

Minutes of the Regular Meeting of December 15, 2021

The Board of Education of Community Unit School District No. 1, Coles and Cumberland Counties, Illinois conducted their regular session meeting on Wednesday, December 15, 2021 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:

Chad Burgett, Assistant Superintendent for Business Services

Kristen Holly, Assistant Superintendent for Student Services

Genia Lang, Recording Secretary

The following staff member was absent:

Todd Vilardo, Superintendent of Schools

Visitors 2 and 0 Members of Press

Under Good News Reports, Recognition: Mr. Burgett complimented the artwork display provided by the art students at Charleston High School. Art teacher – Heather Siegel

Under public comments, written communications: President Coe asked if there were any comments, questions or written communications. No requests were received.

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, Mr. Burgett reviewed the recommendations under the consent agenda.

Consent Agenda: Standard Items

- Approve the minutes of the Regular Meeting of November 17, 2021.
- Approve the bills and payrolls for the month of November 2021.
- Approve the Activity Fund Reports for the CUSD #1 attendance centers, period ending November 2021.
- Approve the summary of revenues and expenditures year to date as presented by Assistant Superintendent Chad Burgett.

Consent Agenda: New Business

2021 CHS Early Graduates

Contingent that all graduation requirements from the State of Illinois and CUSD #1 have been met, grant permission for the following students to graduate from Charleston High School, effective at the end of the first semester of the 2021-22 school year. Student #05316, Student #13535, Student #82004, and Student #82513.

2022-2023 CHS Course Descriptions

Approve the Charleston High School 2022-2023 Course Description Booklet as presented.

Consent Agenda: Employment

- Grant an extension to the Family Medical Leave of Absence for Breanna Yantis, a School Counselor at Jefferson Elementary School.
- Approve the voluntary transfer of Justin Schwab from his current assignment as a district custodian (2nd shift) into the position as a custodian (2nd shift) at Carl Sandburg Elementary School, effective December 16, 2021.
- Accept a letter of resignation from Sarah Kuenstler as a Family Consumer Science teacher at Charleston High School, effective January 1, 2022.
- Accept a letter of resignation from Taylor Neill as a 1:1 paraprofessional for student #83701 at Carl Sandburg Elementary School, effective December 17, 2021.
- Accept a letter of resignation from Michelle Strohl as a program paraprofessional at Carl Sandburg Elementary School, effective January 2, 2022.
- Approve the employment of Caitlin Winger as a full-time teacher (assigned to 4th grade) at Jefferson Elementary School beginning January 3, 2022. This employment was contingent upon the receipt of all information required for employment.
- Approve the employment of Brianna Gaston as a full-time teacher (assigned to 5th grade) at Jefferson Elementary School beginning January 3, 2022. This employment was contingent upon the receipt of all information required for employment.
- Approve the employment of Sarah Alva as a full-time supervisory paraprofessional at Carl Sandburg Elementary School, effective for the remainder of the 2021-22 school year. This employment was contingent upon the receipt of all information required for employment and funding through ESSER III grant funds.
- Approve the list of substitutes and volunteers, effective December 15, 2021.

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

On roll call vote:

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

NAY: none Abstain: none

Motion carried

Under the Superintendent's Report: CHS Final Exam Schedule for First Semester

In looking toward the end of first semester at Charleston High School, the final exam schedule was provided for board members review.

<u>Thursday, December 16</u>		<u>Friday, December 17</u>	
1st	9:00-10:15	EB	7:50-9:00
2nd	10:25-11:45	3rd	9:05-10:15
Lunch	11:45-12:30	5 th	10:20-11:30
4th	12:40-1:55	Lunch	11:30-12:05
6th	2:05-3:20	7th	12:10-1:20

Mr. Burgett stated that classes will resume on January 3, 2022 to begin second semester of the 2021-2022 school year.

Plan for Safe Return to In-Person Instruction and Continuity of Services Update

Mr. Burgett announced that members of our Board of Education have expressed interest in receiving updates about school operations under the district's Plan for Safe Return to In-Person Instruction and Continuity of Services. He reported that he had met with the administrative team and both associations and from feedback, he heard that the "Test to Stay" program was keeping students in school and activities. Also, the two nurses recently employed through ESSER Grant funds have been an excellent addition to the district. He said that testing unvaccinated staff members in the schools through Battelle, (Midwest Coordination Center) was going well. The nurses test on Tuesday at each site and send samples to Battelle with results returned by Thursday.

Mr. Burgett reported that COVID case numbers were up in Coles County. He provided a copy of summary of the percentage of staff and students in quarantine as of December 15 and noted that positive student cases have remained under 1%, (located in official board book).

Under discussion, the Board and administration talked about student activities and the lack of continuity within the district on attendance at school events. One point made was that some of the elementary schools held their holiday programs virtually, while others and sports activities allowed for in-person attendance.

Mr. Burgett stated that in January, Dr. Vilardo is planning a meeting with the Planning Collaborative Team to conduct a 6-month review on the Plan for Safe Return to In-Person Instruction and Continuity of Services.

The Board requested that discussion and possible action on mask mandates be on the agenda for the January 19 regular board meeting. In addition, to include discussion on continuity within the district on attendance at school events.

Additional discussion included SAT/ACT preparation and tutoring for high school students. CHS Principal Aaron Lock reported that the high school is looking at ways to build classes/resources into next year's schedule, but for this year they may provide before and afterschool tutoring to prepare students for SAT/ACT testing.

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

On roll call vote:

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

NAY: none Abstain: none

Motion carried

Under Old Business: Adopt/Revised School Board Policy 5:170, Copyright

Revised Board Policy 5:170, Copyright was on file for the required layover period. It was the recommendation the assistant superintendent that the Board of Education adopt Board Policy 5:170, Copyright as revised.

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

Under New Business: School Improvement Plans for ISBE ESSA Plan/1003a Grant Requirement

In accordance with the Illinois Every Student Succeeds Plan (ESSA), schools that are eligible to receive targeted support through the Title I School Improvement 1003(a) Grant are required to submit a work plan that must be approved by their local Board of Education and by the Illinois State Board of Education. This year, Carl Sandburg and Jefferson Elementary Schools continue to receive targeted support in Year 3, through the 1003(a) Grant, based on 2018 underperforming school designations. Mrs. Holly reported that since COVID, ISBE has not provided designations, so Carl Sandburg and Jefferson Schools do not have the ability to make changes. However, the plan still needs approval before the district receives grant funds in the amount of \$20,000 for Carl Sandburg Elementary School and \$24,139 for Jefferson Elementary School.

It was the recommendation of the assistant superintendent that the Board of Education approve the School Improvement Plan (SIP) for Carl Sandburg Elementary School and Jefferson Elementary School, as presented. Mr. Jarrell moved and Mrs. Ritchey seconded the motion.

On roll call vote:

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

NAY: none Abstain: none

Motion carried

Award Bid Proposal – Tennis Courts

On December 7, 2021, Charleston CUSD #1 accepted bid proposals for construction of tennis courts on the east side of the middle school. Two companies submitted proposals: Grunloh Construction from Effingham, IL and Byrne & Jones Construction from St. Louis, MO. It was the recommendation of the assistant superintendent that the Board of Education to accept the bid proposal from Grunloh Construction for construction of tennis courts on the east side of Charleston Middle School in the amount of \$1,071,000. Mr. Burgett reported that this was only for the base bid amount and does not include the alternate bid for two additional courts.

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

Under discussion, the Board asked how long the alternate bid cost for two additional courts would hold. Mr. Burgett stated he would look in to and get back to Board.

On roll call vote:

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

NAY: none Abstain: none

Motion carried

Award Bid Proposal – CHS Vocational Building Renovation

On December 7, 2021, Charleston CUSD #1 accepted bid proposals for renovations to the Charleston High School Vocational Building with a new addition and greenhouse. Two companies submitted proposals: Grunloh Construction and Wohltman Construction from Effingham, IL. It was the recommendation of the assistant superintendent that the Board of Education to accept the bid proposal from Grunloh Construction for renovations to the Charleston High School Vocational Building with a new addition and greenhouse in the amount of \$3,007,000.

Mr. Burgett reported that this project includes renovation work to the Swickard Auditorium. The district will use the TIPS program for roofing and HVAC units for the project. The roofing is at an estimated cost of \$641,000.

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

On roll call vote:

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

NAY: none Abstain: none

Motion carried

Award Bid Proposal – CHS, CMS, Athletic Complex - Parking Lot Improvements

On December 7, 2021, Charleston CUSD #1 accepted bid proposals for paving improvements in the existing parking lots and roadway on campus at Charleston High School, Charleston Middle School, and the Athletic Complex. One company submitted a proposal: NE-CO from Charleston, Illinois. It was the recommendation of the assistant superintendent that the Board of Education to accept the bid proposal from NE-CO for paving improvements at Charleston High School, Charleston Middle School, and the Athletic Complex in the amount of \$2,949,605.

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

Under discussion, Mr. Burgett described areas of new paving improvements and stated that drainage that must be replaced, which was driving the high cost of the project. He outlined a tentative timeline for completion of the upcoming projects: CHS Band/Chorus rooms – January 2022; Parking lots/drainage – April 2022; Tennis Courts – April 2022, and Vocational building – 1st day of school for the 2022-23 school year.

On roll call vote:

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

NAY: none Abstain: none

Motion carried

At 7:32pm, Mr. Gough moved to adjourn from the board meeting. Mrs. Ritchey seconded the motion.

On roll call vote:

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

NAY: none ABSTAIN: none

Motion carried

Jason Coe

President, Board of Education

Susan Daniels

Secretary, Board of Education