reading of policies</p>
<p>MOTION: Duke “to approve 1st reading of Crisis Response Plan.” Janssen SECOND: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, ACTION: Janssen and Shaffer. Motion carried.</p>	<p>Approve 1st reading of Crisis Response Plan</p>
<p>MOTION: Humke “to adjourn at 7:58 p.m.” SECOND: Fleer ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.</p>	<p>Adjourn</p>
<p style="text-align: center;">Next meeting will be a Special Board Meeting, January 24, 2022 at 6:00 p.m. via Zoom.</p>	
<p>President _____ Secretary _____</p>	<p style="text-align: right;">January 24, 2022</p>

 **Community Unit School District #4** 
Regular Meeting of the Board of Education
Unity High School Band Room
January 19, 2022 - 6:00 p.m.

1. Call To Order - Pledge of Allegiance

BOE members Arnsman - Duke - Farmer - Fler - Janssen - Humke - 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: Humke Vote: 7-0 approved

Addition to personnel list: Kathy Knapp -resignation and Heather Johnson - Volunteer Asst.
Scholastic Bowl Coach

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

3.1 Special Recognition

8th Grade Girls Basketball Team - IESA State Girls 2A Third Place

3.2 Visitors

3.3 Correspondence

Family of Rodger Hannel

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*

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

4.1 Approve December 14, 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

Unity Elementary principal, Shelly Sheffler began expressing to the Board concerns over student absences. To date the elementary school has 51 students with 10 or more absences. High absentee rates impact the students educational progress and oftentimes establishes a pattern which continues throughout their educational career. Mrs. Sheffler indicated she has been working with the student, their families, and in some cases involving truancy to deal with certain situations. Mrs. Sheffler also shared with the board the elementary staff worked on their SLOs (Student Learning Objectives) to measure student growth as part of their evaluation process at their last SIP day. She

felt it was a very productive afternoon and the staff did very well. Finally she shared the PTO movie night was rescheduled for this Friday, January 21, 2022.

HS/MS Principal Josh Arnsmann echoed the same sentiments about chronic absenteeism at the middle school and high school. He has almost 40 students at both the middle school and high school with 10 or more absences. He has had meetings with the students, parents, and involved Truancy in efforts to combat this issue. Mr. Arnsmann shared the semester has gotten off to a good start. He and the staff have focused on consistent expectations for the students and reiterated them with the students. Mr. Arnsmann anticipates beginning scheduling early next month as the guidance counselor, Mrs. Voss begins working with the staff on setting classes for next year. Mr. Arnsmann is bringing in a motivational speaker for the middle school and high school next month. There are many stressors facing our students these days and this program is geared towards helping students deal with the apathy and lack of empathy we are seeing.

5.2 Business Manager Report

Mrs. Whelan informed the Board we have expended 46% of our revenue and we are 50% through the year which indicates we are doing well.

5.3 Special Education Coordinator

Mrs. Stegner shared with the Board that she has worked with some staff on implementing a Check In-Check Out program for some of our struggling students and was pleased to see some early positive results. She also informed them testing will begin soon for our ELs.

5.4 Curriculum, Assessment and Technology Director

Mr. Klusmeyer indicated the second round of MAP testing would begin soon. He also shared the SIP day was productive for the MS/HS staff as they were also working on their SLOs for the student growth portion of their evaluations.

5.5 Superintendent Report

Our covid numbers are currently at 0.17% identified positive cases for the district. At our last meeting we were at 0.4% for the district. We continue to see our numbers remain fairly consistent with a slight downward trend. We have had to shuffle staff and cover as necessary.

Currently we have three major data collections being done. First, the ISBE Full Compliance review by our ROE. This involves five main areas of review: Students, Staff/Personnel Training, Policy/Governance, HLS, and Instructional Programs. The review includes an onsite visit as well as online input of data. We are also completing a Civil Rights Data collection inputting online similar data to what the state requires. Finally, our insurance is up for review and we are updating our information for PSIC.

We have submitted our Certificate of Status of Exempt Property for our school district with the Supervisor of Assessments for Adams County.

Our SIP professional development activities went very well last Friday. The elementary staff worked with Mrs. Sheffler as she walked them through the final steps of their SLOs (Student Learning Objectives) for this year. I met with different grade levels reviewing their SLOs and they did a good job for their first time completing them. At the MS/HS, Mr. Klusmeyer worked with the content area teachers on their SLOs. They also appeared to have grasped the process and how these should help to guide instruction for them and demonstrate the student growth for their students.

The boiler situation is ongoing. Klingner is putting together a bid sheet for the replacement of the boilers with two high efficiency boilers. They should have that to us within a few days.

Science lab bids were received this week and we will schedule a special meeting to accept and or approve.

We are still waiting on the replacement HVAC units for the kindergarten room and in the 5th grade classroom. We have replaced the ceiling unit in the HS gym and it is functioning properly now. The unit in the band room has had three service calls on it.

We have been waiting on parts for it which finally have arrived. Unfortunately, the repairs are only part of what was needed. They have to reprogram the unit and that is scheduled to be done Thursday. We have moved the band classes to another room for the time being.

I applied for another Maintenance Grant from the state for the science lab renovation project knowing it was going to be costly. I received confirmation it was approved for \$50,000. This will help to offset the cost.

We locked in a year-long contract for natural gas with a slight increase. This was better than expected with the recent fluctuation in pricing we have seen in the energy market.

The 5Essential Survey is out for parents, students, and staff. This is a survey that is put out by the state which takes a look at five areas which impact improved student outcomes: Effective Leaders, Collaborative Teachers, Involved Families, Supportive Environments, and Ambitious Instruction.

I submitted a Property Tax Relief Grant application for our district in the amount of \$521,800. If we are approved for this grant, we would be required to abate that much for two years. This amount would then become part of our annual EBF going forward. The state only allows \$50 million for this program and it typically is taken by high taxed districts. If approved we do not have to accept the grant depending on the impact it would have on our tier level.

The current court cases may be resolved sooner than anticipated with some thinking as soon as tomorrow for the masking TRO. The vaccine mandate court case is being heard today and initial reports indicate the judge is not buying into either side's arguments. The recent Supreme Court case siding against OSHA and the happenings across the pond as UK just lifted all the mask and vaccine mandates may play into the decision.

5.6 Board Committee Reports

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 Janssen 2nd Humke Vote 7-0 approved

Hire Amber Woodworth - Kitchen Staff

Recognize resignation of S. Kay Rose and Kathy Knapp - Kitchen Staff

Approve volunteer asst. Scholastic Bowl coach - Heather Johnson

- 6.2 Consider and take action on the Senior Trip

Motion Fleer 2nd Duke Vote 7-0 approved

Senior sponsor Grace Crowcraft presented tentative information on the senior trip. The board approved taking a trip contingent upon receiving final details in line with the request.

- 6.3 Consider and take action on the first reading of Press policies

Motion Janssen 2nd Duke Vote 6-1 approved (Arnsman opposed)

Updated policies to reflect new laws. The various policies encompass curriculum, Health/Life Safety, OMA, Holidays and leaves, student data privacy, and educator misconduct.

- 6.4 Consider and take action on the first reading of the Crisis Response Plans

Motion Duke 2nd Janssen Vote 7-0 approved

Updated procedures for crisis response.

7. Information Items

7.1 Strategic Plan Review - Goal Area: Provide a Safe and Productive Learning Environment

We have been able to address many pressing issues that faced our district over the past five years.

- Passed a \$6 million referendum with community support & the Building Unity Committee. This was the first since the 1980s. It provided for the elementary addition adding 10 classrooms, enlarging the office space, a nurse's office, enlarged and updated kitchen, additional bathroom with shower and washer/dryer, a gymnasium, and concrete parking lot, ceiling replacement in older section and ECE room.
- Additional security with camera enhancements and key fob entry.
- Replaced outdated and unsafe high school bleachers.
- Painting of interior facilities at MS/HS.
- MS/HS kitchen safety upgrades to fire protection system and cooling system for freezer. Additional equipment as well.
- Polyurethane Foam Roof System installed on the older sections of the MS/HS
- Purchase of new furniture K-5th grades
- Lighting project for district with LED upgrade
- Upgrades for Ag Shop
- Replacement of HS cafeteria drop ceiling (to be completed summer 2022)
- Storage shed on elementary campus (to be completed Fall 2022)
- Science lab renovation (to be completed summer 2022)
- Bus Fleet rotation
- New Maintenance Truck

7.2 Board Retreat with IASB Patrick Allen - Feb 23, 2022

7.3 Statement of Economic Interest will be due in April

7.4 Review of mitigation strategies

7.5 Science Lab bid status

8. Adjournment

8.1 Adjournment 7:58 pm

8.2 Next Meeting – Special Virtual Board meeting Monday, January 24, 2022, in the CUSD#4 District Office at 7:30 am. The next Regular Meeting of the Board of Education will be held on Wednesday, February 16, 2022, in the Unity High School Band Room at 6:00 p.m.