

**MINUTES OF A REGULAR MEETING OF THE
BOARD OF EDUCATION
OF CALHOUN COMMUNITY UNIT SCHOOL DISTRICT #40
OF CALHOUN AND GREENE COUNTIES, ILLINOIS**

A regular meeting, of the Board of Education in Calhoun Community Unit School District #40, consisting of Calhoun and portions of Greene Counties, Illinois was called to order by Board President Luke Fraley, Tuesday, November 21, 2023 at 5:30 p.m. in the Calhoun Elementary School Library.

Upon roll being called the following board members were present: Jackie Baalman absent, Luke Fraley, Adam Gerson, Amanda Gress absent, Hannah Nelson, Nate Sagez. Adam Gerson, and Angie Tepen.

Others in attendance were: Andrea Lee, Tiara Lorsbach, Cheri Burris, Christie Lorsbach, Suzanne Steckel (Zumbahlen/Eyth), Tara Smith, Lori Mortland, Nathan Durham.

A motion was made by Hannah Nelson, seconded by Angie Tepen that the Board of Education approves the agenda inclusive of:

- I. Call to Order
- II. Roll Call of Members
- III. Pledge of Allegiance
- IV. Approve Agenda
- V. Recognition of Visitors, Guests & Public Comments
 - *To preserve sufficient time for the Board to conduct its business, it is our public policy that each individual may speak for a maximum of 5 minutes unless prior arrangements have been made to speak longer.*
 - o Suzanne Steckel – Annual Financial Report
- VI. Consent Items
 - a. Adoption of Consent Agenda
 - b. Previous Board Minutes
 - i. Regular Meeting – October 17, 2023
 - c. Expenditures
 - d. Financial Reports
 - e. Activity Accounts Report
 - f. Transportation Report
- VII. Committee and Administrative Reports
 - a. Calhoun Elementary School
 - b. Calhoun High School
 - c. Superintendent
 - i. District Services/Maintenance Report
- VIII. Action Items Prior to Executive Session
 - a. Consider Approval of
 - i. Meeting Date Change
 - ii. Tentative Tax Levy
 - iii. School Improvement & Strategic Plan
 - iv. School Maintenance Grant FY 24
 - v. Annual Financial Audit Report
 - vi. Annual Statement of Affairs Publication
- IX. Executive Session – For the purpose of discussion regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s); legal counsel, collective negotiating matters or deliberations; board vacancies; evidence or testimony presented in a hearing where authorized by law; purchase or lease of real property; sale or purchase of securities, investments or investment contracts; security procedures; student disciplinary cases or any matter involving an individual student; litigation; self-evaluation, practices and procedures, or professional ethics; minutes of meetings lawfully closed; internal control weaknesses, potential fraud risk areas; establishment of reserves, settlement or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the District. 5 ILCS 120/2(c)
- X. Action Items Following Executive Session
 - a. Consider Approving Personnel Recommendations
- XI. Other Business
- XII. Communication and Announcements
 - a. October 20 – CHS Blood Drive
 - b. October 25 – PTO Meeting
 - c. October 29 – Halloween Carnival
 - d. November 8 – NHS Induction
 - e. November 20 – School Board Meeting
 - f. Correspondence
- XIII. Adjourn

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carried.

Reception of Visitors / Public Comment:

Mrs. Suzanne Steckel was in attendance to review the district’s annual audit and to present the Annual Financial Report to the Board of Education. She stated there was no new debt for the district only new payments. The district has a little more than 2 million in debt at the end of the fiscal year. There were three financial ‘findings’ for the district: The District office having an inadequate segregation of duties due to the limited number of individuals working in the district office. Expenditures were allowed to exceed the budgeted expenditures – this was a result of the third finding. An inter-fund loan was made in non-conformity with the applicable statute per Illinois School Code – the maintenance grant revenue was recorded to the Ed fund rather than the O/M fund. All with a plan of correction. Mrs. Steckel also mentioned that during their audit testing, there were employee contracts not signed, and a piece of equipment was sold without required bid procedures. In non-compliance, besides the over budget, and inter-fund loan findings, the transportation claim was submitted on the 16th instead of the 15th. She finished up by stating that the AFR would be submitted to ISBE by her firm, and that it is due to the Region Office and County Clerks by December 15th.

Mr. Nathan Durham and Mrs. Lori Mortland were in attendance to discuss a conference they had attended. And to discuss SS and English standards. They shared with the Board an example of how they are training the students for better understanding of the yearly state testing.

A motion was made by Nate Sagez, seconded by Adam Gerson that the Board of Education approves items on the consent agenda which includes:

- I. Consent Items
 - a. Adoption of Consent Agenda
 - b. Previous Board Minutes
 - i. Regular Meeting – October 17, 2023
 - c. Expenditures
 - d. Financial Reports
 - e. Activity Accounts Report
 - f. Transportation Report

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carried.

Principals Report:

Calhoun Elementary School Principal Christie Lorsbach Report

Mrs. Lorsbach stated she had attended a workshop “Unpacking IAR Results”. That it was very eye opening on how to teach and prepare for state testing. She said the standards are set for the school, not the students. She submitted an outline of things going on at the Elementary including the WOW winners for October, information about the CKH traction visit in early November. Family involvement updates. She stated that the Board could reach out to her at any time for information or to come in for a visit to the school.

Calhoun High School Principal Cheri Burris Report

Mrs. Burris informed the Board of Mr. Hagen's classes research, Mr. Bloodworth's Web Design II class assisting the Village of Hardin with their web page. The FFA is currently selling poinsettias, Mr. Grimes class work on the library shelves, NHS will help with putting the library back together with the new shelving. 101 of 167 students made honor roll first quarter, and there are 25 NHS students this year! The High School is also planning ahead for state testing.

Superintendents Report: Mrs. Lee spoke to the Board about strategic plans. She gave the Board a handout for the grades of students and academic indicators. The High School received a 'commendable' as 89% above the state average, with the Elementary as 'targeted support'. She was asked about the sport fee for activities not affiliated with the school. After much discussion, Luke Fraley stated the Board had already spent a lot of time on that matter last year. It was suggested that the Board vote on a new fee arrangement at the next meeting. Mrs. Lee informed the board of the town TIF meeting to review the financials as a yearly process, she plans to attend the meeting on behalf of the district. She stated she would advertise the scoreboards again in hopes that someone would want them, it was suggested that they be given over to an auction company for disposal if there was no future interest. She held a meeting with the Emergency Response Committee for safety improvement, the cameras of the district and the codes for the doors were the main topic of discussion. She also informed the board that she would advertise for a truth in taxation hearing in December.

District Services/Maintenance Report: N/A

A motion was made by Angie Tepen, seconded by Adam Gerson that the Board of Education approve the tentative tax levy as presented. (a hand out was given).

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

A motion was made by Hannah Nelson, seconded by Nate Sagez that the Board of Education approve the school improvement and strategic plan as presented.

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

A motion was made by Angie Tepen, seconded by Hannah Nelson, that the Board of Education approve the submission of the FY 24 School Maintenance Grant for lighting upgrades at CES and CHS.

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

A motion was made by Hannah Nelson, seconded by Adam Gerson that the Board of Education approve the Audited 2022-2023 Annual Financial Report as presented.

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

A motion was made by Nate Sagez, seconded by Angie Tepen that the Board of Education approve the Annual Statement of Affairs for publication.

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

Executive Session:

A motion was made at 7:14 p.m. by Hannah Nelson, seconded by Adam Gerson that the Board of Education enters into executive session.

For the purpose of discussion regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s); legal counsel, collective negotiating matters or deliberations; board vacancies; evidence or testimony presented in a hearing where authorized by law; purchase or lease of real property; sale or purchase of securities, investments or investment contracts; security procedures; student disciplinary cases or any matter involving an individual student; litigation; self-evaluation, practices and procedures, or professional ethics; minutes of meetings lawfully closed; internal control weaknesses, potential fraud risk areas; establishment of reserves, settlement or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the District. 5 ILCS 120/2(c)

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

A motion was made at 8:35 p.m. by Adam Gerson, seconded by Angie Tepen that the Board of Education returns to Open Session to continue meeting and take any appropriate action.

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

A motion was made by Hannah Nelson, seconded by Nate Sagez that the Board of Education approve the proposed 2024-2025 calendar as presented.

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

A motion was made by Nate Sagez, seconded by Angie Tepen that the Board of Education approves personnel recommendations as presented for the 2023-24 school year.

Resignations: Jeannette Johnson, Concessions (November 1st)
Mandy Sprong, Head Cook (November 30th)
Rayna Zirkelbach, 1st Grade Teacher (At Semester)

Coaching/Sponsor Hires: Riley Caselton, CHS Head Baseball Coach
Nicole Nance, JH Volleyball Volunteer Assistant Coach

Leave of Absence: LeaAnn Klaas, District Secretary

Postings: 1:1 Paraprofessional, Anticipated

*All new hires are subject to completion of background check, EHR (Faith’s Law) check, fingerprinting and any other required classes and/or trainings.

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

Informational Items: N/A

With no further business to discuss, a motion was made by Hannah Nelson, seconded by Nate Sagez that the Board of Education adjourns the meeting at 8:50 p.m.

Board polled:

Baalman – absent	Nelson – yes
Fraley – yes	Sagez – yes
Gerson – yes	Tepen – yes
Gress – absent	

Motion carries.

Respectfully submitted,

President, Board of Education

Secretary, Board of Education