

HARTSBURG-EMDEN COMMUNITY UNIT DISTRICT # 21 BOARD OF EDUCATION MEETING

Monday, February 28, 2022
7:00 P.M.

THE PUBLIC CAN ATTEND THIS MEETING
IN-PERSON ATTENDANCE WILL BE LIMITED TO 40
(in the Jr./Sr. High School **Library**)

Due to the CDC guidance for social distancing, this School Board Meeting will recommend face masks for those who are in public attendance and will be held in the Jr./Sr. High School Library as to maintain 3 feet social distancing requirements. If the public wishes to attend, please call the Superintendent, Terry Wisniewski, at 217-642-5244 and request a seat. If seats fill up, you will also be able to attend by phone, dial in and listen to the School Board Meeting and/or provide comment during public comment period.

Prior to the meeting, you may also submit a public comment remotely by email, if seats are full. Please send an email to the Superintendent at twisniewski@hartem.org, and inserting in the subject line for the email "Public Comment for School Board Meeting on 2-28-22". Your comments will be read during the "Persons Wishing to Address the Board" section of the meeting. Please call the Superintendent at 217-642-5244 before 1:00pm on 2-28-22 or by email at twisniewski@hartem.org and we'll make sure you are set up to attend the meeting.

Call to Order – Time: **7:00pm**

Roll Call:

Miller - X	Aper - X	
Cecil - X	Cross - X	
Charron - X	Craig - X	Phillips - X

Introduction of Guests

Persons Wishing to Address the Board

Focus on Education

Eric Gardiner-HS English teacher; focus has been on classic literature; English II have had talks about Russia/Ukraine; English I is getting ready to start Shakespeare; English Comp has been working on career projects, finishing resumes and cover letters; library databases for research would be beneficial; co-sponsor for the Freshmen class, Spring fundraiser just started

Tanya Zerbonia-6 different science courses; Forensic-studied blood splatter and completed a lab; Earth and Space-weather prediction unit; Chemistry and Physical Science-some solo labs-hope to get back to partner labs; Bio II-dissection unit; Junior class sponsor

David Zastrow-4th grade teacher; 1st year teacher and 1st year at Hartem; work with 4th grade every day and work with 2nd and 3rd on reading/comprehension/literacy; IAR testing coming up; group working with now are very good readers; want to make sure the current 4th graders are ready for 5th grade next year

Consent Agenda

- Approve minutes of the January 24, 2022 regular School Board Meeting
- Approve payment of payroll and monthly bills
- Approve Activity Report
- Approve Financial Report
- Approve Treasurer's Report
- Approve Agenda

Motion by **Craig** to approve the Consent Agenda. Seconded by **Cecil**.

Roll Call:

Craig - X	Phillips - X	
Miller - X	Cecil - X	
Cross - X	Aper - X	Charron - X

Correspondence Received

Administrative Reports

- a. Principal's Report
 - a. Students of the month-Will Wright and Clayton O'Donoghue; 7th grade volleyball post season play has started-started with a win; JH and HS basketball seasons have ended; March 30th will be the last session with Carmen Bergmann; going to try and do some recruiting for open positions in the district
- b. Superintendent's Report
 - a. Taking care of E-Rate grant stuff; extra \$5000 in Title grants; going to try having Family Reading Night; 5 emergency days were used-3 of them E-learning and 2 snow days; haven't attended many meetings; Preschool Screening is March 17th

Old Business – Information

- a. Policy – 2nd Reading and Adoption

2:20 Powers and Duties of the School Board; 2:105 Ethics and Gift Ban; 2:110 Qualifications, Term, and Duties of Board Officers; 2:120 Board Member Development; 2:150 Committees; 2:220 School Board Meeting Procedure; 2:260 Uniform Grievance Procedure; 3:40 Superintendent; 3:50 Administrative Personnel Other Than the Superintendent; 3:60 Administrative Responsibility of the Building Principal; 4:60 Purchases and Contracts; 4:80 Accounting and Audits; 4:110 Transportation; 4:120 Food Services; 4:150 Facility Management and Building Programs; 4:160 Environmental Quality of Buildings and Grounds; 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors; 4:170 Safety; 4:175 Convicted Child Sex Offender; Screening; Notifications; 5:10 Equal Employment Opportunity and Minority Recruitment; 5:20 Workplace Harassment Prohibited; 5:30 Hiring Process and Criteria; 5:50 Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition; 5:90 Abused and Neglected Child Reporting; 5:100 Staff Development Program; 5:120 Employee Ethics; Conduct; and Conflict of Interest; 5:125 Personal Technology and Social Media; Usage and Conduct; 5:150 Personnel Records; 5:185 Family and Medical Leave; 5:200 Terms and Conditions of Employment and Dismissal; 5:210 Resignations; 5:220 Substitute Teachers; 5:250 Leaves of Absence; 5:260 Student Teachers; 5:330 Sick Days, Vacation, Holidays, and Leaves; 6:15 School Accountability; 6:20 School Year Calendar and Day; 6:50 School Wellness; 6:60 Curriculum Content; 6:120 Education of Children with Disabilities; 6:130 Program for the Gifted; 6:135 Accelerated Placement Program; 6:180 Extended Instructional Programs; 6:220 Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct; 6:300 Graduation Requirements; 6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students; 6:320 High School Credit for Proficiency; 6:340 Student Testing and Assessment Program; 7:10 Equal Educational Opportunities; 7:20 Harassment of Students Prohibited; 7:30 Student Assignment and Intra-District Transfer; 7:50 School Admissions and Student Transfers To and From Non-District Schools; 7:60 Residence; 7:70 Attendance and Truancy; 7:80 Release Time for Religious Instruction/Observance; 7:150 Agency and Police Interviews; 7:160 Student Appearance; 7:165 School Uniforms; 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment; 7:190 Student Behavior; 7:200 Suspension Procedures; 7:210 Expulsion Procedures; 7:240 Conduct Code for Participants in Extracurricular Activities; 7:250 Student Support Services; 7:260 Exemption from Physical Education; 7:290 Suicide and Depression Awareness and Prevention; 7:310 Restrictions on Publications; Elementary Schools; 7:315 Restrictions on Publications; Elementary Schools; 7:340 Student Records; 7:345 Use of Educational Technologies; Student Data Privacy and Security; 8:70 Accommodating Individuals with Disabilities; 8:100 Relations with Other Organizations and Agencies

New Business – Information

- a. Legislative Update
- b. Lincolnland Regional Delivery System (LRDS) Joint Agreement Resolution
- c. Special Education Administrator Agreement with Chester East Lincoln
- d. April Board Meeting
- e. Overnight Volleyball Trip
- f. Principal's Evaluation/Contract
- g. Superintendent's Evaluation
- h. Trap Shooting Coop with Mt. Pulaski
- i. Employment, Resignations, & Staff Discipline

Motion by **Craig** to enter into Closed Session . . . (state reason below). Seconded by **Cross**.

Closed Session under 5 ILCS 120/2c(9) Student disciplinary cases and under 5 ILCS 120/2c(1) appointment, employment, compensation, discipline, performance, or dismissal of specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity.

Roll Call:

Cross - X	Charron - X	
Aper - X	Miller - X	
Phillips - X	Craig - X	Cecil - X

Time entering into Closed Session: **8:07pm**

{Closed Session}

Motion by **Craig** to return to Open Session . . . Seconded by **Cecil**.

Time returning to Open Session: **8:35pm**

Roll Call to resume to Open Session:

Craig - X	Charron - X	
Cecil - X	Miller - X	
Cross - X	Phillips - X	Aper - X

Old Business – Action

- a. Policy – 2nd Reading and Adoption

New Business – Action

- a. Lincolnland Regional Delivery System (LRDS) Joint Agreement Resolution
- b. Special Education Administrator Agreement with Chester East Lincoln
- c. Overnight Volleyball Trip
- d. Principal’s Evaluation/Contract
- e. Trap Shooting Coop with Mt. Pulaski
- f. Employment, Resignations, & Staff Discipline

Adjournment – Time: 8:41pm

Suggested Motions

February 28, 2022

Amended

Old Business Action:

Motion by **aper** to approve the following policies . . .

2:20 Powers and Duties of the School Board; 2:105 Ethics and Gift Ban; 2:110 Qualifications, Term, and Duties of Board Officers; 2:120 Board Member Development; 2:150 Committees; 2:220 School Board Meeting Procedure; 2:260 Uniform Grievance Procedure; 3:40 Superintendent; 3:50 Administrative Personnel Other Than the Superintendent; 3:60 Administrative Responsibility of the Building Principal; 4:60 Purchases and Contracts; 4:80 Accounting and Audits; 4:110 Transportation; 4:120 Food Services; 4:150 Facility Management and Building Programs; 4:160 Environmental Quality of Buildings and Grounds; 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors; 4:170 Safety; 4:175 Convicted Child Sex Offender; Screening; Notifications; 5:10 Equal Employment Opportunity and Minority Recruitment; 5:20 Workplace Harassment Prohibited; 5:30 Hiring Process and Criteria; 5:50 Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition; 5:90 Abused and Neglected Child Reporting; 5:100 Staff Development Program; 5:120 Employee Ethics; Conduct; and Conflict of Interest; 5:125 Personal Technology and Social Media; Usage and Conduct; 5:150 Personnel Records; 5:185 Family and Medical Leave; 5:200 Terms and Conditions of Employment and Dismissal; 5:210 Resignations; 5:220 Substitute Teachers; 5:250 Leaves of Absence; 5:260 Student Teachers; 5:330 Sick Days, Vacation, Holidays, and Leaves; 6:15 School Accountability; 6:20 School Year Calendar and Day; 6:50 School Wellness; 6:60 Curriculum Content; 6:120 Education of Children with Disabilities; 6:130 Program for the Gifted; 6:135 Accelerated Placement Program; 6:180 Extended Instructional Programs; 6:220 Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct; 6:300 Graduation Requirements; 6:310 High School Credit for Non-District Experiences; Course Substitutions; Re-Entering Students; 6:320 High School Credit for Proficiency; 6:340 Student Testing and Assessment Program; 7:10 Equal Educational Opportunities; 7:20 Harassment of Students Prohibited; 7:30 Student Assignment and Intra-District Transfer; 7:50 School Admissions and Student Transfers To and From Non-District Schools; 7:60 Residence; 7:70 Attendance and Truancy; 7:80 Release Time for Religious Instruction/Observance; 7:150 Agency and Police Interviews; 7:160 Student Appearance; 7:165 School Uniforms; 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment; 7:190 Student Behavior; 7:200 Suspension Procedures; 7:210 Expulsion Procedures; 7:240 Conduct Code for Participants in Extracurricular Activities; 7:250 Student Support Services; 7:260 Exemption from Physical Education; 7:290 Suicide and Depression Awareness and Prevention; 7:310 Restrictions on Publications; Elementary Schools; 7:315 Restrictions on Publications; Elementary Schools; 7:340 Student Records; 7:345 Use of Educational Technologies; Student Data Privacy and Security; 8:70 Accommodating Individuals with Disabilities; 8:100 Relations with Other Organizations and Agencies

as presented. Seconded by **Craig**.

Cross - X Craig - X
Aper - X Charron - X
Miller - X Cecil - X Phillips - X

New Business Action:

Motion by **Craig** to renew the Lincolnland Regional Delivery System (LRDS) Joint Agreement Resolution as presented. Seconded by **Miller**.

Charron - X Cross - X
Phillips - X Aper - X
Miller - X Cecil - X Craig - X

Motion by **Cross** to continue our agreement with Chester East Lincoln School District to sub contract Ashley Aper for Special Education Administrative Services for the 2022-2023 school year. Seconded by **Charron**.

Phillips - X Miller - X
Craig - X Cecil - X
Charron - X Cross - X

Motion by **Craig** to approve an overnight trip for Junior High Volleyball to Effingham, Illinois to compete in a Volleyball Tournament, February 18 - 19, 2022. Seconded by **Miller**.

Miller - X Cross - X
Craig - X Charron - X
Cecil - X Aper - X Phillips - Present

Motion by **Cross** to approve a Trap Shooting Cooperative Agreement with Mt. Pulaski being the host school.
Seconded by **Craig**.

Cecil - X	Cross - X	
Craig - X	Phillips - X	
Miller - X	Aper - X	Charron - X

Motion by **Craig** to approve the superintendent's acceptance of the resignation of Jessica Hoefker as Jr./Sr. High School Assistant Cook/Dishwasher. Seconded by **Cecil**.

Phillips - X	Cecil - X	
Aper - X	Charron - X	
Cross - X	Craig - X	Miller - X

Motion by **Miller** to approve the superintendent's acceptance of the resignation of Madison Farris as Jr./Sr. High School Special Education Teacher's Aide/Paraprofessional. Seconded by **Cross**.

Cecil - X	Craig - X	
Charron - X	Phillips - X	
Miller - X	Cross - X	Aper - X

Motion by **Cross** to approve the superintendent to move Robert Ham as High School Mathematics Teacher, to Unpaid Administrative Leave. Seconded by **Cecil**.

Cross - X	Aper - X	
Craig - X	Phillips - X	
Miller - X	Cecil - X	Charron - X

Motion by **Miller** to approve the superintendent's recommendation to hire Melodye Crabtree as Jr./Sr. High School Assistant Cook/Dishwasher at a rate of \$13.00 per hour. Seconded by **Charron**.

Miller - X	Cecil - X	
Cross - X	Aper - X	
Charron - X	Craig - X	Phillips - X

Motion by **Craig** to hire Nathan McAfee as unpaid (volunteer) Assistant High School Boy's Baseball Coach. Seconded by **Miller**.

Cross - X	Phillips - X	
Craig - X	Aper - X	
Charron - X	Miller - X	Cecil - X

Motion by **Miller** to adjourn. Seconded by **Charron**.

All in favor:
Yea - 7

Nay -