

Minutes of the Regular Meeting of January 18, 2023

The Board of Education of Community Unit School District No. 1, Coles and Cumberland Counties, Illinois conducted their regular session meeting on Wednesday, January 18, 2023 at the Administration Building – 410 West Polk Avenue, Charleston, Illinois 61920.

At 6:30 p.m., President Coe called the meeting to order and asked Secretary Daniels for roll call.

The following board members were present:

Jason Coe, President

Scott Clarke, Vice President

Susan Daniels, Secretary

Charles Jarrell, Treasurer

Brian Gough

Eva Ritchey

The following board member was absent:

Brandon Wright

The following staff members were present:

Todd Vilardo, Superintendent of Schools

Kristen Holly, Assistant Superintendent for Student Services

Chad Burgett, Assistant Superintendent for Business Services

Chelsey Bennett, Recording Secretary

Visitors 30 and 0 Members of Press

Under recognition, Dr. Vilardo complimented the artwork display provided by the students in Charleston Middle School in grades 7 – 8. Art teacher – Darbie Thompson

Under public comments, written communications: President Coe announced that there were two requests to address the Board of Education. He invited them to speak in the order on the request sheet.

Jill Holderfield, the parent of a Charleston Middle School student, spoke about the food quality her child has experienced this year during school breakfast and lunch. Her son began eating school meals at a young age and has had minimal complaints. This school year he has expressed that there has been a noticeable difference in the quality and preparation of food, such as the product being undercooked and inedible. Additionally, there have been days with a shortage in food supply. Mrs. Holderfield felt compelled to come before the Board because other parents and students have approached her and her son expressing the same experiences.

A group of students from Charleston Middle School (Lillian Clarke, Haya Abou Zaid, Alex Clayton, and Landon Shafer) shared a PowerPoint presentation with the Board and spoke about the food quality they have experienced first-hand in their school cafeteria this year. Not only did they give examples of overcooked or undercooked food, quality of food that is below standards, and a shortage in food supply, but they also offered two solutions to the problem. One of these solutions, was to form a student advisory committee where students would collaborate with the building principal to give feedback and suggestions about the school lunch experience.

Dr. Vilardo commended Ms. Holderfield and especially the middle school students for finding their voice and bringing these concerns forward to the Board. He then invited Scot Gregory, the Regional General Manager

for Aramark and Kevin Hoffman, the school district's food service management from Aramark, to speak in response to the concerns that had been expressed.

Mr. Gregory thought the student advisory committee was a great idea and would be a way for students, administration, and food service providers to collaborate and address the issues and improve school meals. He thanked the students for their presentation.

Charleston Middle School Principal Robert Lynn spoke about how he has noticed a difference in the food quality this year. He also brought to attention that the lunchroom has recently been understaffed, with only three employees working compared to eight in the past. This factor limits staff from being able to run a regular food line plus an a la carte line, where more options are provided to students. Mr. Lynn commended the students that spoke for advocating for themselves and their student body. He was in favor of the formation of a student advisory committee and thought that the school's student council representatives may be great candidates for the job.

Board members expressed their appreciation to those who spoke and shed light on the current lunch issues at Charleston Middle School.

Dr. Vilardo thanked everyone for speaking and mentioned what a great opportunity the occasion was for each party to come together to discuss and problem solve.

Under Consent Agenda, President Coe asked if there were any items under the consent agenda that the Board of Education would like to remove for discussion. There were no requests from the Board of Education.

At that time, Dr. Vilardo reviewed the recommendations under the consent agenda.

IV. Consent Agenda: Standard Items

- Approve the minutes of the Regular Meeting of December 21, 2022.
- Approve the bills and payrolls for the month of December 2022.
- Approve the Activity Fund Reports for the CUSD #1 attendance centers, period ending December 2022.
- Approve the summary of revenues and expenditures year to date as presented by Assistant Superintendent Chad Burgett.

VI. Consent Agenda: New Business

- Declare referenced inventory from the CUSD #1 Maintenance and Technology Departments as surplus and available for sale disposal by the District.
- Declare referenced inventory from CUSD #1 Maintenance Department as surplus and available for disposal by the District.
- Declare referenced inventory from the Charleston High School Agriculture Department as surplus and available for disposal.
- Approve the overnight/out of state trip request for the Charleston High School Advanced Chamber Ensemble to participate in the International Competition for High School 'A Capella' (ICHSA) Midwest Quarterfinals in Kansas City, Missouri on February 4-5, 2023.

VII. Consent Agenda:

Employment 2022-2023 School Year

- Approve the transfer of Robert Brachear into the 2nd Shift Custodian position at Charleston High School, effective January 19, 2023.
- Accept a letter of resignation from Meagan Plant as a Physical Education teacher at Charleston Middle School, effective January 20, 2023.

- Accept a letter of resignation from Laura Shute as a Paraprofessional at Carl Sandburg Elementary School, effective January 2, 2023.
- Accept a letter of resignation from Joshua Bottoms as a 3rd Shift custodian at Jefferson Elementary School and Charleston High School, effective January 18, 2023.
- Accept a letter of resignation from Jeremiah Grant as Assistant Boys' Track and Field coach at Charleston High School, effective immediately.
- Grant a Family Medical Leave of Absence to Ali Gowin, a Physical Education teacher at Charleston High School.
- Grant a Family Medical Leave of Absence to Alexa Hernandez, a Health Care Professional at Mark Twain Elementary School.
- Approve the employment of Corbin Schwable as a full-time Physical Education teacher at Charleston Middle School, beginning January 19, 2023. This employment was contingent upon the receipt of all information for employment.
- Approve the employment of Lisa Smith as a full-time paraprofessional at Carl Sandburg Elementary School. This employment was contingent upon the receipt of all information for employment.
- Approve the employment of Sharrell Stanley as a full-time paraprofessional at Carl Sandburg Elementary School. This employment was contingent upon the receipt of all information for employment.
- Approve the employment of Angela Fisher as a full-time paraprofessional at Mark Twain Elementary School. This employment was contingent upon the receipt of all information for employment.
- Approve the employment of Brad Oakley in the extra-curricular assignment as an Assistant Boys' Track and Field coach at Charleston High School, effective for the 2022-2023 school year.
- Approve the employment of Ben Tresslar in the extra-curricular assignment as the Assistant Girls' Soccer coach at Charleston High school.

Employment 2023-2024 School Year

- Approve the employment of Emmalyn Walk as a full-time CTE teacher at Charleston High School. This employment was contingent upon the receipt of all information for employment.
- Approve the employment of Melissa Roper as a full-time School Counselor at Charleston High School. This employment was contingent upon the receipt of all information for employment.
- Approve the employment of Allyson O'Dell as a full-time School Social Worker at Carl Sandburg Elementary School. This employment was contingent upon the receipt of all information for employment.
- Approve the employment of Daniel Bennett in the extra-curricular assignment as the Boys' Baseball coach at Charleston Middle School.
- Approve the list of substitutes and volunteers, effective January 20, 2023.

Mr. Gough moved and Dr. Clarke seconded the motion to approve items under IV through VII inclusive on the Consent Agenda.

On roll call vote:

AYE: Gough, Clarke, Jarrell, Ritchey, Coe, Daniels

NAY: none Abstain: none

Motion carried

Under the Superintendent's Report: Statement of Economic Interest Filings

As required by law, members of the Board of Education must annually file a Statement of Economic Interest with the County Clerk. The forms will be delivered to the Board of Education and CUSD #1 Administrative staff and must be filed with the County Clerk no later than May 1, 2023.

CHS Block Schedule & Student Incentive Program Updates

For the 2022-2023 school year, Charleston High School transitioned to a block schedule and began the process of reviewing and enhancing its student behavioral expectations, disciplinary measures, and incentive programming. Earlier this year, the Board heard from high school administration, staff, and students about these topics. The Superintendent of Schools asked Charleston High School Principal Aaron Lock to provide the Board with an update on these and other activities that have brought a renewed energy to Charleston High School.

Mr. Lock shared a PowerPoint presentation with the Board reporting that overall, the block schedule has been a positive experience. High school students feel less rushed, teachers have more hands-on time for their lessons, and the block schedule implements eight class periods compared to seven in previous years. One more class period allows students who may be struggling to improve their grades. He provided examples of how the block schedule will improve in the 2023-2024 school year and answered questions from board members.

Assistant Superintendent for Student Services Kristen Holly complemented Mr. Lock on being very passionate about helping and motivating students by bringing real-life application and trades back to the high school curriculum and how such work aligns with the districts competency-base education initiative.

Charleston High School Assistant Principal Jim Wood provided an update on the student incentive program. Staff on the incentive committee have been meeting monthly and are considering many different ideas to reward those students who exemplify model behavior. These ideas include class competitions during WIN period, a movie day in the CHS Auditorium, and the revival of C-Club which would specifically reward student athletes.

Dr. Vilardo shared that he had observed a monthly incentive committee meeting. He commended Mr. Wood on his efforts to revive the program and using the feedback he receives from students and staff.

Non-resident Tuition Waiver

State law (105 ILCS 5/10-20.12a) and Board policy (7:60) require that a school district charge tuition to student's parent(s)/guardians(s) for nonresident students who are admitted to that district. Under particular circumstances, however, nonresident students may be admitted on a tuition-free basis, such as for foreign exchange students, students subject to a court order, etc. The Illinois State Board of Education (ISBE) permits school districts to request waivers of ISBE rules or School Code mandates. In recent years, area school districts have been approved for a waiver of the non-resident tuition mandate and, in turn, have permitted students of district employees who reside outside of the district's boundaries to be admitted to the district on a tuition-free basis. Currently, all twenty-four school districts in Regional Office of Education #11, except for Charleston CUSD #1 and Mattoon CUSD #2, have been granted such a waiver. This topic has recently gained a renewed interest in our school community. Prior to possibly pursuing a waiver from the ISBE for this purpose, Dr. Vilardo provided more information and asked the Board for guidance related to this topic.

Overall, the Board supported the pursuit of the non-resident tuition waiver.

Mr. Gough moved and Mrs. Ritchey seconded a motion to accept the Superintendent's Report.

On roll call vote:

AYE: Gough, Ritchey, Clarke, Jarrell, Coe, Daniels

NAY: none Abstain: none

Motion carried

Under Old Business: Revised Job Description – Media Specialist (Adoption)

A recommendation was presented for the Board of Education to adopt the job description for the position of Media Specialist.

Mr. Jarrell moved and Mr. Gough seconded the motion.

On roll call vote:

AYE: Jarrell, Gough, Clarke, Ritchey, Coe, Daniels

NAY: none Abstain: none

Motion carried

Revised School Board Policies (Adoption)

A recommendation will be presented for the Board of Education to adopt revised Board Policies.

Dr. Clarke moved and Mr. Jarrell seconded the motion.

On roll call vote:

AYE: Clarke, Jarrell, Gough, Ritchey, Coe, Daniels

NAY: none Abstain: none

Motion carried

Under New Business: Revised School Board Policy – first reading

A recommendation will be presented for the Board of Education to adopt, in tentative form, a revised school board policy on first reading. The policy will be placed for public review at Central Office until final adoption at the February 15, 2023 board meeting.

Mr. Jarrell moved and Dr. Clarke seconded the motion.

On roll call vote:

AYE: Jarrell, Clarke, Gough, Ritchey, Coe, Daniels

NAY: none Abstain: none

Motion carried

At 8:22pm, President Coe recommended that the Board of Education adjourn into closed session to consider information regarding appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity.
5 ILCS 120/2/(c)(1)

President Coe stated that during closed session, the Board of Education would review the results of the evaluation for Superintendent of Schools.

Dr. Clarke moved and Mr. Jarrell seconded the motion.

On roll call vote:

AYE Clarke, Jarrell, Gough, Ritchey, Coe, Daniels

NAY: none Abstain: none

Motion carried

At 9:52pm, Mr. Gough made a motion to reconvene from closed session. Mr. Jarrell seconded the motion.

On roll call vote:

AYE: Gough, Jarrell, Clarke, Ritchey, Coe, Daniels

NAY: none Abstain: none

Motion carried

At 9:53pm, Mr. Jarrell moved to adjourn from the board meeting. Dr. Clarke seconded the motion.

On roll call vote:

AYE: Jarrell, Clarke, Gough, Ritchey, Coe, Daniels

NAY: none ABSTAIN: none

Motion carried

Jason Coe

President, Board of Education

Susan Daniels

Secretary, Board of Education