

## **BOARD OF EDUCATION – JULY 20, 2020**

### **CALL TO ORDER AND ROLL CALL**

The Board of Education of Cissna Park Community Unit District #6 was called to order at 7:05 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; Mrs. Bethanie Marshall, principal; Mr. Mark Portwood, principal; and Mrs. Barbara Rust, board secretary.

### **APPROVAL OF AGENDA**

Mr. Wilkening made the motion, seconded by Mr. Neukomm to **APPROVE THE AGENDA** as presented. Discussion. Vote: Ayes, all. Motion carried.

### **APPROVAL OF CONSENT AGENDA ITEMS**

Mr. Edelman made the motion, seconded by Mr. Wilkening to **APPROVE THE RECOMMENDED ACTION ON THE FOLLOWING CONSENT AGENDA ITEMS AS PRESENTED: IV. Minutes; V.B. Payroll; VIII.B.1. Accept Letter of Retirement from Marna Lou Young as Custodian; VIII.B.2. Accept Retirement Letter from Rich Rieches VIII.B.3. Accept Letter of Resignation from Katie Schade as Head Junior High Girls' Basketball Coach; VIII.B.4. Employment of Anthony Videka as Head Junior High Girls' Basketball Coach; IX.A. Extra-Curricular Supervisors for 2020-2021 School Year; X.C. Approve Activity Fund Accounts for 2020-2021; and X.D. Authorize Superintendent to Submit Amended 2020-2021 School Calendar with ISBE.** Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; and Mrs. Verkler, aye. Motion carried.

### **APPROVAL OF MINUTES**

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

### **FINANCIAL REPORTS AND PAYMENT OF BILLS/PAYROLL**

Mr. Kaeb made the motion, seconded by Mrs. Verkler to **APPROVE THE BILLS FOR THE MONTH OF JULY AS PRESENTED: Education Fund, \$38,046.93; Operations and Maintenance Fund, \$5,410.68; Transportation Fund, \$412.43; Tort Immunity, \$2,644.96; and Fire Prevention and Life/Safety, \$49,125.00.** Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; and Mrs. Verkler, aye. Motion carried.

Mr. Edelman made the motion, seconded by Mr. Wilkening to **APPROVE THE PAYROLL FOR THE MONTH OF JULY IN THE AMOUNT OF \$149,154.83.** Discussion. Vote: Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Verkler, aye; and Mr. Edelman, aye. Motion carried.

### **HEARING OF DELEGATIONS**

Pastor Tim Hahn said a word of prayer. Guests at the board meeting were Representative Tom Bennett; and Silas Scott, staff member for Senator Jason Barickman. Due to difficulty in hearing public comment through the conference call, a request was made for the board president to repeat the requests made by the public. The following is a list of some of the comments, suggestions, and concerns from parents and public: Would like to have plans set in place for virtual learning. Will students be turned away for not wearing a mask, if so, will they be able to use the curriculum if choosing to stay home? Will there be plans for driver's education? Air conditioning, hot lunch and five hours of learning are critical, along with being in school every day. What is the protocol for a child not physically able to wear a mask? How many hours will be dedicated to each core

subject? Parents want to see as much normalcy as possible, including in-person learning. Will masks be provided?

Mr. Petry thanked the public for their comments and concerns. He also expressed appreciation for all the time the board, staff, administration, and parents have put into the proposed re-opening plan.

### **COMMUNICATIONS**

The following communications were received: Letter of Retirement from Marna Lou Young as Custodian; Letter of Retirement from Rich Rieches as Bus Driver; Letter of Interest and Resume from Kelly Swalls as Part-Time Office Cleric; Letter of Resignation from Katie Schade as Head Junior High Girls' Basketball Coach; Letter of Interest from Anthony Videka for Head Junior High Girls' Basketball Coach; and Letter of Application from Traci Houser for Part-time Cafeteria Worker; Letter of Application/Resume from Marguerit Schmidt for K-3 Teacher; and Letter of Application/Resume from Matt Osborne for Building Custodian.

### **COMMITTEE REPORTS**

#### **Finance Committee – Dr. Hylbert**

Dr. Hylbert presented a summary of fund balances with the board on the FY2020 Financial Report; and also presented the tentative budget for fiscal year 2021. Dr. Hylbert is projecting a small surplus in two of the three operating funds (Education and Transportation). The Education Fund budget will be tighter this next school year with additional spending on health insurance, salaries and the potential hiring of a second kindergarten teacher. A deficit is expected in the Operations & Maintenance (O&M) Fund.

The district received state maintenance grant funding of \$40,000 in FY2020 but will have to spend \$80,000 in FY2021 to complete projects such as the sidewalk replacement project and the phone/intercom system. Had the district received the state maintenance grant payment after July 1<sup>st</sup>, Dr. Hylbert would be projecting surpluses in all three operating funds.

Mr. Edelman made the motion, seconded by Mr. Neukomm to **APPROVE THE FOLLOWING TENTATIVE BUDGET RESOLUTION:**

#### **RESOLUTION APPROVING TENTATIVE FY2021 BUDGET**

BE IT RESOLVED BY THE BOARD OF EDUCATION OF COMMUNITY UNIT SCHOOL DISTRICT NO. 6, COUNTY OF IROQUOIS, STATE OF ILLINOIS, as follows:

**SECTION I:** That the Budget as hereto prepared by Superintendent Daniel S. Hylbert is hereby approved as a Tentative Budget only in the form attached hereto and made a part hereof.

**SECTION II:** That the Tentative Budget shall be made available in such tentative form to public inspection for at least 30 days prior to final action thereon.

**SECTION III:** That notice of the availability of said Tentative Budget for public inspection shall be given publication in the CISSNA PARK NEWS being published in this school district.

**SECTION IV:** That a public hearing shall be held as to such Tentative Budget on the 21<sup>st</sup> day of September, 2020, at the hour of 6:45 p.m. at the Board of Education Office located at 511 North Second Street in the Village of Cissna Park.

**ADOPTED** this 20<sup>th</sup> day of July, 2020.

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

Discussion. Vote: Ayes, all. Motion carried.

Mr. Neukomm made the motion, seconded by Mrs. Phelan to **DIRECT THE SUPERINTENDENT TO CAUSE TO BE PUBLISHED IN THE CISSNA PARK NEWS ON JULY 23, 2020 THE FOLLOWING NOTICE:**

**NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN by the Board of Education of Community Unit School District No. 6, County of Iroquois, State of Illinois, that a tentative Budget for said School District for the fiscal year beginning July 1, 2020 will be on file and conveniently available to public inspection at the Unit Office at 511 North Second Street, Cissna Park, Illinois, from and after 8:00 a.m. on the first day of August, 2020 at the Unit Office of Cissna Park Community Unit School District No. 6.

NOTICE IS FURTHER HEREBY GIVEN that a public hearing on said budget will be held at 6:45 p.m. on the 20<sup>th</sup> day of September, 2020, at the office of Cissna Park Community Unit School District No. 6.

DATED this 20<sup>th</sup> day of July, 2020.

BOARD OF EDUCATION of Community Unit School District No. 6, in the County of Iroquois, State of Illinois.

By: \_\_\_\_\_  
Secretary

Discussion. Vote: Ayes, all. Motion carried.

**Negotiations and Personnel**

Mr. Edelman made the motion, seconded by Mr. Wilkening to **ACCEPT THE RETIREMENT OF MARNALOU YOUNG AS CUSTODIAN EFFECTIVE AUGUST 30, 2020.** Discussion. Vote: Mrs. Verkler, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; and Mr. Kaeb, aye. Motion carried.

Mr. Edelman made the motion, seconded by Mr. Wilkening to **ACCEPT THE RETIREMENT OF RICH RIECHES AS BUS DRIVER EFFECTIVE AT THE END OF THE 2019-2020 SCHOOL YEAR.** Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; and Mrs. Verkler, aye. Motion carried.

Mr. Edelman made the motion, seconded by Mr. Wilkening to **ACCEPT THE RESIGNATION OF KATIE SCHADE AS HEAD JUNIOR HIGH GIRLS' BASKETBALL COACH EFFECTIVE IMMEDIATELY.** Discussion. Vote: Ayes, all. Motion carried.

Mr. Edelman made the motion, seconded by Mr. Wilkening to **EMPLOY ANTHONY VIDEKA AS HEAD JUNIOR HIGH GIRLS' BASKETBALL COACH FOR 2020-2021 SCHOOL YEAR WITH DUTIES TO BE ASSIGNED BY THE SUPERINTENDENT.** Discussion. Vote: Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Verkler, aye; Mr. Edelman, aye; Mr. Neukomm, aye; and Mr. Wilkening, aye; and Mr. Petry, aye. Motion carried.

Mr. Edelman made the motion, seconded by Mr. Wilkening to **EMPLOY MARGUERIT SCHMIDT AS K-3 SELF-CONTAINED TEACHER FOR THE 2020-2021 SCHOOL YEAR, WITH DUTIES TO BE ASSIGNED BY THE SUPERINTENDENT.** Discussion. Vote: Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Verkler, aye; and Mr. Edelman, aye. Motion carried.

Mr. Kaeb made the motion, seconded by Mr. Neukomm to **EMPLOY KELLY SWALLS AS PART-TIME ELEMENTARY CLERICAL SECRETARY AT A STARTING HOURLY RATE OF \$14.25, WITH DUTIES TO BE ASSIGNED BY THE SUPERINTENDENT.** Discussion. Vote: Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Verkler, aye; Mr. Edelman, aye; and Mr. Neukomm, aye. Motion carried.

Mrs. Phelan made the motion, seconded by Mrs. Verkler to **EMPLOY TRACI HOUSER AS PART-TIME CAFETERIA WORKER AT A STARTING HOURLY RATE OF \$11.00, WITH DUTIES TO BE ASSIGNED BY THE SUPERINTENDENT.** Discussion. Vote: Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Verkler, aye; Mr. Edelman, aye; Mr. Neukomm, aye; and Mr. Wilkening, aye. Motion carried.

Mr. Wilkening made the motion, seconded by Mrs. Verkler to **EMPLOY MATT OSBORNE AS BUILDING CUSTODIAN AT A STARTING HOURLY RATE OF \$14.50, WITH DUTIES TO BE ASSIGNED BY THE SUPERINTENDENT.** Discussion. Vote: Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Verkler, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; and Mr. Petry, aye. Motion carried.

Mr. Wilkening made the motion, seconded by Mr. Neukomm to **APPROVE A SUCCESSOR EMPLOYMENT CONTRACT PER SEPARATE COPY ATTACHED FOR DR. DANIEL HYLBERT AS SUPERINTENDENT OF SCHOOLS, EFFECTIVE JULY 1, 2020 THROUGH JUNE 30, 2025. DR. HYLBERT HAS COMPLETED ALL OF THE GOALS AND INDICATORS IN HIS CURRENT CONTRACT. ANY SALARY AND BENEFIT INCREASES DURING THE TERM OF THIS CONTRACT WOULD NEED TO BE APPROVED PER BOARD MOTION ON AN ANNUAL BASIS.** Discussion. Vote: Mr. Kaeb, aye; Mrs. Verkler, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; and Mrs. Phelan, aye. Motion carried.

### **REPORT FROM PRINCIPALS**

Mr. Edelman made the motion, seconded by Mr. Wilkening to **EMPLOY THE FOLLOWING PERSONNEL AS EXTRA-CURRICULAR SUPERVISORS FOR THE 2020-2021 SCHOOL TERM WITH DUTIES AS FOLLOWS:**

<b>Alexander, Aaron</b>	<b>Unit Instrumental &amp; Vocal Music Director</b>
<b>Allen, Hannah</b>	<b>Junior Class Sponsor High School Spring Musical/Variety Show</b>
<b>Anderson, Stuart</b>	<b>Assistant Jr. High Boys' Baseball Coach Assistant H.S. Boys' Baseball Coach</b>
<b>Burns, Denise</b>	<b>High School Advanced Literature Sponsor</b>
<b>Chrastka, Carin</b>	<b>High School Golf Coach Jr. High Track Coach</b>
<b>Clifton, Jeff</b>	<b>FFA Advisor</b>
<b>Debolt, Erin</b>	<b>Art Club Sponsor High School Scholastic Bowl Coach Senior Class Sponsor</b>
<b>Focken, Darryl</b>	<b>Head Jr. High Boys' Basketball Coach Head Jr. High Boys' Baseball Coach Head H.S. Boys' Baseball Coach</b>
<b>Giacchino, Nathan</b>	<b>H.S. Assistant Girls' Basketball Coach Sophomore Class Sponsor</b>
<b>Hasselbring, Lynn</b>	<b>Jr. High Yearbook Co-Sponsor Jr. High Scholastic Bowl Co-Sponsor</b>
<b>Henrichs, Amanda</b>	<b>Website Coordinator</b>
<b>Jean, Donna</b>	<b>FCCLA Sponsor</b>
<b>Johnson, Seth</b>	<b>H.S. Varsity Boys' Basketball Coach Junior Class Sponsor</b>
<b>Landon, Josh</b>	<b>Unit Athletic Director Head H.S. Girls' Volleyball Coach Head Jr. High Girls' Volleyball Coach</b>
<b>Lober, Gail</b>	<b>High School Yearbook</b>
<b>Marquez, Jacob</b>	<b>High School Asst. Boys' Basketball Coach</b>
<b>Marshall, Bethanie</b>	<b>Cissna Park Honor Society Sponsor</b>
<b>Prieto, Dan</b>	<b>Jr. High Yearbook Co-Sponsor Jr. High Student Council Jr. High Track Coach Photography Coordinator Senior Class Sponsor</b>
<b>Schade, Katie</b>	<b>Sophomore Class Sponsor</b>
<b>Trumble, Nicole</b>	<b>Assist. H.S. Girls' Volleyball Coach Assist. Jr. High Girls' Volleyball Coach</b>

Videka, Anthony

H.S. Head Girls' Basketball Coach  
Jr. High Head Girls' Basketball Coach  
Freshman Class Sponsor  
H.S. Student Council  
Weight Club Sponsor

Yergler, Julie

Jr. High Speech  
Jr. High Scholastic Bowl Co-Sponsor  
Freshman Class Sponsor

Assist. Jr. High Girls' Basketball Coach

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

Mrs. Phelan made the motion, seconded by Mr. Wilkening to **APPROVE A TWO-YEAR INTERSCHOLASTIC SPORTS COOPERATIVE FOR HIGH SCHOOL BOYS' BASKETBALL AND HIGH SCHOOL BOYS' BASEBALL WITH CHRIST LUTHERAN HIGH SCHOOL. THIS COOPERATIVE WILL COVER SCHOOL YEARS 2020-2021 AND 2021-2022.** Discussion. Vote: Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Verkler, aye; Mr. Edelman, aye; and Mr. Neukomm, nay. Motion carried.

Mr. Wilkening made the motion, seconded by Mr. Edelman to **APPROVE A TWO-YEAR INTERSCHOLASTIC SPORTS COOPERATIVE FOR JUNIOR HIGH SCHOOL BASEBALL, JUNIOR HIGH BOYS' BASKETBALL, JUNIOR HIGH GIRLS' BASKETBALL, VOLLEYBALL, JUNIOR HIGH SCHOOL BOYS' TRACK, AND JUNIOR HIGH SCHOOL GIRLS' TRACK WITH St. PAUL'S GRADE SCHOOL. THIS COOPERATIVE WILL COVER SCHOOL YEARS 2020-2021 AND 2021-2022.** Discussion. Vote: Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Verkler, aye; Mr. Edelman, aye; Mr. Neukomm, nay; and Mr. Wilkening, aye. Motion carried.

Mr. Neukomm made the motion, seconded by Mr. Wilkening to **ADOPT THE CHROMEBOOK STUDENT USE POLICY/AGREEMENT PER SEPARATE COPY ATTACHED INCLUDING A \$25 PER STUDENT FEE TO COVER THE COST OF ACCIDENT INSURANCE.** Discussion. Vote: Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mrs. Verkler, aye; and Mr. Edelman, aye. Motion carried.

Mr. Wilkening made the motion, seconded by Mr. Neukomm to **ADOPT THE SCHOOL REOPENING PLAN PER SEPARATE COPY WITH REVISIONS WHICH ARE ALIGNED TO THE REQUIREMENTS ESTABLISHED BY THE ILLINOIS STATE BOARD OF EDUCATION AND THE ILLINOIS DEPARTMENT OF PUBLIC HEALTH.** Discussion. Vote: Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, nay; Mr. Kaeb, aye; Mrs. Verkler, nay; Mr. Edelman, present, and Mr. Neukomm, aye. Motion carried.

**SUPERINTENDENT’S REPORT**

Dr. Hylbert thanked the Board for approving his 5-year contract. He also thanked the building principals for their assistance in selecting new employees to fill the numerous positions that were vacant. Dr. Hylbert went on to report upcoming dates for the beginning of school activities. Registration is set for August 3 and 4, 2020. A Teacher’s Workshop is scheduled for Monday, August 17<sup>th</sup> and Tuesday, August 18<sup>th</sup>; with a Remote Learning Planning Day set for August 19<sup>th</sup>. First day of school for students will be August 20, 2020 starting at 7:30 a.m. to 1:15 p.m.

Mr. Neukomm made the motion, seconded by Mr. Edelman to **APPROVE THE SCHOOL FEES FOR 2020-2021 AS FOLLOWS:**

**CISSNA PARK C.U.S.D. #6  
FEES FOR 2020-2021**

**LUNCHES**

Grades K – 3	\$2.45 or \$49.00 for month
Grades 4 – 8	\$2.70 or \$54.00 for month
Grades 9 – 12	\$2.95 or \$59.00 for month
Adults	\$3.15 or \$63.00 for month
Yearly Grades K-3 “Milk Break” Fee	\$40.00

Extra milk is thirty cents per carton

**BOOK RENTAL**

Grades 1 – 3	\$30.00
Grades 4 – 8	\$35.00
Grades 9 – 12	\$40.00
Kindergarten	\$20.00

**\*Lunch Fees are being increased by 10 cents to move the District towards the federal reimbursement rate of \$3.09 for free lunches. The 10-cent increase will bring the district in compliance with the Healthy, Hunger Free Act of 2010.**

There will be no charge for workbooks, lab fees, practice sets, etc. There will be a charge for supplies: i.e. lumber, music reeds, Foods II class, materials, etc. Lock rental is \$3.00 with \$1.00 refunded if lock is returned at the end of the year. Music instrument rental fee will be assessed for depreciation and maintenance on any school owned musical instrument loaned to a student. The fee will range from \$40 to \$75 for the school year depending on the instrument.

**ADMISSION TO ATHLETIC EVENTS**

**High School Games**

1. Season tickets cost \$25.00  
Good only at high school games,  
no tournaments or grade school  
games.
2. Cissna Park H.S. students are free.
3. Senior citizens (62 and over) are free.  
Staff, board members and school age  
family members are free.

**Junior High Games**

1. Season tickets cost \$25.00.  
Good only at grade school  
games, no tournaments or  
high school games.
2. Cissna Park students are free.
3. Visiting students are \$2.00.

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|---------------------------------------|---|
| 4. Visiting H.S. students are \$2.00. | 4. Cissna Park staff, board members and school age family members are free. Senior citizens (62 and over) are free. |
| 5. Adult Admission is \$4.00.         | 5. Adult Admission is \$3.00.   |
- A Combined Junior High and High School Season Pass is \$40.00.**

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

Mr. Edelman made the motion, seconded by Mr. Wilkening to **APPROVE ALL ACTIVITY FUND ACCOUNTS IN THE CISSNA PARK C.U.S.D. #6 FOR THE 2020-2021 SCHOOL YEAR.** Discussion. Vote: Mrs. Verkler, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; and Mr. Kaeb, aye. Motion carried.

Mr. Edelman made the motion, seconded by Mr. Wilkening to **AUTHORIZE THE SUPERINTENDENT TO SUBMIT THE AMENDED 2020-2021 SCHOOL CALENDAR WITH THE ILLINOIS STATE BOARD OF EDUCATION UPON AVAILABILITY IN IWAS.** Discussion. Vote: Ayes, all. Motion carried.

Mr. Petry addressed the air conditioning in the elementary school. Dr. Hylbert will be contacting the architects, with the district potentially looking at permanent or portable air conditioning units.

**ADJOURNMENT**

Mr. Edelman made the motion, seconded by Mr. Wilkening to **ADJOURN THE MEETING AT 10:01 P.M.** Discussion. Vote: Ayes, all. Motion carried.

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Board President

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Board Secretary