

**MINUTES – BOARD OF EDUCATION – APRIL 26, 2021**

**CALL to ORDER and ROLL CALL**

The Board of Education of Cissna Park Community Unit District #6 was called to order at 7:00 p.m. by President Bud Petry with the following Board members and administrators present: Mrs. Kristina Phelan, Mr. Michael Kaeb, Mrs. Ashleigh Verkler, Mr. Jason Edelman, Mr. Brent Neukomm, Mr. Mark Wilkening, and Mr. Bud Petry; Dr. Daniel S. Hylbert, superintendent; Mr. Mark Portwood, grades 6-12 principal; Mrs. Bethanie Marshall, grades K-5 principal; and Mrs. Barbara Rust, board secretary.

**APPROVAL of AGENDA**

Mr. Wilkening made the motion, seconded by Mr. Edelman to **APPROVE THE AGENDA AS PRESENTED**. Discussion. Vote: Ayes, all. Motion carried.

**APPROVAL of MINUTES**

Mr. Neukomm made the motion, seconded by Mr. Edelman to **APPROVE THE MINUTES OF THE LAST MEETINGS AS PRESENTED**. Discussion. Vote: Ayes, all. Motion carried.

**CERTIFICATION of ELECTION RESULTS**

Mr. Wilkening made the motion, seconded by Mr. Kaeb to **ADOPT THE FOLLOWING ELECTION RESOLUTION**:

**ELECTION RESOLUTION**

WHEREAS, on the 6th day of April, 2021, there was held in the Cissna Park Community Unit School District #6, County of Iroquois, State of Illinois, an election for the purpose of electing four (4) members to said Board for a term of four (4) years.

WHEREAS, the votes have been duly canvassed and reported to the Board Secretary; and WHEREAS, the Board finds from said canvas of the election results the following:

<b><u>Candidates Name</u></b>	<b><u>Term</u></b>	<b><u>No. of Votes</u></b>
Brent Neukomm	2021-2025	284
Mark Wilkening	2021-2025	274
Kristina L. Phelan	2021-2025	267

**Total Votes Cast: 825**

NOW, THEREFORE, BE IT RESOLVED, proclaimed, and declared by the Cissna Park Community Unit School District No. 6 Board of Education that Brent Neukomm, Mark Wilkening, and Kristina L. Phelan be elected to said Board of Education for a term of four (4) years.

\_\_\_\_\_  
President, Board of Education

\_\_\_\_\_  
Secretary, Board of Education

Discussion. Vote: Mr. Wilkening, aye; Mr. Petry, aye; Mr. Kaeb, aye; Mrs. Phelan, aye; Mrs. Verkler, aye; Mr. Edelman, aye; and Mr. Neukomm, aye. Motion carried.

**ADJOURN SINE-DIE**

Mr. Edelman made the motion, seconded by Mrs. Verkler to **ADJOURN SINE-DIE at 7:03 P.M.** Discussion. Vote: Ayes, all. Motion carried.

**SEATING and APPOINTMENT of NEW MEMBERS**

Mr. Edelman made the motion, seconded by Mr. Kaeb to **APPOINT RACHEL HURLIMAN TO FILL THE VACANT UNEXPIRED BOARD SEAT UNTIL THE NEXT REGULAR BOARD ELECTION ON APRIL 4, 2023.** Discussion. Vote: Mr. Kaeb, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; and Mrs. Phelan, aye.

Oaths of Office were administered by President Bud Petry to new board members, Brent Neukomm, Mark Wilkening, Kristina Phelan, and Rachel Hurliman.

**ELECTION of PRESIDENT and VICE PRESIDENT**

Mr. Wilkening made the motion, seconded by Mr. Kaeb to **APPOINT DR. HYLBERT AS PRESIDENT PRO-TEM.** Discussion. Vote: Ayes, all. Motion carried.

President Pro-Tem, Dr. Hylbert, appointed Barbara Rust as Secretary Pro-Tem.

President Pro-Tem Hylbert called the re-organizational meeting of the Cissna Park Community Unit District #6 to order at 7:04 p.m. with the following members answering the roll call: Mrs. Hurliman, Mrs. Phelan, Mr. Kaeb, Mr. Edelman, Mr. Neukomm, Mr. Wilkening, and Mr. Petry.

President Pro-Tem Hylbert called for nominations for President. Mr. Wilkening nominated Mr. Petry.

Mr. Neukomm made the motion, seconded by Mr. Petry that the **NOMINATIONS CEASE AND THAT BUD PETRY BE ELECTED BY ACCLAMATION AS PRESIDENT OF THE BOARD OF EDUCATION FOR A TERM OF TWO (2) YEARS.** Discussion. Vote: Ayes, all. Motion carried.

President Petry called for nominations for Vice President. Mr. Edelman nominated Mr. Wilkening.

Mr. Neukomm made the motion, seconded by Mrs. Phelan that **NOMINATIONS CEASE AND THAT MARK WILKENING BE ELECTED BY ACCLAMATION AS VICE-PRESIDENT OF THE BOARD OF EDUCATION FOR A TERM OF TWO (2) YEARS.** Discussion. Vote: Ayes, all. Motion carried.

**SET SALARIES and APPOINT SECRETARY and TREASURER**

Mr. Wilkening made the motion, seconded by Mr. Kaeb to **SET THE BOARD SECRETARY'S SALARY AT \$2,200 PER YEAR AND THE TREASURER'S SALARY AT \$1,070 PER YEAR.** Discussion. Vote: Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mr. Edelman, aye; and Mrs. Hurliman, aye. Motion carried.

Mr. Kaeb made the motion, seconded by Mrs. Phelan to **APPOINT BARBARA RUST AS SECRETARY OF THE BOARD OF EDUCATION.** Discussion. Vote: Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Hurliman, aye; Mr. Edelman, aye; and Mr. Neukomm, aye. Motion carried.

Mr. Edelman made the motion, seconded by Mr. Wilkening to **APPOINT AMY BAUER AS TREASURER OF THE BOARD OF EDUCATION.** Discussion. Vote: Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Hurliman, aye; Mr. Edelman, aye; Mr. Neukomm, aye; and Mr. Wilkening, aye. Motion carried.

**APPROVAL of AGENDA**

Mr. Wilkening made the motion, seconded by Mr. Kaeb to **APPROVE THE AGENDA AS PRESENTED.** Discussion. Vote: Ayes, all. Motion carried.

**APPROVAL OF CONSENT AGENDA ITEMS**

Mr. Neukomm made the motion, seconded by Mr. Kaeb to **APPROVE THE RECOMMENDED ACTION ON THE FOLLOWING CONSENT AGENDA ITEMS AS PRESENTED: X.A. Designation of Depository of School Funds; X.B. Appointment of District Legal Counsel; X.C. Establishment of Regular Meeting Dates, Time and Place; X.D. Adoption of Board Policy Manual; XII.B. Payroll; XVI.B. Potential Rescission of Senior Trip Approval; XVI.C. Accept Resignation of Stuart Anderson as Jr. and Sr. Assistant Baseball Coach; XVI.D. Potential Approval of Seth Johnson as High School Boys' Baseball Assistant Coach; XVII.B. Second Reading and Approval of School Board Policy Changes.** Vote: Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Hurliman, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; and Mr. Petry, aye. Motion carried.

Mr. Neukomm made the motion, seconded by Mr. Kaeb to **DESIGNATE THE FREDERICK COMMUNITY BANK AS THE DEPOSITORY FOR ALL SCHOOL FUNDS.** Discussion. Vote: Mr. Kaeb, aye; Mrs. Hurliman, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; and Mrs. Phelan, aye. Motion carried.

Mr. Neukomm made the motion, seconded by Mr. Kaeb to **APPOINT THE LAW FIRM OF MILLER, TRACY, BRAUN, FUNK, & GUENTHER OF MONTICELLO, IL AS LEGAL COUNSEL FOR THE DISTRICT.** Discussion. Vote: Mrs. Hurliman, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; and Mr. Kaeb, aye. Motion carried.

Mr. Neukomm made the motion, seconded by Mr. Kaeb that **THE CISSNA PARK COMMUNITY DISTRICT #6 SHALL MEET IN REGULAR SESSION ON THE THIRD MONDAY OF EVERY CALENDAR MONTH AT 7:00 P.M. AT THE SCHOOL LOCATED AT 511 N. SECOND STREET.** Discussion. Vote: Ayes, all. Motion carried.

Mr. Neukomm made the motion, seconded by Mr. Kaeb to **ADOPT THE CISSNA PARK COMMUNITY SCHOOL DISTRICT #6 BOARD POLICY MANUAL AS PRESENTED.** Discussion. Vote: Ayes, all. Motion carried.

Mr. Wilkening made the motion, seconded by Mr. Kaeb to **APPOINT DR. DANIEL HYLBERT AS THE DISTRICT'S REPRESENTATIVE ON THE ISEA EXECUTIVE BOARD AND KRISTINA PHELAN AS THE DISTRICT'S REPRESENTATIVE ON THE ISEA GOVERNING BOARD. ALL OTHER BOARD MEMBERS WILL SERVE AS ALTERNATES TO THE ISEA GOVERNING BOARD.** Discussion. Vote: Ayes, all. Motion carried.

#### **FINANCIAL REPORTS and PAYMENT of BILLS/PAYROLL**

Mr. Wilkening made the motion, seconded by Mrs. Phelan to **APPROVE THE BILLS FOR THE MONTH OF APRIL AS PRESENTED: Education Fund, \$71,882.45; Operations and Maintenance Fund, \$15,862.33; Transportation Fund, \$4,611.54; Tort Immunity, \$128.25; and Fire Prevention & Life/Safety, \$5,670.00.** Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; and Mrs. Hurliman, aye. Motion carried.

Mr. Neukomm made the motion, seconded by Mr. Kaeb to **APPROVE THE PAYROLL FOR THE MONTH OF APRIL IN THE AMOUNT OF \$151,238.53.** Discussion. Vote: Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Hurliman, aye; and Mr. Edelman, aye. Motion carried.

#### **HEARING of DELEGATIONS**

Mrs. Julie Yergler spoke to the board. Mrs. Yergler has a senior in the upcoming graduating class of 2021. She requested that the board consider holding the graduation in the high school gym instead of the community park as planned. Mr. Portwood, high school principal, was going to follow up to see if the guidance allowed for graduation inside the gymnasium.

#### **COMMUNICATIONS**

The following communications were received: Letter of Resignation from Stuart Anderson as Junior/Senior High School Assistant Baseball Coach; Letter of Interest from Seth Johnson for High School Assistant Baseball Coach; FOIA Request from SMART Local 265 and Dr. Hylbert's Response; Letter of Resignation from Donna Jean as Part-Time Family & Consumer Sciences Teacher; Thank-You Note from Rhonda Kollmann; Letter of Interest for Board Member from the following: Rachel Hurliman; and Thank-You Note from Mary Marshall Family.

## **COMMITTEE REPORTS**

### **Finance Committee**

Mr. Kaeb made the motion, seconded by Mrs. Phelan to **TRANSFER \$5,472 FROM THE CLASS OF 2022 ACTIVITY FUND ACCOUNT INTO THE CLASS OF 2021 ACTIVITY FUND ACCOUNT IN ORDER TO MAKE THE CLASS OF 2021 ACTIVITY FUND WHOLE AGAIN. THE CLASS OF 2022 WILL NOW OWN THE \$5,472 AIRLINE CREDIT THROUGH SOUTHWEST AIRLINES TO BE USED FOR THEIR SENIOR TRIP. IF FOR ANY REASON, ALL OR PART OF THIS AIRLINE CREDIT IS NOT USED BY THE CLASS OF 2022 THEIR ACTIVITY ACCOUNT WILL BE MADE WHOLE IN FY 2022 THROUGH A TRANSFER FROM ONE OR MORE ACTIVITY FUNDS, THE SCHOOL DISTRICT BUDGET, OR A COMBINATION THEREOF.** Discussion. Vote: Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mr. Edelman, aye; and Mrs. Hurliman, aye. Motion carried.

Mr. Edelman made the motion, seconded by Mr. Neukomm to **AUTHORIZE AND DIRECT THE SUPERINTENDENT OF SCHOOLS TO DISTRIBUTE THE REMAINING BALANCE (\$910.70) OF THE CLASS OF 2020 ACTIVITY FUND MONIES TO THE STUDENTS OF THE CLASS OF 2020.** Discussion. Vote: Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mr. Edelman, aye; Mr. Neukomm, aye; and Mrs. Hurliman, aye. Motion carried.

Mr. Wilkening made the motion, seconded by Mr. Kaeb to **AUTHORIZE AND DIRECT THE SUPERINTENDENT OF SCHOOLS TO DISTRIBUTE THE BALANCE (\$13,689.49) OF THE CLASS OF 2021 ACTIVITY FUND MONIES MINUS THE MONEY WITHIN THE CLASS ACCOUNT SPECIFICALLY GENERATED BY MRS. DEBOLT (\$265.00) TO THE STUDENTS OF THE CLASS OF 2021.** Discussion. Vote: Mr. Petry, aye; Mrs. Phelan, aye; Mrs. Hurliman, aye; Mr. Kaeb, aye; Mr. Edelman, aye; Mr. Neukomm, aye; and Mr. Wilkening, aye. Motion carried.

### **Negotiations & Personnel**

Mrs. Phelan made the motion, seconded by Mr. Wilkening to **APPROVE A NEW COLLECTIVE BARGAINING AGREEMENT PER SEPARATE COPY ATTACHED WITH THE CISSNA PARK EDUCATION ASSOCIATION (CPEA) EFFECTIVE JULY 1, 2021 THROUGH JUNE 30, 2024. DURING EACH YEAR OF THE AGREEMENT THE TEACHERS WILL RECEIVE A 4% BASE SALARY INCREASE AND A STEP INCREASE AS FOUND IN THE SALARY SCHEDULE. THE ANNUAL 4% BASE SALARY INCREASE WILL ALLOW THE SCHOOL DISTRICT TO MEET THE LEGAL REQUIREMENTS OF PUBLIC ACT 101-0443, BETTER KNOWN AS THE MINIMUM TEACHER SALARY LAW.** Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; and Mrs. Hurliman, aye. Motion carried.

Mr. Wilkening made the motion, seconded by Mr. Neukomm to **ACCEPT THE RESIGNATION OF DONNA JEAN AS PART-TIME FAMILY & CONSUMER SCIENCES TEACHER EFFECTIVE JUNE 30, 2021.** Discussion. Vote: Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mr. Edelman, aye; and Mrs. Hurliman, aye. Motion carried.

## **REPORT from PRINCIPALS**

Mrs. Marshall announced the three Illinois State Scholars from Cissna Park: Bridgette Beltran, Emily Hylbert, and Hannah Waldbeser. Honor Society will have their induction on Thursday, April 29<sup>th</sup>, at the Cissna Park Legion. Thirteen students will be inducted, with ten of those students being seniors.

Mrs. Marshall asked the board their thoughts on scheduling for next year. Several board members expressed that they wanted the schedule to go back to the normal 8-hour model instead of block scheduling. Modified block scheduling was discussed, which would require additional staffing. Mr. Petry and the board said that from a board stand point, teachers and administration should have the say in how scheduling should be accomplished. Mrs. Marshall is willing to prepare a survey for parents and students. It is hard to review data on how well students performed this past school year based on the schedule, remote learning, and shortened school day. Scheduling is based on the assumption that hopefully the next school year will be full days. Dr. Hylbert informed the board that next year's school day would start at 8:05 a.m. and end at 3:00 p.m.

Mr. Portwood shared that Baccalaureate is May 16, 2021 at 5:00 p.m. at the community park. The Methodist Church will hold the service. Graduation is set for May 21st, at 6:00 p.m. Currently, Graduation will be held at the park, but if guidelines change that would allow graduation to be held at school, the district will plan to do so.

Mr. Neukomm made the motion, seconded by Mr. Kaeb to **RESCIND THE MOTION APPROVING A SENIOR TRIP FOR THE 2020-2021 SCHOOL YEAR. THE RESCISSION IS DUE TO SCHOOL AND PERSONAL LIABILITY CONCERNS RAISED BY THE SCHOOL ATTORNEY AND COUNTY HEALTH DEPARTMENT.** Discussion. Vote: Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; and Mrs. Hurliman, aye. Motion carried

Mr. Neukomm made the motion, seconded by Mr. Kaeb to **ACCEPT THE RESIGNATION OF STUART ANDERSON AS JUNIOR AND SENIOR HIGH ASSISTANT BASEBALL COACH EFFECTIVE IMMEDIATELY.** Discussion. Vote: Ayes, all. Motion carried.

Mr. Neukomm made the motion, seconded by Mr. Kaeb to **EMPLOY SETH JOHNSON AS HIGH SCHOOL ASSISTANT BOYS' BASEBALL COACH WITH DUTIES TO BE ASSIGNED BY THE SUPERINTENDENT.** Discussion. Vote: Ayes, all. Motion carried.

Mrs. Phelan made the motion, seconded by Mr. Wilkening to **APPROVE A TWO-YEAR INTERSCHOLASTIC SPORTS COOPERATIVE FOR HIGH SCHOOL FOOTBALL, HIGH SCHOOL FOOTBALL CHEERLEADING, HIGH SCHOOL BOYS' TRACK, AND HIGH SCHOOL GIRLS' TRACK WITH MILFORD AREA PUBLIC SCHOOL DISTRICT #124. THIS COOPERATIVE WILL COVER SCHOOL YEARS 2021-2022 AND 2022-2023.** Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; and Mrs. Hurliman, aye. Motion carried.

### **SUPERINTENDENT'S REPORT**

All new board members must complete the Open Meetings Act, Leadership, and Professional Development Leadership Training (PDLT) trainings, all with various deadlines.

Mr. Neukomm made the motion, seconded by Mr. Kaeb to **APPROVE THE FOLLOWING SCHOOL BOARD POLICY ADDITIONS THROUGH PRESS:**

- 7:345                    Use of Educational Technologies; Student Data Privacy and Security**
- 7:345-AP              Administrative Procedure - Use of Educational Technologies; Student Data Privacy and Security**
- 7:345-AP, E1        Exhibit - Student Covered Information Reporting For**
- 7:345-AP, E2        Exhibit – Student Data Privacy; Notice to Parents About Educational Technology Vendors**
- 7:345-AP, E3        Exhibit - Parent Notification Letter for Student Data Breach**

Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; and Mrs. Hurliman, aye. Motion carried.

### **EXECUTIVE SESSION**

Mr. Wilkening made the motion, seconded by Mr. Edelman to **RECESS AT 7:57 P.M. TO ENTER CLOSED SESSION BEGINNING APPROXIMATELY AT 8:00 P.M. FOR THE PURPOSE OF DISCUSSING THE APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, AND PERFORMANCE OF SPECIFIC CERTIFIED AND EDUCATIONAL SUPPORT PERSONNEL.** Discussion. Vote: Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mr. Kaeb, aye; Mrs. Phelan, aye; Mrs. Hurliman, aye; and Mr. Edelman, aye. Motion carried.

### **ADJOURNMENT**

Mr. Wilkening made the motion, seconded by Mr. Neukomm to **ADJOURN THE MEETING AT 9:16 P.M.** Discussion. Vote: Ayes, all. Motion carried.

---

Board President

---

Board Secretary