

**NORTH MAC COMMUNITY UNIT SCHOOL DISTRICT #34**  
**Regular Board of Education Meeting**  
**North Mac High Media Center**  
**231 West Fortune Street, Virden, IL**  
**6:30 p.m. – February 26<sup>th</sup>, 2020**

1. Call to Order – Roll Call
  - 1.1 Roll Call: Christopher, Kirk, Nichols, Spann, Watson, Hays – Present  
Worth – Present via Skype  
Also present – Jay Goble, Jon Langellier, Michael Riffey, Aprille Kuhar, Judy Hendricks, Sarah Etter, Debbie Butler, Connie Schroeder
2. Pledge of Allegiance led by President Hays
3. Public Comment – None
4. Communications
  - 4.1 Student Group Presentation – Due to the snow day students were not in attendance at the meeting
  - 4.2 Administrator Reports – Terri Worth asked about the timing of iReady testing and if we were pleased with the outcome. Testing takes place at the beginning, middle, and end of year for benchmarks. Dr. Goble stated that there was improvement in all areas, but math is still lagging behind language arts.
5. Motion was made by Nichols, seconded by Spann to approve the consent agenda as presented which includes all items marked with an asterisk. Before the vote, Terri Worth asked if item 5.4, Audit Proposal, was in line with the past proposals as far as scope and price. Dr. Goble confirmed that it was. Worth also asked for clarification on 5.5, High School Course Description Booklet, as far as grade level listed by courses. Dr. Goble clarified that grade level was who normally took the class but would be open to anyone who wanted to take a class. Grade level was not exclusive. Yea votes: Kirk, Christopher, Nichols, Spann, Watson, Worth, Hays
  - \*5.1 Approval of Minutes from January 14, 2020 Special Board Meeting and Closed Session and January 22, 2020 General and Closed Sessions
  - \*5.2 Financial Reports
  - \*5.3 Bills Payable
  - \*5.4 Approve Audit Proposal from Loy, Miller, & Talley PC to Conduct the FY20 Audit
  - \*5.5 Give Final Approval of the North Mac High School Course Description Booklet Changes/Suggestions
6. Personnel
  - \*6.1 Approve Employment of Cindy Sons as Bus Monitor
  - \*6.2 Approve Employment of Nathan Wise as Volunteer MS Track Coach
  - \*6.3 Approve Resignation of Nick Andresen as a Paraprofessional
  - 6.4 Approve Employment of Clerical Aide – this item was tabled

7. New Business – Policy Updates First Reading
  - \*7.1 First Reading of Policy 2.20 Powers and Duties of the School Board Indemnification
  - \*7.2 First Reading of Policy 2.20E Waiver and Modification Request Resource Guide
  - \*7.3 First Reading of Policy 2.70 Vacancies on the School Board – Filling Vacancies
  - \*7.4 First Reading of Policy 2.70E Checklist for Filling Board Vacancies by Appointment
  - \*7.5 First Reading of Policy 2.100 Board Member Conflict of Interest
  - \*7.6 First Reading of Policy 2.105 Ethics and Gift Ban
  - \*7.7 First Reading of Policy 2.110 Qualifications, Term, and Duties of Board Officers
  - \*7.8 First Reading of Policy 2.150 AP Superintendent Committees
  - \*7.9 First Reading of Policy 2.200 Types of School Board Meetings
  - \*7.10 First Reading of Policy 2.220 School Board Meeting Procedure
  - \*7.11 First Reading of Policy 2.250 AP1 Access to and Copying of District Public Records
  - \*7.12 First Reading of Policy 2.250 AP2 Protocols for Record Preservation and Development of Retention Schedules
  - \*7.13 First Reading of Policy 2.250 E2 Immediately Available District Public Records and Web-Posted Reports and Records
  - \*7.14 First Reading of Policy 2.260 Uniform Grievance Procedure
  - \*7.15 First Reading of Policy 4.15 Identity Protection
  - \*7.16 First Reading of Policy 4.15 AP1 Protecting the Privacy of Social Security Numbers
  - \*7.17 First Reading of Policy 4.15 AP2 Treatment of Personally Identifiable Information Under Grand Awards
  - \*7.18 First Reading of Policy 4.30 Revenue and Investments
  - \*7.19 First Reading of Policy 4.40 Incurring Debt
  - \*7.20 First Reading of Policy 4.60 Purchases and Contracts
  - \*7.21 First Reading of Policy 4.60 AP1 Purchases
  - \*7.22 First Reading of Policy 4.60 AP3 Criminal History Records Check of Contractor Employees
  - \*7.23 First Reading of Policy 4.60 AP4 Federal and State Award Procurement Procedures
  - \*7.24 First Reading of Policy 4.80 Accounting and Audits
  - \*7.25 First Reading of Policy 4.80 AP3 Inventory Management for Federal and State Awards
  - \*7.26 First Reading of Policy 4.175 AP1 Criminal Offender Notification Laws - Screening
  - \*7.27 First Reading of Policy 5.10 Equal Employment Opportunity and Minority Recruitment
  - \*7.28 First Reading of Policy 5.20 Workplace Harassment Prohibited
  - \*7.29 First Reading of Policy 5.20 AP Sample Questions and Considerations for Conducting the Internal Harassment in the Workplace Investigation
  - \*7.30 First Reading of Policy 5.20 E Resolution to Prohibit Sexual Harassment
  - \*7.31 First Reading of Policy 5.30 Hiring Process and Criteria
  - \*7.32 First Reading of Policy 5.30 AP1 Interview Questions
  - \*7.33 First Reading of Policy 5.30 AP2 Investigations
  - \*7.34 First Reading of Policy 5.50 Drug and Alcohol Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition
  - \*7.35 First Reading of Policy 5.90 Abused and Neglected Child Reporting
  - \*7.36 First Reading of Policy 5.120 Employee Ethics Conduct and Conflict of

## Interest

- \*7.37 First Reading of Policy 5.120 AP1 Statement of Economic Interests for Employees
- \*7.38 First Reading of Policy 5.120 AP2 Employee Conduct Standards
- \*7.39 First Reading of Policy 5.150 AP Personnel Records
- \*7.40 First Reading of Policy 5.200 Terms and Conditions of Employment and Dismissal
- \*7.41 First Reading of Policy 5.220 AP Substitute Teachers
- \*7.42 First Reading of Policy 5.250 Leaves of Absence
- \*7.43 First Reading of Policy 5.250 AP School Visitation Leave
- \*7.44 First Reading of Policy 5.285 AP Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers
- \*7.45 First Reading of Policy 5.290 Employment Termination and Suspensions
- \*7.46 First Reading of Policy 5.330 Sick Days, Vacation, Holidays, and Leaves
- \*7.47 First Reading of Policy 6.60 Curriculum Content
- \*7.48 First Reading of Policy 6.60 AP Comprehensive Health Education Program
- \*7.49 First Reading of Policy 6.60 AP E1 Notice to Parents and Guardians of Students Enrolled in Family Life and Sex Education Classes
- \*7.50 First Reading of Policy 6.150 Home and Hospital Instruction
- \*7.51 First Reading of Policy 6.170 AP2 E1 District Annual Report Card Required by Every Student Succeeds Act (ESSA)
- \*7.52 First Reading of Policy 6.300 Graduation Requirements
- \*7.53 First Reading of Policy 6.300 E1 Application for a Diploma for a Service Member Killed in Action or for Veterans of WWII, the Korean Conflict, or the Vietnam Conflict
- \*7.54 First Reading of Policy 6.300 E2 State Law Graduation Requirements
- \*7.55 First Reading of Policy 6.300 E3 Form for Exemption from Financial Aid Application Completion
- \*7.56 First Reading of Policy 7.20 Harassment of Students Prohibited
- \*7.57 First Reading of Policy 7.50 AP School Admissions and Student Transfers To and From Non-District Schools
- \*7.58 First Reading of Policy 7.150 Agency and Police Interviews
- \*7.59 First Reading of Policy 7.180 Prevention of and Response to Bullying, Intimidation, and Harassment
- \*7.60 First Reading of Policy 7.190 AP6 Guidelines for Investigating Sexting Allegations
- \*7.61 First Reading of Policy 7.190 AP7 Student Discipline Guidelines
- \*7.62 First Reading of Policy 7.190 AP8 Student Re-Engagement Guidelines
- \*7.63 First Reading of Policy 7.190 E3 Memorandum of Understanding
- \*7.64 First Reading of Policy 7.240 AP1 Code of Conduct for Extracurricular Activities
- \*7.65 First Reading of Policy 7.270 Administering Medicines to Students
- \*7.66 First Reading of Policy 7.270 AP1 Dispensing Medication
- \*7.67 First Reading of Policy 7.270 AP2 Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon
- \*7.68 First Reading of Policy 7.270 E1 School Medication Authorization Form
- \*7.69 First Reading of Policy 7.270 E2 School Medication Authorization Form for Medical Cannabis
- \*7.70 First Reading of Policy 7.290 AP Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program
- \*7.71 First Reading of Policy 7.340 AP1 Notice to Parents, Guardians, and

- Students of Their Rights Concerning a Student's School Records
- \*7.72 First Reading of Policy 7.340 AP1 E1 Notice to Parents, Guardians, and Students of Their Rights Concerning a Student's School Records
- \*7.73 First Reading of Policy 7.340 AP2 Storage and Destruction of School Student Records
- \*7.74 First Reading of Policy 7.340 AP2 E1 Letter Containing Schedule for Destruction of School Student Records
- \*7.75 First Reading of Policy 8.30 Visitors to and Conduct on School Property
- \*7.76 First Reading of Policy 8.95 AP Parental Involvement
- \*7.77 First Reading of Policy 8.95 E1 Letter Notifying Parents of School Visitation Rights

8. New Business

- 8.1 Motion was made by Christopher and seconded by Watson to Approve Amended 2019-2020 District Calendar. Worth asked how this would affect this year Senior Class. Dr. Goble stated that it wouldn't affect them. Yea votes: Nichols, Christopher, Kirk, Spann, Watson, Worth, Hays
- 8.2 Motion was made by Spann, seconded by Nichols to Approve First Reading of the 2020-2021 District Calendar. Worth asked when graduation would be. Dr. Goble stated that graduation dates would have to be worked out with the venue but would likely be around 5/29/2021. Yea votes: Watson, Christopher, Kirk, Nichols, Spann, Worth, Hays
- 8.3 Motion was made by Spann, seconded by Watson to Approve First Reading of the 2021-2022 District Calendar. Yea votes: Worth, Christopher, Kirk, Nichols, Spann, Watson, Hays
- 8.4 Motion was made by Nichols, seconded by Spann to Approve Coaching Evaluation Timelines and Processes. Worth asked if evaluations had always been done on coaching staff. Dr. Goble indicated that it has always been done, but we are putting a timeline together so everyone knew what to expect. Yea votes: Christopher, Kirk, Nichols, Spann, Watson, Worth, Hays
- 8.5 Motion was made by Christopher, seconded by Kirk to Approve Resolution Authorizing Student Disciplinary Action. Yea votes: Spann, Christopher, Kirk, Nichols, Watson, Worth, Hays
- 8.6 Motion was made by Kirk, seconded by Watson to Approve North Mac CUSD #34 Threat Assessment Manual (Plan). Worth asked how this would be distributed to staff. Dr. Goble indicated that after Board approval was given, we would ensure all staff had a copy of the manual. There is a possibility of updating the Threat Assessment team every year, but the law states who must be on the team. This is a new mandate that we had to comply with but is good because it gives us a process to go thru if there is a threat and how to reengage students coming back to school after a long suspension or expulsion for making threats.

- 8.7 Motion was made by Nichols, seconded by Christopher to Approve Bleacher Replacement Project for South Campus Main Gym. Dr. Goble reminded the board that \$50,000 of this will be paid for by a grant from the State. Kirk asked based on the drawing where the scoring table would go. The drawings indicate an exit aisle at half court where the scoring table should be. Discussion was had on what to do with aisle location. We will ask to have redrawn to put aisles similarly to where they currently are located. The board decided to table this item due to the issues with the drawing.
- 8.8 Motion was made by Christopher, seconded by Watson to Approve Bid for 2020 Chevrolet 2500HD Truck in the amount of \$43,021.90. Yea votes: Nichols, Christopher, Kirk, Spann, Watson, Worth, Hays

9. Superintendent's Report & Board Discussion Items

- 9.1 Update on Baseball Field Project – Dr. Goble wanted to thank Barn to Barn and Farley Cole for coordinating and moving the Greenhouse. Farley did a lot of prep work as well as getting volunteers to help with the project. There will be no bills for labor or materials but there might be inquires for documents showing donations for tax purposes. Dr. Goble reached out to Tom Hyde and Brian Dayton regarding the status of the Baseball field bids. Holland received drawing for bid packages and hoped to have bid packages put together by the end of this week. Dr. Goble is hopeful that at the next board meeting there will be bids to present.
- 9.2 Discussion Item: Sports Activity Fees – Dr. Goble recommends that the Board give serious consideration to doing away with sports fees. This could potentially help students participate in more than one sport. It would remove a barrier for students to be able to participate. There was discussion held regarding registration fees as well. Dr. Goble will be getting information together and reporting back to the Board.
- 9.3 Dr. Goble let the board know the second reading policies will not happen until April to give the Board ample time to go thru all the policies.

Dr. Goble got a request from a community group to rent the new athletic facility. It is a baseball team who would want to do fielding practice. The Board needs to be thinking about what parts, if any, of the new athletic facility do you want to rent. Dr. Goble encouraged the Board to be thinking about this so it can made policy soon. Dr. Goble's research indicated that other schools with a similar facility rent for \$75-\$100 per hour. Questions the Board members posed were about supervision, liability, wear and tear, and custodial/maintenance costs. Dr. Goble stated that the plan was to unlock the facility for walkers in the morning but lock again once school started.

President Hays encouraged the Board members to attend the North Mac Foundation Dinner that was being held March 7<sup>th</sup>. The Foundation does a lot for the school and does recognize any Board member in attendance.

10. Motion was made by Christopher, seconded by Kirk to adjourn to Closed Session for the purpose of discussing the appointment, employment, discipline or evaluation of personnel, student discipline, litigation or potential litigation, to discuss the potential purchase of real estate, and to discuss collective bargaining issues. Yea votes: Spann, Christopher, Kirk, Nichols, Watson, Worth, Hays

**NOTE: No action will be taken after closed session.**

Motion was made by Spann, seconded by Christopher to return to open session at 9:07 pm. Yea votes: Christopher, Kirk, Nichols, Spann, Watson, Hays; Worth was in attendance via Skype, but connection dropped before vote.

11. Meeting adjourned at 9:08 pm

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President

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Secretary