

**MINUTES OF MEETING - - BOARD OF EDUCATION - - District No. C-4**

**Clark County, Illinois**

**In Regular Session at 7:00 P.M. on date of April 20, 2020**

- I. The Casey-Westfield Board of Education met in regular session at 7:00 P.M. on Monday, April 20, 2020 at the Unit Office, 502 E Delaware, Casey, IL. Upon roll call, members present were Gelb, Hickox, Huisinga, Hutton, Navel, Overbeck and Perie. Administrators present were Linda Campbell, Kacie Rhoads, Chris Seaton, Jim Sullivan and Dee Scott.
- II. President Overbeck recognized visitors Jon Julius, Lyn Cochonour and Diane Bolin.
- III. Act upon approval of the following consent agenda items:
  - A. Minutes of the regular meeting of March 16 and special meeting of March 20, 2020;
  - B. Review of the financial and budgetary reports and approval of the current invoices for payment;
  - C. Minutes of the closed session meeting of October 15, 2018; and approval of the destruction of the verbatim record of those meetings as authorized by Board Policy 220 and 220-E1;
  - D. 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, 2019 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 7:00 P.M. on the 20th day of April, 2020. Notice is further given that public hearing on said budget will be at 7:00 P.M. on the 15th of June, 2020 at the Unit Office, 502 E. Delaware, Casey, IL;”
  - E. Adoption of Board Policy Book to include revisions and updates in Exhibit A;
  - F. Consolidated District Plan;

Motion by Hutton and seconded by Gelb . Upon roll call, members voting yea were Gelb, Hickox, Huisinga, Hutton, Navel, Overbeck and Perie. The President declared the motion carried.

- IV. Board and Administrator Reports—Administrators shared written reports. Mr. Sullivan noted that a virtual awards night is being planned for later in May. Mr. Sullivan asked for direction regarding scheduling graduation. It was decided that the district will schedule a time in June for graduation, potentially on the football field to allow for social distancing.  
  
Mrs. Scott discussed potential use of the four remaining remote planning days at the end of the school year to close out the school year.
- V. Addendum

**Minutes Submitted By Secretary** \_\_\_\_\_

**Ordered Approved by President** \_\_\_\_\_

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- VI. Act upon approval to adjourn to closed session under c1 (employment) and c21 (discussion closed meeting minutes) of section 5 ILCS 120/1 et seq. of the Illinois Open Meetings Act at 7:12 p.m.

Motion by Navel and seconded by Huisinga . Upon roll call, members voting yea were Gelb, Hickox, Huisinga, Hutton, Navel, Overbeck and Perie. The President declared the motion carried.

- VII. Act upon approval to reconvene to regular session at 7:22 p.m.

Motion by Hutton and seconded by Perie . Upon roll call, members voting yea were Gelb, Hickox, Huisinga, Hutton, Navel, Overbeck and Perie. The President declared the motion carried.

- VIII. Act upon the following consent agenda items:

- A. Act upon approval of closed session minutes of March 16, 2020.
- B. Act upon approval of support staff recommendations.
  - 1. 2020-2021 Educational Support Staff Beginning Hourly Rates of Pay
- C. Act upon approval of certified staff recommendations.
  - 1. Recall Kelsey Keller as Elementary Teacher for the 2020-2021 school year.
  - 2. Employ the following teachers for the 2020-2021 school year:
    - a. Josh Roberts as Jr/Sr High School Physical Education Teacher.
    - b. Audrey Glidewell as High School Language Arts Teacher,
- D. Act upon approval of co-curricular recommendations.
  - 1. Add Assistant Musical Director at 2% stipend to Extra Duty List.
  - 2. Employ Sarah Towles as Assistant Musical Director for the 2020-2021 school year.
- E. Act upon approval of administrative staff recommendations. None.

Motion by Gelb and seconded by Hickox . Upon roll call, members voting yea were Gelb, Hickox, Huisinga, Hutton, Navel, Overbeck and Perie. The President declared the motion carried.

- IX. Addendum

- X. Act upon approval to adjourn at 7:26 p.m.

Motion by Gelb and seconded by Hutton . Upon roll call, members voting yea were Gelb, Hickox, Huisinga, Hutton, Navel, Overbeck and Perie. The President declared the motion carried.

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APPENDIX A

Number and Title	Revision Descriptions
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.
2:160, Board Attorney	The policy and footnotes are updated in response to a five-year review and PRESS Advisory Board (PAB) feedback.
4:50, Payment Procedures	The policy is unchanged. A footnote 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.
5:50, Drug- and Alcohol-Free 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).

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5:60, Expenses	The policy, Legal References, and footnotes are updated for the reasons discussed in 2:125, Board Member Compensation; Expenses, above.
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.
6:135, 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.
6:235, Access to Electronic Networks	The policy is unchanged. The footnotes are updated for the reasons discussed in 8:110, Public Suggestions and Concerns, below.
6:280, Grading and Promotion	The policy and footnotes are updated in response to the ISBE discontinuing the Partnership for Assessment of Readiness for College and Careers (PARCC) as the State assessment and accountability measure back in 2019.

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7:70, Attendance and Truancy	The policy and Cross References are updated in response to the following laws: 1. 105 ILCS 5/26-2a, amended by P.A. 100-810, which amended valid causes for absences to include a student's mental, emotional, or physical health or safety; 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. Other continuous improvement updates were made throughout the footnotes.
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. 6-1-20. 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.
7:325, Student Fundraising Activities	The policy is unchanged. Minor five-year review and continuous improvement updates are made to the footnotes.
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.
8:80, Gifts to the District	The policy is unchanged. The footnotes are updated in response to a five-year review.

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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 thwe use of their email systems by third parties. 2. Continuous improvement and minor style updates.
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