

Coal City Community Unit School District No. One
Board of Education Meeting
Coal City CUSD #1 District Office Board Room, 550 S. Carbon Hill Road
July 5, 2023
Public Session - 6 :00 p.m.

It Is The Mission Of The Coal City Community Unit School District #1 ...to prepare today's learners for tomorrow's challenges.

1. Call to Order

Roll Call

Pledge of Allegiance

2. Notices and Communications

Communications from the Floor

3. Approval of Consent Agenda

Meeting Minutes – Regular

Closed Session Meeting Minutes

Activity Fund Reports

Treasurer's Report

Monthly Manual Check Report

Payroll Report

Accounts Payable Report

Approval of Employee Transfers

Approval of Leave Requests

Approval of Retirement Requests

Approval of Extra-Curricular Resignations

Approval of Extra-Curricular Assignments

Approval of Facility Use Requests

4. Administrative/Committee Reports

A. Special Populations Report

B. Curriculum Report

C. Superintendent's Report

D. GAVC Report

E. Athletic Director's Report

5. Communications from the Floor

6. Old Business

A. Second Reading on Revised District Policies

B. Discussion on Facilities Improvement Plan Update

C. Discussion on FY24 Staffing Update

7. New Business

A. Discussion/Action on Approval of the Quarterly Dropout Report

B. Discussion/Action on 2023 – 2024 Tentative Operating Budget

C. Discussion/Action on Appointment of the Title IX Agent and Sex Equity Hearing Officer

D. Discussion/Action on Appointment of Liaison of Student Records for the Department of Children and Family Services

E. Discussion/Action on High School Band/Chorus Spring Break 2025 Trip

F. Discussion/Action on the Theatre Department's 2024 Spring Break Trip to NYC

G. Discussion/Action on 2023 – 2024 Strategic Plan

H. Discussion on Superintendent's Evaluation

I. Discussion/Action on Support Staff Starting Salary

J. Discussion/Action on Substitute Staff Starting Salary

K. Discussion/Action on the Approval of the Lease Agreement for ViewSonic Interactive Boards

8. Open for Items Not Known at Agenda Preparation Time

Communications from the Floor

9. **Closed Session** for the purpose of the consideration of the appointment, employment, compensation, discipline, performance, dismissal of specific employees of the public body, and collective bargaining matters.

Action as a Result of Closed Session

Possible Termination of Support Staff Employee

Adjournment

Section 1

CALL TO ORDER

President Miller called the regular meeting to order at _____ p.m. with the board members answering roll call present: Dan Engelhardt, Mary Gill, Shawn Hamilton, Quint Harmon, Cindy Klein, Steve Rogers, and Ken Miller.

Roll Call:

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

PLEDGE OF ALLEGIANCE

Section 2

NOTICES AND COMMUNICATIONS

1. Introduction/acknowledgement of guests.
2. Thank you from Tammy Elledge, retired Director of Curriculum & Instruction.

COMMUNICATIONS FROM THE FLOOR

1. In regard to agenda items
2. In general (Limited to 5 minutes per person.)

Section 3

APPROVAL OF CONSENT AGENDA

Are there any items that the Board would like to remove from the consent agenda?

To approve the consent agenda including the minutes and closed session minutes from the regular meeting of June 7, the May Activity Fund Reports; May Treasurer's Report, the June Monthly Manual Checks report; the June Payrolls, the July Accounts Payable, personnel items including approval of resignations, employments, employee transfers, leave requests, retirement requests, extra-curricular resignations, extra-curricular assignments, and to approve the following building usage requests as listed:

<u>Group</u>	<u>Building</u>	<u>Date</u>
Small Town Theatrics	PAC	07/16 - 07/23
CYBaseball	IS	1/9/24 – 5/1/24

Roll Call.

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

Section 4

ADMINISTRATORS' REPORTS

A. SPECIAL POPULATIONS REPORT

Director Krippel reported:

Extended School Year:

The district recently completed the extended school year (ESY) session for special education students who qualify based on their IEP's. This year, the district served 47 students with special needs during the month of June. Thank you to all of the teachers and paraprofessionals who helped make this a successful ESY program!

Vacancies:

Anticipated Paraprofessionals - 23-24 School Year

B. CURRICULUM REPORT

Director Kenney reported:

Department Information

Summer work began on May 26th at the high school. We concluded work on June 26th. The teachers logged 740 hours of paid work. Main accomplishments were a few new courses at the high school and adoption of new math materials for all grade levels. Thanks go out to the department leaders that make this process run smoothly and are always working on improvements in their subject areas.

Mentoring Program

At the current time we have 10 staff members that will be going through the mentoring program this year. All mentors have been selected and assigned to their protege. New staff orientation is planned for August 7-8. There will be an additional work day for the new staff member and the mentor set for August 9.

C. SUPERINTENDENT'S REPORT

Mr. Spencer reported:

1. A FOIA request was received from Katy Smyser, Senior Producer/Investigations for NBC Chicago and Telemundo Chicago. Ms. Smyser requested settlement agreements resolving any FOIA lawsuits, judgements, attorney fees, cost etc....

2. At the June 7, 2023 Board meeting, the Board authorized the Superintendent to employ personnel as needed due to current candidate shortage. The following will be employed for the 2023 – 2024 school year, pending satisfactory completion of all state requirements:

Certified Staff: *pending satisfactory completion of all state requirements*

Willow DeKruiff – Deaf and Hard of Hearing Teacher for the Middle School.

Nicole Wiltz – 3rd Grade Special Ed Co-Taught Teacher at the Elementary School. Ms. Wiltz is replacing Lindsey Watters, who transfer to the ECC.

Department Leader:

Katie Sobin – Special Services Department Leader

Mentors:

Kim Sondergroth – Todd Hancock

Keith Kiper – Thomas Purcell

Amy Siefken – Andrew Brimm

Amanda Patten – Taylor Speed

Robin Fincher – Mikayla Lange

Sharon Swink – Griffin Gletty

Sarah Veronda – Willow DeKruiff

Rianne O'Donnell – Savannah Jacobs

Cealy DePersia – Grace Thelo

Betsy Cowherd – Joey Rivera

Katie Sobin – Nicole Wiltz

3. Savanna Schmitz, a student at Aurora University, will intern with Kailee Walgren, Social Worker at the Early Childhood Center for the 2023 – 2024 school year.

DATES TO REMEMBER

July 4 – Independence Day – Office Closed

July 13 – Walk-in Registration @ Unit Office from 7:30 a.m. – 10:30 a.m.

July 18 – Walk-in Registration @ Unit Office from 4:00 p.m. – 6:00 p.m.

July 26 – Board Study Session of the Whole Meeting @ 6:00 p.m.

D. GRUNDY AREA VOCATIONAL CENTER REPORT

Mr. Engelhardt reported:

1. Assistant Director Gierke updated the Board of Control on the CNA/CMA/EKG Testing Results. CNA - 99% Pass, CMA - 100%, EKG 100%
2. Assistant Director Gierke informed the Board of Control that GAVC will be offering 36 hours of Dual Credit possibility across all programs.
3. Assistant Director Gierke updated the Board of Control on Advanced Health Occupations being the only class left to balance.

4. Assistant Director Gierke provided the Board of Control an update on Pathways and Work-Based Learning.
5. Director Copes updated the Board of Control on the July and August calendar.
6. Director Copes updated the Board of Control on the progress of Project House #26.
7. Director Copes updated the Board of Control on the JJC Westward Expansion.
8. Approved the FY 24 tentative budget.
9. Approved August 24, 2023 as the FY 24 budget hearing and 5:15 as the time of the hearing.
10. Approved Cortney Wilson as a Health Occupations Clinical Assistant.
11. Approved Muffler Concrete's bid of \$83,250 for the concrete work on Project House #27.
12. Approved Director Copes to make any necessary hires to begin the school year fully staffed.
13. Approved allowing GAVC Office to make summer payments.
14. Approved a 5% pay increase to Educational and Operational Support Staff for the FY 24 school year.

E. ATHLETIC DIRECTOR'S REPORT

Director Hutchings reported:

June Athletic

Important Dates:

- July 19 M.S. Fall Parent meeting for Baseball, Softball, Girls Basketball 6:00 pm
- July 24 Middle School Softball tryouts TBA
- July 31 Middle School Baseball tryouts TBA
- Aug. 2 Middle School Soccer Tryouts TBA
- Aug. 3 District Coaches Meeting 9:00 a.m.
- Aug. 7 H.S. Fall Sport Begin - Football, Golf, Volleyball, Girls Tennis,
Boys Soccer

*On June 13 Morris Hospital provided Athletic Physicals at a cost of \$25. 56 students took advantage of this opportunity.

Summer camps are in full swing at this time.

Section 5

COMMUNICATIONS FROM THE FLOOR

1. In regard to agenda items
2. In general (Limited to 5 minutes per person.)

Section 6

OLD BUSINESS

A. SECOND READING ON REVISED DISTRICT POLICIES

The first reading took place on June 7, 2023, this is the second reading. The Board Policy Committee will meet soon to conduct the final reading and take action at the August Board meeting.

2:80	Board Member Oath and Conduct
2:80-E	Board Member Code of Conduct
2:170	Procurement of Architectural, Engineering, and Land Surveying Services
4:45	Insufficient Fund Checks and Debt Recovery
4:50-E	School District Payment Order
4:55-E	Cardholder's Statement Affirming Familiarity with Requirements for Using District Credit and /or Procurement Cards
4:60-E	Notice to Contractors
4:80-AP1	Checklist for Internal Controls
4:100	Insurance Management
4:160-AP	Environmental Quality of Building and Grounds
5:230	Maintaining Student Discipline
6:10	Educational Philosophy and Objectives
6:40-AP	Curriculum Development
6:120-AP1, E1	Notice to Parents/Guardians Regarding Section 504 Rights
6:190	Extracurricular and Co-curricular Activities
6:220-E1	Authorization to Participate in Bring Your Own Technology (BYOT) Program; Responsible Use and Conduct Agreement
6:220-E2	Bring Your Own Technology (BYOT) Program Student Guidelines
6:240	Field Trips
6:240-AP	Field Trip Guidelines
7:15-E	Notification to Parents of Family Privacy Rights
7:150-AP	Agency and Policy Interviews
7:275	Orders to Forgo Life-Sustaining Treatments
7:280-E3	Prevention of Staphylococcal Infections for Schools
7:300-E2	Certificate of Physical Fitness for Participation in Athletics
7:305	Student Athlete Concussions and Head Injuries
7:305-AP	Program for Managing Student Athlete Concussion and Head Injuries
7:330	Student Use of Buildings – Equal Access

B. DISCUSSION ON FACILITIES IMPROVEMENT PLAN UPDATE

Superintendent Christopher Spencer will update the Board on the Facilities Improvement Plan progress.

C. DISCUSSION ON FY24 STAFFING UPDATE

Superintendent Christopher Spencer will provide the Board with a staffing update for FY24.

Section 7

NEW BUSINESS

A. DISCUSSION/ACTION ON THE APPROVAL OF THE QUARTERLY DROPOUT REPORT

The Quarterly Dropout Report for the quarter ending May 24, 2023 has been prepared and is ready for Board approval. The approval of the Quarterly Dropout Report is a State requirement, which ensures that the School Board is informed of students leaving our school system.

A SUGGESTED MOTION:

To approve filing the Quarterly Dropout Report with the Regional Office of Education for the quarter ending May 24, 2023.

Roll Call.

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

B. DISCUSSION/ACTION ON THE 2023 – 2024 TENTATIVE OPERATING BUDGET

The tentative budget represents the compilation of an effort that annually begins the preceding fall. Numerous groups, as well as individuals, have an opportunity to provide input on this final product.

The district is legally required to have its Tentative Operating Budget on display for public inspection for a period of not less than thirty (30) days. Interested individuals may inspect the formal document in the District Administration Office at 550 S Carbon Hill Road, between Monday, July 10, 2023 and Wednesday, September 6, 2023. The legal notice, when published, meets the legal requirements of the State of Illinois.

A SUGGESTED MOTION:

To approve the 2023 - 2024 Tentative Budget as presented and to approve the legal notice for public hearing that said budget is available for public inspection for no less than thirty (30) days at the District Administration Office from July 10, 2023 until the Public Hearing at 6:00 p.m. on Wednesday, September 6, 2023.

Roll Call.

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

C. DISCUSSION/ACTION ON APPOINTMENT OF TITLE IX AND NON-DISCRIMINATION COORDINATOR AND SEX EQUITY HEARING OFFICER

The Board must annually take formal action to appoint CSBO Jason Smith as the Title IX and Non-Discrimination Coordinator and Sex Equity Hearing Officer.

A SUGGESTED MOTION:

To approve the appointment of CSBO Jason Smith as the Title IX and Non-Discrimination Coordinator and Sex Equity Hearing Officer for the 2023 - 2024 school year.

Roll Call.

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

D. DISCUSSION/ACTION ON APPOINTMENT OF LIAISON OF STUDENT RECORDS FOR THE DEPARTMENT OF CHILDREN AND FAMILY SERVICES

Effective July 1, 2022, the Board must take formal action to appointment a liaison to facilitate enrollment and transfer of records of students in the legal custody of the Department of Children and Family Services.

A SUGGESTED MOTION:

To approve the appointment of Director of Special Populations Luke Krippel as the liaison for student records for the Department of Children and Family Services for the 23 – 24 school year.

Roll Call.

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

E. DISCUSSION ON HIGH SCHOOL BAND/CHORUS SPRING BREAK 2025 TRIP

Superintendent Christopher Spencer will discuss the high school band/chorus trip to Disney over spring break during the 24 – 25 school year.

A SUGGESTED MOTION:

To approve the high school band/chorus FY25 spring break trip to Disney.

Roll Call.

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

F. DISCUSSION ON THEATRE DEPARTMENT'S 2024 SPRING BREAK TRIP TO NYC

Theatre Director Jack Micetich will be in attendance to discuss the theatre department's 2024 spring break trip to New York City.

A SUGGESTED MOTION:

To approve the high school theatre department's FY24 spring break trip to New York City.

Roll Call.

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

G. DISCUSSION ON 2023 – 2024 STRATEGIC PLAN

Superintendent Christopher Spencer will discuss the 2023 – 2024 Strategic Plan.

H. DISCUSSION ON SUPERINTENDENT'S EVALUATION

The Board Education will discuss the process of Superintendent Christopher Spencer's evaluation.

I. DISCUSSION/ACTION ON SUPPORT STAFF STARTING SALARY

Superintendent Christopher Spencer will discuss setting the starting salary for support staff for FY24.

A SUGGESTED MOTION:

To approve the support staff starting salary, as presented.

Roll Call.

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

J. DISCUSSION/ACTION ON SUBSTITUTE STAFF STARTING SALARY

Superintendent Christopher Spencer will discuss increasing the substitute daily rate to \$125. Mr. Spencer will also discuss increasing the daily rate of the district permanent subs to \$150.

A SUGGESTED MOTION:

To approve the substitute daily rate of pay increase to \$125, and the daily rate of pay increase for permanent substitutes to \$150.

Roll Call.

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

K. DISCUSSION/ACTION ON THE APPROVAL OF THE LEASE AGREEMENT FOR VIEWSONIC INTERACTIVE BOARDS

CSBO Jason Smith is making a recommendation to enter into a three (3) year lease agreement with American Capital Finance for ViewSonic Interactive Boards at an annual cost of \$48,798.12. This three (3) year agreement includes a \$1.00 buyout with no fees, and no legal opinion letter required.

A SUGGESTED MOTION:

To approve the three (3) year lease agreement with American Capital Financial for the ViewSonic Interactive Boards, at annual cost of \$48,798.12.

Roll Call.

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

Section 8

OPEN FOR ITEMS NOT KNOWN AT AGENDA PREPARATION TIME

COMMUNICATIONS FROM THE FLOOR

1. In regard to agenda items
2. In general (Limited to 5 minutes per person.)

Section 9

CLOSED SESSION

_____ moved and _____ seconded to go to closed session at _____ p.m. for the purpose of considering information regarding the appointment, employment, compensation, discipline, performance, dismissal of specific employees, and collective bargaining matters.

Roll Call.

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

Nays:

Motion CARRIED DENIED

WHEN IN CLOSED SESSION

_____ moved and _____ seconded to return to open session at _____ p.m.

Roll Call.

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

Nays:

Motion: CARRIED DENIED

When the Board returned to open session, President Miller called the regular meeting to order at _____ p.m. with the board members answering roll call present: Dan Engelhardt, Mary Gill, Shawn Hamilton, Quint Harmon, Cindy Klein, Steve Rogers, and Ken Miller.

ACTION AS A RESULT OF CLOSED SESSION

**BOARD STUDY SESSION OF THE WHOLE DATE: JULY 26, 2023 @ 6 P.M.
In Coal City CUSD #1 Administrative Center Boardroom**

**NEXT REGULAR MEETING DATE: AUGUST 2, 2023 @ 6 P.M.
In Coal City CUSD #1 Administrative Center Boardroom**

ADJOURNMENT

_____ moved and _____ seconded to adjourn the meeting at _____ p.m. President Miller asked if there was any opposition to the motion, hearing none considers the motion approved.