

Coal City Community Unit School District #1
Board Study Session of the Whole Meeting Minutes
Wednesday, April 24, 2024

Call to Order

President Miller called the Study Session meeting to order at 6:00 p.m. in the Coal City Community Unit School District 1 Boardroom. In attendance were Board members Dan Engelhardt, Mary Gill, Shawn Hamilton, Cindy Klein, Steve Rogers, and Ken Miller. Also, in attendance were Superintendent Christopher Spencer, CSBO Jason Smith, Director of Special Populations Luke Krippel, Director of Curriculum and Instruction Jennifer Kenney, and Board Secretary LaWanda Gagliardo. Board Member, Quint Harmon arrived at 6:02 p.m. President Miller led the Board and others present in reciting the Pledge of Allegiance.

Closed Session

At 6:00 p.m. a motion made by Mr. Engelhardt and seconded by Mr. Rogers to go into closed session for the purpose of considering information regarding pending litigation. Mr. Krippel, Mrs. Kenney and Mrs. Gagliardo left the meeting at 6:35 p.m.

Roll Call.

Ayes: Dan Engelhardt, Steve Rogers, Mary Gill, Shawn Hamilton, Quint Harmon, Cindy Klein, Ken Miller

Nays:

Motion: Carried.

Mr. Engelhardt moved and Mrs. Klein seconded to return to open session at 7:04 p.m. Mr. Smith took the roll call vote. Mr. Boresi, Ms. Gill, Mr. Krippel, Mrs. Kenney, and Mrs. Gagliardo returned to the meeting at 7:04 p.m.

Roll Call.

Ayes: Dan Engelhardt, Cindy Klein, Mary Gill, Shawn Hamilton, Quint Harmon, Steve Rogers, Ken Miller

Nays:

Motion: Carried.

1. Discussion on Facilities Improvement Plan

Superintendent Christopher Spencer provided the Board with an update on the Facilities Improvement Plan. The trucks have gotten all the grass and are now working on the electrical on the fields; so far, the process is going well. Mr. Spencer has a meeting with the architects, and the construction company on Monday for an update. Mr. Smith has been working with the smaller buildings regarding classroom furniture. The Board and Mr. Spencer thanked Mr. Smith for all the hard work he has put into getting these projects off and running.

2. Discussion on Certified Staff Openings

Superintendent Christopher Spencer updated the Board on the certified staff openings for the district for FY25. Mr. Spencer discussed each building's needs for the upcoming school year. An Assistant Principal for the ECC has been hired, high school band interviews are in the second round of interviews and hope to have someone hired for the next Board meeting. The goal is to expand on the band program within the next 2 years. There are more interviews to be conducted for a high school math teacher, the science teacher put in their resignation, candidates are still being identified for

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interviews for the part-time social studies teacher. Mr. Spencer thinks the district is sitting in a good position as of right now with the number of candidates that have shown interest in available positions. Mr. Krippel is still searching for a district psychologist. Mr. Spencer will keep the Board updated on the progress of hires.

3. Discussion on Communications Plan

Community Relations Specialist, Ann Gill reviewed the first draft of the Communications Plan with the Board. Ms. Gill conducted a parental survey to gather data to assist with developing this plan. Ms. Gill provided the Board with a summary of the survey results. Ms. Gill hopes to have a final draft for Board approval at the May 1 Board meeting.

4. Second Reading on Revised District Policies

The first reading took place at the April 3 Board Meeting, this is the second reading of the revised district policies. Mr. Spencer and the Board Policy Committee will meet Friday to discuss the policies and present their recommendations to the Board at the May 1 Board meeting.

2:40	Board Member Qualifications
2:60	Board Member Removal from Office
2:140	Communications To and From the Board
2:140-E	Guidance for Board Member Communications, Including Email Use
2:150-AP	Superintendent Committees
2:170-AP	Qualification Based Selection
2:250-E1	Written Request for District Public Records
2:250-E2	Immediately Available District Public Records and Web-Posted Reports and Records
2:260	Unifor Grievance Procedure
2:260-AP1	Guidelines for Investigating Complaints Filed Under Policy 2:260, Uniform Grievance Procedure, and Allegations of Misconduct
2:260-AP2	Nondiscrimination Coordinator and Complaint Manager
2:265	Title IX ~~Sexual Harassment~~ Grievance Procedure
2:265-AP1	Title IX ~~Sexual Harassment~~ Response
2:265-AP2	Formal Title IX ~~Sexual Harassment~~ Complaint Grievance Process
2:265-E	Title IX ~~Sexual Harassment~~ Glossary of Terms
2:270	Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited
2:270-AP	Prevention and Response Program for Complaints of Discrimination and Harassment Based on Race, Color, and National Origin
4:20	Fund Balances
4:45-AP1	Insufficient Fund Checks
4:45-E1	Cover Page Documenting the Process to Seek Offset from the Illinois Office of the Comptroller
4:45-E2	Notice of Claim and Intent to Seek Debt Recovery; Challenge; and Response to Challenge

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4:55-AP	Controls for the Use of District Credit and Procurement Cards
4:110-AP1	School Bus Post-Accident Checklist
4:110-AP3	School Bus Safety Rules
4:110-E	Emergency Medical Information for Students Having Special Needs or Medical Conditions Who Ride School Buses
4:165	Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors
4:170-AP2, E1	Letter to Parents/Guardians Regarding Student Safety
4:170-AP2, E2	Letter to Parents/Guardians Regarding the Dangers of Underage Drinking
4:170-AP2, E3	Letter to Parents/Guardians About Disruptive Social Media Apps; Dangers
4:170-AP2, E4	Letter to Parents/Guardians About Preventing and Reducing Incidences of Sexting
4:170-AP2, E6	Letter to Parents/Guardians About Safe Firearm Storage
4:170-AP6	Plan for Responding to a Medical Emergency at a Physical Fitness Facility with an AED
4:170-AP6, E2	Notification to Staff and Parents/Guardians of CPR and AED Video
4:170-AP8	Movable Soccer Goal Safety
4:175-AP1, E1	Informing Parents/Guardians About Offender Community Notification Laws
4:190	Targeted School Violence Prevention Program
4:190-AP1	Targeted School Violence Prevention Program
4:190-AP1, E1	Targeted School Violence Prevention Program Resources
4:190-AP2	Threat Assessment Team (TAT)
4:190-AP2, E1	Principles of Threat Assessment
4:190-AP2, E2	Threat Assessment Documentation
4:190-AP2, E3	Threat Assessment Key Areas and Questions; Examples
4:190-AP2, E4	Responding to Types of Threats
4:190-AP2, E5	Threat Assessment Case Management Strategies
4:190-AP2, E6	Targeted School Violence Prevention and Threat Assessment Education
5:10	Equal Employment Opportunity and Minority Recruitment
5:10-AP	Workplace Accommodations for Nursing Mothers
5:20	Workplace Harassment Prohibited

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5:90-AP1	Coordination with Children's Advocacy Center
5:100	Staff Development Program
5:120	Employee Ethics; Code of Professional Conduct; and Conflict of Interest
5:300	Schedules and Employment Year
6:60	Curriculum Content
6:60-AP1	Comprehensive Health Education Program
6:120-AP1	Special Education Procedures Assuring the Implementation of Comprehensive Programming for Children with Disabilities
6:185	Remote Educational Program
7:10	Equal Educational Opportunities
7:10-AP1	Accommodating Transgender, Nonbinary, or Gender Nonconforming Students
7:10-E	Equal Educational Opportunities Within the School Community
7:20	Harassment of Students Prohibited
7:20-AP	Harassment of Students Prohibited
7:180	Prevention of and Response to Bullying, Intimidation, and Harassment
7:180-AP1	Prevention, Identification, Investigation, and Response to Bullying
7:180-AP1, E1	Resource Guide for Bullying Prevention
7:180-AP, E5	Report Form for Bullying
7:180-AP1, E7	Response to Bullying
7:185	Teen Dating Violence
7:190-E2	Student Handbook Checklist

5. Discussion on ERP Software

CSBO Jason Smith discussed the proposal to change the ERP (Financial and Payroll) Software. Replacing the current ERP Software will affect accounting, accounts payable, account receivables, and human resources. Currently Mr. Smith is vetting various software to determine what will be the best of the district. Mr. Smith informed the Board that there will be a huge cost upfront due to implementation and training, but now would be the best time for this type of conversion. Mr. Smith will continue the vetting process and will update the Board at a later date.

6. Discussion on EBC Renewals for FY25

CSBO Jason Smith discussed the EBC Renewals for FY25. Mr. Smith reminded the Board that the district is part of a co-op that will search for the best insurance rates for the district. The insurance will increase about 7.18%, and that is far less of an increase if the district wasn't a part of this co-op. Mr. Smith will meet with the Insurance Committee to discuss the increase.

7. Discussion on Leasing for FY25

CSBO Jason Smith discussed the leasing of Chromebooks, scoreboards, and furniture. Mr. Smith discussed the leasing of 750 Chromebooks, and the possible leasing of scoreboards, and furniture.

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Mr. Smith is still determining what is most cost effective for the district and will update the Board at a later date.

8. Discussion on Co-Curricular and Extracurricular Evaluation Forms

Assistant Athletic Director/Dean of Students, Brad Boresi was in attendance and updated the Board on the evaluation process for athletic coaches and club sponsors. These evaluations are modeled off the teacher's evaluation plan. Mr. Boresi researched other district evaluation tools and constructed forms that would work best for Coal City. Athletic Directors will evaluate coaches, and the coaches will have input for assistant coaches. A final draft of the evaluation forms will be presented to the Board for consideration.

9. Discussion on Tuition Base Preschool – Pilot Program

Director of Special Populations, Luke Krippel discussed a possible tuition base preschool pilot program. There are several local preschool programs that are closing or will no longer be offered, and Mr. Krippel presented the Board with a possible preschool pilot program. This pilot program will be for one year, and at that time, an assessment will be done to determine if it was a success. At this time, there will be no cost to the Board for the program. The program would prioritize four-year old's first, due to moving up to kindergarten the following year. Mr. Krippel provided the Board with what the estimated monthly charges for parents of qualifying students. There will still be a screening process and a lottery system. There will be no busing provided. A final draft of the preschool pilot plan will be presented to the Board at the May 1 Board meeting.

10. Discussion on Updating Building Usage Guidelines and Fees

Community Relations Specialist, Ann Gill and Assistant Athletic Director/Dean of Students, Brad Boresi provided the Board with updated guidelines and fee schedule for the district's building usage request forms. Ms. Gill and Mr. Bores discussed custodial fees, student workers, lighting design and extra fees for utilizing the kitchen/cafeteria. There will be a final draft presented at the May 1 Board meeting for Board consideration.

11. Finance Reports

The bank statements, monthly revenue, expenditure summary reports, check reconciliation report, cash report, and cleared check report for March were enclosed for review. Detailed reports were available in the Business Office for review prior to the meeting. The treasurer's report, investment report, and lunch report for March were also enclosed for review.

12. Open

- a) Items not known at agenda preparation time – none.
- b) Sharing Ideas / Information – none.

Adjournment

Mr. Engelhardt moved and Mr. Hamilton seconded to adjourn at 8:44 p.m. the Board Study Session of the Whole meeting.

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Kenneth P. Miller, President

Mary Gill, Secretary