

## Minutes of the Regular Meeting of June 14, 2023

The Board of Education of Community Unit School District No. 1, Coles and Cumberland Counties, Illinois conducted their regular session meeting on Wednesday, June 14, 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 Titus for roll call.

The following board members were present:

Jason Coe, President  
Eva Ritchey, Vice President  
Matt Titus, Secretary  
Brandon Wright, Treasurer  
Kaden Sweeney  
Jessica Mertz  
Tyler K. Johnson

The following staff members were present:

Todd J. Vilardo, Superintendent of Schools  
Chad Burgett, Assistant Superintendent for Business Services  
Kristen Holly, Assistant Superintendent for Student Services  
Kim Ferguson, Recording Secretary

Visitors 2 and 0 Members of Press

**Under recognition**, Dr. Vilardo complimented the many CHS athletes that would be recognized and congratulated them all on a great season and their many accomplishments.

Mr. Lock recognized Olivia Conn and Alex Stout. Olivia was a state qualifier in Long Jump, setting a personal record at Sectionals. Alex placed 6<sup>th</sup> in Shot Put at the state track meet also being the first male athlete to place in Shot Put at state for the Trojans.

Also recognized was the CHS softball team. They were congratulated for a great season and post season. The program has never captured a sectional title before this year. Many individual athletes also broke several school records.

**Under public comments, written communications:** President Coe asked if there were any comments, questions, or written communications. There were no requests to address the Board of Education.

**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**

- Approved the minutes of the Regular Meeting May 17, 2023.
- Approved the bills and payrolls for the month of May 2023.

- Approved the Activity Fund Reports from CUSD #1 attendance centers, period ending May 2023.
- Approved the summary of revenues and expenditures year to date as presented by Assistant Superintendent Chad Burgett.

Mr. Burgett noted that the June 3 Coles County 1% School Facilities Sales Tax payment was under \$200,000 for the first time in months. There will be 2 payments in June and none in July.

Also noted, the CHS 400 wing renovation has started.

#### **VI. Consent Agenda: New Business**

- Approved the assignments for District Paraprofessionals for the 2023-2024 school year.
- Approved the assignments for School Health Care Professionals for the 2023-2024 school year.
- Approved the assignments for District Speech/Language Pathologists for the 2023-2024 school year.
- Declared the referenced inventory from the Charleston High School 400 wing and Media Center as surplus and available for donation or disposal by the District.

#### **VII. Consent Agenda: Employment**

##### **Leave(s) of Absence:**

- Granted a Family Medical Leave to Hannah Wolff, a Kindergarten teacher at Mark Twain Elementary.

##### **Resignations:**

- Accepted a letter of resignation from Jerry Payne as Social Studies teacher at Charleston High School, effective end of 2022-2023 school year.
- Accepted a letter of resignation from Ashley Hernandez as Kindergarten teacher at Mark Twain Elementary, effective end of 2022-2023 school year.
- Accepted a letter of resignation from Elizabeth Sweeney as 3<sup>rd</sup> Grade teacher at Carl Sandburg Elementary, effective end of the 2022-2023 school year.
- Accepted a letter of resignation from Candace Miller as Paraprofessional at Charleston High School, effective May 25, 2023.
- Accepted a letter of resignation from Levi Reynolds as Paraprofessional at Mark Twain Elementary, effective end of 2022-2023 school year.

##### **Employments 2022-2023 school year:**

- Approved the employment of Galya Jenkins as a Secretary at Charleston Middle School, effective June 15, 2023. This employment is contingent upon the receipt of all information required for employment.
- Approved the employment of Tony Price as Head Custodian at Ashmore Elementary, effective June 15, 2023. This employment is contingent upon the receipt of all information required for employment.
- Approved the employment of Terrika Marrucco as a Secretary at Charleston High School, effective June 15, 2023. This employment is contingent upon the receipt of all information required for employment.

##### **Employments 2023-2024 school year:**

- Approved the employment of Levi Reynolds as a Kindergarten teacher at Mark Twain Elementary, effective for the 2023-2024 school year. This employment is contingent upon the receipt of all information required for employment.
- Approved the employment of Jim Schmitz as a Physical Education teacher at Jefferson Elementary, effective for the 2023-2024 school year. This employment is contingent upon the receipt of all information required for employment.

- Approved the employment of Zachery Cox as a Social Science teacher at Charleston High School, effective for the 2023-2024 school year. This employment is contingent upon the receipt of all information required for employment.
- Approved the employment of Shelli Blair as a Paraprofessional at Mark Twain Elementary, effective for the 2023-2024 school year. This employment is contingent upon the receipt of all information required for employment.
- Approved the employment of Makayla Katz as a Paraprofessional at Mark Twain Elementary, effective for the 2023-2024 school year. This employment is contingent upon the receipt of all information required for employment.
- Approved the employment of Miranda Siefferman as a Paraprofessional at Mark Twain Elementary, effective for the 2023-2024 school year. This employment is contingent upon the receipt of all information required for employment.
- Approved the employment of Jade Millage as a Paraprofessional at Charleston High School, effective for the 2023-2024 school year. This employment is contingent upon the receipt of all information required for employment.
- Approved the employment of Shelli Blair as a Paraprofessional at Mark Twain Elementary, effective for the 2023-2024 school year. This employment is contingent upon the receipt of all information required for employment.
- Approved the employment of Brittany Schwenke as an LPN School Nurse Supervisor at CUSD#1, effective July 1, 2023.

Mrs. Ritchey moved and Mr. Wright seconded the motion to approve items under IV through VII inclusive on the Consent Agenda.

On roll call vote:

AYE: Ritchey, Wright, Sweeney, Mertz, Johnson, Coe, Titus

NAY: none Abstain: none

Motion carried

#### **Under Old Business:**

##### **Adoption/FY23 Budget Amendment**

Mr. Burgett presented the adopted budget. There were no changes from the previous month's meeting. This will close out our current fiscal year and be a reference for creating the next fiscal year's budget.

Mrs. Mertz moved and Mrs. Ritchey seconded the motion.

On roll call vote:

AYE: Mertz, Ritchey, Sweeney, Wright, Johnson, Coe, Titus

NAY: none Abstain: none

Motion carried

#### **Under New Business:**

##### **Contract Renewal/Long Term Disability Insurance Program**

A recommendation was presented to the Board of Education to approve a one-year renewal for coverage of the Long-Term Disability Insurance plan with Tomco Insurance Company. The year renewal date is effective August 1, 2023 through August 1, 2024.

Mr. Wright moved and Mr. Johnson seconded the motion.

On roll call vote:

AYE: Wright, Johnson, Ritchey, Sweeney, Mertz, Coe, Titus

NAY: none Abstain: none

Motion carried

**Contract Renewal/Property/Casualty Insurance Program**

A recommendation was presented to the Board of Education to approve the renewal coverage of all Property/Casualty, School Board Legal/Fiduciary Liability, Auto/Umbrella, Worker's Compensation, and Student Accident Insurance with First Mid Insurance Group with Prairie State Insurance Cooperative (PSIC) as the carrier. Inception is effective July 1, 2023-June 30, 2024 in the amount of \$404,220.45, which is an increase of (9.48%). \$35,015.03, over the expiring agreement.

Mr. Wright moved and Mr. Sweeney seconded the motion.

On roll call vote:

AYE: Wright, Sweeney, Ritchey, Mertz, Johnson, Coe, Titus

NAY: none Abstain: none

Motion carried

**Intergovernmental Agreement: PCG/HFS**

A recommendation was presented to the Board of Education to approve the intergovernmental agreement with the Illinois Department of Healthcare and Family Services (HFS) for the administration of the HFS' School Based Health Services Program (SBHS).

Charleston CUSD #1 previously contracted with MRC Consulting for such reimbursement under a "Medical Agreement." Because the HFS is a governmental agency, an intergovernmental agreement is needed to be established for the administration of the HFS' School Based Health Services Program to provide Medicaid reimbursement to our District. A copy of the intergovernmental agreement is available for the Board's review.

Mrs. Mertz moved and Mrs. Ritchey seconded the motion.

On roll call vote:

AYE: Mertz, Ritchey, Sweeney, Wright, Johnson, Coe, Titus

NAY: none Abstain: none

Motion carried

**School Improvement Plan for ISBE ESSA Plan/1003a Grant Requirement (CMS)**

A recommendation was presented to the Board of Education to approve the school improvement plan for ISBE ESSA plan/1003 grant requirement (CMS).

Assistant Superintendent Mrs. Holly noted that CMS has been identified as an underperforming school. The CMS school improvement team meets regularly to brainstorm ideas, programs, and incentives. The 1003 grant will give them funds to support these efforts.

Mrs. Holly mentioned in general, scores statewide are down. The focus for improvement efforts is student growth and whether student groups, such as IEP students, meet growth percentages. After COVID, schools put forth effort to help students recover from learning loss.

Mrs. Ritchey moved and Mr. Johnson seconded the motion.

On roll call vote:

AYE: Ritchey, Johnson, Sweeney, Wright, Mertz, Coe, Titus

NAY: Abstain: none

Motion carried

**Contractual Agreement (PT) Charleston Middle School/Ashmore Elementary School Social Worker- 2023-2024 School Year**

A recommendation was presented to the Board of Education to approve the contractual agreement with Kimberly Schaefer to serve as part-time Social Worker at Charleston Middle School and Ashmore Elementary for the 2023-2024 school year, not to exceed 120 days or until a Social Worker is employed.

Mr. Wright moved and Mrs. Mertz seconded the motion.

On roll call vote:

AYE: Wright, Mertz, Ritchey, Sweeney, Johnson, Coe, Titus

NAY: none Abstain: none

Motion carried

**Contractual Agreement (PT) Jefferson Elementary School Psychologist- 2023-2024 School Year**

A recommendation was presented to the Board of Education to approve the contractual agreement with Michelle Diss to serve as part-time School Psychologist at Jefferson Elementary School for the 2023-2024 school year, not to exceed 100 days or until a School Psychologist is employed.

Mr. Sweeney moved and Mrs. Ritchey seconded the motion.

On roll call vote:

AYE: Sweeney, Ritchey, Wright, Mertz, Johnson, Coe, Titus

NAY: none Abstain: none

Motion carried

**Establish Registrants for the 2023 Joint Annual Conference**

A recommendation was presented to the Board of Education to permit up to six (6) registrants from our district to participate in the 2023 Joint Annual Conference.

Mr. Titus is the delegate. Mrs. Mertz would like to attend.

Mrs. Mertz moved and Mr. Titus seconded the motion.

On roll call vote:

AYE: Titus, Mertz, Ritchey, Sweeney, Wright, Johnson, Coe

NAY: none Abstain: none

Motion carried

At 7:10pm, President Coe asked for a motion for the Board of Education to adjourn into closed session to consider information regarding a complaint lodged against an employee; evidence presented in closed session that the body makes available for public inspection a written decision with its determinative reasoning; matters relating to individual students; school building safety and security.

Mrs. Ritchey moved and Mr. Wright seconded the motion.

On roll call vote:

AYE: Ritchey, Wright, Sweeney, Mertz, Johnson, Coe, Titus

NAY: none Abstain: none

Motion carried

The Board adjourned into closed session.

At 9:37pm, Mr. Wright moved the Board return to open session and Mrs. Mertz seconded the motion.

On roll call vote:

AYE: Wright, Mertz, Ritchey, Sweeney, Johnson, Coe, Titus

NAY: none ABSTAIN: none

Motion carried

#### **Complainant Appeal of Superintendent's Written Decision**

On June 2, 2023, District office staff received an appeal of the Superintendent's written decision from a formal complaint issued on April 21, 2023 regarding a violation of rights guaranteed by Title VI of the Civil Rights Act and of bullying. District Complaint Manager Kristen Holly promptly forwarded all materials relative to the complaint and appeal to the Board, which met in closed session.

In accordance with Board Policy 2:260, the Board shall affirm, reverse, or amend the Superintendent's decision or direct the Superintendent to gather additional information.

Mr. Coe moved to affirm the Superintendent's decision from a formal complaint issued on April 21, 2023 regarding a violation of rights guaranteed by Title VI of the Civil Rights Act and of bullying, and Mr. Johnson seconded the motion.

On roll call vote:

AYE: Coe, Johnson, Ritchey, Sweeney, Wright, Mertz, Titus

NAY: none ABSTAIN: none

Motion carried

At 9:45pm, Mr. Wright moved to adjourn from the board meeting. Mrs. Ritchey seconded the motion.

On roll call vote:

AYE: Wright, Ritchey, Sweeney, Mertz, Johnson, Coe, Titus

NAY: none ABSTAIN: none

Motion carried

***Jason Coe***  
President, Board of Education

***Matt Titus***  
Secretary, Board of Education