

Community Unit School District #4

Regular Meeting of the Board of Education

Unity High School Band Room

March 16, 2022 – 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 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. ENTER CLOSED _____ RE-ENTER OPEN _____

4. **Consent Agenda**
 - 4.1 Approve February 16 and 23, 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 Contract Renewal for First-Year Non-Tenured Teachers
 - 6.3 Consider and take action on Contract Renewal for Second-Year Non-Tenured Teachers
 - 6.4 Consider and take action on Contract Renewal for Third-Year Non-Tenured Teachers
 - 6.5 Consider and take action on Contract Renewal for Fourth-Year Non-Tenured Teachers
 - 6.6 Consider and take action on transfer of Fund 60 and Fund 32 to Fund 20 per auditor request
7. **Information Items**
 - 7.1 Strategic Plan follow-up
 - 7.2 Boiler update
8. **Adjournment**
 - 8.1 Adjournment
 - 8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, April 27, 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 Wednesday March 16, 2022**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday, March 16, 2022, 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, Fleer, Humke, Janssen, and Shaffer. Administrators Arnsman, Klusmeyer and Sheffler were present. Superintendent Riddle was present. Two visitors were present.

MOTION: Duke “to approve agenda items as presented.” SECOND: Janssen ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.	Agenda Items
MOTION: Fleer “to approve of the Consent Agenda items.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.	Consent Agenda
MOTION: Janssen “to move to closed session at 6:30 p.m.” SECOND: Fleer ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.	Closed Session
MOTION: Janssen “to return to open session at 6:58 p.m.” SECOND: Fleer ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.	Open Session
MOTION: Duke “to approve minutes of the March 16, 2022 closed session.” SECOND: Shaffer ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.	Closed Session Minutes
MOTION: Fleer “to approve personnel listed under 6.1.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer and Fleer. Nay Humke, Janssen and Shaffer. Motion carried.	Approve personnel
MOTION: Janssen “to approve contract renewal for first year non-tenured for 2022-2023.” SECOND: Humke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.	Approve contract renewal 1st year non-tenured
MOTION: Humke “to approve contract renewal for second year non-tenured for 2022-2023.” SECOND: Shaffer ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.	Approve contract renewal 2nd year non-tenured
MOTION: Fleer “to approve contract renewal for third year non-tenured for 2022-2023.” SECOND: Duke ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.	Approve contract renewal 3rd year non-tenured
MOTION: Janssen “to approve contract renewal for fourth year non-tenured for	Approve contract

<p>2022-2023.”</p> <p>SECOND: Humke</p> <p>ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.</p>	<p>renewal 4th year non-tenured</p>
<p>MOTION: Fleer “to approve transfer of fund 60 \$27,332.00 & Fund 32 \$10,100.00 to Fund 20 per auditor request .”</p> <p>SECOND: Duke</p> <p>ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.</p>	<p>Approve transfer of funds</p>
<p>MOTION: Janssen “to adjourn at 7:15 p.m.”</p> <p>SECOND: Humke</p> <p>ACTION: Roll Call Vote: Aye – Arnsman, Duke, Farmer, Fleer, Humke, Janssen and Shaffer. Motion carried.</p>	<p>Adjourn</p>
<p>Next meeting will be a Regular Board Meeting, Wednesday, April 27, 2022 at 6:00 p.m. in the Unity High School Band Room.</p>	
<p>President _____</p> <p>Secretary _____</p>	<p>April 27, 2022</p>

Community Unit School District #4

Regular Meeting of the Board of Education

Unity High School Band Room

March 16, 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: Janssen Vote: 7-0 approved

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

3.1 **Special Recognition**

Supt. Riddle wanted to personally recognize and thank the following for their help in removal of the old baseball backstop and playground equipment in preparation for upgrading the elementary playground area
Organizations: Friends of Unit 4, Unity Sportsman Club
Individuals: Paul & Rachel Bealor, Tom Shaffer, Kasey & Lindsey Cornwell, Cory Landwehr, Kevin Schaffnit, Parker Schaffnit, Nathan Parker, Tim Ellerbrock, Ross Voss, Dustin & Jessica Carolan, Tim Bealor, Bobby Shupe, Steven Doyle, Chris Cornwell, Daniel Ippensen

3.2 **Visitors**

Sandra Bruening spoke to the board concerning the curriculum taught to our students in particular history of the United States and at what age it begins. She explained that we need to be teaching our students about the greatness of America and how fortunate we are to live in a free country. She opposes the teaching of CRT or anything similar.

3.3 **Correspondence**

Senior Class Thank you

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; 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 ENTER CLOSED 6:26 pm RE-ENTER OPEN 6:58 pm

Approve Closed Session Minutes Motion: Duke 2nd: Shaffer Vote: 7-0 approved

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

- 4.1 Approve February 16 and 23, 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. Sheffler informed the board that PreK screening will be April 8 and they have a full schedule set. The elementary school is getting ready for the IAR testing which will begin later this month. She also was thankful for the efforts of Supt. Riddle and the volunteers who came out on Saturday and removed the unusable playground equipment. She commented she will be

working with staff and students on developing a plan for a new playground. Finally she let the board know that there are potential students who may be retained in the current grades due to excessive absences (50+) and lack of academic progression.

Mr. Arnsman complimented the boys and girls basketball teams for good seasons as well as recognized FFA's ongoing activities and accomplishments. This past week a motivational speaker was brought in for the middle school and high school students which he shared was well received by the student body. There have been discussions on summer school and the needs for our students with the faculty. In addition, planning for next year's schedule has been ongoing.

5.2 Business Manager Report

Mrs. Whelan indicated we are 66% through the year and have only expended 57% of our budget quantifying that some major expenditures are anticipated with the completion of the boilers and some HVAC repairs.

5.3 Special Education Coordinator

Mrs. Stegner let the board know that accommodations for our IEP students are in place for the state testing as required. All EL testing has been completed. Finally, a committee is working on developing the IMTSS handbook for our support system.

5.4 Curriculum, Assessment and Technology Director

Mr. Klusmeyer stated preparation for state testing is underway which will be at 5th, 8th and 11th grades with the IAR being done in the 3rd-8th grades.

5.5 Superintendent Report

Supt Riddle stated it seems like we just met. He thanked all of the board members for their continued time and efforts supporting our district. He was pleased with the discussions and input at our strategic planning and goal setting retreat. He indicated he would share some feedback with members in the next couple of weeks.

Supt. Riddle met with the Calendar Committee and we have created two options for the staff to review and select their recommendation for the board to approve next month. They basically mirror this year's calendar which was well received by both parents and staff.

We completed our PT Conference make-up that was missed due to weather. Attendance has been historically low at the MS/HS. Supt. Riddle has shared with our admin/staff some suggestions that he has used before to increase attendance which included an Art Show and dinner for the spring conferences which helped tremendously. We may explore that for next year.

Supt. Riddle contacted Quincy Title and Abstract for a copy of the deed to the land we discovered we own. This shows legal ownership of the land is the school district as it was donated. The Finance Committee is going to explore options for the use of the land or potential sale of the land. There is an interested party currently.

The concern about finding applicants for bus drivers and custodians is becoming increasingly alarming. We have had one resignation to take a full-time position elsewhere and we are anticipating the retirement of one next year. This could create longer bus routes which means students on buses longer. We continue to advertise for custodians without much luck. We have one that is waiting on a background check, but we have been informed the FBI is backlogged and it could take weeks now for them to return. I am looking at offering part-time hours to current staff that may be interested in subbing for us.

Supt. Riddle has been meeting with his administrative team discussing personnel for next year and setting priorities for what best meets the needs of our students. On the agenda for today's meeting, we are extremely fortunate to be hiring a HS English teacher as well as a HS Science teacher. We potentially have quite a few positions to fill. At this time, we are needing: HS Special Ed-HS Spanish-MS/HS Health-MS/HS Art-Music K12-a 6th Grade ELA teacher-a 4th grade teacher-and a PreK or K teacher at this time.

One of the requests from the survey put out by Supt. Riddle was more professional development in social emotional learning. This past Thursday and Friday staff were able to attend the Learner First Social Emotional Virtual Conference. This worked well for their Friday afternoon SIP day activities. The staff also received continuing education credits (CPDUs) for attending sessions which they always are asking for opportunities to earn. The really nice part of

this conference is the sessions are available until June for the staff to view and get CPDUs if they were not able to during the live sessions.

Supt. Riddle attended the annual Law Conference hosted by Schmiedeskamp recently and some of the highlights are as follows: new attendance policy requirements (mental health days for students), update on Statement of Economic Interest, Update on Restraint and Seclusion Rules, FOIA suggestions, First Amendment, and Covid-19. There is no update on the proposed paid covid leave HB1167. The thought is it will pass.

Supt. Riddle met with Mr. Klusmeyer concerning curriculum updates and scheduling for next year. We are reviewing the continuity of curriculum and the new requirements put forth by the state. They will be meeting with Mr. Arnsman and Mrs. Sheffler to determine changes needed. Supt. Riddle met with Mrs. Whelan to review costs for the food service and kitchen. The Free Lunch program was not included in the recent federal legislation which will impact fees going forward. If the current rate of inflation is maintained and the costs continue to rise, we may be forced to raise lunch fees which Supt. Riddle is not in favor of doing.

We have had our temporary boiler up and running now for almost a month without any real issues. The complete installation of both boilers will be done this spring when we have 6-7 days of predicted good weather.

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: Fleer 2nd: Duke Vote: 4-3 approved
Recognize resignations of Tiffany Haistings - Football Cheer Coach, Donnie Waldrop - bus driver, Grace Crowcroft - HS English, Heather Johnson - K12 Music Teacher, Meredith Schulte - Kindergarten Teacher, and Jennifer Spohr - Elementary Teacher (3rd).
Leave of Absences for Julie Logan (4th grade) and for Kelly Johnson (6th grade).
Recommend for hire Ross Parcel - Asst. HS Baseball Coach, Keith Carothers - HS Girls Track Coach, Dyllan Bonk - HS Boys Track Coach as recommended by Frank Cash.
Recommend for Hire Casey Oztel - HS Science and Kraig Hiland - HS English recommended by Josh Arnsman.
- 6.2 Consider and take action on Contract Renewal for First-Year Non-Tenured Teachers
Motion: Janssen 2nd: Humke Vote: 7-0 approved
Second-year probationary status granted to Clayton Blunier, Alex French, and Brigita Miller and their teaching contract renewed for the 2022-23 school year.
- 6.3 Consider and take action on Contract Renewal for Second-Year Non-Tenured Teachers
Motion: Humke 2nd: Shaffer Vote: 7-0 approved
Third-year probationary status granted to Christy Hibbert, Julie Logan, and Denise Presser and their teaching contract renewed for the 2022-23 school year.
- 6.4 Consider and take action on Contract Renewal for Third-Year Non-Tenured Teachers
Motion: Fleer 2nd: Duke Vote: 7-0 approved
Fourth-year probationary status granted to Angie Altenhein, Kalinda Humke, Matina McClelland, Tony Grawe, Tylere Hustead, and Amanda Vogel and their teaching contract renewed for the 2022-23 school year.
- 6.5 Consider and take action on Contract Renewal for Fourth-Year Non-Tenured Teachers
Motion: Janssen 2nd: Humke Vote: 7-0 approved
Tenure granted to Kaci Beal and Tyler McAllister and their teaching contract renewed for the 2022-23 school year.
- 6.6 Consider and take action on transfer of Fund 60 and Fund 32 to Fund 20 per auditor request
Motion: Fleer 2nd: Duke Vote: 7-0 approved
Fund 60 \$27,332 plus interest and Fund 32 \$10,100 plus interest.

7. Information Items

7.1 Strategic Plan follow-up

Supt. Riddle will be sending out a summary of the strategic plan in the next two weeks.

7.2 Boiler update

We have had our temporary boiler up and running now for almost a month without any real issues. The complete installation of both boilers will be done this spring when we have 6-7 days of predicted good weather.

8. Adjournment

8.1 Adjournment 7:15 pm

8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, April 27, 2022, in the Unity High School Band Room at 6:00 p.m.