

Community Unit School District #4  
Regular Meeting of the Board of Education  
Unity High School Band Room  
June 28, 2017 - 6:00 p.m.

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1. Call To Order
  2. Approval of Agenda
  3. Minutes
    - 3.1 Approve May 18, 2017 Regular Session Minutes
    - 3.2 Approve June 7, 2017 Special Board Meeting Minutes
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**Closed Session** – The Board will enter Closed Session to discuss: (1) Collective Bargaining (2) The appointment, compensation, discipline, performance, or dismissal of specific employees of the public body (5 ILCS 120/2(c)(1). (3) Review the last six months of Closed Session Minutes. The Board will re-enter Open Session upon concluding Closed Session discussions or at 7:30 p.m., whichever is earlier. An additional Closed Session may be necessary if all discussions are not concluded prior to returning to Open Session.

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4. Public Participation – Visitor and Comments
  - 4.1 Special Recognition
  - 4.2 Visitors
  - 4.3 Correspondence
5. Consent Agenda
  - 5.1 Approve Bills and Activity Fund Reports
  - 5.2 Approve Bills Payable
  - 5.3 Approve Fund Balances
  - 5.4 Approve End of Month Report for Previous Month
  - 5.5 Approve Budget Review
6. Action Items
  - 6.1 Personnel
  - 6.2 Approve Prevailing Wage Rates for 2017-2018
  - 6.3 Discuss and Approve School Handbooks Revisions
  - 6.4 Approve School Fees
  - 6.5 Approve Board Meeting Schedule for 2017-2018
  - 6.6 Discuss whether to open or keep closed the last six months of closed session minutes

- 6.7 Approve IASB Policy Service Update
  - 6.8 Approve second reading of updated Family and Medical Leave Policy (5.185)
  - 6.9 Approve second reading of updated School Wellness Policy (6:50)
  - 6.10 Approve renewal of Workers' Compensation with Prairie State for 2017-2018
  - 6.11 Approve renewal of Property/Casualty with Prairie State for 2017-2018
  - 6.12 Approve Bushue Human Resources, Inc. services agreement for July 1, 2017-June 30, 2020.
  - 6.13 Approve Lease Agreement for E.C.E. Program with Salem Lutheran Church for use of basement room for 2017-2018 School Year.
  - 6.14 Approve new 3 year Teacher Contract that begins August 18, 2017 to August 17, 2020.
  - 6.15 Approve non-certified staff salaries for 2017-2018.
  - 6.16 Approve Administrators Salaries for 2017-2018.
  - 6.17 Approve resolution to repay the Working Cash inter-fund loan of \$480,000 from the Education Fund
7. Committee Reports
    - 7.1 Building and Grounds
    - 7.2 Curriculum Committee
    - 7.3 Finance Committee
    - 7.4 Technology Committee
    - 7.5 Transportation Committee
8. Information Items
    - 8.1 FOIA Requests
    - 8.2 Principal Reports
    - 8.3 Superintendent's Report
    - 8.4 New White Plan Health Insurance rates are set for 2017-2018, effective October 1, 2017 through September 20, 2018
9. Adjournment
    - 9.1 Adjournment
    - 9.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday July 19, 2017, 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 June 28, 2017**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, June 28, 2017, in the Unity High School Library. The meeting was called to order by President Farmer at 6:00 p.m. Members present were: Arnsman, Duke, Farmer, Fleer, Janssen and Miller. Principals Dorethy and Klusmeyer were present. Superintendent Hannel was present. Two visitors were present.

<b>MOTION:</b> Janssen “to approve agenda items as presented.” <b>SECOND:</b> Miller <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Agenda Items</b>
<b>MOTION:</b> Duke “to approve May 18, 2017 regular meeting minutes.” <b>SECOND:</b> Fleer <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve May 18, 2017 regular meeting minutes</b>
<b>MOTION:</b> Fleer “to approve June 7, 2017 special meeting minutes.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve June 7, 2017 special meeting minutes</b>
<b>MOTION:</b> Duke “to move to closed session at 6:03 p.m.” <b>SECOND:</b> Miller <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Closed Session</b>
<b>MOTION:</b> Duke “to return to open session at 7:15 p.m.” <b>SECOND:</b> Miller <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Open Session</b>
<b>MOTION:</b> Miller “to approve minutes of the June 28, 2017 closed session.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Closed Session Minutes</b>
<b>MOTION:</b> Janssen “to approve of the Consent Agenda items.” <b>SECOND:</b> Miller <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Consent Agenda</b>
<b>MOTION:</b> Duke “to approve the resignation of Sam Houghton as Asst. HS VB Coach.” <b>SECOND:</b> Miller <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve Sam Houghton Resignation as Asst. HS VB Coach</b>
<b>MOTION:</b> Fleer “to approve Andy Obert as HS/MS Volunteer Baseball Coach for 2017-2018.” <b>SECOND:</b> Duke <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve Andy Obert as Asst. HS/MS Baseball Coach</b>
<b>MOTION:</b> Duke “to approve discipline action concerning Employee A.”	<b>Approve discipline</b>

<b>SECOND:</b> Fleer <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>action concerning Employee A</b>
<b>MOTION:</b> Miller “to approve prevailing wage rates for 2017-2018.” <b>SECOND:</b> Fleer <b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer, Janssen, and Miller. Nay – Arnsman <b>Motion carried.</b>	<b>Approve prevailing wage rates for 2017-2018</b>
<b>MOTION:</b> Duke “to approve student handbook revisions as submitted.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve student handbook revisions</b>
<b>MOTION:</b> Fleer “to approve Driver’s Ed Fee changed to every student who takes the driving section pays \$250.00.” <b>SECOND:</b> Duke <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve Driver’s Ed fee change</b>
<b>MOTION:</b> Duke “to approve School Fees to keep current fee schedule.” <b>SECOND:</b> Fleer <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve to keep current school fee schedule</b>
<b>MOTION:</b> Miller “to approve school board meeting schedule for 2017-2018.” <b>SECOND:</b> Duke <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve school board meeting schedule</b>
<b>MOTION:</b> Miller “to approve to keep the last six months of Closed Session minutes from Dec. 21, 2016 to May 18, 2017 closed.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve to keep the last 6 months of closed session minutes closed</b>
<b>MOTION:</b> Janssen “to approve Policy Service update with IASB.” <b>SECOND:</b> Duke <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve Policy Service update with IASB</b>
<b>MOTION:</b> Fleer “to approve Updated Family and Medical Leave Policy.” <b>SECOND:</b> Miller <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve updated Family and Medical Leave Policy</b>
<b>MOTION:</b> Miller “to approve Updated School Wellness Policy.” <b>SECOND:</b> Janssen <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve Updated School Wellness Policy</b>
<b>MOTION:</b> Miller “to approve renewal of Workmans Compensation with Prairie States for 2017-2018.” <b>SECOND:</b> Fleer <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve renewal of Workman’s Compensation with Prairie States</b>
<b>MOTION:</b> Miller “to approve renewal of Property/Casualty with Prairie State for 2017-2018.” <b>SECOND:</b> Fleer <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b>	<b>Approve renewal of Property/Casualty with Prairie State</b>

<p><b>MOTION:</b> Fleer “to approve Service Agreement with Bushue Human Resource Inc. July 1, 2017 to June 30, 2020.”</p> <p><b>SECOND:</b> Duke</p> <p><b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b></p>	<p><b>Approve Service Agreement with Bushue Human Resource Inc.</b></p>
<p><b>MOTION:</b> Miller “to approve Church lease agreement for Early Childhood Programs for 2017-2018.”</p> <p><b>SECOND:</b> Fleer</p> <p><b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b></p>	<p><b>Approve Church lease agreement for Early Childhood Programs</b></p>
<p><b>MOTION:</b> Janssen “to approve Three year Teacher Contract August 18, 2017 – August 17, 2020.”</p> <p><b>SECOND:</b> Duke</p> <p><b>ACTION:</b> Roll Call Vote: Aye – Duke, Farmer, Fleer, Janssen, and Miller. Nay – Arnsman <b>Motion carried.</b></p>	<p><b>Approve 3 year Teacher Contract</b></p>
<p><b>MOTION:</b> Miller “to approve Non-Cert salaries for 2017-2018 at 1.5% and insurance at 90%.”</p> <p><b>SECOND:</b> Fleer</p> <p><b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b></p>	<p><b>Approve Non-Cert salaries</b></p>
<p><b>MOTION:</b> Duke “to approve Administrators Seth Klusmeyer and Jerry Ellerman’s Salaries for 2017-2018 at 1.5% and insurance at 90%.”</p> <p><b>SECOND:</b> Janssen</p> <p><b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b></p>	<p><b>Approve Administrators Salaries</b></p>
<p><b>MOTION:</b> Fleer “to approve to repay resolution the Working Cash Inter-fund loan of \$480,000 from Ed Fund.”</p> <p><b>SECOND:</b> Miller</p> <p><b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b></p>	<p><b>Approve to repay Inter-fund loan</b></p>
<p><b>MOTION:</b> Fleer “to adjourn at 8:45 p.m..”</p> <p><b>SECOND:</b> Janssen</p> <p><b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Duesterhaus, Duke, Farmer, Fleer, Janssen, and Miller. <b>Motion carried.</b></p>	<p><b>Adjourn</b></p>
<p>Next meeting will be a Regular Board Meeting, Wednesday, July 19, 2017 at 6:00 p.m. in the Unity High School Band Room.</p>	
<p>President _____</p> <p>Secretary _____</p>	<p><b>June 28, 2017</b></p>

## COMMUNITY UNIT SCHOOL DISTRICT #4

Board of Education Report

June 28, 2017 6:00 p.m.

Unity High School Band Room

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### **Visitors Present – 2**

### **Consent Agenda Items**

- Approved May 18, 2017 Regular Session Minutes
- Approved June 7, 2017 Special Board Meeting Minutes
- Approved monthly bills, fund balances and activity fund balances.

### **Action Items**

- Approved the resignation of Sam Houghton as Assistant HS Volleyball Coach.
- Approved Andy Obert as volunteer Baseball Coach for 2017-2018.
- Approved disciplinary action concerning Teacher A.
- Approved prevailing wage rates for 2017-2018.
- Approved student handbook revisions as submitted by the principals.
- Approved Driver's Education fee charge will now be changed so that all students must pay the \$250.00 fee for the driving part of the class.
- Approved the school board meeting schedule for 2017-2018.
- Approved keeping the last six months of Closed Session Minutes from December 21, 2016 to May 18, 2017 closed.
- Approved purchasing the IASB Policy Service Update of the School Board Policies.
- Approved final reading of the updated Family & Medical Leave Policy.
- Approved final reading of the new School Wellness Policy.
- Approved the renewal of the Workman Compensation Plan with Prairie State for 2017-2018.
- Approved the renewal of the Property/Casualty Plan for 2017-2018.
- Approved the new service agreement with Bushue Human Resource Inc. for three years from July 1, 2017 to June 30, 2020.
- Approved the new Church Lease Agreement for the Early Childhood Program for 2017-2018 school year at a cost of \$4800.00 per year.
- Approved a new three year Teacher Contract that runs from August 18, 2017 to August 17, 2020.
  - 2017-2018 – First Year – “A Step” plus single health insurance goes from 95% to 90% paid by the School Board
  - 2018-2019 – Second Year – “A Step” plus 1% and single health insurance paid at 90%.
  - 2019-2020 – Third Year – “A Step” plus ½% and single health insurance paid at 90%.
- Approved administrators' salary increase for Seth Klusmeyer and Jerry Ellerman at 1.5% and single health insurance at 90%.
- Approved non-certified salaries for 2017-2018 at 1.5% increase plus single health insurance at 90%.

- Approved a resolution to repay the Working Cash Inter-fund loan of \$480,000 from the Education Fund.

### **Adjournment**

- Meeting adjourned at 8:45 p.m.

**Next Meeting** – The next regular scheduled School Board Meeting has been scheduled for Wednesday July 19<sup>th</sup>, 2017 in the Unity High School Band Room at 6:00 p.m.