

# Community Unit School District #4

## Regular Meeting of the Board of Education

**Unity High School Band Room**

**January 18, 2023 - 6:00 p.m.**

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1. **Call To Order** - Pledge of Allegiance
  2. **Approval of Agenda**
  3. **Public Participation** – Visitor and Comments (3 min. limit)
    - 3.1 Special Recognition
    - 3.2 Visitors
    - 3.3 Correspondence
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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 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 December 21, 2022 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 first reading of Press policies
7. **Information Items**
  - 7.1 Statement of Economic Interest
  - 7.2 Listening & Learning Communication Plan
8. **Adjournment**
  - 8.1 Adjournment
  - 8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, February 15, 2023, 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 Wednesday January 18, 2023**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday January 18, 2023, 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, Duke, Farmer, Fler, Humke, Janssen, and Shaffer. Administrators Arnsman, Klusmeyer and Sheffler were present. Superintendent Riddle was present. Ten visitors were present.

<p><b>MOTION:</b> Janssen “to approve agenda with the following changes Amy Bottorff as MS Track Coach.” <b>SECOND:</b> Duke <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Janssen and Shaffer. <b>Motion carried.</b></p>	<p><b>Agenda Items</b></p>
<p><b>MOTION:</b> Duke “to approve of the Consent Agenda items.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Janssen and Shaffer. <b>Motion carried.</b></p>	<p><b>Consent Agenda</b></p>
<p><b>MOTION:</b> Janssen “to move to closed session at 7:35 p.m.” <b>SECOND:</b> Fler <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Janssen and Shaffer. <b>Motion carried.</b></p>	<p><b>Closed Session</b></p>
<p><b>MOTION:</b> Duke “to return to open session at 8:28 p.m.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Janssen and Shaffer. <b>Motion carried.</b></p>	<p><b>Open Session</b></p>
<p><b>MOTION:</b> Janssen “to approve minutes of the January 18, 2023 closed session.” <b>SECOND:</b> Fler <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Janssen and Shaffer. <b>Motion carried.</b></p>	<p><b>Closed Session Minutes</b></p>
<p><b>MOTION:</b> Duke “to approve matters discussed in closed session.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Janssen and Shaffer. <b>Motion carried.</b></p>	<p><b>Approve</b></p>
<p><b>MOTION:</b> Janssen “to adjourn at 8:36 p.m.” <b>SECOND:</b> Farmer <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fler, Janssen and Shaffer. <b>Motion carried.</b></p>	<p><b>Adjourn</b></p>
<p style="text-align: center;">Next meeting will be a Regular Board Meeting, February 15, 2023 at 6:00 p.m. in the Unity High School Band Room.</p>	
<p>President _____ Secretary _____</p>	<p style="text-align: right;"><b>February 15, 2023</b></p>

# Community Unit School District #4

## Regular Meeting of the Board of Education

Unity High School Band Room

January 18, 2023 – 6:00 p.m.

### 1. Call To Order - Pledge of Allegiance

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

### 2. Approval of Agenda Motion: Janssen 2nd: Duke Vote: 6-0 approved

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

#### 3.1 Special Recognition

Ms. Lauren Hartley - elementary/MS counselor  
Ms. Madison Brueck - Music Teacher

#### 3.2 Visitors

Ron Frericks and Brian Frericks QFB Energy - Solar Array Exploratory Presentation  
Chuck Klapatauskas Ideal Energy

*A presentation was given on the possibility of looking at using a solar array to generate electricity for the elementary school and high school. Preliminary engineering studies were conducted and shared with the board with some predicted equipment and maintenance costs and possible revenue potential. The impetus for this is substantial incentives are available for schools that were not previously. The board directed them to put together more substantial information and provide it for the board to review and make available to the community.*

*Brandy Zanger and Angie Altenhein - Two of our first grade teachers shared the incredible experience the elementary students had with the Star Lab. Mrs. Zanger shared she had written a grant which was funded by the Unit Four Foundation for \$1600 which enabled the entire elementary school to enjoy the educational science program.*

*Four additional community members were in attendance.*

#### 3.3 Correspondence

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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 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 Motion: Janssen 2nd Fleer Enter 7:35 pm Exit 8:28

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### 4. Consent Agenda Motion: Duke 2nd: Janssen Vote: 6-0 approved

4.1 Approve December 21, 2022 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

*Mr. Arnsman introduced Ms. Hartley the new elementary and middle school counselor. He also introduced Ms. Brueck the new Music teacher. Mr. Arnsman let the board know that we have had many staff and students out with sickness. He thanked his staff for helping to cover when needed. In mid February we will be having Parent-Teacher conferences.*

*Mrs. Sheffler welcomed the new staff members as well and complimented them on how quickly they had acclimated to the district. She also thanked her 1st grade teachers for attending and sharing about the Star Lab. She echoed Mr. Arnsman's comments about sickness being pervasive in the elementary creating some very challenging staffing issues. She thanked her staff for all they are doing to help cover classes as needed. Mrs. Sheffler shared Friday the 20th will be the Mother-Son Dance at the elementary school.*

Mrs. Sheffler informed the board that she has begun weekly staff meetings surrounding professional development for the new ELA and Math programs as well as beginning a book study group.

## 5.2 Business Manager Report

Mrs. Whelan let the board know that we are 50% through the year and have only expended 46%. Fiscally the district is doing very well. At this point we have received 78% of our revenue.

## 5.3 Special Education Coordinator

Mrs. Stegner presented to the board on the current percentages of special education students at each grade level. District wide we have seen stable numbers.

## 5.4 Curriculum, Assessment and Technology Director

Mr. Klusmeyer let the board know that MAP testing will be at the end of the month. These benchmarking tests allow teachers to guide their instruction based upon where students are. He also indicated he was working with our SchoolMessenger system to send out automated messages with report cards.

## 5.5 Superintendent Report

Supt. Riddle said we are up and running in our second semester. We started off the semester with a Teacher Institute day where we had presentations for professional development for the staff on Social Emotional Learning involving Trauma and the Effects on the Brain and Instructional Strategies for Increasing Student Engagement and Learning. These sessions were well received by the staff and we have had many positive comments about the information presented.

Supt. Riddle shared with the board that we have met with the Custodial Crew for one of our Talking Circles as part of our ongoing Listening & Learning communication plan. It was a good meeting and we were able to identify some areas for improvement and suggestions on things to help make the cleaning more efficient.

The seniority list for staff is being circulated for them to approve. This list is used in the event we would need to RIF anyone. We have not done that since I have been here and do not anticipate doing that this year. Administrators are completing staff first round evaluations for non-tenure teachers.

There are many new laws that were enacted January 1 for education. One that will impact us is the "Waiver of Fines." This includes new parameters than were previously included. We have to provide notification of the waiver ability with every bill for fees or fines. Another one is the new attendance waiver for students to take a day for Civic Events.

The Minimum Wage increase has to be \$15/hour by 2025. Currently the wage requirement is \$13/hour. We proactively increased our salaries to keep and attract staff. Supt. Riddle also made note of the teacher salary minimum after 2025 will be tied to CPI and the fluctuation we have seen as of late could be very impactful to a school budget.

Supt. Riddle let the board know he was going to be meeting with the architect and HVAC contractor for the elementary to deal with some continuing issues we have had. We are also meeting to discuss some Health Life Safety issues identified in the last ROE/Fire Marshal walk thru.

## 5.6 Board Committee Reports

Finance Committee met and discussed audit recommendations

Building & Grounds met with custodial/maintenance crew and listened to suggestions and feedback on facilities

## 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: Janssen Vote: 6-0 approved

Hire: Kelly Howell - food service

Amy Bottorff - MS Track

Recognition of resignation: Amber Woodworth

### 6.2 Consider and take action on the first reading of Press policies

Three separate packets: Draft Updates - Draft Updates Rewritten - Review and Monitoring

## 7. Information Items

### 7.1 Statement of Economic Interest

Reminder individuals will be submitted to County Clerk as required

### 7.2 Listening & Learning Communication Plan

Talking Circle - Maintenance/Custodial met as previously discussed

## 8. Adjournment

### 8.1 Adjournment 8:36 pm

### 8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, February 15, 2023, in the Unity High School Band Room at 6:00 p.m.