

School Board Meeting Minutes
Casey-Westfield Community Unit School District C-4
Monday, December 14, 2020
IMC, 305 E. Edgar, Casey, IL 62420
7:00 P.M.

1. Roll Call 7:00 p.m.
Present: Tracy Gelb, Joe Hickox (Phone), Shawn Huisinga, Alan Hutton, Wendy Navel, Casey Overbeck, Jeremy Perie
2. Public hearing on proposed 2020 Certificate of Tax Levy
The proposed levy, similar to last year's levy, is a 6.44% increase.
3. Recognize visitors: Individual visitors are allowed to bring up topics for Board discussion, information, or consideration at this time and/or indicate agenda items they may be interested in addressing later in the meeting. Complaints or certain situations involving specific employees or students are not to be addressed in open session of the Board meeting. The Board may hear complaints or certain situations involving specific employees or students in closed session. The Board president shall determine whether a situation requires addressing in closed session.

Visitors:

- a. Dr. Greg Frost, Sheila Frost, Opaa! Food Management Inc.
- b. Erin Leichty, Jessica Henderson, Rosemary Glidewell, Jodi Cox, Laura Ramsey, Lisa Sackrider

Greg and Sheila presented a lower cost food management program with more options than the existing program and answered several questions by the board and the public.

4. Approve Consent Agenda
 - a. Minutes of the regular meeting on November 16, 2020;
 - b. Destruction of closed session records 18 months and older as authorized by Board Policy 220 and 220-E1;
 - c. Current invoices for payment and review of the financial and budgetary reports;
 - d. 2020 Tax Levy; 6.44% increase
 - e. School report cards and School improvement plans;
 - f. Press Policy Updates in Appendix A
Motion – 1st – Alan Hutton, 2nd-Tracy Gelb
Yea- Alan Hutton, Tracy Gelb, Joe Hickox, Shawn Huisinga, Wendy Navel, Casey Overbeck, Jeremy Perie
Nay-
5. Approve bid for workers compensation insurance to Employers Mutual Casualty for \$32,848.45 through Gallagher Insurance Agency.

Motion – 1st –Tracy Gelb, 2nd-Casey Overbeck

Yea- Tracy Gelb, Casey Overbeck, Joe Hickox, Shawn Huisinga, Alan Hutton, Wendy Navel, Jeremy Perie

Nay-

6. Discussion on financing Arts Hall repairs and new boiler purchase for Monroe.
The board decided to pursue borrowing funds on existing bonds to fund these projects.

7. Board and administrator reports

- A. FOIA Requests:

12/4/20 SmartProcure – requested all purchase orders from 5/18/20 – current.

Provided via email same day.

12/7/20 Illinois Education Association – requested total number of positive COVID cases and quarantines to date. Provided via email same day.

Superintendent Jon Julius explained the IDPH had changed its position on allowing quarantined students to return earlier than normal in line with the new CDC guidelines and that it will now revert back to 14 days for students. Staff will be able to return after 10 days.

Jr/Sr High School principal Jim Sullivan outlined a successful first semester and noted that staff is doing everything they can to keep the amount of quarantines to a limit but that due to spacing issues in several classrooms, it makes it impossible to prevent students and even some staff in certain situations.

Monroe principal Linda Campbell stated that her building had some quarantine issues with staff members and shared her appreciation to the remaining staff members that were quick to fill in the voids. She also shared that this week there were several fun activities happening for students to enjoy.

8. Approve adjourning to closed session under c1 (employment), c8 (Security/Safety), and c21 (discussion of closed meeting minutes) of section 5 ILCS 120/1 et seq. of the Illinois Open Meetings Act . Adjourn at 8:21 pm.

Motion – 1st - Wendy Navel, 2nd-Shawn Huisinga

Yea-Wendy Navel, Shawn Huisinga, Tracy Gelb, Joe Hickox, Alan Hutton, Casey Overbeck, Jeremy Perie

Nay-

9. Approve reconvening to regular session at 9:03 p.m.

Motion – 1st- Jeremy Perie, 2nd- Alan Hutton

Yea- Tracy Gelb, Joe Hickox, Shawn Huisinga, Alan Hutton, Wendy Navel, Casey Overbeck, Jeremy Perie

Nay-

10. Approve consent agenda:

- a. November 16, 2020 closed session minutes;
- b. Support staff recommendations; none
- c. Certified staff recommendations; none
- d. Administrative staff recommendations; none

Motion – 1st – Tracy Gelb, 2nd-Joe Hickox

Yea- Tracy Gelb, Joe Hickox, Shawn Huisinga, Alan Hutton, Wendy Navel, Casey Overbeck, Jeremy Perie

Nay-

11. Addendum

12. Adjourn 9:05 p.m.

Motion – 1st - Shawn Huisinga, 2nd-Casey Overbeck

Yea- Tracy Gelb, Joe Hickox, Shawn Huisinga, Alan Hutton, Wendy Navel, Casey Overbeck, Jeremy Perie

Nay-

Appendix A

2:20-E, Waiver and Modification Request Resource Guide	The exhibit is updated in response to: 1. 105 ILCS 5/2-3.25g(c-5), amended by P.A. 101-782, requiring notice to affected exclusive bargaining agents and State legislators of a district’s intent to seek approval of a waiver or modification of School Code mandates; and 2. 105 ILCS 5/10-19.05(j-5), added by P.A. 101-643, alleviating clock-hour requirements for parent-teacher conferences if the Governor declares a disaster due to a public health emergency
3:40, Superintendent	The Legal References and footnotes are updated in response to the repeal of 23 Ill. Admin. Code §29.130 (cleanup changes to superintendent endorsement requirements, which were moved to 23 Ill. Admin. Code §25.355). Other continuous improvements are also made to the footnotes.
3:40-E, Checklist for the Superintendent Employment Contract Negotiation Process	The exhibit is updated in response to: 1. The reason discussed in 4:175, Convicted Child Sex Offender; Screening; Notifications, below; and 2. Continuous improvement updates based on PRESS

	Advisory Board member feedback.
4:10, Fiscal and Business Management	The policy is unchanged. The footnotes are updated in response to: 1. 105 ILCS 5/17-2A, amended by P.A. 101-643 (one-year extension of authority to permanently transfer money from specified funds for any purpose through June 30, 2021); and 2. Continuous improvement and minor style updates.
4:55, Use of Credit and Procurement Cards	The policy is unchanged. The Cross References are updated to reflect the title change for 4:90, Student Activity and Fiduciary Funds, which is changed for the reason discussed in 4:90, Student Activity and Fiduciary Funds, below.
4:60-AP1, Purchases	The procedure is updated in response to: 1. 105 ILCS 5/10-20.21(a), amended by P.A. 101-632 (electronic bidding permitted for all bids, including construction purposes); 2. Restore Construction Co., Inc. v. Bd. of Educ. of Proviso Township High Sch. Dist. 209, 2020 WL 1880809 (Ill. 2020)(school board could not avoid payment under contract where it failed to follow proper contracting procedures); and 3. Other minor style changes.
4:80, Accounting and Audits	The policy, Cross References, and footnotes are updated for the reason discussed in 4:90, Student Activity and Fiduciary Funds, below.
4:90, Student Activity and Fiduciary Funds	RENAMED. The policy, Legal References, Cross References, and footnotes are updated to incorporate 23 Ill. Admin. Code §§100.20, 100.80 and 100.85 (establishing fiduciary funds as a category of funds separate from student activity funds, for which a district has custodial responsibilities).
4:120-AP, Food Services; Competitive Foods; Exemptions	The procedure is updated in response to a five-year review
4:150, Facility Management and Building Programs	The policy is unchanged. The footnotes are updated in response to: 1. 105 ILCS 5/17-2.11(j), amended by P.A. 101-643 (extension of authority to transfer excess life safety funds to the Operations and Maintenance Fund for building repair work to June 20, 2021); 2. The activation of the Ill. Dept. of Labor's online portal for contractors to submit certified payroll and other employment records, alleviating district recordkeeping responsibilities, as authorized by 820 ILCS 130/4(e), amended by P.A.100-1177; and 3. Continuous improvement update to optional policy

	language contained in Footnote 7 (building naming criteria).
4:175, Convicted Child Sex Offender; Screening; Notifications	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/10-21.9(e), amended by P.A. 101-643, requiring the superintendent, regional office of education, or an entity providing fingerprint-based criminal history records checks to notify the ISBE Superintendent within 10 days when a check returns a pending charge of a crime set forth in 105 ILCS 5/21B-80. Footnote 8 is updated for continuous improvement.
4:175-AP1, Criminal Offender Notification Laws; Screening	The procedure and footnotes are updated in response to 105 ILCS 5/10-21.9(e), amended by P.A. 101-643, for the reason discussed in 4:175, Convicted Child Sex Offender; Screening; Notifications, above.
5:30, Hiring Process and Criteria	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/10-21.9, amended by P.A. 101-643, for the reason discussed in 4:175, Convicted Child Sex Offender; Screening; Notifications, above and for continuous improvement.
5:30-AP2, Investigations	The procedure and footnotes are updated in response to 105 ILCS 5/10-21.9(e), amended by P.A. 101-643, for the reason discussed in 4:175, Convicted Child Sex Offender; Screening; Notifications, above, and for continuous improvement.
5:185-AP, Resource Guide for 5:190, Teacher Qualifications	The procedure is updated in response to a five-year review. The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/21B20, amended by P.A. 101-643, and to amended driver education rules at 23 Ill. Admin. Code Part 252.
5:270, Employment At-Will, Compensation, and Assignment	The Cross References and footnotes are updated in response to a five-year review
6:15, School Accountability	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/2-3.64a-5(c), amended by P.A. 101-643, which does not require annual State assessments if ISBE receives a waiver from the administration of assessments from the U.S. Dept. of Education.
6:20, School Year Calendar and Day	The Legal References, Cross References, and footnotes are updated in response to the following pandemic preparedness legislation: 1. 10 ILCS 5/2B-10 and 105 ILCS 5/24-2, amended by P.A. 101-642 (2020 General Election Day); 2. 105 ILCS 5/10-19, amended by P.A. 101-643 (actual pupil attendance may include remote learning days, blended remote learning days, and up to five remote and blended remote learning planning days); 3. 105 ILCS 5/10-19.05, amended by P.A. 101-643

	(minimum clock-hour requirements to align with the circumstances of public health emergency declarations); 4. 105 ILCS 5/10-20.56, amended by P.A. 101-643 (e-learning); and 5. 105 ILCS 5/10-30, added by P.A. 101-643 (see the reason in number two, above).
6:40, Curriculum Development	The policy is unchanged. The footnotes are updated in response to: 1. 105 ILCS 5/10-20.56, amended by P.A. 101-643 (experimental educational programs may include e-learning days as allowed under 105 ILCS 5/10-20.56); 2. Title IX’s application to transgender or gender non-conforming students; and 3. Continuous improvement updates.
6:235-E5, Children’s Online	The exhibit is updated in response to a five-year review
6:280, Grading and Promotion	The policy is unchanged. The footnotes are updated in response to 105 ILCS 5/2-3.64a-5(e), amended by P.A. 101-643 (State assessments not required when waived by U.S. Dept. of Education).
6:300, Graduation Requirements	The policy is updated for continuous improvement. The footnotes are updated in response to: 1. 105 ILCS 5/27-22(i), added by P.A. 101-643, allowing ISBE to adopt rules modifying graduation requirements high school students if the Governor has declared a disaster due to a public health emergency; 2. 105 ILCS 5/2-3.64a-5(c), amended by P.A. 101-643, to not require annual State assessments if ISBE receives a waiver from the administration of assessments from the U.S. Dept. of Education; 3. Updated ISBE rules at 23 Ill. Admin. Code Part 680 (State Seal of Biliteracy Program); and 4. ISBE’s FAFSA Nonparticipation Form.
6:300-E2, State Law Graduation Requirements	The exhibit is updated in response to 105 ILCS 5/27-22(i), added by P.A. 101-643, allowing ISBE to adopt rules modifying graduation requirements for high school students if the Governor has declared a disaster due to a public health emergency, and for continuous improvement.
6:300-E3, Form for Exemption from Financial Aid Application Completion	The exhibit is updated to reference and include a link to ISBE’s recently-developed FAFSA Nonparticipation Form (previously referenced as “an ISBE waiver form”).
6:310, High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students	The policy, Legal References, and footnotes are updated in response to 23 Ill. Admin. Code Part 255 (course substitutions for registered apprenticeship programs). Other continuous improvement updates were also made to the footnotes.
6:310-E, Class Substitution Request	The exhibit is updated for the reason discussed in 6:310, High School Credit for Non-District Experiences; Course

	Substitutions; Re-Entering Students, above.
6:315, High School Credit for Students in Grade 7 or 8	The policy is unchanged. The footnotes are updated in response to five-year review
6:320, High School Credit for Proficiency	The Legal References and footnotes are updated in response to 23 Ill. Admin. Code Part 680 (State Seal of Biliteracy Program). The footnotes are updated in response to 105 ILCS 5/27-22, amended by P.A. 101-643 (ISBE may adopt rules to modify graduation requirements during a public health emergency).
6:340, Student Testing and Assessment Program	The policy and footnotes are updated. The policy is updated to incorporate continuous improvement changes suggested by the PRESS Advisory Board. The footnotes are updated in response to 105 ILCS 5/2-3.64a-5, amended by P.A. 101-643 (State assessments not required when waived by U.S. Dept. of Education) and other continuous improvement changes.
7:100, Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students	The policy and footnotes are updated for continuous improvement and in response to 105 ILCS 5/27-8.1, amended by P.A. 101-643, prohibiting a school from withholding a child's report card during a school year when the Governor has declared a disaster due to a public health emergency.
7:140, Search and Seizure	The policy is unchanged. The Legal References and footnotes are updated in response to a five-year review, including optional policy language for high school and unit districts is added to footnote 7.
7:140-E, Letter to Parents/Guardians Regarding the Right to Privacy in the School Setting Act	The exhibit is updated in response to a five-year review.
7:300, Extracurricular Athletics	The policy, footnotes, and Cross References are updated in response to a five-year review.
7:325, Student Fundraising Activities	The policy and Cross References are updated. The policy contains minor style changes. The Cross References reflect the title change for 4:90, Student Activity and Fiduciary Funds, which is changed for the reason discussed in 4:90, Student Activity and Fiduciary Funds, above.
7:340-AP1, School Student Records	The procedure is updated in response to: <ol style="list-style-type: none"> 1. 105 ILCS 5/14-8.02f(d), amended by P.A. 101-643 (related service logs); 2. 105 ILCS 5/2-3.64a-5, amended by P.A. 101-643 (State assessments); 3. 105 ILCS 5/27-22, amended by P.A. 101-643 (State graduation requirements); 4. 23 Ill. Admin. Code Part 680 (State Seal of Biliteracy Program); and 5. Continuous improvement updates.
7:340-AP1, E1, Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records	The exhibit is updated in response to 105 ILCS 5/14-8.02f(d), amended by P.A. 101-643 (related service logs).

7:340-AP2, Storage and Destruction of School Student Records	The procedure is updated in response to 23 Ill. Admin. Code 375.40(c)(notification methods to parents/guardians of the destruction of school student records)
7:340-AP2, E1, Letter Containing Schedule for Destruction of School Student Records	The exhibit is updated for the reason described in 7:340-AP2, Storage and Destruction of School Student Records, above.