

Community Unit School District #4

Regular Meeting of the Board of Education

Unity High School Band Room

July 19, 2023 - 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
 - 3.2 Visitors
 - 3.3 Correspondence
-

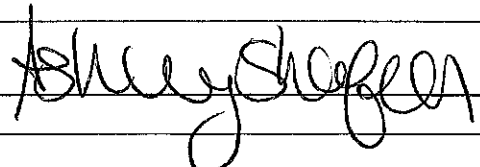
Closed Session – The Board will enter Closed Session to discuss: A) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the School District or legal counsel for the 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) 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 ENTER CLOSED RE-ENTER OPEN :

4. Consent Agenda
 - 4.1 Approve June 28th, 2023 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 Curriculum, Assessment and Technology Director
 - 5.4 Superintendent Report
 - 5.5 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 Press Policy Updates from previous 1st reading
 - 6.3 Consider and take action on approval of diesel bid
 - 6.4 Consider and take action on handbook update
 - 6.5 Consider and take action on phased window project
 - 6.6 Consider and take action on the Special Education Coordinator position
7. Information Items
 - 7.1
8. Adjournment
 - 8.1 Adjournment
 - 8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, August 16, 2023 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 July 19, 2023**

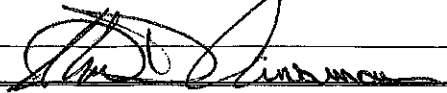
The Board of Education of Community Unit School District #4 met in regular session on Wednesday July 19, 2023, in the Unity High School Band Room. The meeting was called to order by President Shaffer at 6:00 p.m. Members present were: Garmer, Janssen, McClelland, Rolando and Shaffer. No Administrators were present. Superintendent Riddle was present. Three visitors were present.

MOTION: Garmer “to approve agenda items as presented.” SECOND: Rolando ACTION: Roll Call Vote: Aye – Janssen, Shaffer, Rolando, Garmer and McClelland. Motion carried.	Agenda Items
MOTION: Rolando “to approve of the Consent Agenda items.” SECOND: McClelland ACTION: Roll Call Vote: Aye – Janssen, Shaffer, Rolando, Garmer and McClelland. Motion carried.	Consent Agenda
MOTION: Rolando “to approve personnel list w/proper certification.” SECOND: Garmer ACTION: Roll Call Vote: Aye – Janssen, Shaffer, Rolando, Garmer and McClelland. Motion carried.	Approve personnel list
MOTION: Shaffer “to approve Press Policy update.” SECOND: Rolando ACTION: Roll Call Vote: Aye – Janssen, Shaffer, Rolando, Garmer and McClelland. Motion carried.	Approve Press Policy update
MOTION: Janssen “to approve diesel bid.” SECOND: McClelland ACTION: Roll Call Vote: Aye – Janssen, Shaffer, Rolando, Garmer and McClelland. Motion carried.	Approve diesel bid
MOTION: Garmer “to approve handbook update.” SECOND: Rolando ACTION: Roll Call Vote: Aye – Janssen, Shaffer, Rolando, Garmer and McClelland. Motion carried.	Approve handbook update
MOTION: Shaffer “to approve SpEd Coordinator position, giving Superintendent ability to stipend the position.” SECOND: Garmer ACTION: Roll Call Vote: Aye – Janssen, Shaffer, Garmer and McClelland. Nay – Rolando Motion carried.	Approve SpEd Coordinator stipend position
MOTION: Rolando “to adjourn at 6:46 p.m.” SECOND: Janssen ACTION: Roll Call Vote: Aye – Janssen, Shaffer, Rolando, Garmer and McClelland. Motion carried.	Adjourn
Next meeting will be a Regular Board Meeting, August 16, 2023 at 6:00 p.m. in the Unity High School Band Room.	

President 

August 16, 2023

Secretary

A handwritten signature in black ink, appearing to read "A. D. Lindman", is written over a horizontal line that spans the width of the page. The signature is positioned above the "Secretary" label.

Community Unit School District #4

Regular Meeting of the Board of Education
Unity High School Band Room
July 19, 2023 – 6:00 p.m.

1. **Call To Order - Pledge of Allegiance**
BOE members Garmer - Janssen - McClelland - Rolando - Shaffer
Supt. Riddle Bus. Mngr. Whelan
 2. **Approval of Agenda** Motion: Garmer 2nd: Rolando Vote: 5-0 approved
 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) 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* ENTER CLOSED RE-ENTER OPEN

Approve Closed Session Minutes None needed

4. **Consent Agenda** Motion: Rolando 2nd: McClelland Vote: 5-0 approved
 - 4.1 Approve June 28th, 2023 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**
Both principals reported they are busy with summer work getting prepared for the school year. They have been busy hiring personnel, working on the handbook and completing scheduling.
 - 5.2 **Business Manager Report**
The end of the fiscal year and the district is doing well. The auditors will be in at the beginning of August.
 - 5.3 **Curriculum, Assessment and Technology Director**
 - 5.4 **Superintendent Report**
We are working on finishing out grants and state reports prior to July 31. We have been able to utilize many grants to help us offset many costs normally incurred by our district. We are working to continue this going into next year. The high impact tutoring and the ARP ESSER

Ill have really enabled us to provide extended year services to our students and to compensate our staff very well for their time/efforts.

We have only a few weeks until school and we have been able to hire almost all our open positions. We have filled 4 special education teaching positions, health instructor, HS and Elementary secretaries, 2 elementary teaching positions, 2 MS teaching positions, two paras, a bus driver and a dean of students. We are still looking for a math teacher and a driver's education teacher...but have contingencies if needed.

Our Motor for the cooling tower had a bearing go out on it last week. Richards gave us a quote on the cost to repair and refurbish the motor (\$3200) but the cost was better to buy a new one at \$4200.00.

Our doors from Doors-N-More for the MS cafeteria and the west ag hallway entrance are scheduled to arrive the first week of August and should hopefully be installed prior to school beginning unless they have a delay in delivery.

The elementary playground project is moving forward. We have the groundwork scheduled to be done the last week of July or first week of August depending on weather. We are taking out the dirt and placing it for reuse by the little league ballfield. We will then put in the rock and the border once it arrives. Then we will work with the community organizations on putting in the equipment. Bob Venvertloh will be present at the install to help with placement and correct depth, etc.

The leak behind the football field was determined to be the sprinkler system. We are contacting the company that installed it to repair the leak.

The last of the one-touch security locks are being installed this week in the elementary school.

The maintenance/custodial crew has been finishing up waxing on both campuses, painting and retouching hallways and classrooms as needed, cleaning furniture and carpets, repainting parking lot lines, installing ceiling tiles in the ag classrooms, and changing out filters in the HVAC units.

We have been working with Klingner's on putting out a bid for the front window phase replacement. We are also in discussion about security film for our front entryway. They did a project before where they used hurricane film (which stops a 2x4 going 200 mph) to cover entryway windows. The bid process has slowed down the project, but it will provide us with the options.

5.5 Board Committee Reports

Curriculum Committee meeting 6.29.23 - discussed grading scale and weighted classes

B&G Committee meeting 7.10.23 - discussed the window project and door replacement priorities as well as some student projects around the school

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: Rolando 2nd: Garmer Vote: 5-0 approved

To employ with proper certification and background check:

Kelsey Austin - special education paraprofessional

Tori Blickhan - elementary teacher

Meghan Deters - 1-2-1 paraprofessional

Shelby Harland - elementary secretary

Nora Jones - special education paraprofessional

Brent Zanger - MS girls basketball coach

Jared Zanger - assistant football coach

Recognition of Resignation:

Kim Boccardi - MS girls basketball coach

Charlie Bolton - HS volleyball assistant coach

Jennifer Knox - assistant softball coach

- 6.2 Consider and take action on Press Policy Updates from previous 1st reading
 Motion: Shaffer 2nd: Rolando Vote: 5-0 approved
The press policies were accepted and adopted as read.
- 6.3 Consider and take action on approval of diesel bid
 Motion: Janssen 2nd: McClelland Vote: 5-0 approved
The Neil Oil Co. submitted bid for diesel fuel and storage at \$3.717/gal. was approved.
- 6.4 Consider and take action on handbook update
 Motion: Garmer 2nd: Rolando Vote: 5-0 approved
The curriculum committee met and approved the change in the handbook in regards to the grading scale to properly align with area schools and college expectations. This will be utilized district wide when appropriate.
- 6.5 Consider and take action on phased window project- tabled
The B&G committee requested bids be taken for the phased window replacements we have discussed previously. We have a bid from Doors-N-More that we have been working with on various projects but the committee thought it would be best to take other bids.
- 6.6 Consider and take action on the Special Education Coordinator position
 Motion: Shaffer 2nd: Garmer Vote: 4-1 approved Rolando - No
The board had directed the superintendent to explore splitting up the position into multiple individuals to replace the single position. We met with individuals that were interested in splitting the position to discuss what it would look like and what duties would be aligned with the position(s). The board directed the superintendent to move forward with the possibility of multiple individuals. The compensation will be determined by the predicted amount of students/caseloads, anticipated time requirement, and duties required for the individuals.

7. Information Items

7.1

8. Adjournment

8.1 Adjournment 6:46 pm

8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, August 16, 2023 at 6:00 p.m.