

MINUTES  
REGULAR MEETING OF BOARD OF EDUCATION

April 20, 2020

The regular meeting of the board of education of Carmi-White County Community Unit District No. 5 was held on Monday, April 20, 2020, via conference call. The meeting was called to order by President Andy Acord at 7:00 p.m.

**CALL TO ORDER AND ROLL CALL**

Those present were board members Acord, Chapman, Fulkerson, Hammell, Hoskins, Mitchell and Scates. Others present were Superintendent Brad Lee; Amy Atteberry, Washington Attendance Center principal; Dr. Amy Dixon, Jefferson and Lincoln Attendance Centers principal; Bart King, junior high school principal; Jarrod Newell, high school principal; Kathy Price, Brownsville Attendance Center principal; Todd Haley, Junior/Senior High School Dean of Students; Lacey Moore, Elementary Dean of Students; Rachel Blazier, unit secretary; and Scott Mareing, reporter at Carmi Broadcasting Co.

**ELECTION OF PERMANENT OFFICERS**

The April board meeting is typically the month that permanent officers are elected for the next year. It was recommended that the board move this item to the May board meeting. All board members were in agreement.

**ESTABLISHMENT OF REGULAR MEETING DATE AND PLACE**

The board of education must annually establish its calendar of meeting dates. This past year, we met on the third Monday at 7:00 p.m. except for January and February. To determine the meeting date, the board needs to discuss whether the Monday date is inconvenient for any of the board members or whether there is a day of the week that would serve as a better date.

- A. The third Monday in December falls on December 21. Due to the district being on Christmas Break, it is recommended that the December meeting be rescheduled for the second Monday in December (December 14).
- B. The third Monday in January falls on Martin Luther King's Birthday—a school holiday—and it is recommended that the meeting be rescheduled for the third Tuesday in January (January 19).
- C. The third Monday in February falls on President's Day—a nonattendance day—and it is recommended that the meeting be rescheduled for the third Tuesday in February (February 16).

Motion by Fulkerson, second by Scates, that the Board of Education hold its regular monthly meetings on the third Monday of each month at 7:00 p.m. except for the following: the December meeting shall be scheduled for Monday, December 14; the January meeting shall be scheduled for Tuesday, January 19; and the February meeting shall be scheduled for Tuesday, February 16. The meetings shall be held at Jefferson Attendance Center (new building). Roll call vote: Fulkerson, yes; Hammell, yes; Hoskins, yes; Mitchell, yes; Scates, yes; Chapman, yes; Acord, yes. Motion carried.

### **CONSENT AGENDA APPROVED**

Consent agenda items were presented to the board for its approval as follows:

1. Minutes of the March 16, 2020 regular board meeting.
2. Student Accident Insurance

The district continues to be pleased with services of Gerber Life Insurance Co. and has received very few complaints again this year regarding either its Voluntary Student Accident and Dental Insurance Plans or its Blanket and Catastrophic Student Accident Plans through Gerber Life Insurance Co.

The information received from Gerber Life Insurance Co. on Voluntary Student Accident and Dental Insurance is the same as last year. A comparison of the costs from last year to this year is as follows:

OPTIONS	2019-2020		2020-2021	
	PLAN A	PLAN B	PLAN A	PLAN B
<b>EXTENSION TO SCHOOL TIME</b>				
Grades Prekindergarten-8	\$120.00	\$ 65.00	\$120.00	\$65.00
Grades 9-12	\$150.00	\$85.00	\$150.00	\$85.00
<b>DENTAL</b>	\$ 15.00	\$15.00	\$ 15.00	\$15.00

The district received renewal information from Gerber Life Insurance Co. to provide blanket student accident coverage for all student accidents associated with Regularly Scheduled Activity of the School for the 2020-2021 school year. The premium for next year is quoted at \$6,800.00 (including off-season conditioning coverage) which is slightly lower than last year.

In addition, the district received renewal information from Gerber Life Insurance Co. to provide catastrophic student accident insurance coverage for all students associated with Regularly Scheduled Activity of the School at a minimal cost per student for a total of \$2,038.00, which is slightly lower than last year.

It was recommended that the board retain Voluntary Student Accident and Dental Insurance coverage through Gerber Life Insurance Co., as well as blanket and

catastrophic student accident coverage for all students at a cost of \$6,800.00 (including off-season conditioning coverage). In addition, retain catastrophic student accident insurance through Gerber Life Insurance Co., at a total premium of \$2,038.00.

3. Consumable Supplies

The district has sought bids on consumable supplies for the board's consideration. Those bid returns were summarized and are attached for the board's review.

It was recommended that the board accept the best bid on each item being bid.

4. Proposed Changes in Board Policies: 2:125 Board Member Compensation; Expenses, 2:160 Board Attorney, 5:60 Expenses, 5:150 Personnel Records, 5:280 Duties and Qualifications, 6:135 Accelerated Placement Program, 6:280 Grading and Promotion, 7:70 Attendance and Truancy, 7:90 Release During School Hours, 8:10 Connection with the Community, 8:30 Visitors to and Conduct on School Property, and 8:110 Public Suggestions and Concerns

Upon the recommendation of the Illinois Association of School Boards (IASB), the district needs to update the following board policies: 2:125 Board Member Compensation; Expenses, 2:160 Board Attorney, 5:60 Expenses, 5:150 Personnel Records, 5:280 Duties and Qualifications, 6:135 Accelerated Placement Program, 6:280 Grading and Promotion, 7:70 Attendance and Truancy, 7:90 Release During School Hours, 8:10 Connection with the Community, 8:30 Visitors to and Conduct on School Property, and 8:110 Public Suggestions and Concerns.

It was recommended that board policies 2:125 Board Member Compensation; Expenses, 2:160 Board Attorney, 5:60 Expenses, 5:150 Personnel Records, 5:280 Duties and Qualifications, 6:135 Accelerated Placement Program, 6:280 Grading and Promotion, 7:70 Attendance and Truancy, 7:90 Release During School Hours, 8:10 Connection with the Community, 8:30 Visitors to and Conduct on School Property, and 8:110 Public Suggestions and Concerns be preliminarily adopted, as amended, with final action set for the regular May meeting of the Board of Education.

5. Five Year Review of Board Policies: 4:50 Payment Procedures, 7:130 Student Rights and Responsibilities, 7:325 Student Fundraising Activities, and 8:80 Gifts to the District.

It was recommended that board policies 4:50 Payment Procedures, 7:130 Student Rights and Responsibilities, 7:325 Student Fundraising Activities, and 8:80 Gifts to the District be approved, with no changes. One reading is only required by the board when a policy is reviewed and no changes are made.

6. Depository for School Funds

In school year 2017-2018, the board discussed the benefits of extending the amount of time a bank is the Depository for School Funds. It was voted on and approved at the February 20, 2018 board of education meeting that First Bank be named the permanent depository for school funds beginning July 1, 2018. Annually, the board needs to consider and take action to remain with First Bank as the permanent depository for school funds.

It was recommended that First Bank remain the permanent depository for school funds.

7. Resignations

Zandrea Hafenrichter has submitted a letter of resignation as the Carmi-White County Junior/Senior High School Band/Choir Teacher and the Carmi-White County Grades 5-6 Band Teacher effective at the end of the 2019-2020 school year.

Tomas Brandt has submitted a letter of resignation as a Carmi-White County High School Social Studies Teacher and as the Carmi-White County Junior High School Boys Assistant Track Coach effective at the end of the 2019-2020 school year.

It was recommended that the board accept the letter of resignation of Zandrea Hafenrichter as the Carmi-White County Junior/Senior High School Band/Choir Teacher and the Carmi-White County Grades 5-6 Band Teacher effective at the end of the 2019-2020 school year and the letter of resignation of Tomas Brandt as a Carmi-White County High School Social Studies Teacher and as the Carmi-White County Junior High School Boys Assistant Track Coach effective at the end of the 2019-2020 school year.

8. Donations

Lincoln Attendance Center has been the recipient of the following donations in support of its PTO in memory of Kaye Bridwell:

Mr. and Mrs. Carlos Watt .....	\$50.00
Mr. and Mrs. David Hays .....	\$25.00
Miscellaneous Cash Donations .....	\$250.00
Total Donations.....	\$325.00

Brownsville Attendance Center has been the recipient of the following donations in memory of Ron Mason (In honor of Tyler Mason) and in support of its programs:

Anonymous .....	\$180.00
Mr. and Mrs. Dennis Mewes.....	\$25.00
Ms. Margaret Spence .....	\$30.00
Mr. and Mrs. R.L. Harness .....	\$50.00
Mr. and Mrs. Gilbert Barnhart .....	\$25.00
Ms. Diana Harness .....	\$100.00
Mr. and Mrs. Steve Bowling.....	\$100.00
Mr. and Mrs. Kevin Smerdon .....	\$100.00
Mr. and Mrs. Micheal Clark .....	\$250.00
Ms. Glenda Young .....	\$25.00
Ms. Joyce Fenton .....	\$25.00
Mr. and Mrs. John Fritchley .....	\$20.00
Total Donations.....	\$930.00
 GRAND TOTAL DONATIONS .....	 \$1,255.00

Motion by Mitchell, second by Hoskins, that recommendations for consent agenda items as follows:

1. Minutes of March 16, 2020 regular board meeting
2. Student Accident Insurance
3. Consumable supply bids
4. Revision of Board Policies: 2:125 Board Member Compensation; Expenses, 2:160 Board Attorney, 5:60 Expenses, 5:150 Personnel Records, 5:280 Duties and Qualifications, 6:135 Accelerated Placement Program, 6:280 Grading and Promotion, 7:70 Attendance and Truancy, 7:90 Release During School Hours, 8:10 Connection with the Community, 8:30 Visitors to and Conduct on School Property, and 8:110 Public Suggestions and Concerns.
5. Five Year Review of Board Policies: 4:50 Payment Procedures, 7:130 Student Rights and Responsibilities, 7:325 Student Fundraising Activities, and 8:80 Gifts to the District.
6. Consideration and Action to continue with a permanent depository for school funds
7. Resignations
8. Donations

be approved. Roll call vote: Hammell, yes; Hoskins, yes; Mitchell, yes; Scates, yes; Chapman, yes; Fulkerson, yes; Acord, yes. Motion carried.

**BILLS APPROVED**

An additional listing of bills that came in late was presented to the board for its review and approval.

Motion by Acord, second by Hammell, that the bills for the month of March 2020 be approved as listed. Roll call vote: Hoskins, yes; Mitchell, yes; Scates, yes; Chapman, yes; Fulkerson, yes; Hammell, yes; Acord, yes. Motion carried.

### **TREASURER'S REPORT**

The treasurer's report for the month of March 2020 was read as follows: Education Fund, \$3,500,222; Building Fund, \$334,685; Transportation Fund, \$519,302; Municipal Retirement Fund, \$125,606; Imprest Fund, \$7,525; Tort Fund, \$711,099; Debt Service Fund, \$560,901; Working Cash Fund, \$99,569; Fire Prevention and Safety Fund, \$190,497; and Capital Projects, \$600,701. Investments by Fund: Education Fund, \$4,000,000; Building Fund, \$600,000; Municipal Retirement Fund, \$475,000; Working Cash Fund, \$425,000; and Capital Projects, \$1,000,000.

Fund receipts for March 2020 are as follows: Education Fund (which includes receipts for Evidence Based Funding, High School Program Improvement, Federal Lunch Reimbursements, Corporate Replacement Tax and Special Education Tuition Reimbursement), \$685,748; 1% Sales Tax, \$55,409 – for a total of \$741,158.

Motion by Fulkerson, second by Scates, that the treasurer's report for the month of March 2020 be approved as read. Roll call vote: Mitchell, yes; Scates, yes; Chapman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Acord, yes. Motion carried.

### **SUPERINTENDENT'S REPORT TO THE BOARD**

Superintendent Lee and the administrative team gave an update on Remote Learning within the respective buildings and how the district's faculty and staff are stepping up to meet the needs of students and families. On Friday, April 17, Illinois Governor JB Pritzker announced that remote learning in Illinois will be extended through the end of the 2019-20 school year. Each principal reported to board members on his/her building's remote learning.

Dr. Dixon stated that all of the teachers at Lincoln and Jefferson Attendance Centers have done an excellent job with the learning packets that are being sent home to students. These packets do not include only academic lessons but also include learning activities. Ashley Walls, the elementary school social worker, has been doing a lot during the remote learning, as have all staff. This is a new position and Mrs. Walls has helped families to complete applications for medical care, housing, unemployment, etc. At the last packet pick up, a family came to school explaining that the family was sleeping in their car because they were now homeless. Mrs. Walls set them up with temporary housing. She has been involved with the learning packets that are sent home for students, food vouchers and zoom meetings with other staff.

Mrs. Atteberry started her report with the PreK program. The PreK program is doing packet pickups and/or packet deliveries. The program has set up a site on Facebook for the students to keep in touch with its program. The staff is providing daily readings for the students. Grades 4-6 are provided more of an on-line learning experience. For students in households that do not use computers or don't have access to internet, staff is preparing packets for pick up.

Today was the first time that the building experienced an exchange of packets and it went very well. If packets are not picked up for students, the packets will be delivered to the students' homes. Remote learning is pushing staff to think outside of the box in order to meet all of the students' needs. All of her staff has jumped in and gone above and beyond.

Mr. King reported that the junior high has a lot of students that have chromebooks but there are also a lot of families picking up the packets due to the lack of internet access. Staff are studying to determine the number of students that are completing assignments whether on google classroom or turning in assignments. Staff is also looking at assignments to determine if students are just completing assignments that they enjoy and leaving out subjects that they don't like. They are keeping in touch with parents/guardians as well as with students. He said that faculty and staff have stepped up and are doing a phenomenal job.

Superintendent Lee asked Mr. King if he would update the board on the student breakfast/lunch program as Mr. King is overseeing this project. Mr. King told the board that the district has seven breakfast/lunch pickup sites and are providing between 275-300 meals per day to students. Miranda Stimson, Vicky Morrill, David Mitchell and Samantha Bugera have been involved in meal preparation for this project. Everyone involved in this program do this because they love the district's students.

Mr. Newell said that the support staff and teachers at the high school have been outstanding in providing learning opportunities for students both on-line and in packets. The office staff has done a wonderful job in organizing pickup of packets for students. Teachers are committed in providing remote learning for the students. He feels that staff is learning more ways to provide learning opportunities for students both inside and outside of the classroom. Superintendent Lee said that as he receives further updates and instructions from the State, the administrative team will look at options with graduation and any other end of the year school events.

Mrs. Price reiterated that the staff at Brownsville has really stepped up in providing its students' learning opportunities. Remote learning packets for Brownsville students must follow individualized plans which requires individual learning packets. Teachers put in a lot of time in preparing learning packets for students and came together as a team. Staff has been reaching out to families on a weekly basis. Facebook groups and video lessons are provided for the students. This also allows the students to see their teachers' faces. Building custodians have done a phenomenal job in getting the building cleaned up.

Superintendent Lee said this experience will create better educators in the end and have caused all staff to look at things in a different perspective. This has made the district realize that it needs to be more understanding of its families and their needs. The administration team meets regularly and the administrators meet with their staff regularly. At the end of this, we will all be better for it.

Board Member Scates said that he is proud of the district's administrators and staff. No one ever expected anything like this to happen. Everyone has done a wonderful job without having received training for it.

**CLOSED SESSION**

Motion by Scates, second by Mitchell, that the board meet in closed session at 7:32 p.m. for purposes of discussing appointment, employment, compensation, discipline, performance, or dismissal of an employee or officer. Roll call vote: Scates, yes; Chapman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Mitchell, yes; Acord, yes. Motion carried.

Motion by Scates, second by Acord, that the board return to open session at 8:08 p.m. Motion carried by unanimous vote.

**CLOSED SESSION MINUTES APPROVED**

Motion by Scates, second by Hammell, that the board approve closed session minutes of the March 16, 2020 regular meeting of the board of education. Roll call vote: Fulkerson, yes; Hammell, yes; Hoskins, yes; Mitchell, yes; Scates, yes; Chapman, yes; Acord, yes. Motion carried.

**J. MOORE EMPLOYED AS A SPECIAL EDUCATION TEACHER FOR THE 2020-2021 SCHOOL YEAR**

Motion by Chapman, second by Acord, that Julie Moore be employed as a Special Education Teacher at Brownsville Attendance Center for the 2020-2021 school year to fill the vacancy created by the resignation of Micheal Rushing. Roll call vote: Hammell, yes; Hoskins, yes; Mitchell, yes; Scates, yes; Chapman, yes; Fulkerson, yes; Acord, yes. Motion carried.

**K. CHAPPELLE EMPLOYED AS A PART-TIME PK TEACHER/PART-TIME RTI INTERVENTIONIST GRADES K-1 FOR THE 2020-2021 SCHOOL YEAR**

Motion by Hoskins, second by Fulkerson, that Kaylea Chappelle be employed as a Part-Time PK Teacher/Part-Time RtI Interventionist Grades K-1 for the 2020-2021 school year pending certification to. Roll call vote: Hoskins, yes; Mitchell, yes; Scates, yes; Chapman, yes; Fulkerson, yes; Hammell, yes; Acord, yes. Motion carried.

**M. HINCHEY EMPLOYED AS A KINDERGARTEN TEACHER FOR THE 2020-2021 SCHOOL YEAR**

Motion by Mitchell, second by Hammell, that MaKenze Hinchey be employed as a Kindergarten Teacher at Lincoln Attendance Center for the 2020-2021 school year pending certification to fill the vacancy created by the reassignment of Kelly Taylor. Roll call vote: Mitchell, yes; Scates, yes; Chapman, yes; Fulkerson, yes; Hammell, yes; Hoskins, yes; Acord, yes. Motion carried.

**ADJOURN**

Motion by Scates, second by Chapman, that the meeting be adjourned at 8:15 p.m.  
Motion carried by unanimous vote.

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MARCIE HOSKINS, SECRETARY  
Carmi-White County Community Unit  
District No. 5  
White County, Illinois

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ANDY ACORD, PRESIDENT