

HARTSBURG-EMDEN COMMUNITY UNIT DISTRICT # 21

BOARD OF EDUCATION MEETING

Monday, January 27, 2020
7:00 P.M.

Call to Order – Time: **7:00pm**

Roll Call:

Miller - **Present**

Aper - **Here**

Zinser - **Present**

Cross - **Here**

Groth - **Present**

Craig - **Here**

Phillips - **Present**

Introduction of Guests

Persons Wishing to Address the Board

Focus on Education

Eric Gardiner-1st year at Hartem; teaching English Lit, Film as Literature, English Composition, English 1 and English 11; primary focus is Classic Literature; formal writing is an area for improvement in our district; focus is on research in the Composition class

Matt Stoltzenburg-Athletic Director and Math teacher; 20th year in the district; Geometry is getting juniors ready for SAT; a lot going on in athletics-7th grade basketball 2nd in the county tournament; we host the 8th grade volleyball regional; funds from Jr. Aper memorial were used to purchase 6 new helmets and 3 face guards for baseball

Consent Agenda

- a. Approve minutes of the December 16, 2019 Regular School Board Meeting
- b. Approve minutes of Negotiation Committee Meeting on January 3, 2020
- c. Approve payment of payroll and monthly bills
- d. Approve Activity Report
- e. Approve Financial Report
- f. Approve Treasurer's Report
- g. Approve Agenda

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

Roll Call:

Craig - **Y**

Phillips - **Y**

Groth - **Y**

Zinser - **Y**

Cross - **Y**

Aper - **Y**

Miller - **Y**

Correspondence Received

Administrative Reports

- a. Principal's Report
 - a. It's been a good month so far; Liftoff meeting today-7th graders nominated for mentoring program; HS basketball homecoming week went well-game against Lewistown will be February 8th at 2:00pm; 5 Essentials survey coming up; Post Prom trivia night is February 8th; Jr. Class spaghetti dinner this Thursday
- b. Superintendent's Report
 - a. Bus leases-bus prices are going up-no real increase the last 2 leases; Abe Lincoln division meeting-let Mr. Wisniewski or Erika know if you would like to attend so that we can get you registered; 68th Fresh/Soph tournament coming up-we host

Old Business – Information

Second Reading & Adoption of Policies: 2:20 Powers and Duties of the School Board; Indemnification, 2:40 Board Member Qualifications, 2:50 Board Member Term of Office, 2:60 Board Member Removal from Office, 2:70 Vacancies on the School Board - Filling Vacancies, 2:100 Board Member Conflict of Interest, 2:105 Ethics and Gift Ban, 2:110 Qualifications, Term, and Duties of Board Officers, 2:140 Communications To and From the Board, 2:200 Types of School Board Meetings, 2:220 School Board Meeting Procedure, 2:230 Public Participation at School Board Meetings and Petitions to the Board, 2:240 Board Policy Development, 2:250 Access to District Public Records, 2:260 Uniform Grievance Procedure, 3:10 Goals and Objectives, 3:50 Administrative Personnel Other Than the Superintendent, 3:60 Administrative Responsibility of the Building Principal, 4:15 Identity Protection, 4:20 Fund Balances, 4:30 Revenue and Investments, 4:40 Incurring Debt, 4:60 Purchases and Contracts, 4:80 Accounting and Audits, 4:90 Activity Funds, 4:100 Insurance Management, 4:110 Transportation, 4:140 Waiver of Student Fees, 4:150 Facility Management and Building Programs, 4:160 Environmental Quality of Buildings and Grounds, 4:170 Safety, 4:175 Convicted Child Sex Offender; Screening; Notifications, 4:190 Targeted School Violence Prevention Program, 5:10 Equal Employment Opportunity and Minority Recruitment, 5:20 Workplace Harassment Prohibited, 5:30 Hiring Process and Criteria, 5:35 Compliance with the Fair Labor Standards Act, 5:40 Communicable and Chronic Infectious Disease, 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 Ethics and Conduct, 5:125 Personal Technology and Social Media; Usage and Conduct, 5:130 Responsibilities Concerning Internal Information, 5:150 Personnel Records, 5:180 Temporary Illness or Temporary Incapacity, 5:190 Teacher Qualifications, 5:200 Terms and Conditions of Employment and Dismissal, 5:220 Substitute Teachers, 5:250 Leaves of Absence, 5:260 Student Teachers, 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers, 5:290 Employment Termination and Suspensions, 5:310 Compensatory Time-Off, 5:330 Sick Days, Vacation, Holidays, and Leaves, 6:15 School Accountability, 6:20 School Year Calendar and Day, 6:40 Curriculum Development, 6:60 Curriculum Content, 6:65 Student Social and Emotional Development, 6:110 Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program, 6:150 Home and Hospital Instruction, 6:180 Extended Instructional Programs, 6:185 Remote Educational Program, 6:210 Instructional Materials, 6:270 Guidance and Counseling Program, 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, 7:20 Harassment of Students Prohibited, 7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students, 7:150 Agency and Police Interviews, 7:170 Vandalism, 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment, 7:185 Teen Dating Violence Prohibited, 7:190 Student Behavior, 7:200 Suspension Procedures, 7:270 Administering Medicines to Students, 7:290 Suicide and Depression Awareness and Prevention, 7:340 Student Records, 8:30 Visitors to and Conduct on School Property, 8:95 Parental Involvement, and 8:110 Public Suggestions and Concerns

Old Business – Action

- a. Approval of the above Policies

New Business – Information

- a. Legislative Update-not much going on right now, may know more in February
- b. Payment to King Lar for 10 Year Health Life Safety Project (roof on back of school)
- c. 10 Year HLS (Health Live Safety) Architect's Bill
- d. Payment to King Lar for Damaged Project (roof on original school – northwest end)
- e. Bushue Agreement-have not increased, helpful with state mandated and forms
- f. Heyworth Intergovernmental Agreement-get it signed for 2019-2020 school year
- g. Abbott & Associates – Audit Agreement
- h. Superintendent Evaluation-have evaluations to Greg by Feb 5th
- i. Volleyball & FFA – Overnight Trips
- j. Employment & Resignations
- k. Negotiations

Motion by **Zinser** to enter into Closed Session . . . (state reason below). Seconded by **Groth**.

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 and under 5 ILCS 120/2c(2) Collective bargaining matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Roll Call:

Cross - X	Aper - X	
Zinser - X	Miller - X	
Phillips - X	Craig - X	Groth - X

Time entering into Closed Session: **8:37pm**

{Closed Session}

Motion by **Zinser** to return to Open Session . . . Seconded by **Miller**.

Time returning to Open Session: **9:22pm**

Roll Call to resume to Open Session:

Miller - X	Cross - X	
Groth - X	Craig - X	
Zinser - X	Phillips - X	Aper - X

New Business – Action

- a. Payment to King Lar for 10 Year Health Life Safety Project (roof on back of school)
- b. 10 Year HLS (Health Live Safety) Architect's Bill
- c. Payment to King Lar for Damaged Project (roof on original school – northwest end)
- d. Bushue Agreement
- e. Heyworth Intergovernmental Agreement
- f. Abbott & Associates – Audit Agreements
- g. Superintendent Evaluation
- h. Volleyball & FFA – Overnight Trips
- i. Employment & Resignations

Adjournment – Time: **9:27pm**

Suggested Motions

January 27, 2020

Motion by **Craig** to approve the following policies as amended . . .

-- Change 7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students – 2 periods . . . 1st Reading

2:20 Powers and Duties of the School Board; Indemnification, 2:40 Board Member Qualifications, 2:50 Board Member Term of Office, 2:60 Board Member Removal from Office, 2:70 Vacancies on the School Board - Filling Vacancies, 2:100 Board Member Conflict of Interest, 2:105 Ethics and Gift Ban, 2:110 Qualifications, Term, and Duties of Board Officers, 2:140 Communications To and From the Board, 2:200 Types of School Board Meetings, 2:220 School Board Meeting Procedure, 2:230 Public Participation at School Board Meetings and Petitions to the Board, 2:240 Board Policy Development, 2:250 Access to District Public Records, 2:260 Uniform Grievance Procedure, 3:10 Goals and Objectives, 3:50 Administrative Personnel Other Than the Superintendent, 3:60 Administrative Responsibility of the Building Principal, 4:15 Identity Protection, 4:20 Fund Balances, 4:30 Revenue and Investments, 4:40 Incurring Debt, 4:60 Purchases and Contracts, 4:80 Accounting and Audits, 4:90 Activity Funds, 4:100 Insurance Management, 4:110 Transportation, 4:140 Waiver of Student Fees, 4:150 Facility Management and Building Programs, 4:160 Environmental Quality of Buildings and Grounds, 4:170 Safety, 4:175 Convicted Child Sex Offender; Screening; Notifications, 4:190 Targeted School Violence Prevention Program, 5:10 Equal Employment Opportunity and Minority Recruitment, 5:20 Workplace Harassment Prohibited, 5:30 Hiring Process and Criteria, 5:35 Compliance with the Fair Labor Standards Act, 5:40 Communicable and Chronic Infectious Disease, 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 Ethics and Conduct, 5:125 Personal Technology and Social Media; Usage and Conduct, 5:130 Responsibilities Concerning Internal Information, 5:150 Personnel Records, 5:180 Temporary Illness or Temporary Incapacity, 5:190 Teacher Qualifications, 5:200 Terms and Conditions of Employment and Dismissal, 5:220 Substitute Teachers, 5:250 Leaves of Absence, 5:260 Student Teachers, 5:285 Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers, 5:290 Employment Termination and Suspensions, 5:310 Compensatory Time-Off, 5:330 Sick Days, Vacation, Holidays, and Leaves, 6:15 School Accountability, 6:20 School Year Calendar and Day, 6:40 Curriculum Development, 6:60 Curriculum Content, 6:65 Student Social and Emotional Development, 6:110 Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program, 6:150 Home and Hospital Instruction, 6:180 Extended Instructional Programs, 6:185 Remote Educational Program, 6:210 Instructional Materials, 6:270 Guidance and Counseling Program, 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, 7:20 Harassment of Students Prohibited, 7:150 Agency and Police Interviews, 7:170 Vandalism, 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment, 7:185 Teen Dating Violence Prohibited, 7:190 Student Behavior, 7:200 Suspension Procedures, 7:270 Administering Medicines to Students, 7:290 Suicide and Depression Awareness and Prevention, 7:340 Student Records, 8:30 Visitors to and Conduct on School Property, 8:95 Parental Involvement, and 8:110 Public Suggestions and Concerns

as presented. Seconded by **Aper**.

All in favor:

Yea - 7

Nay -

Motion by **Craig** to approve King Lars – Contractor’s Application for Payment – in the amount of \$12,925.10 for the work completed on the 10 Year Health Life Safety Project – roof the south end of the building. Seconded by **Zinser**.

Cross - X

Craig - X

Aper - X

Zinser - X

Miller - X

Phillips - X

Groth - X

Motion by **Miller** to approve Graham and Hyde Architects, Inc. for Payment – in the amount of \$1,571.04 for the work completed on the 10 Year Health Life Safety Project – roof the south end of the building. Seconded by **Cross**.

Aper - X

Cross - X

Craig - X

Groth - X

Phillips - X

Zinser - X

Miller - X

Motion by **Zinser** to approve King Lars – Payment – in the amount of \$15,000.00 for the work completed on the Damaged Roof Project – roof the oldest part of the building. Seconded by **Aper**.

Zinser - X

Cross - X

Miller - X

Groth - X

Aper - X

Craig - X

Phillips - X

Motion by **Cross** to approve the agreement between Hartsburg-Emden CUSD # 21 and Bushue Human Resources, Inc. for a period of three (3) years commencing January 1, 2020 and ending December 31, 2022. The cost for services provided will be \$6,000 annually for the 3 years.

Seconded by **Craig**.

Phillips - X	Groth - X	
Miller - X	Cross - X	
Aper - X	Zinser - X	Craig - X

Motion by **Zinser** to approve the Intergovernmental Agreement with Heyworth School District as presented. Seconded by **Miller**.

Aper - X	Groth - X	
Craig - X	Miller - X	
Cross - X	Phillips - X	Zinser - X

Motion by **Craig** to approve the Social Work Services outsourced to Heyworth School District. The cost for services provided for 1st semester was \$6,696.77. Seconded by **Zinser**.

Craig - X	Aper - X	
Cross - X	Miller - X	
Zinser - X	Groth - X	Phillips - X

Motion by **Cross** to approve J.M. Abbott & Associates to conduct the Districts Annual Financial Audit. Seconded by **Zinser**.

Zinser - X	Groth - X	
Phillips - X	Cross - X	
Miller - X	Craig - X	Aper - X

Motion by **Miller** to approve an overnight trip for Junior High Volleyball to Effingham, Illinois to compete in a Volleyball Tournament, February 21 - 22, 2020. Seconded by **Zinser**.

Phillips - X	Groth - X	
Miller - X	Cross - X	
Aper - X	Zinser - X	Craig - X

Motion by **Zinser** to approve an overnight trip for FFA to Decatur, Illinois to compete in a Competition, February 7 - 8, 2020. Seconded by **Craig**.

Groth - X	Zinser - X	
Miller - X	Craig - X	
Cross - X	Phillips - X	Aper - X

Motion by **Craig** to approve the superintendent's acceptance of the resignation of Betty Jo Lessen as Emden Elementary Head Cook. Seconded by **Aper**.

Miller - X	Zinser - X	
Aper - X	Groth - X	
Cross - X	Craig - X	Phillips - X

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

All in favor:
Yea - **7**
Nay -