

**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 6, 2022**  
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 and Study Session
  - Closed Session Meeting Minutes – Study Session
  - Activity Fund Reports
  - Treasurer's Report
  - Monthly Manual Check Report
  - Payroll Report
  - Accounts Payable Report
  - Approval of Resignations
  - Approval of Employments
  - Approval of Employment Authorization
  - Approval of Employee Transfers
  - Approval of Leave Requests
  - Approval of Retirement Requests
  - Approval of Job Descriptions
  - Approval of Facility Use Requests
4. **Administrative/Committee Reports**
  - A. Special Populations Report
  - B. Curriculum Report
  - C. Superintendent's Report
  - D. Grundy Area Vocational Center Report
  - E. Athletic Director Report
5. **Communications from the Floor**
6. **Old Business**
  - A. Final Reading on Revised District Policies
  - B. Discussion on FY23 Staffing Update
  - C. Discussion/Action on Retirement MOU
  - D. Discussion on FY23 Board Strategic Planning Process
7. **New Business**
  - A. Discussion/Action on Approval of the Quarterly Drop Out Report
  - B. Discussion/Action on School Site Donation from Grundy County
  - C. Discussion/Action on the 2022 – 2023 Tentative Operating Budget
  - D. Discussion/Action on Appointment of Title IX and Non-Discrimination Coordinator
  - E. Discussion/Action on Appointment of Liaison for Student Records for Department of Children and Family Services
8. **Open for Items Not Known at Agenda Preparation Time**
  - Communications from the Floor
9. **Closed Session** for the purpose of considering information regarding the appointment, employment,

compensation, discipline, performance, dismissal of specific employees, and collective bargaining matters.

Action as a Result of Closed Session

**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: Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, Steve Rogers, and Ken Miller.

### **Roll Call:**

Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, Steve Rogers, Ken Miller

### **PLEDGE OF ALLEGIANCE**

## Section 2

### **NOTICES AND COMMUNICATIONS**

1. Introduction/acknowledgement of guests.

### **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 1, the Board Study Session of the Whole of June 29, 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, employment authorization, employee transfers, leave requests, retirement requests, job descriptions, and to approve the following building usage requests as listed:

<b><u>Group</u></b>	<b><u>Building</u></b>	<b><u>Ins.</u></b>	<b><u>Date</u></b>
St. Francis of Assisi Catholic Church	MS		June 18 & 19, 2022

### **Roll Call.**

## Section 4

### **ADMINISTRATORS' REPORTS**

#### **A. SPECIAL POPULATIONS REPORT**

Director Krippel reported:

##### **Extended School Year:**

The district recently completed the extended school year session for special education students who qualify based on their IEP's. Overall, 27 students attended the summer session to continue their progress on their academic and functional goals. Several teachers and paraprofessionals stepped up to assist this summer and their efforts are greatly appreciated!

##### **Safety Assessment Protocol:**

A new Illinois law requires school districts to establish "Threat Assessment Teams" as well as "Safety Assessment Protocols" in order to keep our learning environment safe. Several team members including administrators, social workers, counselors and our School Resource Officers participated in a professional development session to assist the district in establishing our team and protocol. I would like to thank everyone who participated in this professional development session, especially the presenters Scott Bloomquist and Allison Pierson who drove to Coal City from the Rockford area to make this happen.

The attached file includes the district's "Threat Assessment Team" as well as the "Safety Assessment Protocols." This document establishes a specific list of events that would initiate the threat assessment protocol to be completed in order to determine if a threat is legitimate and if so, how to proceed to ensure school safety. This protocol is considered to be best practice according to the United States Secret Service and has been proven to identify potential threats and acts of violence

[Coal City implementation manual \(1\).pdf](#)

##### **Vacancies:**

Full Time Reading Specialist - Coal City Intermediate School

- In an attempt to gather more interest in this position, a posting for a "Reading Interventionist" was also created.

Full Time Special Education Teacher (Kindergarten) - Coal City Early Childhood Center

Full Time Social Worker - Coal City Elementary School

- In an attempt to gather more interest in this position, a posting for a "School Counselor" was also created.

Paraprofessionals - Anticipated for 22-23 School Year

#### **B. CURRICULUM REPORT**

Director Elledge reported:

### **Department Information**

Summer work began on June 3rd at the high school. We concluded work on June 23<sup>rd</sup>. The teachers logged 830 hours of paid work. Main accomplishments were a few new courses at the high school, expansion of the STEM curriculum to 7<sup>th</sup> grade and adoption of new science 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 areas.

### **Mentoring Program**

At the current time we have 15 staff members that could be going through the mentoring program this year. While hiring is still taking place, we are also trying to match up interested staff members to fill the mentoring positions. New staff orientation is planned for August 9-10. There will be an additional work day for the new staff member and the mentor set for August 11.

## **C. SUPERINTENDENT'S REPORT**

Mr. Spencer reported:

1. The annual summary of Nursing Services for the 2021 - 2022 school year has been submitted for Board review by district nurses Emily Nolan and Danielle Meyer.
2. At the April 6, 2022 Board meeting, the Board authorized the Superintendent to employ personnel as needed due to current candidate shortage. This authority would sunset on July 6, 2022. The following will be employed for the 2022 – 2023 school year, pending satisfactory completion of all state requirements:

#### **Certified Staff:**

Amanda Gibson – 8<sup>th</sup> Grade English Language Arts Teacher at the Middle School – Ms. Gibson is replacing Mrs. Hall who transferred to the Intermediate School.

#### **Support Staff:**

Raquel Drinkwine – 1:1 Aide at the Intermediate School.

Quinn Ferrara – 1:1 Aide at the Early Childhood Center.

### **DATES TO REMEMBER**

July 4 – Independence Day – Office Closed

July 13 – FY23 Board Strategic Planning Meeting

July 14 – Walk-in Registration @ Unit Office from 7 a.m. – 10 a.m.

July 19 – Walk-in Registration @ Unit Office from 4 p.m. – 6:30 p.m.

July 27 – Board Study Session of the Whole Meeting @ 6:00 p.m.

Joint Annual Conference Pre-Conference Registration is now open

## **D. GRUNDY AREA VOCATIONAL CENTER REPORT**

Mr. Lander reported:

1. Director Copes presented the FY23 tentative budget, which was approved by the Board of Control.
2. Approved the FY23 Budget Hearing to be held on August 5, 2022 at 5:15 p.m.
3. Approved the resignation of Jeanne Skube, Assistant Director.
4. Approved promoting Kara Gierke to Assistant Director on a one-year contract with a base salary of \$75,000.
5. Approved hiring Trevor Sampson as Dean of Students on a one-year contract with a base salary of \$65,000.
6. Approved the employment of Natalie Gregoire as Special Education teacher.
7. Accepted the resignation of Melissa Smith, Agriculture Instructor.
8. Approved the posting of the Agriculture teaching position.
9. Authorized the Director to offer teacher and/or support staff contracts for any positions that are/or could become available in order to start the 2022-2023 school year.
10. Approved support staff salary increases for FY23.
11. Authorized GAVC to make summer bill payments for the month of July.

#### **E. ATHLETIC DIRECTOR REPORT**

Athletic Director Dan Hutchings reported:

##### **Calendar of Events:**

- July 19 M.S. Fall Parent meeting for Baseball, Softball, Girls Basketball 6:00
- July 25 Middle School Softball tryouts TBA
- Aug. 1 Middle School Baseball tryouts TBA
- Aug. 2 District Coaches Meeting 9:00 am
- Aug. 8 H.S. Fall Sport Begin - Football, Golf, Volleyball, Girls Tennis, Boys Soccer

\*On June 16 Morris Hospital provided Athletic Physicals at a cost of \$20. 46 students took advantage of this opportunity.

Summer camps are in full swing at this time.

##### **Current Coaching Openings**

- HS Varsity Baseball
- HS FS Softball
- 2 MS Assistant Wrestling
- 1 HS Assistant Wrestling

## **COMMUNICATIONS FROM THE FLOOR**

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

## **OLD BUSINESS**

### **A. FINAL READING ON REVISED DISTRICT POLICIES**

The first reading took place at the June 1 Board meeting, the second reading at the June 29 Board Study Session, and this is the third and final reading. The School Board Policy Committee's recommendation is for the Board to approve the policy revisions as presented.

2:150-AP	Superintendent Committees
2:230	Public Participation at School Board Meetings and Petitions to the Board
3:70	Succession of Authority
4:10	Fiscal and Business Management
4:60-AP4, E1	Internal Procedures for Procurement Transactions
4:70	Resource Conversation
4:110-AP2	Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; d Bus Driving Comments
4:170-AP1,	Accident or Injury Form
4:170-AP1,	Memo to Staff Members Regarding Contacts by Media About a Crisis
4:170-AP4	National Terrorism Advisory System
4:180	Pandemic Preparedness; Management; and Recovery
4:108-AP1	School Action Steps for Pandemic Influenza or Other Virus/Disease
5:40	Communicable and Chronic Infectious Disease
5:40-AP	Communicable and Chronic Infectious Disease
5:70	Religious Holidays
5:80	Court Duty
5:110	Recognition for Service
5:130-AP	Email Retention
5:140	Solicitations By or From Staff
5:220-E	Unsatisfactory Performance Report for Substitute Teachers
5:240	Suspension
5:270-E	Notice of Employment
6:70	Teaching About Religions
6:70-AP	Teaching About Religions
6:80	Teaching About Controversial Issues
6:120-AP3	Service Animals
6:120-AP3,	Guidelines for Service Animals in School Facilities
6:140	Education of Homeless Children

6:140-AP	Education of Homeless Children
6:250-E	Resource Person and Volunteer Information Form and Waiver of Liability
6:290	Homework
6:330	Achievement and Awards
7:10-AP1	Accommodating Transgender, <u>Nonbinary</u> , <del>Students</del> or Gender Non-Conforming Students
7:10-AP2	Accommodating Breastfeeding Students
7:15	Student and Family Privacy Rights
7:60-AP2	Establishing Student Residency
7:140-AP	Use of Metal Detectors <u>and Searches</u> for Student Safety
7:270	Administering Medicines to Students
7:270-AP1	Dispensing Medication
7:270-AP2	Checklist for District Supply of Undesignated Asthma Medication, Inephrine Injectors, Opioid Antagonists, and/or Glucagon
7:270-E1	School Medication Authorization Form
7:285	<u>Anaphylaxis Prevention, Response, and Food Allergy Management</u> Program
7:285-AP	<del>Implementing a Food Allergy</del> <u>Anaphylaxis Prevention, Response, and Management Program</u>
7:300-E1	Agreement to Participate
7:300-E3	Authorization for Medical Treatment
7:340-AP1,	Using a Photograph or Video Recording of a Student
7:340-AP1,	Biometric Information Collection Authorization
8:20-E	Application and Procedures for Use of School Facilities

A SUGGESTED MOTION:

To approve the final draft of the revised District Policies as presented.

**Roll Call.**

Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, Steve Rogers, Ken Miller

**B. DISCUSSION ON FY23 STAFFING UPDATE**

At the June 29 Board Study Session Superintendent Christopher Spencer discussed the staffing needs for the upcoming 2022 – 2023 school year. Mr. Spencer will provide the Board with an update on the district’s current staffing needs.

**C. DISCUSSION/ACTION ON RETIREMENT MOU**

At the June 29 Board Study Session, the Board discussed the Retirement MOU that would extend retirement qualifications to employees who turn 55 after June 30 in the year of retirement, but before the first day of the following school year.

A SUGGESTED MOTION:

To approve the Retirement MOU as presented.

**Roll Call.**

Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, Steve Rogers, Ken Miller

**D. DISCUSSION ON FT23 BOARD STRATEGIC PLANNING PROCESS**

Superintendent Christopher Spencer and Board member Shawn Hamilton will update the Board on the planning process for the FY23 Strategic Planning process.

**Section 7**

**NEW BUSINESS**

**A. DISCUSSION/ACTION ON APPROVAL OF THE QUARTERLY DROP OUT REPORT**

The Quarterly Drop Out Report for the quarter ending June 1, 2022 has been prepared and is ready for Board approval. The approval of the Drop Out Report is a State requirement, which ensures that the School Board is informed of students leaving our school system.

A SUGGESTED MOTION:

To approve the filing of the Drop Out Report with the Regional Office of Education for the Quarter ending June 1, 2022.

**Roll Call.**

Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, Steve Rogers, Ken Miller

**B. DISCUSSION/ACTION ON SCHOOL SITE DONATION FROM GRUNDY COUNTY**

A School Site Donation in the amount of \$2,132.23 has been received from Grundy County. A resolution has been prepared for acceptance of this school site donation.

A SUGGESTED MOTION:

To approve the resolution accepting the School Site Donation in the amount of \$2,132.23 from Grundy County, and to waive the reading of the resolution.

**Roll Call.**

Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, Steve Rogers, Ken Miller

**C. DISCUSSION/ACTION ON THE 2022 – 2023 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 11, 2022 and Thursday, September 1, 2022. The legal notice, when published, meets the legal requirements of the State of Illinois.

A SUGGESTED MOTION:

To approve the 2022-2023 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 11, 2022 until the Public Hearing at 6:00 p.m. on Wednesday, September 7, 2022.

**Roll Call.**

Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, Steve Rogers, Ken Miller

**D. DISCUSSION/ACTION ON APPOINTMENT OF THE TITLE IX AGENT AND NON-DISCRIMINATION COORDINATOR**

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

A SUGGESTED MOTION:

To approve the appointment of CSBO Jason Smith as the Title IX and Non-Discrimination Coordinator for the 2022 - 2023 school year.

**Roll Call.**

Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, Steve Rogers, Ken Miller

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

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. This Act went into effect on July 1, 2022.

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.

**Roll Call.**

Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, 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, or dismissal of specific employees, and collective bargaining matters.

#### Roll Call.

Ayes: Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, 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: Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, 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: Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Chuck Lander, Steve Rogers, and Ken Miller.**

### ACTION AS A RESULT OF CLOSED SESSION

**BOARD STUDY SESSION OF THE WHOLE DATE:  
In Coal City CUSD #1 Administrative Center Boardroom**

**JULY 27, 2022 @ 6 P.M.**

**NEXT REGULAR MEETING DATE:  
In Coal City CUSD #1 Administrative Center Boardroom**

**AUGUST 3, 2022 @ 6 P.M.**

**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.