

Cissna Park C.U.S.D. #6
Board of Education
2020 Budget Hearing Minutes
September 21, 2020

The Budget Hearing was called to order at 6:45 p.m. by President Bud Petry, with the following members and administrators present: Mrs. Kristina Phelan, Mr. Michael Kaeb, Mr. Jason Edelman, Mr. Brent Neukomm, Mr. Mark Wilkening, Mr. Bud Petry; Daniel S. Hylbert, superintendent; Mrs. Bethanie Marshall, grades K-5 principal; Mr. Mark Portwood, grades 6-12 principal; and Mrs. Barbara Rust, board secretary.

The board held its budget hearing prior to the regular meeting. There was no public testimony related to the budget hearing. Dr. Hylbert presented the budget to the board for adoption.

Mr. Edelman made the motion, seconded by Mr. Neukomm to **ADJOURN THE MEETING AT 6:46 P.M.** Discussion. Vote: Ayes, all. Motion carried.

President

Board Secretary

BOARD OF EDUCATION – SEPTEMBER 21, 2020

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

APPROVAL of CONSENT AGENDA ITEMS

Mr. Kaeb made the motion, seconded by Mr. Edelman to **APPROVE THE RECOMMENDED ACTION ON THE FOLLOWING CONSENT AGENDA ITEMS AS PRESENTED: IV. Minutes; V.B. Payroll; IX.C. Accept Letter of Resignation from Jason Renteria as Cafeteria Manager; and X.C. First Reading of Board Policy Changes.** Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; and Mr. Kaeb, aye. Motion carried.

APPROVAL of MINUTES

Mr. Kaeb made the motion, seconded by Mr. Edelman to **APPROVE THE MINUTES OF THE LAST MEETING AS PRESENTED.** 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 SEPTEMBER AS PRESENTED: Education Fund, \$106,813.08; Operations and Maintenance Fund, \$44,080.88; Transportation Fund, \$3,358.79; and Tort Immunity, \$9,227.13.** Discussion. Vote: Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; and Mr. Edelman, aye. Motion carried.

Mr. Kaeb made the motion, seconded by Mr. Edelman to **APPROVE THE PAYROLL FOR THE MONTH OF SEPTEMBER IN THE AMOUNT OF \$144,650.58.** Discussion. Vote: Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mr. Edelman, aye; and Mr. Neukomm, aye. Motion carried.

FISCAL YEAR 2020 AUDIT

Mr. Russ Leigh from Russell Leigh & Associates presented the Audit Report for FY2020. The audit was clean as usual with solid fund balances. The district once again attained Financial Recognition status, which is the highest recognition status given by the state.

Presently there are no sports going on in the late evening to interfere with students and homework, but he felt that later on down the line it would.

Mr. Petry polled the board members and all felt that the district should stay on the current start time and schedule.

Mr. Petry gave the board members results of a basketball/tennis court survey that is currently on the Cissna Park Community Development Board website. The survey will be on the website until the end of the month.

SUPERINTENDENT'S REPORT

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

BUDGET RESOLUTION

WHEREAS, the Board of Education of Cissna Park Community Unit School District No. 6, County of Iroquois, State of Illinois, caused to be prepared in tentative form a budget, and the Secretary of this Board has made the same conveniently available to public inspection for at least thirty days prior to final action thereon; and

WHEREAS, a Public Hearing was held as to such budget on the 21st day of September 2020, notice of the hearing was given at least 30 days prior thereto as required by law, and all other legal requirements have been complied with;

NOW, THEREFORE, be it resolved by the Board of Education of said District as follows:

SECTION I. That the fiscal year of this School District be and the same hereby is fixed and declared to be beginning July 1, 2020 and ending June 30, 2021.

SECTION II. That the following budget containing an estimate of amounts available in each Fund, separately, and of expenditures from each be and the same is hereby adopted as the budget of this School District for the said fiscal year.

SECTION III. This Resolution shall be in full force and effect upon its adoption.

ADOPTED this 21st day of September 2020.

President

Secretary

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

CERTIFICATE

THIS is a true and complete copy of the Budget and Resolution adopted by the Board of Education of Cissna Park Community Unit School District No. 6 in the County of Iroquois, State of Illinois, for the fiscal year beginning July 1, 2020 and ending June 30, 2021.

I HEREBY certify that the revenues, by source, shown for each fund of the taxing district in the attached certified copy of the budget and/or appropriation of the Cissna Park Community Unit School District No. 6 for the County of Iroquois, State of Illinois, for the fiscal year beginning July 1, 2020 and ending June 30, 2021, are the revenues anticipated for Fiscal Year 2021.

Signed _____
Title: Superintendent
Date: September 21, 2020

Mr. Edelman made the motion, seconded by Mr. Wilkening to **APPROVE THE AUDITOR'S REPORT FOR FY20; AND TO DIRECT THE SUPERINTENDENT TO FILE THE ANNUAL FINANCIAL REPORT WITH THE STATE BOARD OF EDUCATION AS PRESENTED.** Discussion. Vote: Ayes, all. Motion carried.

HEARING of DELEGATIONS

Mr. Josh Landon spoke on behalf of the teachers present at the board meeting. Mr. Landon addressed the board concerning the possible change in moving the start time of the school day. All teachers in the district were for keeping the start time of school at 7:30 a.m. Also, the teachers liked the A and B schedule days. Various reasons were given for keeping the current start time—students are getting homework done with getting out of school earlier, more time for extra-curricular activities; teachers having more time for remote learners; and after 5 weeks, things are going smoothly.

COMMUNICATIONS

The following communications were received: Letter of Resignation from Jason Renteria as Cafeteria Manager; Letter of Application from Maria Stadel for Cafeteria Manager; Letter of Application from Marna Lou Young for Temporary Building Custodian; and Letter of Application from Kimberly Hamrick for Substitute Cafeteria Worker.

COMMITTEE REPORTS

Negotiations & Personnel

Mr. Neukomm made the motion, seconded by Mr. Wilkening to **INCREASE THE PAY FOR BUS DRIVER SUBSTITUTES FROM \$30 PER ROUTE (\$60 PER DAY) UP TO \$35 PER ROUTE (\$70 PER DAY).** Discussion. Vote: Mr. Petry, aye; Mrs. Phelan, Nay; Mr. Kaeb, aye; Mr. Edelman, aye; Mr. Neukomm, aye; and Mr. Wilkening, aye. Motion carried.

Mr. Wilkening made the motion, seconded by Mr. Kaeb to **SET THE LONG-TERM PAY FOR CAFETERIA MANAGER SUBSTITUTES TO BE \$3.00 PER HOUR ABOVE THE HIGHEST PAID CAFETERIA WORKER HOURLY RATE OF PAY, EFFECTIVE SEPTEMBER 8, 2020. LONG-TERM CAFETERIA MANAGER SUBSTITUTES MUST WORK A MINIMUM OF 10 CONSECUTIVE DAYS TO EARN THE ADDITIONAL PAY.** Discussion. Vote: Mrs. Phelan, aye; Mr. Kaeb, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; and Mr. Petry, aye. Motion carried.

Mr. Kaeb made the motion, seconded Mr. Edelman to **ACCEPT THE LETTER OF RESIGNATION FROM JASON RENTERIA AS CAFETERIA MANAGER EFFECTIVE FRIDAY, SEPTEMBER 4, 2020.** Discussion. Vote: Mr. Kaeb, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; and Mrs. Phelan, aye. Motion carried.

Mr. Edelman made the motion, seconded by Mr. Neukomm to EMPLOY MARIA STADELI AS CAFETERIA MANAGER AT AN HOURLY RATE OF \$17.00, WITH DUTIES TO BE ASSIGNED BY THE SUPERINTENDENT. Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; and Mr. Kaeb, aye. Motion carried.

Mrs. Phelan made the motion, seconded by Mr. Wilkening to EMPLOY MARNA LOU YOUNG AS A TEMPORARY BUILDING CUSTODIAN AT HER ENDING HOURLY RATE OF PAY (\$17.56) WITH DUTIES TO BE ASSIGNED BY THE SUPERINTENDENT. THE TERM OF EMPLOYMENT FOR THIS POSITION IS TIED DIRECTLY TO THE MANDATE BY THE ILLINOIS STATE BOARD OF EDUCATION OF THE SCHOOL TO PROVIDE REMOTE LEARNING AS AN OPTION FOR STUDENTS. IF THE SCHOOL GOES TO FULL REMOTE LEARNING OR FULL IN-PERSON LEARNING, THE POSITION WILL EFFECTIVELY BE REDUCED-IN-FORCE FOLLOWING A THIRTY DAY NOTICE PERIOD. Discussion. Vote: Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; and Mr. Kaeb, aye. Motion carried.

Mr. Kaeb made the motion, seconded by Mr. Edelman to APPROVE THE EMPLOYMENT OF KIMBERLY HAMRICK AS A SUBSTITUTE WORKER IN THE CAFETERIA WITH DUTIES TO BE ASSIGNED BY THE SUPERINTENDENT. Discussion. Vote: Mr. Wilkening, aye; Mr. Petry, aye; Mrs. Phelan, aye; Mr. Kaeb, aye; Mr. Edelman, aye; and Mr. Neukomm, aye. Motion carried.

Building Committee

Mr. Neukomm made the motion, seconded by Mrs. Phelan to APPROVE THE QUOTE SUBMITTED BY JODAN CONTRACTING, INC. IN THE AMOUNT OF \$49,650.00 IN ORDER TO COMPLETE THE AIR CONDITIONING PROJECT AS SPECIFIED BY THE DISTRICT ARCHITECT. Discussion. Vote: Mr. Kaeb, aye; Mr. Edelman, aye; Mr. Neukomm, aye; Mr. Wilkening, aye; Mr. Petry, aye; and Mrs. Phelan, aye. Motion carried.

REPORT FROM PRINCIPALS

Before the principals spoke, Mrs. Tresa Maul, elementary teacher, wanted to thank the parents and families for their work in making a successful start to the school year. Mrs. Bethanie Marshall, principal for grades K-5, and Mr. Mark Portwood, junior and senior high principal, also complimented the teachers for all of their teamwork in getting the school year off to a good start. The principals also wanted to thank the parents and students for all their cooperation in working with the district on a fantastic start to the school year.

A big thank you to Kevin Ferguson for getting the automatic soap and paper towel dispensers for the school.

Mr. Portwood addressed the board concerning the start time to the school day. His recommendation was to start school thirty minutes later. With the upcoming time change, students getting on the bus in the dark presents a safety concern. Mr. Portwood gave the board members several articles about early school start times and the lack of sleep for students.

Dr. Hylbert distributed a Fiscal Year 2020 Administrator and Teacher Salary/Benefits report to the board members. The state legislature mandates that school districts post the salaries of administrators and teachers on their school websites.

A first reading of board policy changes was presented to the board. A second reading and approval will be at the October 2020 school board meeting.

ADJOURNMENT

Mr. Wilkening made the motion, seconded by Mr. Neukomm to **ADJOURN THE MEETING AT 8:09 P.M.** Discussion. Vote: Ayes, all. Motion carried.

Board President

Board Secretary