

# Community Unit School District #4

## Regular Meeting of the Board of Education

### Unity High School Art Room

May 15, 2024 – 5:30 p.m.

1. **Call To Order - Pledge of Allegiance**  
BOE members Arnsman - Fleer - Garmer - Janssen - McClelland - Rolando - Shaffer  
Supt. Riddle Admins Sheffler Bus. Mngr. Whelan  
C.A.T. Coordinator - Klusmeyer
2. **Approval of Agenda** Motion:                      2nd:                      Vote:
3. **Public Participation – Visitor and Comments (3 min. limit)**
  - 3.1 Special Recognition
  - 3.2 Visitors
  - 3.3 Correspondence

**Closed Session** – The Board will enter Closed Session to discuss: A) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the School District or legal counsel for the District, including hearing testimony on complaint lodged against an employee, a specific individual who serves, as an independent contractor, or volunteer of the District.; B) collective negotiating matters between the School District and its employees or their representatives, or deliberation concerning salary schedules for one or more classes of employees; C) the purchase or lease of real property for the use of the District; D) the setting of price for sale or lease of property owned by the District; E) the sale or purchase of securities, investments, or investment contracts; F) emergency security procedures; G) student disciplinary cases; H) the placement of individual students in special education programs and other matters relating to individual students; I) pending, probable, or imminent litigation; J) attorney/client privilege; evaluation of attorney; K) approval of certain closed session minutes for distribution to the public; or other matters appropriate for a closed meeting pursuant to the Open Meetings Act. An additional Closed Session may be necessary if all discussions are not concluded prior to returning to open session. Motion:                      2nd                      Enter                      Exit

4. **Consent Agenda** Motion:                      2nd:                      Vote:
  - 4.1 Approve April 24, 2024 Board Meeting Minutes
  - 4.2 Approve Bills and Activity Fund Reports
  - 4.3 Approve Bills Payable
  - 4.4 Approve Fund Balances
  - 4.5 Approve End of Month Report for Previous Month
5. **Administrative and Committee Reports**
  - 5.1 Principal Reports
  - 5.2 Business Manager Report
  - 5.3 Curriculum, Assessment and Technology Director
  - 5.4 Superintendent Report
  - 5.5 Board Committee Reports
6. **Action Items**
  - 6.1 Approve any matter discussed in Executive Session as necessary, and limited to those matters authorized for discussion in Executive Session by motion of the Board and/or Personnel List Motion:                      2nd:                      Vote:                      (Recommend approve)  
Recognition of resignation  
    Wendy Miller - MS girls basketball coach  
    Whitney Peters - JV girls basketball coach  
    Kraig Hiland - HS English  
To Employ  
    Carley Arnsman - elementary teacher for 2024-25 school year  
Maternity Leave  
    Tori Blickhan - Aug 15, 2024 - Sept. 30, 2024
  - 6.2 Consider and take action on dairy bids for 2024-25 SY  
Motion                      2nd                      Vote                      (Recommend approve)  
Kohl Wholesale and Prairie Farms submitted bids. We recommend Prairie Farms as they also supply the coolers we use.

- 6.3 Consider and take action on bread bid for 2024-25 SY  
Motion 2nd Vote (Recommend approve)  
Kohl Wholesale was the only bid.
- 6.4 Consider and take action on pest control bids for 2024-25 SY  
Motion 2nd Vote (Recommend approve)  
Reliable Pest Control is our current pest control and we will remain with them as we had no other bids.
- 6.5 Consider and take action on IHSA 2024-25 membership renewal  
Motion 2nd Vote (Recommend approve)  
This is our annual renewal. There is not a cost associated with the renewal.
- 6.6 Consider and take action on IESA 2024-25 membership renewal  
Motion 2nd Vote (Recommend approve)  
The annual fee is \$1,415 this year.
- 6.7 Consider and take action on the proposed concurrent enrollment policies  
Motion 2nd Vote (Recommend approve)  
*The proposed concurrent enrollment (Dual) policies encourage a more rigorous curriculum and align the weighted coursework more properly. It has been reviewed by the Policy Committee and they approved.*

## 7. Information Items

### 7.1 Upcoming Dates

*Baccalaureate Service at Ursa Zion Wed., May 15 at 7 pm  
Graduation Sun., May 19 @ 2 pm  
Last Student Attendance Day Mon., May 20, 2024  
Teacher Institute Day Tues., May 21 (breakfast at 8:30 am)*

## 8. Adjournment

- 8.1 Adjournment
- 8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, June 26, 2024, in the Unity High School Band Room at 6:00 p.m.

**Minutes of Regular Meeting of the  
Community Unit School District #4 Board of Education  
Adams and Hancock Counties, Illinois  
Held on Wednesday May 15, 2024**

The Board of Education of Community Unit School District #4 met in regular session on Wednesday May 15, 2024, in the Unity High School Band Room. The meeting was called to order by President Shaffer at 5:30 p.m. Members present were: Arnsman, Fleer, Garmer, Rolando and Shaffer. Administrators Arnsman, Klusmeyer and Sheffler were present. Superintendent Riddle was present. No visitors were present.

<p><b>MOTION:</b> Fleer “to approve agenda items as presented.”  <b>SECOND:</b> Garmer  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Agenda Items</b></p>
<p><b>MOTION:</b> Rolando “to approve of the Consent Agenda items.”  <b>SECOND:</b> Fleer  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Consent Agenda</b></p>
<p><b>MOTION:</b> Rolando “to approve resignations, employment and maternity leave as per personnel lists.”  <b>SECOND:</b> Shaffer  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Approve personnel lists</b></p>
<p><b>MOTION:</b> Fleer “to approve dairy bids as presented – Prairie Farms 2024-25 SY.”  <b>SECOND:</b> Rolando  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Approve dairy bids</b></p>
<p><b>MOTION:</b> Rolando “to approve bread bids as presented – Kohl Wholesale 2024-25 SY.”  <b>SECOND:</b> Shaffer  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Approve bread bids</b></p>
<p><b>MOTION:</b> Rolando “to approve pest control bids as presented – Reliable Pest Control 2024-25.”  <b>SECOND:</b> Garmer  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Approve pest control bids</b></p>
<p><b>MOTION:</b> Fleer “to approve IHSA 2024-25 SY membership.”  <b>SECOND:</b> Shaffer  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Approve IHSA membership</b></p>
<p><b>MOTION:</b> Rolando “to approve IESA 2024-25 membership renewal.”  <b>SECOND:</b> Fleer  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Approve IESA membership</b></p>
<p><b>MOTION:</b> Fleer “to approve proposed concurrent enrollment policies.”  <b>SECOND:</b> Rolando  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Approve proposed enrollment policies</b></p>

<p><b>MOTION:</b> Rolando “to adjourn at 6:04 p.m.”  <b>SECOND:</b> Arnsman  <b>ACTION:</b> Roll Call Vote: Aye – Arnsman, Fleer, Shaffer, Rolando and Garmer.  <b>Motion carried.</b></p>	<p><b>Adjourn</b></p>
<p>Next meeting will be a Regular Board Meeting, Wednesday June 26, 2024 at 6:00 p.m. in the Unity High School Band Room.</p>	
<p>President <u>Ashley Shaffer</u>  Secretary <u>[Signature]</u></p>	<p><b>June 26, 2024</b></p>

# Community Unit School District #4

## Regular Meeting of the Board of Education

Unity High School Art Room

May 15, 2024 – 5:30 p.m.

---

### 1. Call To Order - Pledge of Allegiance

BOE members Arnsman - Fleer - Garmer - Rolando - Shaffer  
Supt. Riddle Admins Sheffler Bus. Mngr. Whelan  
C.A.T. Coordinator - Klusmeyer

### 2. Approval of Agenda Motion: Fleer 2nd: Garmer Vote: 5-0 approved

### 3. Public Participation – Visitor and Comments (3 min. limit)

#### 3.1 Special Recognition

Supt. Riddle complimented our teaching staff for another great year providing many educational opportunities and learning activities over the year for all our students.

Thank you to our district Nurse, LeAnn Kassing for the terrific job she does every day for our students and staff. Thank you also to Jess Gray for her part-time work on the elementary campus.

Thank you to Scott Doellman, our SRO for keeping our students and staff safe this year. We appreciate all you do every day.

#### 3.2 Visitors

#### 3.3 Correspondence

---

**Closed Session** – The Board will enter Closed Session to discuss: A) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the School District or legal counsel for the District, including hearing testimony on complaint lodged against an employee, a specific individual who serves, as an independent contractor, or volunteer of the District.; B) collective negotiating matters between the School District and its employees or their representatives, or deliberation concerning salary schedules for one or more classes of employees; C) the purchase or lease of real property for the use of the District; D) the setting of price for sale or lease of property owned by the District; E) the sale or purchase of securities, investments, or investment contracts; F) emergency security procedures; G) student disciplinary cases; H) the placement of individual students in special education programs and other matters relating to individual students; I) pending, probable, or imminent litigation; J) attorney/client privilege; evaluation of attorney; K) approval of certain closed session minutes for distribution to the public; or other matters appropriate for a closed meeting pursuant to the Open Meetings Act. An additional Closed Session may be necessary if all discussions are not concluded prior to returning to open session. Motion: 2nd Enter Exit

---

### 4. Consent Agenda Motion: Rolando 2nd: Fleer Vote: 5-0 approved

#### 4.1 Approve April 24, 2024 Board Meeting Minutes

#### 4.2 Approve Bills and Activity Fund Reports

#### 4.3 Approve Bills Payable

#### 4.4 Approve Fund Balances

#### 4.5 Approve End of Month Report for Previous Month

### 5. Administrative and Committee Reports

#### 5.1 Principal Reports

The HS and MS were finishing up their year with a myriad of activities ranging from finals to field trips according to Mr. Arnsman. We recently had our HS Awards Ceremony with many different students receiving awards at a well attended event. 8th grade also had their awards day and it went well. We have 37 seniors graduating on Sunday.

Mrs. Sheffler echoed the end-of-year flurry of activity that was also happening at the elementary. The Peace Out Party was a huge success again this year. Thanks to the efforts of all the staff in making this annual event successful. Kindergarten graduation went very well and was enjoyed by all.

#### 5.2 Business Manager Report

Mrs. Whelan indicated that our fund balances were good and that we are cautiously optimistic depending on the state's continued timeliness with payments.

#### 5.3 Curriculum, Assessment and Technology Director

Lisa Maas and Mr. Klusmeyer have been working on Online Registration to begin this summer. It is our hope that the bulk of registration will be completed online this year.

## 5.4 Superintendent Report

Supt. Riddle shared that at a recent 2 Rivers meeting with Brent Clark, IASA president, he indicated there is growing pessimism concerning the educational funding for the coming year. Gov. Pritzker is relying on new taxes to supplement his budget as well as some predicted economic growth. Both of those are not a guarantee. So we most likely will see a further proration on the transportation fund (71%) as we had seen in the past. Also, categoricals like special education and title will see reductions. This will influence our economic forecast. We have ordered a new 14 passenger white bus and will pay off two yellow buses early using grant funds. This will dramatically help our transportation fund. It will also provide another extra-curricular bus for our groups and sporting teams.

Supt. Riddle had a conference call with Moody's and our financial bond advisor, Kevin Heid this week to do our annual review as well as discuss our bond rating status. We are hopeful that we will see an upgrade in our rating due to the fiscal conservative approach we have used to position our district financially.

We received our renewal rates for PSIC facilities and work comp insurance. We are looking at an 8-9% increase. This was much better than we anticipated. We still are waiting on our health insurance rates. I should know that sometime later this month.

## 5.5 Board Committee Reports

## 6. Action Items

- 6.1 Approve any matter discussed in Executive Session as necessary, and limited to those matters authorized for discussion in Executive Session by motion of the Board and/or Personnel List Motion: Rolando 2nd: Shaffer Vote: 4-1 approved (Arnsman abstaining)

### Recognition of resignation

Wendy Miller - MS girls basketball coach  
Whitney Peters - JV girls basketball coach  
Kraig Hiland - HS English

### To Employ

Carley Arnsman - elementary teacher for 2024-25 school year

### Maternity Leave

Tori Blickhan - Aug 15, 2024 - Sept. 30, 2024

- 6.2 Consider and take action on dairy bids for 2024-25 SY

Motion: Fleer 2nd: Rolando Vote: 5-0 approved

Prairie Farms was approved based upon their bid.

- 6.3 Consider and take action on bread bid for 2024-25 SY

Motion: Rolando 2nd: Shaffer Vote: 5-0 approved

Kohl Wholesale was approved based upon their bid.

- 6.4 Consider and take action on pest control bids for 2024-25 SY

Motion: Rolando 2nd: Garmer Vote: 5-0 approved

Reliable Pest Control was approved based upon their bid.

- 6.5 Consider and take action on IHSA 2024-25 membership renewal

Motion Fleer 2nd: Shaffer Vote: 5-0 approved

This is our annual renewal. There is not a cost associated with the renewal.

- 6.6 Consider and take action on IESA 2024-25 membership renewal

Motion: Rolando 2nd: Fleer Vote: 5-0 approved

The annual fee is \$1,415 this year.

- 6.7 Consider and take action on the proposed concurrent enrollment policies

Motion: Fleer 2nd: Rolando Vote: 5-0 approved

*The proposed concurrent enrollment (Dual) policies encourage a more rigorous curriculum and align the weighted coursework more properly. It has been reviewed by the Policy Committee and they approved.*

## 7. Information Items

- 7.1 Upcoming Dates

Baccalaureate Service at Ursa Zion Wed., May 15 at 7 pm  
Graduation Sun., May 19 @ 2 pm  
Last Student Attendance Day Mon., May 20, 2024

**8. Adjournment**

8.1 Adjournment 6:04 PM

8.2 Next Meeting – The next Regular Meeting of the Board of Education will be held on Wednesday, June 26, 2024, in the Unity High School Band Room at 6:00 p.m.