

Agenda  
Matters for Board Consideration  
Casey-Westfield Community Unit School District C-4  
Monday, August 10, 2020  
IMC, 306 E. Edgar Casey, IL 62420  
7:00 P.M.

Finance Committee members Navel and Perie and rotating member Gelb should be present at 6:45 P.M. to review invoices for payment.

**The Board of Education will tour the buildings before the meeting using the following schedule:**

**6:00 P.M. Monroe School – start at main office**

**6:30 P.M. HS Tour/Sandwiches at the IMC**

**Members of the press and other interested persons are welcome to join the tour.**

Call to order at 7:00 P.M.

1. Roll call.
2. Recognize visitors.
  - a. No requests to address the board.
3. Approve consent agenda items:
  - a. Minutes of the regular meeting of July 20, 2020;
  - b. Destruction of the verbatim record of closed session records 18 months and older as authorized by Board Policy 220 and 220-E1;
  - c. Review of the financial and budgetary reports and approval of the current invoices for payment;
  - d. Approve Risk Management Plan & Written Safety Plan;
  - e. Approve PRESS policy updates and revisions (Appendix A);
  - f. Listed resolution and to post the tentative budget and set the date and time for the budget hearing. “Notice is hereby given by the Board of Education of the Casey-Westfield School District C-4 in Counties of Clark, Coles, Cumberland, Crawford and Jasper, State of Illinois, that a tentative budget for said district for the fiscal year beginning July 1, 2020 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 8:00 A.M. on the 11th day of August, 2020. Notice is further given that public hearing on said budget will be at 7:00 P.M. on September 21, 2020 at the Jr./Sr. High School library, 306 E. Edgar, Casey, IL.”;
  - g. Approve changing the name of authorized signers on Casey State Bank checking accounts and First Neighbor Bank credit card from Dee Scott to Jon Julius;
  - h. Change December regular board meeting date to Dec. 14
4. Approve COVID-19 return to school plan

5. Board and Administrator Reports
6. Addendum
7. Adjourn to Closed Session under c1 (employment) and c21 (discussion of closed meeting minutes) of section 5 ILCS 120/1 et seq. of the Illinois Open Meetings Act.
8. Approve reconvening to open session
9. Approve consent agenda items:
  - a. Approve closed session minutes of July 20, 2020
  - b. Approve support staff recommendations
    - i. Resignation of Cheyanna Davidson as paraprofessional;
    - ii. Transfer Jake Hibschman to maintenance department
10. Approve an early graduation request from high school student ID number 6958.
11. Approve keeping closed session minutes closed
12. Addendum
13. Adjourn

#### Appendix A

<p>Title IX Final Rules          In May the U.S. Dept. of Education (DOE) released final Title IX rules that, for the first time, impose required responses to reports of sexual harassment that impact a number of existing PRESS materials. Due to the 2020 COVID19 pandemic, the DOE delayed the effective date until 8-14-20. There are 18 attorneys general, including Illinois', that have sued the DOE to block the final Title IX rules from becoming effective, but as of the date of PRESS Issue 104's publication, the effective date remains 8-14-20.</p>	<p>Unless the 8-14-20 effective date changes, we will update PRESS materials in PRESS Issue 105 and deliver them in early August 2020.</p>
<p>Federal School Safety Clearinghouse          The U.S. Dept. of Education launched a new School Safety Clearinghouse website, <a href="http://www.schoolsafety.gov/">www.schoolsafety.gov/</a>, designed to serve as a "one-stop-shop" of</p>	<p>No PRESS materials are affected.</p>

<p>resources for K-12 administrators, educators, parents, and law enforcement to use to prepare for and address various threats related to safety, security, and support in schools. The Clearinghouse has subsections addressing: bullying and cyberbullying; threat assessment and reporting; school security personnel; physical security; training, exercises, and drills; mental health; school climate; emergency planning; and recovery.</p>	
<p>COBRA FAQ and Model Notices On May 1, 2020, the U.S. Dept. of Labor issued a revised model notice and FAQ for the Consolidated Omnibus Budget Reconciliation Act (COBRA), available at <a href="http://www.dol.gov/agencies/ebsa/laws-and-regulations/laws/cobra">www.dol.gov/agencies/ebsa/laws-and-regulations/laws/cobra</a>. The updated model notice now includes information about the interaction between COBRA and Medicare enrollment. Districts should update their COBRA notices to reflect these updates.</p>	<p>No PRESS materials are affected.</p>
<p>2:150-AP, Superintendent Committees</p>	<p>The procedure and footnotes are updated to include two new, optional administrative committees in response to: 1. 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21 creating an optional Educational Technology Committee; and 2. 105 ILCS 5/10-30, added by P.A. 101-643, creating a Remote and/or Blended Remote Learning Day Plan Committee. This procedure will be amended again in PRESS Issue 105 in early August with the new Title IX regulation information.</p>
<p>2:220, School Board Meeting Procedure</p>	<p>The policy, Legal References, Cross References, and footnotes are updated in response to amendments to the Open Meetings Act (OMA), 5 ILCS 120/7(e)(1)-(10), amended by P.A. 101-640. The amendments address board meetings in open or closed sessions by audio or video conference without the physical presence of a quorum as long as the board meets certain statutory conditions.</p>

<p>2:220-E9, Requirements for No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration</p>	<p>NEW. The exhibit is created to assist boards with meeting the statutory requirements of the amendments to the Open Meetings Act (OMA), 5 ILCS 120/7(e)(1)-(10), amended by P.A. 101-640. Boards are encouraged to consult their attorneys for assistance with this exhibit.</p>
<p>4:180, Pandemic Preparedness; Management; and Recovery</p>	<p>RENAMED. The policy, Legal References, Cross References, and footnotes are updated in response to the General Assembly, the Ill. State Board of Education (ISBE), Ill. Attorney General, and the U.S. Dept. of Education taking a number of actions and/or issuing guidance documents to address the ongoing COVID-19 pandemic as it affects public school operations and student learning. In addition to these general updates throughout the policy and footnotes, some specific new additions to the policy include:</p> <ol style="list-style-type: none"> <li>1. The OMA amendments of 5 ILCS 120/7(e)(1)-(10), amended by P.A. 101-640 that are discussed above in 2:220, School Board Meeting Procedure;</li> <li>2. The requirements of the board related to 105 ILCS 5/10-30(3), added by P.A. 101-643 are added and are discussed further in 6:20-AP, Remote and/or Blended Remote Learning Day Plan(s), below.</li> <li>3. The reasons explained directly below in 4:180-AP3, Grant Flexibility; Payment of Employee Salaries During a Pandemic.</li> </ol>
<p>4:180-AP3, Grant Flexibility; Payment of Employee Salaries During a Pandemic</p>	<p>NEW. The procedure was pre-released to subscribers on 5-18-20 through PRESS Online. It is created in response to a memo issued by the federal Office of Management and Budget during the COVID-19 crisis. The memo temporarily allowed federal agencies (including the U.S. Dept. of Education) to relax certain requirements for grant expenditures, including permitting grant recipients to continue to charge employee salaries to grant funds when the activities of the grant have been suspended in whole or part due to COVID-19.</p>

<p>6:20-AP, Remote and/or Blended Remote Learning Day Plan(s)</p>	<p>NEW. The procedure outlines the process required by 105 ILCS 5/10-30, added by P.A. 101-643, for a superintendent to either:</p> <ol style="list-style-type: none"> <li>1. Adapt an e-learning program into a remote and/or blended remote learning day plan(s), or</li> <li>2. If the district does not have an e-learning program, create a remote and/or blended remote learning day plan(s).</li> </ol> <p>It is important for boards to understand that this law will require the “[board] to adopt and the superintendent to approve” these plans upon the following statutory triggers: (1) the governor declaring a disaster pursuant to 20 ILCS 3305/, and (2) the state superintendent of education declaring a requirement for a school district, multiple school districts, a region, or the entire State.</p>
<p>7:40, Nonpublic School Students, Including Parochial and HomeSchooled Students</p>	<p>The procedure is unchanged. The footnotes and Cross References are updated in response to a five-year review.</p>
<p>7:190, Student Behavior</p>	<p>The policy, Legal References, and footnotes are updated in response to new ISBE permanent rules governing the use of isolated time out, time out, and physical restraint. A new line at the end of the policy incorporates by reference 7:190-AP4, Use of Isolated Time Out, Time Out, and Physical Restraint</p>
<p>7:190-AP2, Student Handbook - Gang Activity Prohibited</p>	<p>The procedure and footnotes are updated in response to a five-year review</p>
<p>7:190-AP4, Use of Isolated Time out, Time Out, and Physical Restraint</p>	<p>RENAMED. The procedure is updated in response to new ISBE permanent rules governing the use of isolated time out, time out, and physical restraint.</p>
<p>7:190-AP5, Student Handbook - Electronic Devices</p>	<p>The procedure and footnotes are updated in response to a five-year review.</p>
<p>7:190-E2, Student Handbook Checklist</p>	<p>The exhibit is updated to facilitate implementation of 105 ILCS 85/28, amended by</p>

	P.A. 101-516, eff. 7-1-21, which requires districts to provide a general annual notice to parents and guardians about student data collected by educational technology vendors.
7:220-AP, Electronic Recordings on School Buses	The procedure is unchanged. The footnotes are updated in response to a five-year review.
7:340, Student Records	The policy, Legal References, footnotes, and Cross References are updated. The policy is updated with continuous improvement changes based on feedback from the Ill. Council of School Attorneys. The Legal References are updated to include reference to 105 ILCS 85/. New policy 7:345 Use of Educational Technologies; Student Data Privacy and Security, has been added to the Cross References. The footnotes are updated in response to: <ol style="list-style-type: none"> <li>1. 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21.</li> <li>2. U.S. Dept. of Education (DOE) guidance on the Family Educational Rights and Privacy Act (FERPA) and virtual learning.</li> <li>3. Updated joint guidance issued by the DOE and U.S. Dept. of Health and Human Services on the application of FERPA and the Health Insurance Portability and Accountability Act of 1996 to student health records</li> </ol>
7:340-API, E1, Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records	The exhibit is updated in response to the DOE's updated annual FERPA notice, released in April 2020.
7:345, Use of Educational Technologies; Student Data Privacy and Security	NEW. The policy is created to facilitate implementation of 105 ILCS 85/, amended by P.A. 101-516, eff. 7-1-21, which requires districts to take a number of actions to protect online student data and to share general information about how student data is used.
7:345-AP, Use of Educational Technologies; Student Data Privacy and	NEW. The procedure is created for the reason discussed in 7:345, Use of Educational

Security	Technologies; Student Data Privacy and Security, above.
7:345-AP, E1, Student Covered Information Reporting Form	NEW. The exhibit is created for the reason discussed in 7:345, Use of Educational Technologies; Student Data Privacy and Security, above.
7:345-AP, E2, Student Data Privacy; Notice to Parents About Educational Technology Vendors	NEW. The exhibit is created for the reason discussed in 7:345, Use of Educational Technologies; Student Data Privacy and Security, above.
7:345-AP, E3, Parent Notification Letter for Student Data Breach	NEW. The exhibit is created for the reason discussed in 7:345, Use of Educational Technologies; Student Data Privacy and Security, above.