

EFFINGHAM COMMUNITY UNIT DISTRICT #40
EFFINGHAM, ILLINOIS

**MINUTES
REGULAR MEETING
MONDAY, JUNE 28, 2021**

The Unit #40 board meeting will be streamed live on Youtube. Please use the following links to access the meeting:

Live stream starting at 6:00 p.m.: <https://youtu.be/VKsnxc6ndMI>

Live stream following closed session: <https://youtu.be/4SDVVo2IIK0>

1. Call to order FY21 Amended Budget Hearing/Pledge of Allegiance/Roll Call

President Klosterman called the FY21 Amended Budget Hearing to order at 6:00 PM

Secretary Willenborg called the roll.

Members present: Steve Bone, Robin Klosterman, Chad Thompson, Brad Waldhoff, Desha Wear, Jill Wendling and Jane Willenborg

Members absent: none

Members in attendance remotely: None

Staff present: Mark Doan, Jason Fox, Penny Wiedman

2. Amended Budget Hearing

The FY21 Tentative Amended Budget was publicly posted for thirty days.

Fund 10-Educational: The changes will take the estimated fund balance on June 30, 2021 from \$9,335,568 to \$9,329,336; decrease of \$6,232.

Fund 40-Transportation: The changes will take the estimated fund balance on June 30, 2021 from \$2,983,125 to \$2,913,751; decrease of \$69,374.

Fund 50-Municipal Retirement/Social Security: The change will take the estimated fund balance on June 30, 2021 from \$1,302,139 to \$1,306,732; increase of \$4,593.

Fund 80-Tort: The changes will take the estimated fund balance on June 30, 2021 from \$492,578 to \$132,578; decrease of \$360,000.

A. Adjourn Budget Hearing

Waldhoff made a motion, seconded by Thompson to adjourn the FY21 Amended Budget Hearing at 6:03 PM.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

3. Call to Order Regular Board Meeting/Roll Call

President Klosterman called the Regular Meeting to order at 6:04 PM

Secretary Willenborg called the roll.

Members present: Steve Bone, Robin Klosterman, Chad Thompson, Brad Waldhoff, Desha Wear, Jill Wendling and Jane Willenborg

Members absent: none

Members in attendance remotely: None

Staff present: Mark Doan, Jason Fox, Penny Wiedman

4. Recognition of Visitors

Kesney Estrada spoke in opposition of Mark Doan and for the board to not be racist.

5. Financial Report

Fox reported there is a net fund balance of \$25,551,114.50; Operating funds net total of \$20,073,141.48; Health Life Safety Funds Net total: \$3,500,514.83. Reimburse the imprest account in the amount of \$3,371.66 and approve the bills as listed:

Education Fund – \$406,572.04

Operations, Building & Maintenance Fund – \$197,778.23

Transportation Fund – \$57,209.57

Tort Fund – \$23,983.36

Capital Improvements - \$40,100.76

Total - \$725,643.96

Waldhoff made a motion and seconded by Klosterman to approve the financial report and to reimburse the imprest account in the amount of \$3,371.66 and payment of bills in the amount of \$725,643.96.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

6. Consent Agenda

A. Minutes

Enclosed were the regular meeting minutes of May 24, 2021 and special meeting minutes of June 21, 2021.

B. Cafeteria Report-enclosed

C. Student Teachers

Student	Type	Unit 40 Teacher	Grade/Subject	School	Date
Abigail Cabage	Student Teacher	Jackie Haarmann	FACS	EHS	1st Semester 2021-22

D. Fundraisers

Group	Event	Reason	Date
Central PTO	Selling wrapping paper, cooking utensils, home décor, etc.	To raise funds for student incentives, classroom projects, library books, etc.	Sept. 30-Oct. 14, 2021
South Side PTO	Selling various food items; frozen pizza, desserts, cookies, etc.	to raise funds to support student and staff needs throughout the school year	Sept. 13-Oct. 1, 2021
EHS Basketball Cheer	Formal Dress Sale	to raise funds for cheer choreography, stunt camps, tumbling camps/clinics, etc	Aug. 6-7, 2021

Central Student Council	Selling Smencils (scented pencils)	to raise funds for Central School PTO	Sept. 21-23, 2021; Nov. 22-24, 2021; Feb. 1-3, 2022; April 11-13, 2022
Effingham High School Pom Pons	Selling pizza kits and frozen cookie dough	to raise funds for Pom Pon uniforms	July 6-20, 2021

E. Field Trips-none

F. Annual Library Services Report-enclosed. Klosterman requested more detailed information on the budget for each of the schools libraries.

G. Board Committee Assignments through May 2023

Technology-R Klosterman and B Waldhoff

Human Resources- C Thompson and S Bone

Facilities/Transportation-D Wear and J Willenborg, alternate J Wendling

Curriculum-R Klosterman and J Wendling

H. Approval to Post for Public Review Policy Updates and Changes-enclosed

Wendling made a motion, seconded by Wear to accept the Consent Agenda.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

7. Correspondence

Thank you's received from Amy Minor family for gift sent for funeral of her mother and Kelly Anderson for retirement gifts and recognition at the May board meeting.

8. Superintendent's Report

A. Foundation Report-no report

B. Enrollment

Total enrollment is 2,352 as of May 25, 2021; 51 students less from March 2020.

C. Information-one FOIA requests for all emails from June 20, 2020 to June 20, 2021.

John Perry, represented EHS in wrestling and Nate Thompson played in the IRCA All Star basketball game and was named MVP.

9. Old Business

A. Adopt FY21 Amended Budget

Thompson made a motion, seconded by Bone to adopt the FY21 amended budget as presented.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

10. New Business

A. Approve Dairy and Bakery Bids

Waldhoff made a motion, seconded by Wendling to accept the dairy bid from Prairie Farms Dairy of Olney and the bakery bid from Aunt Millie's for the 2021-22 school year.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

B. Consolidated District Plan

Michelle Beck, Curriculum Director spoke regarding the District's Plan. ISBE requires districts to submit a Consolidated District Plan for federally funded programming, Title I, Title II, IDEA Part B Flow-Through, and IDEA Part B Preschool, for Unit #40 and provide information regarding the educational services that will be delivered with federal funds. The Plan must be submitted to the Illinois State Board of Education before any FY2022 grant applications for included programs can be approved.

Wendling made a motion, seconded by Bone to approve the FY22 Consolidated District Plan.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

C. Approve Bus Bids

Hutsonville will purchase four buses and St. Elmo will purchase two buses. One bus will be traded to Midwest for a new bus.

Thompson made a motion, seconded by Bone to approve Hutsonville CUSD #1 and St. Elmo CUSD #202 bus bids and trade in one bus as presented.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

D. Preventative Maintenance/Annual Testing Contract

ENTECC provided a five year contract to take care of the District's needs, replacing Honeywell. The agreement coverage will be in effect from July 1, 2021 to June 30, 2026.

Thompson made a motion, seconded by Waldhoff to approve a contract with ENTECC.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

E. 2021-22 School Year Discussion

ISBE has not put out guidelines yet on the remote learning plan for 2021-22. As of now, there are two requirements for a student to be under remote instruction: quarantine by health dept and not eligible for a vaccination. Unit #40 plans for school to be in session five days a week, 8-3; no early release; no remote learning except through the ISBE guidance; IHSA parameters; no self-certification forms; grading and finals back to pre-pandemic; allow visitors; health dept is the only entity that can quarantine students; per CDC vaccinated individuals do not have to wear masks. There should be more information coming out in July.

Klosterman read a press release for the board to discuss if they want to put it out to the public.

Doan and Thompson thanked the public for sending in feedback regarding returning to normal in 2021-22.

F. Additional Services from Educational Leadership Solutions

Wear made a motion, seconded by Bone to contract with ELS for additional services associated with the Superintendent search.

ELS would like to create sub groups to get feedback to determine the ideal candidate; date the District wants to hire the new superintendent, not going past October; Possible dates to meet with the board about a timeline and characteristics of a new superintendent.

Fees would include: General fee, expenses, and *salary analysis* totaling \$10,600.

It is important for people to complete the survey so ELS has the data.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

11. Adjournment to Closed Session

Wendling made a motion, seconded by Thompson to adjourn to Closed Session at 7:13 PM.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

A. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the district or legal counsel for the District.

B. Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

12. Return to Open Session

Wendling made a motion, seconded by Wear to adjourn and return to open session at 8:32 PM.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

A. Approval of Closed Session Minutes

Waldhoff made a motion, seconded by Bone to approve the minutes of the Closed Session just concluded.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

13. Personnel List

EMPLOYMENT:	
Alex Wall	Custodian @ EJHS
Denice Tarin	Elementary Teacher @ South Side School
Michelle Jeffries	Cafeteria Monitor @ South Side School
Abbey Meinhart	Special Education @ South Side School – Jan. 2022
TRANSFER:	
Rebekah Dial	5 Hour Cook @ EHS
LEAVE OF ABSENCE:	
Marisa Ruffner	FMLA
RETIREMENT:	
Denise Anderson	Director of Food Services

Thompson made a motion, seconded by Wear to approve the personnel list as presented.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

14. Adjourn

Thompson made a motion, seconded by Bone to adjourn the meeting at 8:35 PM.

Roll call vote

AYES: Bone, Klosterman, Thompson, Waldhoff, Wear, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

Date of Minutes: **Monday, June 28, 2021**

Date of Approval: _____

President

Secretary

EFFINGHAM COMMUNITY UNIT SCHOOL DISTRICT #40
Effingham, Illinois

Motion to Adjourn to Closed Meeting

Date: June 28, 2021 **Time: _____**

A motion was made by _____, and seconded by _____, to adjourn to closed meeting to discuss:

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1), amended by P.A. 101-459.**
- Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).**
- The selection of a person to fill a public office, including a vacancy in a public office, when the District is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the District is given power to remove the occupant under law or ordinance. 5 ILCS 120/2(c)(3).
- Evidence or testimony presented in open hearing, or in closed hearing where authorized by law, to a quasi-adjudicative body, as defined in the Open Meetings Act, provided that the body prepares and makes available for public inspection a written decision with its determinative reasoning. 5 ILCS 120/2(c)(4).
- The purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5).
- The setting of a price for sale or lease of property owned by the District. 5 ILCS 120/2(c)(6).
- The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).
- Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8).
- Student disciplinary cases. 5 ILCS 120/2(c)(9).
- The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
- Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2(c)(11).
- The establishment of reserves or settlement of claims as provided in the Local Government and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the District or any intergovernmental risk management association or self insurance pool of which the District is a member. 5 ILCS 120/2(c)(12).
- Self-evaluation, practices and procedures, or professional ethics, when meeting with a representative of a statewide association of which the District is a member. 5 ILCS 120/2(c)(16).
- Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).
- Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. 5 ILCS 120/2(c)(28).

Closed Meeting Roll Call:

“Yeas” - 7	“Nays” - 0
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Motion: Carried