

MINUTES  
REGULAR MEETING OF BOARD OF EDUCATION

December 14, 2020

The regular meeting of the board of education of Carmi-White County Community Unit District No. 5 was held on Monday, December 14, 2020 at the Carmi-White County Junior/Senior High School cafeteria. Due to the current IDPH mitigation restrictions, the meeting was limited to the board members, superintendent, board secretary, and one administrator. The media and public attended the meeting via conference call (Google Meets). The meeting was called to order by Andy Acord at 7:00 p.m.

RECITAL OF PLEDGE OF ALLEGIANCE

Those present were board members Ackerman, Acord, Fulkerson, Hammell, Hoskins, and Scates. Others present were Superintendent Brad Lee, Amy Atteberry, Washington Attendance Center principal; Dr. Amy Dixon, Jefferson and Lincoln Attendance Centers principal; Bart King, junior high school principal; Jarrod Newell, high school principal; Kathy Price, Brownsville Attendance Center principal; Lacey Moore, elementary dean of students; Todd Haley, junior/senior high school dean of students; Rachel Blazier, unit secretary; Scott Mareing (WROY); and Robert Beskow (Hometown Register).

BOARD MEMBER OATH RECITAL

At the November 16, 2020 board meeting, the board of education appointed David Kelly Ackerman to fill the vacated board member position until the next school board election in April 2021. At this time, David Kelly Ackerman recited the Official Oath as a newly appointed board member.

CONSENT AGENDA ITEMS APPROVED

Consent agenda items were presented to the board for its approval as follows:

1. Minutes of the November 16, 2020 regular board meeting
2. Board Policy Updates

Upon the recommendation of the Illinois Association of School Boards (IASB), the district needed to update the following board policies: 3:40 Superintendent, 4:80 Accounting and Audits, 4:90 Student Activity and Fiduciary Funds, 6:20 School Year Calendar and Day, 6:300 Graduation Requirements, 6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students; 6:320 High School Credit for Proficiency, 6:340 Student Testing and Assessment Program, 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students; 7:140 Search and Seizure, and 7:300 Extracurricular Athletics.

It was suggested that board policies 3:40 Superintendent, 4:80 Accounting and Audits, 4:90 Student Activity and Fiduciary Funds, 6:20 School Year Calendar and Day, 6:300 Graduation Requirements, 6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students; 6:320 High School Credit for Proficiency, 6:340 Student Testing and Assessment Program, 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students; 7:140 Search and Seizure, and 7:300 Extracurricular Athletics be preliminarily adopted, as amended, with final action set for the regular January meeting of the Board of Education.

3. Five Year Review of Board Policy 5:270

Upon the recommendation of the Illinois Association of School Boards (IASB), every policy is reviewed on a five-year cycle. The following policy was up for review and approval: 5:270 Employment At-Will, Compensation, and Assignment.

It was recommended that board policy 5:270 Employment At-Will, Compensation, and Assignment be approved, with no changes. One reading is only required by the board when a policy is reviewed and no changes are made.

4. Certified Staff Retirement

Craig Winter has submitted his irrevocable letter of retirement effective at the completion of the 2024-2025 school year. The retirement request meets and complies with the contractual language outlined in the district's retirement incentive language.

It was recommended that the board accept the retirement of Craig Winter at the completion of the 2024-2025 school year.

5. Resignation

Mike Zaranti has submitted a letter of resignation as the 5<sup>th</sup> Grade Girls' Basketball Coach effective immediately.

It was recommended to accept the letter of resignation of Mike Zaranti as the 5<sup>th</sup> Grade Girls' Basketball Coach effective immediately.

6. Donation

Brownsville Attendance Center has been the recipient of the following donation in support of its programs:

Consolidated Grain and Barge In Memory of Thomas Gabe (Tee) Hart. ....	\$100.00
TOTAL DONATION. ....	\$100.00

It was recommended that the board of education accept the donation noted above.

Motion by Scates, second by Hammell, that recommendations for consent agenda items as follows:

1. Minutes of November 16, 2020 regular board meeting
2. Board Policy Updates
3. Board Policy Five Year Review
4. Certified Staff Retirement
5. Resignation
6. Donation

be approved. Roll call vote: Fulkerson, yes; Hammell, yes; Hoskins, yes; Scates, yes; Ackerman, yes; Acord, yes. Motion carried.

**BILLS APPROVED**

An additional list of bills was presented to the board of education for its consideration and approval.

Motion by Fulkerson, second by Hoskins, that the bills for the month of November 2020 be approved as listed. Roll call vote: Hammell, yes; Hoskins, yes; Scates, yes; Ackerman, yes; Fulkerson, yes; Acord, yes. Motion carried.

**TREASURER’S REPORT READ AND APPROVED**

The treasurer’s report for the month of November 2020 was read as follows: Education Fund, \$5,903,920; Building Fund, \$514,915; Debt Service Fund, \$193,947; Transportation Fund, \$446,801; Municipal Retirement Fund, \$296,532; Capital Projects Fund, \$1,938,359; Working Cash Fund, \$535,547; Tort Fund, \$334,259; Fire Prevention and Safety Fund, \$192,934; and Imprest Fund, \$7,500.

Revenue received in the Education Fund for November 2020 included \$518,620 from Evidenced Based Funding and approximately \$113,000 in other funds for a total of \$631,334. The 1% Sales Tax fund received \$52,394. Total revenue funds for November 2020 were \$683,728.

Beginning with the January 2021 board meeting, the new format of the Treasurer's Report will be used to report ending cash balances by fund. Copy of new report format is enclosed with these minutes.

Motion by Hammell, second by Scates, that the treasurer's report for the month of November 2020 be approved as read. Roll call vote: Hoskins, yes; Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Acord, yes. Motion carried.

### **SUPERINTENDENT'S REPORT TO THE BOARD**

Superintendent Lee reported the following items to the board:

1. CHRISTMAS VACATION

School will be closed from Monday, December 21, 2020 through Friday, January 1, 2021 for Christmas vacation. Students and staff will return to school on Monday, January 4.

2. UNIT #5 GRANTS

Lincoln Attendance Center has won a grant through Vibracoustics in Carmi. First grade teacher, Robin Mick, wrote the grant this summer while trying to brainstorm ways to still educate our youngest learners within the ISBE and IDPH guidelines. With these funds, Lincoln will be able to purchase and install a new fence around the grassy playground as well as build a new pavilion that will be the cornerstone for a new outdoor classroom. Students will be able to socially distance outside without masks utilizing benches that the grant will pay for and that Vibracoustics will assemble. Superintendent Lee thanked Mrs. Mick and Vibracoustics for this awesome opportunity and soon-to-come \$26,708 addition to our school!

CWC social worker, Ashley Walls, with help from the Egyptian Health Department's Phyllis Wood, was able to purchase a new hand-held electrostatic sprayer and disinfectant for Lincoln School with funds from the Egyptian Health Department CATCH grant. This partnership resulted in a gift of approximately \$1,000 for our school.

In addition, the cafeterias at Lincoln and Jefferson were both awarded the SIH (Southern Illinois Healthcare) School Lunch Rocks grant. This grant was open to all area schools interested in small kitchen equipment or school lunch promotion

tools. With this funding, Lincoln was able to purchase a Kitchenaid Stand Mixer for the kitchen and Jefferson was able to purchase a 50 inch Smart TV with mount for the cafeteria. The grant amount was around \$1,000.

Lastly, Jefferson Attendance Center was awarded a Wal-Mart Community Grant for \$1,000 to be used for a handheld electrostatic sprayer and disinfectant. This grant, along with the SIH grant, was submitted by Mrs. Lacey Moore.

### 3. FACE-TO-FACE AND REMOTE LEARNERS

As of December 4, 2020, the district had 1,319 students in attendance at its five buildings. The following is a breakdown of those students learning via Face-to-Face or remotely.

C-WC #5 Face-to-Face and Remote Learners Updated December 4, 2020				
	Face-to-Face	Remote	Total	%
<b>LINCOLN</b>				
K	93	6	99	94% - 6%
1 <sup>ST</sup>	91	8	99	92% - 8%
<b>JEFFERSON</b>				
2 <sup>ND</sup>	65	9	74	88% - 12%
3 <sup>RD</sup>	74	9	83	89% - 11%
<b>WASHINGTON</b>				
4 <sup>TH</sup>	96	11	107	90% - 10%
5 <sup>TH</sup>	91	10	101	90% - 10%
6 <sup>TH</sup>	96	14	110	87% - 13%
<b>JR. HIGH</b>				
7 <sup>TH</sup>	100	15	115	87% - 13%
8 <sup>TH</sup>	89	24	113	79% - 21%
<b>HIGH SCHOOL</b>				
9 <sup>TH</sup>	82	17	99	83% - 17%
10 <sup>TH</sup>	74	24	98	76% - 24%
11 <sup>TH</sup>	70	16	86	81% - 19%
12 <sup>TH</sup>	49	28	77	64% - 36%
<b>BROWNSVILLE</b>				
1 <sup>ST</sup> -12 <sup>TH</sup>	43	15	58	74% - 26%
<b>TOTAL</b>	<b>1,113</b>	<b>206</b>	<b>1,319</b>	<b>84% - 16%</b>

#### 4. BUILDING UPDATES AND GOOD NEWS

Building administrators provided updates and good news for their respective schools. Dr. Dixon said that teachers and staff at Lincoln and Jefferson Attendance Centers have done a wonderful job during this difficult school year. Everyone truly jumps in whenever there is a need. Parents continue to be gracious. Everyone is thankful that the schools are able to provide learning options for parents and their students.

Mrs. Atteberry said that she is thankful the district has made it to Christmas break without any building closings. Saying that this is the most stressful time that she has seen in education in over 20 years is an understatement. She is very thankful that we are in school and seeing the students every day. Students have gone above their expectations.

Mr. King echoed what both Dr. Dixon and Mrs. Atteberry said. A junior high teacher that is involved in RtI and intervention showed him data of some significant growth that some of the students are making. Not only have we survived, but we are thriving in some ways.

Mr. Newell thanked the Board for their support. He discussed what it takes to run a school from the beginning of the morning through the school day including school bus drivers, crossing guards, teachers, aides, cafeteria workers, custodians, etc. He said that he is also thankful for the volunteers that have been filling in some roles. He said that the district has dedicated substitutes, parents and families.

Mrs. Price said that at a normal time, Brownsville would be holding their famous Christmas program. Her staff has gone above and beyond thinking outside the box and are working extremely hard on putting together a video to provide for the families at Brownsville to bring a little holiday season to them. She said that she appreciates the support from the school board.

Superintendent Lee told the Board that he had been contacted by a local newspaper regarding school closures in districts around our area. He read his reply to the Board, which included that CWC continues to provide quality education experiences to students in the 2020-2021 school year. The district offers parents and students the choice of face-to-face learning or remote learning with the choice to change. The district continues working alongside the Egyptian Health Department regarding COVID-19 and follows the guidelines set by the Illinois Department of Public Health. There have been no outbreaks traced back to the schools. The district continues to take one day at a time and is thankful to be able to keep its doors open as long as it can.

### **LEVY HEARING AND ADOPTION FOR TAX YEAR 2020**

At November's meeting, the 2020 tax levy hearing was set for this evening's meeting. Attached is a copy of the prospective Certificate of Tax Levy for 2020 that was recommended for approval.

This levy is against the property values of 2020. It will be extended in the summer of 2021 and the district will spend the money during the 2021-2022 school year beginning July 1, 2021.

A number of levies have rate caps. Those levies and caps are: Education, 2.01; Operation and Maintenance (Building), .50; Transportation, .20; Working Cash, .05; Fire Prevention and Safety, .05; and Special Education, .04. These are listed as cents per \$100 of assessed valuation. In these funds, regardless of what is set as a levy, the district will only receive that rate times its equalized assessed valuation.

In the other levies (Debt Service, Municipal Retirement, Social Security, and Tort Immunity), whatever is levied will be extended.

To ensure that the district will receive the maximum amount allowable in each of the capped funds, it was recommended that the district base its levy on a projected EAV of \$164,172,629. The final projected tax rate of 3.813 is lower than the 3.836 from last year's; therefore, a Truth in Taxation hearing was not required.

FUND	AMOUNT
Education Fund	\$3,299,870
Building Fund	\$820,863
Transportation Fund	\$328,345
Working Cash Fund	\$82,086
IMRF	\$290,000
Social Security	\$290,000
Fire/Life Safety	\$82,086
Tort Immunity	\$700,000
Special Education	\$65,669
Debt Service	\$301,360
TOTAL	\$6,260,280

A copy of the district's recent EAV history in addition to its Rate History was attached for review by the board. Superintendent Lee said that the final projected tax rate of 3.81 is the lowest rate in the last 20 years. Board President Acord pointed out that the Unit #5 portion of property owner's tax bills has come down for the last six years.

It was recommended that the board of education adopt the attached levy and accompanying resolutions.

Motion by Hoskins, second by Fulkerson, that the Board of Education levy against the 2020 assessment Education Fund, \$3,299,870; Building Fund, \$820,863; Transportation Fund, \$328,345; Working Cash Fund, \$82,086; IMRF Fund, \$290,000; Social Security Fund, \$290,000; Fire/Life Safety Fund, \$82,086; Tort Immunity, \$700,000; Special Education, \$65,669; and Debit Service Fund, \$301,360. Roll call vote: Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Acord, yes. Motion carried.

Motion by Scates, second by Hammell, that the resolution calling for a \$3,299,870 levy for Education purposes be adopted. Roll call vote: Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Acord, yes. Motion carried.

Motion by Fulkerson, second by Hoskins, that the resolution calling for a \$820,863 levy for Building purposes be adopted. Roll call vote: Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Scates, yes; Acord, yes. Motion carried.

Motion by Hammell, second by Scates, that the resolution calling for a \$328,345 levy for Transportation purposes be adopted. Roll call vote: Fulkerson, yes; Hammell, yes; Hoskins, yes; Scates, yes; Ackerman, yes; Acord, yes. Motion carried.

Motion by Scates, second by Hoskins, that the resolution calling for a \$82,086 levy for Working Cash purposes be adopted. Roll call vote: Hammell, yes; Hoskins, yes; Scates, yes; Ackerman, yes; Fulkerson, yes; Acord, yes. Motion carried.

Motion by Fulkerson, second by Hammell, that the resolution calling for a \$290,000 levy for Municipal Retirement purposes be adopted. Roll call vote: Hoskins, yes; Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Acord, yes. Motion carried.

Motion by Acord, second by Scates, that the resolution calling for a \$290,000 levy for Social Security purposes be adopted. Roll call vote: Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Acord, yes. Motion carried.

Motion by Hammell, second by Acord, that the resolution calling for a \$82,086 levy for Fire/Life Safety purposes be adopted. Roll call vote: Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Acord, yes. Motion carried.

Motion by Fulkerson, second by Scates, that the resolution calling for a \$700,000 levy for Tort Immunity be adopted. Roll call vote: Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Scates, yes; Acord, yes. Motion carried.

Motion by Hoskins, second by Acord, that the resolution calling for a \$65,669 levy for Special Education be adopted. Roll call vote: Fulkerson, yes; Hammell, yes; Hoskins, yes; Scates, yes; Ackerman, yes; Acord, yes. Motion carried.

Motion by Fulkerson, second by Scates, that the resolution calling for a \$301,360 levy for Debt Service be adopted. Roll call vote: Hammell, yes; Hoskins, yes; Scates, yes; Ackerman, yes; Fulkerson, yes; Acord, yes. Motion carried.

### **DISTRICT WORKER'S INSURANCE RENEWAL**

Attached is a copy of the information that the district received from Bushue Human Resources, Inc. in regard to the district's worker's compensation coverage. The anniversary date for this coverage is January 1. This year is a renewal of last year's coverages with Berkley Casualty through Corkhill Insurance Agency for a total premium of \$138,753.00. The proposal from Berkley Casualty Company reflects an increase of \$32,940; which is 31.13% higher than the expiring premium.

The increase in premium is due to the payroll modifications, the rate increases, the Experience Modification increase, and the District's loss history. Over the past three (3) policy terms, the District has filed twenty (20) Worker's Compensation claims. The Insurance Carriers have paid \$267,240 on these claims and currently have \$203,277 in Open Reserves. The District's three (3) year Loss Ratio is 210%. Board President Acord reported that BerkleyNet applied a 20% credit to the renewal to offset some of the premium increase.

It was recommended that the board accept Bushue Human Resources, Inc.'s insurance recommendation of Berkley Casualty for annual worker's compensation insurance coverage at a total premium of \$138,753.00.

Motion by Scates, second by Hammell, that the board approve Bushue Human Resources, Inc.'s insurance recommendation of Berkley Casualty for annual worker's compensation coverage for a total premium of \$138,753.00. Roll call vote: Hoskins, yes; Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Acord, yes. Motion carried.

### **RESOLUTION TO PROHIBIT SEXUAL HARASSMENT**

The Illinois Association of School Boards (IASB) recommends that the board of education adopt a Resolution to Prohibit Sexual Harassment. A copy of the Sexual Harassment is made part of these minutes.

It was recommended that the Board adopt the Resolution to Prohibit Sexual Harassment.

Motion by Fulkerson, second by Hoskins, that the Board of Education adopt the Resolution to Prohibit Sexual Harassment. Roll call vote: Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Acord, yes. Motion carried.

**CLOSED SESSION**

Motion by Fulkerson, second by Hammell, that the board meet in closed session at 7:41 p.m. for purposes of discussing appointment, employment, compensation, discipline, performance, or dismissal of an employee or officer, and review of closed session minutes and audio files. Roll call vote: Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Acord, yes. Motion carried.

Motion by Scates, second by Hammell, that the board return to open session at 8:46 p.m. Motion carried by unanimous voice vote.

**CLOSED SESSION MINUTES APPROVED**

Motion by Scates, second by Hammell, that the board approve closed session minutes of the November 16, 2020 regular meeting of the board of education. Roll call vote: Fulkerson, yes; Hammell, yes; Hoskins, yes; Scates, yes; Ackerman, yes; Acord, yes. Motion carried.

**CLOSED SESSION MINUTES TO REMAIN CLOSED**

Motion by Fulkerson, second by Acord, that written closed session minutes dated June 15, 2020 (date of last review) through November 16, 2020 remain closed. Roll call vote: Hammell, yes; Hoskins, yes; Scates, yes; Ackerman, yes; Fulkerson, yes; Acord, yes. Motion carried.

**CLOSED SESSION AUDIO FILES TO BE DESTROYED**

Motion by Hammell, second by Hoskins, that the audio files of regular and/or special closed session board meetings from January 22, 2019 through June 25, 2019 be destroyed in accordance with the Local Records Act. Roll call vote: Hoskins, yes; Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Acord, yes. Motion carried.

**SHALENE WALKER EMPLOYED AS PART-TIME BUILDING CUSTODIAN AT BROWNSVILLE ATTENDANCE CENTER**

Motion by Fulkerson, second by Hammell, that Shalene Walker be employed as a Part-Time Building Custodian at Brownsville Attendance Center for the 2020-2021 school year to fill the vacancy created by the resignation of Michael Flechs. Roll call vote: Scates, yes; Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Acord, yes. Motion carried.

**UNIT OFFICE STAFF AND DIRECTOR OF MAINTENANCE RECEIVE INCREASE IN SALARIES FOR THE 2020-2021 SCHOOL YEAR**

Motion by Hoskins, second by Scates, to increase the salaries of the Unit Office Staff and the Director of Maintenance. Roll call vote: Ackerman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Scates, yes; Acord, yes. Motion carried.

**ADMINISTRATORS RECEIVE TWO PERCENT (2%) INCREASE IN SALARIES FOR THE 2020-2021 SCHOOL YEAR**

Motion by Fulkerson, second by Hoskins, that Amy Atteberry, Washington Attendance Center principal; Dr. Amy Dixon, Lincoln and Jefferson Attendance Centers Principal; Bart King, Junior High Principal/High School Assistant Principal; Jarrod Newell, High School Principal; and Kathy Price, Brownsville Attendance Center Principal receive a two percent (2%) increase in their salaries for the 2020-2021 school year. Roll call vote: Fulkerson, yes; Hammell, yes; Hoskins, yes; Scates, yes; Ackerman, yes; Acord, yes. Motion carried.

**ADJOURN**

Motion by Fulkerson, second by Scates, that the meeting be adjourned at 8:50 pm. Motion carried by unanimous voice vote.

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MARCIE HOSKINS, SECRETARY  
Carmi-White County Community Unit  
District No. 5  
White County, Illinois

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ANDY ACORD, PRESIDENT