

The regular meeting of the Board of Education of Community Unit School District No. 100 was held Thursday, June 18, 2020 in the office of the Board of Education. The meeting was called to order at 6:32 P.M. by Greg Brown, President. Other board members present were Peggy Perdun, Vice President; Stan Kary, Secretary; David Bryden, Andrew Carey, Kyle Graham, and Jacob Warford. Also in attendance were Brad Tuttle, Superintendent; Alan Churchman, District Administrator; Lisa Schuenke, Director of Finance and Human Resources; and Debbie Trochuck, District Secretary. Dan Helderman, Assistant IT Director was present in the building to facilitate the broadcast of the meeting into the lobby due to state guidelines in place regarding the coronavirus pandemic, where District employee Angie Noble was present.

CLOSED SESSION

A motion was made by Bryden, seconded by Kary to move to closed session for the purpose of discussion regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s); legal counsel, collective negotiating matters or deliberations; board vacancies; evidence or testimony presented in a hearing where authorized by law; purchase or lease of real property; sale or purchase of securities, investments or investment contracts; security procedures; student disciplinary cases or any matter involving an individual student; litigation; self-evaluation, practices and procedures, or professional ethics; minutes of meetings lawfully closed; internal control weaknesses, potential fraud risk areas; establishment of reserves, settlement or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the District. 5 ILCS 120/2(c)

On roll call, Brown, yes; Bryden, yes; Carey, yes; Graham, yes; Kary, yes; Perdun, yes; Warford, yes. Motion carried.

The board moved to closed session at 6:33 p.m.

The board returned from closed session at 7:12 p.m.

A motion was made by Bryden, seconded by Carey to resume open session. On roll call, Bryden, yes; Carey, yes; Graham, yes; Kary, yes; Perdun, yes; Warford, yes; Brown, yes. Motion carried.

Mr. Tuttle introduced Assistant IT Director, Dan Helderman to the Board.

The meeting resumed with the Pledge of Allegiance and reciting of the Mission Statement.

RECOGNITION OF GUESTS/WELCOME VISITORS/PUBLIC COMMENT

JCHS Student Report

None

There was no public comment.

DISCUSSION ITEMS

A. Grant Flexibility: Payment of Employees' Salaries During a Pandemic

Mr. Tuttle discussed the CARES Grant and how it would be used, including the payment of salaries.

CONSENT AGENDA

A motion was made by Bryden, seconded by Graham to approve the following consent agenda as presented:

I. Minutes & Finance

A. Approve Board Minutes

1. Open Session(s)
 - a. Regular Meeting – May 21, 2020
 - b. Special Meeting – None
2. Closed Sessions(s)
 - a. Regular Meeting – May 21, 2020 (held)
 - b. Special Meeting – None

B. Bookkeeper's Financial Position/Treasurer's Reports – May 2020

C. Budget Report – May 2020

D. Approve Expenditures – June 2020

II. Personnel Items

A. Approve Resignation(s)

1. Courtney Schroeder, Business Educator, JCHS; Head Girl's Track Coach, JCHS; and Cross Country Coach, JCMS, effective the end of the 2019-20 school year
2. Curt Schroeder, Assistant Boys Soccer and Assistant Boys Track
3. Beth Bartels, Full Time Permanent Substitute Secretary, effective June 22, 2020

B. Approve Extra-Curricular Assignment(s)

1. Julianne Green, Assistant Girls Basketball Coach , effective for the 2020-21 school year
2. Debbie Dunlap, Volunteer Assistant Softball Coach, JCMS, effective for the 2020-21 school year
3. James Medford, Volunteer Assistant Football Coach, effective for the 2020-21 school year

C. Approve Leave of Absence - None

D. Approve Non-Certified Personnel

1. Jan Reed, School Nurse, effective for the 2020-21 school year
2. Madeline Stringer, School Nurse, effective for the 2020-21 school year

E. Approve Temporary Disability Leave - None

F. Employ Certificated Personnel

1. Lauren Brunaugh, Fourth Grade Elementary Educator, East Elementary, effective for the 2020-21 school year
2. Lindsay Phillips, Fifth Grade Elementary Educator, JCMS, effective for the 2020-21 school year

G. Employ Educational Support Personnel

1. Michael Yates, Paraprofessional, JCHS, effective for the 2020-21 school year

III. Other – None

On roll call, Carey, yes; Graham, yes; Kary, yes; Perdun, yes; Warford, yes; Brown, yes; Bryden, yes. Motion carried.

ACTION ITEMS

A. FY20 Amended Budget

A motion was made by Perdun, seconded by Bryden to adopt the following resolution to amend the FY20 Budget:

WHEREBY the Board of Education of Community Unit School District #100, counties of Jersey and Greene, State of Illinois caused an amended budget to be prepared in tentative form, and the same has been made conveniently available for public inspection for at least thirty days prior to final action thereon;

AND WHEREAS as public hearing was held as to such budget on the 18th of June, 2020; notice of said hearing was given at least thirty days prior thereto as required by law, and all other legal requirements have been complied within;

NOW THEREFORE BE it resolved by the Board of Education of said District as follows:

Section 1: That the fiscal year of this School District be and the same as fixed and declared to be beginning July 1, 2019 and ending June 30, 2020.

Section 2: That the following budget containing an estimated amount available is hereby adopted as the budget of the School District for said fiscal year:

FUND	Estimated Revenue/Transfers	Estimated Expenses/Transfers
Educational	\$18,015,981	\$18,347,688
Operations/Maintenance	\$ 2,193,428	\$ 2,204,382
Debt Service	\$ 3,311,441	\$ 3,643,479

Transportation	\$ 1,951,531	\$ 2,199,760
IMRF/Social Security	\$ 977,194	\$ 1,169,089
Capital Projects	\$ 801,000	\$ 450,000
Working Cash	\$ 166,173	\$ 0
Tort Immunity	\$ 1,502,609	\$ 1,731,700
Fire Prevention	\$ 165,943	\$ 310,000
Grand Total	\$29,085,300	\$30,056,098

Adopted this day June 18, 2020

Greg Brown, President, Board of Education

Stan Kary, Secretary, Board of Education

On roll call, Graham, yes; Kary, yes; Perdun, yes; Warford, yes; Brown, yes; Bryden, yes; Carey, yes. Motion carried.

B. FY21 Budget Resolution/Notice

After discussion a motion was made by Carey, seconded by Perdun to adopt the following resolution to meet statutory requirements regarding the FY2021 tentative budget:

“BE IT RESOLVED by the Board of Education of Community Unit School District No. 100, Counties of Jersey and Greene, in the State of Illinois that the Superintendent of Schools, Brad Tuttle and or his designee, is hereby appointed to prepare a tentative budget for said School District for the fiscal year that begins July 1, 2020 and ends June 30, 2021, which tentative budget shall be filed with the Secretary of the Board.”

Also, a part of the statutory requirement is that a public notice must be filed regarding display and hearing for the budget and to meet that requirement, recommend the following be approved for publication in the local newspaper on or before August 7, 2020.

“NOTICE IS HEREBY GIVEN by the Board of Education of Community Unit School District No. 100, Counties of Jersey and Greene, State of Illinois, that a tentative budget for said School District for the fiscal year beginning July 1, 2020 will be on file and conveniently available to the public for inspection at 100 Lincoln Street, Jerseyville, Illinois in the School District Office from and after 1:00 P.M. on the 17th day of August, 2020.”

NOTICE IS HEREBY GIVEN that a public hearing on said budget will be held at 6:00 P.M. on the 17th of September, 2020 at the Board of Education Office, School District No. 100, Counties of Jersey and Greene, State of Illinois.

YEAS: Greg Brown, David Bryden, Andrew Carey, Kyle Graham, Stan Kary, Peggy Perdun, Jacob Warford (7)

NAYS: (0)

ABSENT: (0)

WHEREUPON, the President declared the motion passed and this Resolution adopted this 18th day of June 2020.

Greg Brown, President

Stan Kary, Secretary

On roll call, Kary, yes; Perdun, yes; Warford, yes; Brown, yes; Bryden, yes; Carey, yes; Graham, yes. Motion carried.

C. **Resolution to Retain Interest Earnings**

A motion was made by Graham, seconded by Warford to adopt the following resolution declaring intent to retain interest earnings as interest and not to accumulate as principal:

WHEREAS, the Board of Education of Jersey Community Unit School District No. 100, counties of Jersey and Greene, Illinois has earned interest in the following funds:

- a) Educational Fund
- b) Operations & Maintenance Fund
- c) Transportation Fund
- d) Working Cash Fund; and

WHEREAS, the Illinois Program Accounting Manual administrative regulations (23 Ill. Adm. Code Section 100.50(a)(4) as revised effective July 1, 2008 provide that unless otherwise provided by statute or specified by board resolution adopted prior to June 30 of a fiscal year, interest earnings of a fund shall be added to and become part of the principal of the fund as of June 30 of the fiscal year; and

WHEREAS, the District desires to retain interest earnings described herein as interest in order to maintain maximum flexibility to allow for the possible transfer of said funds in accordance with Section 10-22.44 of the Illinois School Code (105 ILCS 5/10-22.44) or as otherwise authorized by law.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education as follows:

Section 1. Incorporation of preambles. The recitals set forth above are hereby incorporated by reference and shall have the same force and effect as though fully set forth herein.

Section 2. Earnings retained as interest. The Board of Education hereby declares that all interest which has been earned as of June 30, 2020 and which has previously been retained as interest earnings in the following funds shall be retained as interest earnings and shall not accumulate as principal in said funds:

- a. Working Cash Fund

Section 3. Amounts to be determined by audit. The amount of interest in said Fund subject to this resolution shall be the amount of interest earned in said Fund as of June 30, 2020, and all interest which has been earned in said fund in prior years as determined by the final certified audit of the District's funds for those years and which has been retained as interest in those funds.

Section 4. Use of interest retained. The Board shall retain the discretion to retain the amounts referred to in Section 3 above as interest in the respective Fund identified in this resolution, or to transfer said interest in accordance with Section 10-22.44 of the Illinois School Code, or to use said interest in any other manner authorized by law.

Section 5. Repeal of inconsistent resolutions; effective date. The Board hereby repeals and rescinds any prior resolutions adopted by the Board to the extent of any conflict with the terms of this Resolution. This Resolution shall be effective immediately upon its adoption.

Yeas: Greg Brown, David Bryden, Andrew Carey, Kyle Graham, Stan Kary, Peggy Perdun, Jacob Warford (7)
Nays: (0)
Absent: (0)

WHEREUPON, the President declared the motion passed and this Resolution adopted this 18th day of June, 2020.

BOARD OF EDUCATION
JERSEY COMMUNITY UNIT SCHOOL DISTRICT # 100
COUNTIES OF JERSEY & GREENE

By: _____
Greg Brown, President

ATTEST: _____
Stan Kary, Secretary

On roll call, Perdun, yes; Warford, yes; Brown, yes; Bryden, yes; Carey, yes; Graham, yes; Kary, yes. Motion carried.

D. Resolution for Commercial Insurance Renewal

After discussion a motion was made by Kary, seconded by Perdun to adopt the following resolution to retain independent insurance brokers:

WHEREAS, it is a best practice for Jersey CUSD #100 Board to retain independent insurance brokers;

BE IT RESOLVED, that the Jersey CUSD Board retains the firm of Wright Specialty Insurance (WSI) for our package insurance, EMC Insurance for Worker's Compensation, Brokers' Risk for the Treasurer's Bond, and Gerber Life for the Blanket & Catastrophic Student Accident insurance.

BE IT FURTHER RESOLVED, that the director of human services is authorized to sign with board approval all policy contracts deemed necessary to protect infrastructure of Jersey CUSD #100 School District, through General Liability, Property/Casualty Coverage and Worker's Compensation.

Board of Education Certification:

I certify that the foregoing resolution was duly adopted by the Jersey CUSD School Board at a properly noticed open meeting held on the 18th day of June, 2020 at which a quorum was present.

By: _____
Greg Brown, Board President

By: _____
Stan Kary, Board Secretary

On roll call, Warford, yes; Brown, yes; Bryden, yes; Carey, yes; Graham, yes; Kary, yes; Perdun, yes. Motion carried.

E. Renewal Agreement for Food Services Management

After discussion a motion was made by Bryden, seconded by Carey, to approve the renewal agreement for food services management from July 1, 2020 and ending June 30, 2021 between Jersey Community Unit School District No. 100 and Opaa! Food Management of IL, LLC as presented.

On roll call, Brown, yes; Bryden, yes; Carey, yes; Graham, yes; Stan Kary, yes; Perdun, yes; Warford, yes. Motion carried.

F. Retirement Sick Day Requests

Mr. Tuttle explained the granting of sick days, including that it does not cost the district any money.

A motion was made by Graham, seconded by Carey to approve the requests by Kit Crawford and Tracy Rowling of 200 sick days to be used toward retirement. On roll call, Bryden, yes; Carey, yes; Graham, yes; Kary, yes; Perdun, yes; Warford, yes; Brown, yes. Motion carried.

G. Bid – Garbage

A bid opening was held June 10, 2020 at 10:00 a.m. at the District office for garbage removal. One vendor submitted a bid and there were no vendors present. Mr. Churchman recommended accepting the bid from Robert Sanders Waste Management Systems.

A motion was made by Perdun, seconded by Kary, to approve a 3 year contract with Roberts Sanders Waste Systems as follows:

<u>School Year</u>	<u>In-School Pricing</u>	<u>Summer Pricing</u>
2020-2021	\$2,500/month	\$1,625/month
2021-2022	\$2,700/month	\$1,825/month
2022-2023	\$2,900/month	\$2,025/month

On roll call, Carey, yes; Graham, yes; Kary, yes; Perdun, yes; Warford, yes; Brown, yes; Bryden, yes. Motion carried.

H. Board Policies – Second Reading and Adoption

A motion was made by Kary, seconded by Graham to approve the second reading and adoption of the following board policies to be placed in the digital board policy manual as presented:

2:125 Board Member Expenses

2:160 Board Attorney
4:50 Payment Procedures
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
7:130 Student Rights and Responsibilities
7:325 Student Fundraising Activities
8:10 Connection with the Community
8:30 Visitors to and Conduct on School Property
8:80 Gifts to the District
8:110 Public Suggestions and Concerns

On roll call, Graham, yes; Kary, yes; Perdun, yes; Warford, yes; Brown, yes; Bryden, yes; Carey, yes. Motion carried.

I. Closed Session Minutes Review

After discussion a motion was made by Perdun, seconded by Warford that closed session minutes from December 2019 through May 2020 will remain closed.

On roll call, Kary, yes; Perdun, yes; Warford, yes; Brown, yes; Bryden, yes; Carey, yes; Graham, yes. Motion carried.

J. Fundraisers

After discussion a motion was made by Carey, seconded by Warford to approve the following fundraisers as presented:

1. JCMS

- a. JCMS School-Wide
 - World's Finest Chocolate Candy Bar Sales
- b. Panther Pride Club
 - Movie Night
- c. Project Unify Groups (Special Olympics)
 - Respect Dance
 - Concessions
 - Special Olympics Raffle Ticket Sales
 - Small Fundraisers in Connection with Special Olympics Illinois
- d. Physical Education Department, Fine Arts Department, Jersey County Coalition Against Drugs
 - School Dances
- e. Student Council
 - Holiday Candy Grams Sale

On roll call, Perdun, yes; Warford, yes; Brown, yes; Bryden, yes; Carey, yes; Graham, yes; Kary, yes. Motion carried.

OTHER BUSINESS

None

BOARD COMMITTEE REPORTS

None

ADMINISTRATIVE REPORTS

Enrollment and Suspension and Expulsion Reports

The May Enrollment report was provided for informational purposes. There was no Suspension and Expulsion report for May.

Principals' Reports

None

Directors' Reports

District Administrator

Mr. Churchman reported on current and pending projects throughout the district including the sports complex, tennis courts, restrooms at the soccer field, and the unit office exterior painting. He also reported regarding thermometers and fever scanners.

Special Education Coordinator and Early Childhood Director

None

Director of Finance and Human Resources

Mrs. Schuenke reviewed the Financial Reimbursement Information System Report.

Director of Technology

None

Superintendent Report

Mr. Tuttle reported on the following:

- Fund transfer ability extended another year
- Solar project very close to completion
- Possibility of joining the meeting remotely in July
- Graduation
- Current information regarding the opening of school

ANNOUNCEMENTS

Mr. Brown made the following announcements:

1. July 3 Closed – July 4th Weekend
2. July 18 Regular Board of Education Meeting – 6:30 p.m.

Mr. Tuttle reported that, due to state legislation, schools cannot be in session on Election Day, November 3, 2020.

ADJOURNMENT

A motion was made by Graham, seconded by Kary to adjourn. On roll call, Warford, yes; Brown, yes; Bryden, yes; Carey, yes; Graham, yes; Kary, yes; Perdun, yes. Motion carried.

The regular meeting of June 18, 2020 adjourned at 8:01 p.m.