

Minutes
Matters for Board Consideration
Casey-Westfield Community Unit School District C-4
Monday, April 26, 2021
IMC, 306 E. Edgar, Casey, IL 62420
7:00 P.M.

1. Roll Call at 7:02pm
2. Recognize visitors:

Betsy Collins	Jodi Sharp	Erika Robinson		
Rosemary Glidewell	Patty Repp	Amy Evans		

ROLL CALL	Present	Absent
Tracy Gelb	X	
Joe Hickox	X	
Shawn Huisinga	X	
Alan Hutton	X	
Wendy Navel	X	
Casey Overbeck	X	
Jeremy Perie	X	

3. Review of Board of Education Election vote totals
4. Act on certification of election of Board members
5. School Board President administration of oath of office to elected Board members

MOTION -totals		YEA	NAY
1	Tracy Gelb	X	
	Joe Hickox	X	
	Shawn Huisinga	X	
	Alan Hutton	X	
	Wendy Navel	X	
	Casey Overbeck	X	
2	Jeremy Perie	x	

6. Appointment of temporary chairperson and temporary secretary –Jon Julius took over as president and secretary.

MOTION - adjourn	ALL IN FAVOR	YEA	NAY
	Tracy Gelb	X	
2	Joe Hickox	X	
	Shawn Huisinga	X	
	Alan Hutton	X	
	Wendy Navel	X	
	Casey Overbeck	X	
1	Jeremy Perie	x	

7. Adjourn sine die at 7:07PM

8. Recognition of retiring Board members
Superintendent Jon Julius shared some words of appreciation for outgoing board members Alan Hutton, Casey Overbeck, and Shawn Huisinga. Betsy Collins from the CW Education Association presented the members with cards of thanks and several others gave kind remarks before the outgoing members shared remarks of their positive experiences on the board.

9. Convene new Board/Roll call _7:09__PM – all members present

ROLL CALL	Present	Absent
Becky Clement	X	
Erin Fain	X	
Tracy Gelb	X	
Joe Hickox	X	
Wendy Navel	X	
Jeremy Perie	X	
Jason Sharp	X	

10. Election of Board Officers

A. Board President _Jeremy Perie_____

B. Board Vice-President __Tracy Gelb____

C. Board Secretary _____Wendy Navel__

Nominations were made by Navel and seconded by Gelb to place Gelb on the ballot for president. Nominations were also made by Hickox and seconded by Sharp to place Perie on the ballot. After voting, Superintendent Julius turned the meeting over to new president Perie to preside.

PRESIDENT	Gelb	Perie	MOTION	VP - Gelb	YEA	NAY	MOTION	SECRETARY - Navel	YEA	NAY
Becky Clement		X	2	Becky Clement	X			Becky Clement	X	
Erin Fain		X		Erin Fain	X			Erin Fain	X	
Tracy Gelb	X			Tracy Gelb	X		1	Tracy Gelb	X	
Joe Hickox		X		Joe Hickox	X		2	Joe Hickox	X	
Wendy Navel	X		1	Wendy Navel	X			Wendy Navel	X	
Jeremy Perie		ABSTAINED		Jeremy Perie	X			Jeremy Perie	X	
Jason Sharp		X		Jason Sharp	X			Jason Sharp	X	

11. President Perie appointed of Sandra Hibschan as district treasurer

12. Discuss dates, time, and location for regular Board meetings - Time will remain at 7pm

July 19	November 15	March 21
August 9	December 13	April 25
September 20	January 10	May 16
October 18	February 14	June 20

13. Mandatory Board Member Training information

14. Approve Consent Agenda

- Minutes of the regular meeting on March 15, 2021;
- Destruction of closed session records 18 months and older
- Current invoices for payment and review of the financial and budgetary reports;
- Approve board meeting calendar as agreed upon in item 12;
- PRESS Policy Update (Appendix B);
- Consolidated District Plan;

MOTION	Consent Agenda	YEA	NAY
	Becky Clement	X	
	Erin Fain	X	
	Tracy Gelb	X	
2	Joe Hickox	X	
	Wendy Navel	X	
	Jeremy Perie	X	
1	Jason Sharp	X	

- Post the tentative amended budget and set the date and time for the budget hearing. "Notice is hereby given by the Board of Education of the School District C-4 in Counties of Clark, Coles, Cumberland, Crawford and Jasper, State of Illinois, that a tentative amended budget for said district for the fiscal year beginning July 1, 2021 will be on file and conveniently available for public inspection at the Unit Office, 502 E. Delaware, Casey, IL in this school district from and after 8:00 A.M. on the 10th day of May, 2021. Notice is further given that a public hearing on said budget will be at 7:00 P.M. on the 21st day of June, 2021 at the CWHS library, 306 E. Edgar, Casey, IL."

15. Discussion on JFL football

It was discussed that early in the season, the district could not give permission to JFL to use the field because it wasn't clear how the weather in the spring would affect the field conditions. With the weather cooperating, the administration reversed this decision and will allow JFL access as long as rain didn't play a factor. Several board members were in favor of letting JFL play on the field.

16. Discussion on after school care program

Superintendent Julius recommended the district discontinue the program after several years of financial losses, which were magnified by COVID. Supervisors must be paid overtime and COVID required more employees to be hired to keep students separated as part of the state guidance. With next year likely continuing with restrictions, the program has become even more costly. The board discussed and a majority were in support of keeping the program intact since it is valuable for the community, considering the lack of daycare providers.

17. Board and administrator reports

Superintendent Julius noted that preliminary plans for next school year have begun, even though the guidelines and restrictions set by the state will not be fully updated until August due to the possibility of the pandemic climate potentially changing. Plans for next school year include bringing back all students to in person learning unless they produce a medical doctor’s note signed that says the student needs to remain remote. Remote learning would then be hired by a private company so that teachers can work with students solely in person. It is expected that there will still be COVID restrictions at the start of next school year.

197 Binax Now rapid tests have been performed to date and have saved a lot of students and staff from being quarantined the last few months.

Information was shared about EIASE no longer having interest in renting Roosevelt due to the staff concerns with the increased drive time.

Food service bids are due May 7.

Upcoming summer projects are being planned. Some are grant funded but the district will do fewer projects since unexpected expenses were incurred throughout the year.

Last attendance day for students is May 21 and for teachers it is May 25.

Monroe Principal Linda Campbell talked about state testing being completed and makeup testing is being done currently.

Jr/Sr High Principal Jim Sullivan shared that prom has been tough to schedule with the COVID guidelines and restrictions involved but that it is still being planned for the upcoming weekend. Seniors were also polled on having graduation inside or outside. Plans are being made to have it outdoors on the football field if it doesn’t rain. The gym will be the backup plan but each student will get approximately 8 tickets for family members in that scenario.

MOTION to adjourn	ALL IN FAVOR	YEA	NAY
1	Becky Clement	X	
	Erin Fain	X	
	Tracy Gelb	X	
	Joe Hickox	X	
	Wendy Navel	X	
	Jeremy Perie	X	
2	Jason Sharp	X	

18. Approve adjourning to closed session _7:51__PM

19. Approve reconvening to regular session

20. _8:36__PM

MOTION to reconvene	ALL IN FAVOR	YEA	NAY
2	Becky Clement	X	
	Erin Fain	X	
	Tracy Gelb	X	
1	Joe Hickox	X	
	Wendy Navel	X	
	Jeremy Perie	X	
	Jason Sharp	x	

21. Approve consent agenda:

a. March 15, 2021 closed session minutes;

b. Support staff recommendations;

- i. Accept resignation of secretary Stephanie Collier
- ii. Accept resignation of Tiffany Burkybile as 2-hour kitchen staff
- iii. Employ Kristy Meyer as Monroe Secretary
- iv. Employ Sheena Yates as Monroe Title teacher

MOTION Consent agenda		YEA	NAY
	Becky Clement	X	
	Erin Fain	X	
2	Tracy Gelb	X	
	Joe Hickox	X	
	Wendy Navel	X	
	Jeremy Perie	X	
1	Jason Sharp	X	

c. Certified staff recommendations;

- i. Employ Lindsay McDonald as Monroe Elementary teacher for one year;
- ii. Employ Sara Seaton as Jr/Sr HS Special Education teacher
- iii. Employ Ivy Benson as K-12 Choir Teacher
- iv. Accept intent to retire from Tom Brannon for FY 25 and invoke 6% yearly raises per contract

d. Administrative staff recommendations - none

e. Co-curricular recommendations

- i. Accept resignation of Jerome Williams and Sara Richardson as varsity and assistant girls basketball coaches.

22. Addendum

23. Adjourn _8:37__PM

MOTION to adjourn	ALL IN FAVOR	YEA	NAY
1	Becky Clement	X	
	Erin Fain	X	
	Tracy Gelb	X	
2	Joe Hickox	X	
	Wendy Navel	X	
	Jeremy Perie	X	
	Jason Sharp	x	

Appendix B

2:125, Board Member Compensation; Expenses	The policy, Legal References, and footnotes are updated in response to the Grant Accountability and Transparency Act (GATA), 30 ILCS 708/, and in anticipation of grant monitoring activity by the Ill. State Board of Education (ISBE) during the 2020-21 school year. A new subhead, Additional Requirements for Travel Expenses Charged to Federal and State Grants, is added. Continuous improvement updates and minor style changes are also made to the policy and footnotes.
2:125-E1, Board Member Expense Reimbursement Form	REWRITTEN. The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.
2:125-E2, Board Member Estimated Expense Approval Form	REWRITTEN. The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.
2:150-AP, Superintendent Committees	The procedure is updated to facilitate implementation of 105 ILCS 5/22-85 (final citation pending), added by P.A. 101-531, for the reasons discussed below in 5:90-AP, <i>Coordination with Children's Advocacy Center</i> .
2:160, Board Attorney	The policy and footnotes are updated in response to a five-year review and PRESS Advisory Board (PAB) feedback.
2:160-E, Checklist for Selecting a Board Attorney	REWRITTEN. The exhibit is updated for the reasons discussed in 2:160, Board Attorney, above.
4:50, Payment Procedures	The policy is unchanged. A footnote is updated in response to a five-year review.
4:60-AP4, Federal and State Award Procurement Procedures	The procedure is updated in response to GATA and federal procurement regulations that address the purchase of recovered (recycled) materials. Minor style changes are also made to the procedure.
4:170-AP6, E1, School Staff AED Notification Letter	The procedure is updated in response to a five-year review.

5:35, Compliance with the Fair Labor Standards Act	The policy is updated with minor style changes to align policy titles in the PRM. The footnotes are updated in response to: 1. 29 C.F.R. Part 541, amended at 84 Fed.Reg. 51230, raising the salary threshold for non-exempt employees under the Fair Labor Standards Act. 2. Continuous improvement updates.
5:35-API, Fair Labor Standards Act Exemptions	The procedure is updated for the reasons discussed in 5:35, Compliance with the Fair Labor Standards Act, above.
5:50, Drug- and AlcoholFree Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition	The policy is unchanged. Footnotes seven and nine are updated in response to the Cannabis Regulation and Tax Act (CRTA), 410 ILCS 705/10-35(a)(8), amended by P.A 101-593. The law clarified several cannabis-legalization concerns that Illinois employers had, including discipline parameters for on and off-duty law enforcement officers. Footnote seven contains directions for boards that employ school resources officers (SROs) (as opposed to entering into contracts with local law enforcement agencies for SRO services) to consult their board attorneys regarding specific policy text that pertains to discipline of the SROs that the board employs. Other additions to the footnotes included reference to the Ill. Vehicle Code's legal presumptions for when an individual is under the influence of tetrahydrocannabinol (THC). See 635 ILCS 5/11-501.2(b-5).
5:60, Expenses	The policy, Legal References, and footnotes are updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.
5:60-AP, Federal and State Grant Travel Expense Procedures	NEW. The procedure is created for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above.
5:60-E1, Employee Expense Reimbursement Form	REWRITTEN. The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above
5:60-E2, Employee Estimated Expense Approval Form	REWRITTEN. The exhibit is updated for the reasons discussed in 2:125, <i>Board Member Compensation; Expenses</i> , above
5:90-AP, Coordination with Children's Advocacy Center	NEW. The procedure is created to facilitate implementation of 105 ILCS 5/22-85 (final

	citation pending), added by P.A. 101-531, which requires districts within a county served by an accredited Children’s Advocacy Center (CAC) to coordinate with the CAC when investigating <i>an alleged incident of sexual abuse</i> .
5:120-API, Statement of Economic Interests for Employees	The procedure is updated and its footnote deleted in response to 5 ILCS 420/4A-106.5, amended by P.A. 101-617, restoring February 1st as the annual date by which districts must provide to the county clerk a certified list of employees required to file a statement of economic interest. Minor style changes are also made to the procedure.
5:150, Personnel Records	The Legal References are updated. The footnotes are updated in response to the Freedom of Information Act, 5 ILCS 140/7.5(oo), added by P.A. 101-620 (final citation pending), exempting from disclosure specific types of personal information about employees that the Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/3(d), added by P.A. 101-620, now prohibits from being disclosed to third parties. A Cross Reference is also updated
5:210, Resignations	The policy is unchanged. Footnote two is updated in response to 105 ILCS 5/24-14, amended by P.A. 101-531, and ISBE non-regulatory guidance on the application of 105 ILCS 5/24-14 to teacher resignations.
5:280, Duties and Qualifications	The Legal References and footnotes are updated in response to amended ISBE rules governing educator licensure and for continuous improvement.
6:120-API, Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities	The procedure is updated in response to a five-year review
6:135, Accelerated Placement Program	The Legal References and footnotes are updated for continuous improvement and in response to amended ISBE rules implementing the Accelerated Placement Act, 105 ILCS 5/14A.
6:135-AP, Accelerated Placement Program Procedures	The procedure and footnotes are updated for the reasons discussed above in 6:135, <i>Accelerated Placement Program</i> , above

6:235, Access to Electronic Networks	The policy is unchanged. The footnotes are updated for the reasons discussed in 8:110, <i>Public Suggestions and Concerns</i> , below.
6:280, Grading and Promotion	The policy and footnotes are updated in response to the ISBE discontinuing the <i>Partnership for Assessment of Readiness for College and Careers (PARCC)</i> as the State assessment and accountability measure back in 2019.
7:70, Attendance and Truancy	<p>The policy and Cross References are updated in response to the following laws:</p> <ol style="list-style-type: none"> 1. 105 ILCS 5/26-2a, amended by P.A. 100-810, which amended valid causes for absences to include a student’s <u>mental, emotional, or physical health or safety</u>; and 2. The Election Code, 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, eff. 6-1-20, which created a valid cause for absence that applies to students who are eligible to vote. <p>Other continuous improvement updates were made throughout the footnotes.</p>
7:90, Release During School Hours	The policy, Legal References, and footnotes are updated in response to the Election Code, 10 ILCS 5/7-42 and 5/17-15, amended by P.A. 101-624, eff. 6-120. The policy contains an optional subhead entitled Voting for unit and high school districts that addresses the release of students who are eligible to vote
7:130, Student Rights and Responsibilities	The policy is unchanged. The footnotes are updated in response to U.S. Dept. of Education guidance on constitutionally protected prayer in public schools, and with minor continuous improvement changes after a five-year review.
7:190-E2, Student Handbook Checklist	The exhibit and footnotes are updated in response to numerous legislative amendments regarding required and recommended notices to students and parents/guardians and for continuous improvement.
7:325, Student Fundraising Activities	The policy is unchanged. Minor five-year review and continuous improvement updates are made to the footnotes
7:325-E, Application and Procedures to Involve Students in Fundraising Activities	The exhibit is updated with minor continuous improvement changes after a five-year review

8:10, Connection with the Community	The policy and footnotes are updated in response to a five-year review. Minor changes are made to align with present-day social medial platform usage patterns along with other changes for continuous improvement
8:30, Visitors to and Conduct on School Property	The policy, Legal References, and footnotes are updated in response to the IELRA, 115 ILCS 5/3(c), added by P.A. 101-620, requiring districts to allow union representatives to meet with employees during the work day, without loss of pay or leave time, for certain reasons. Other continuous improvement updates are also made to the footnotes.
8:30-E1, Letter to Parent Regarding Visits to School by Child Sex Offenders	he exhibit is updated with minor continuous improvement changes after a five-year review
8:30-E2, Child Sex Offender’s Request for Permission to Visit School Property	The exhibit is updated with minor continuous improvement changes after a five-year review
8:80, Gifts to the District	The policy is unchanged. The footnotes are updated in response to a five-year review.
8:110, Public Suggestions and Concerns	The policy, Legal References, footnotes, and Cross References are updated in response to: 1. Ill. Educational Labor Relations Act (IELRA), 115 ILCS 5/14(c-5), added by P.A. 101-620, requiring districts to establish email policies in an effort to prohibit the use of their email systems by third parties. 2. Continuous improvement and minor style updates.