

EFFINGHAM COMMUNITY UNIT DISTRICT #40
EFFINGHAM, ILLINOIS

**MINUTES
REGULAR MEETING
MONDAY, JULY 20, 2026**

The Board of Education meeting will be held on Monday, July 20, 2026, at 5:30 p.m. in the Office Conference Room at Effingham High School, located at 1301 W. Grove Ave., Effingham, IL.

1. Call to Order Regular Meeting/Pledge of Allegiance/Roll Call
President Wendling called the Regular Meeting to order at 5:30 PM
Secretary Willenborg called the roll.
Members present: Andrew Altman, Erica Boone, Brandon Duncan, Chad Thompson, Jill Wendling, and Jane Willenborg
Members absent: Desha Wear
Members in attendance remotely: none
Staff present: Kelsey Baker and Michelle Morrissey
2. Acknowledgements
A. JH Track State Participants
B. LHECC
3. Recognition of Visitors
4. Financial Report
Baker reported a net fund balance of \$22,504,704.38 and an Operating funds net total of \$19,488,496.12. Reimburse the imprest account in the amount of \$1,054.06 and approve the bills as listed:
Education Fund – \$678,763.17
Little Hearts Daycare - \$13,191.67
Operations, Building & Maintenance Fund – \$119,821.76
Bonds & Interest - \$13,675.73
Transportation Fund – \$221,238.37
Tort Fund – \$550,154.74
Capital Improvements - \$70.00
Total - \$1,596,915.44
Altman made a motion, seconded by Boone, to approve the financial report and to reimburse the imprest account in the amount of \$1,054.06 and payment of bills in the amount of \$1,596,915.44.
Roll call vote
AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg
NAYS: none
ABSTAIN: none
Motion Carried
5. Consent Agenda
A. Minutes: June 22, 2026, Regular and Closed Session Meeting Minutes – Enclosed

B. Fundraisers:

Group	Event	Reason	Date
EHS Cross Country	Selling Calendar Squares	Raise funds towards a new tent, team snacks & drinks after meets, and team bonding activities	August 1-14, 2026
EJHS Cross Country	Selling Calendar Squares	Raise money for program for supplies, meals, uniforms, 8th grade gifts, etc.	August 1-31, 2026
EJHS Baseball and Softball Teams	Selling Calendar Squares	Raise money for both teams to purchase equipment that goes beyond our allotted budgets	August 1-31, 2026
EHS Soccer	Donation Link to send money to program - No sales	Raise money for budget to purchase needed including a ball launcher, new practice supplies, etc.	2 Week Time Frame

Thompson made a motion, seconded by Boone, to accept the Consent Agenda.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

6. Superintendent's Report

A. FOIA Information: There were Nine (9) FOIA Requests – Enclosed

7. New Business

A. Approval of Little Hearts Early Childhood Center Parent Handbook Updates

Boone made a motion, seconded by Altman, to approve the LHECC Parent Handbook updates for the 2026-27 school year.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

B. Appointment of FOIA and OMA Officers for Unit #40

Boone made a motion, seconded by Duncan, to appoint Andrew Johnson, Kelsey Baker, and Chelle Beck as Unit #40 FOIA and OMA Officers.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

C. Approval of Coaches Handbook

Thompson made a motion, seconded by Duncan, to approve the Coaches Handbook

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

D. Approval of Pitney Bowes Agreement

Altman made a motion, seconded by Boone, to approve the Pitney Bowes Agreement for Five (5) years.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

E. First Reading of Press Policies

Posting the following Policies for Review and Public Comments: 2:230, 3:70, 4:175, 5:40, 5:70, 5:110, 5:140, 5:240, 6:70, 6:80, 6:190, 7:30, 7:80, 7:130, 7:330, 8:10, 8:70.

F. Radio Upgrade Proposal

Duncan made a motion, seconded by Boone, to approve the radio upgrade proposal with Global Technical Systems (GTSi) for \$39,900.00 for radio infrastructure work and 25 Kenwood portable radios for \$22,475.00.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

G. Discussion and Potential Action on Agreements with CORE/ERCF

Altman made a motion, seconded by Thompson, to approve the Administrative Agent Agreement with the Effingham Regional Career Academy and to discard the agreement with this same entity from November 10, 2025, as the Fiscal and Administrative Agent.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

H. Approval of HVAC Contract Bid

Thompson made a motion, seconded by Duncan, to approve the Entec Contract for Five (5) years with a total cost of \$668,750.00.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

I. Approval of Fuel Bid

Boone made a motion, seconded by Duncan, to accept South Central FS's bid to provide Unit #40 fuel for 2026-27.

Roll call vote

AYES: Altman, Boone, Duncan, Wendling, Willenborg

NAYS: none

ABSTAIN: Thompson

Motion Carried

8. Adjournment to Closed Session

A. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District. 5 ILCS 120/2(c)(1)

B. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11)

C. Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.
5 ILCS 120/2(c)(2)

D. Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.
5 ILCS 120/2(c)(21)

Altman made a motion, seconded by Duncan, to adjourn to Closed Session at 5:55 PM.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

9. Return to Open Session

Boone made a motion, seconded by Altman, to adjourn and return to open session at 6:34 PM.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

10. Approval of Job Descriptions

Boone made a motion, seconded by Altman, to approve job descriptions for EJHS Assistant Principal/Assistant District Athletic Director, Assistant Coordinator for 21st Century Grant Programs, and Deputy Superintendent effective immediately.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

11. Personnel List

EMPLOYMENT:	
Leland Knierim	Mid-Day PreK & AM/PM Special Needs Bus Driver
Kylee Schultz	Parapro at ELC
Brooke Overbeck	Parapro at ELC
Beth Walker	3 Hr. Cashier at EHS
Megan Faber	Cafeteria Monitor at CGS
Kevin Faber	Cafeteria Monitor at CGS
Sullymar Rivera Perez	ESL Teacher, 2nd Semester of the 2026-27 School Year
Jordan Andruch	21st Century Grant Program Coordinator for the 2026-27 School Year
Dan Rodriguez	AM/PM Bus Driver
Larry Micenheimer	AM/PM Bus Driver
Brittany Coomer	JH Assistant Softball Coach
Antonio Munoz	F/S Volleyball Coach
TRANSFER:	
Jacob Stoneburner	HS Assistant Football Coach
Steven King	Day Shift Custodian at CGS
Drew Deters	Volunteer Assistant Soccer Coach
VOLUNTEER:	
Kristen Armstrong	HS Girls Tennis Coach
Lanie Carder	HS Girls Tennis Coach
Mark Burgess	HS Girls Assistant Golf Coach
RESIGNATION:	
Nathaniel Boggs	HS Assistant Football Coach
Becky Quandt	6th Grade Volleyball Coach
Cindy Deters	Lunchroom Supervisor at CGS
Paula Fulk-Murillo	Teacher Assistant at LHECC
Kelsey Whitehead	Lead Instructor at LHECC
Drew Deters	Assistant Soccer Coach
Elizabeth Stevenson	Kindergarten Teacher
STIPENDS:	
Drew Deters	Interim Transportation Director for the 2026-27 School Year
Kevin Shamhart	Interim Assistant Transportation Director for the 2026-27 School Year
Jordan Andruch	District Assistant Athletic Director for the 2026-27 School Year

Altman made a motion, seconded by Boone, to approve the personnel list as presented.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

12. Review Closed Session Minutes

Altman made a motion, seconded by Duncan, to keep closed session minutes closed and destroy electronic recordings prior to January 2025.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

13. Adjourn

Duncan made a motion, seconded by Thompson, to adjourn the meeting at 6:38 PM.

Roll call vote

AYES: Altman, Boone, Duncan, Thompson, Wendling, Willenborg

NAYS: none

ABSTAIN: none

Motion Carried

Date of Minutes: Monday, July 20, 2026

Date of Approval: _____

President

Secretary

EFFINGHAM COMMUNITY UNIT SCHOOL DISTRICT #40

Effingham, Illinois

Motion to Adjourn to Closed Meeting

Date: July 20, 2026

Time: 5:55 PM

A motion was made by Altman, and seconded by Duncan, to adjourn to closed meeting to discuss:

- ☐ **The appointment, employment, compensation, discipline, performance, or dismissal of specific employees, specific individuals who serve as independent contractors, or specific volunteers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee, a specific individual who serves as an independent contractor, or a volunteer of the District or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of a public body that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1).**
- ☐ **Collective negotiating matters between the District and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).**
- ☐ The selection of a person to fill a public office, including a vacancy in a public office, when the District is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the District is given power to remove the occupant under law or ordinance. 5 ILCS 120/2(c)(3).
- ☐ Evidence or testimony presented in open hearing, or in closed hearing where authorized by law, to a quasi-adjudicative body, as defined in the Open Meetings Act, provided that the body prepares and makes available for public inspection a written decision with its determinative reasoning. 5 ILCS 120/2(c)(4).
- ☐ Evidence or testimony presented to the Board regarding denial of admission to school events or property pursuant to 105 ILCS 5/24-24, provided that the Board prepares and makes available for public inspection a written decision setting forth its determinative reasoning. 5 ILCS 120/2(c)(4.5), added by P.A. 103-311.
- ☐ The purchase or lease of real property for the use of the District, including meetings held for the purpose of discussing whether a particular parcel should be acquired. 5 ILCS 120/2(c)(5).
- ☐ The setting of a price for sale or lease of property owned by the District. 5 ILCS 120/2(c)(6).
- ☐ The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7).
- ☐ Security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8).
- ☐ Student disciplinary cases. 5 ILCS 120/2(c)(9).
- ☐ The placement of individual students in special education programs and other matters relating to individual students. 5 ILCS 120/2(c)(10).
- ☐ **Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2(c)(11).**
- ☐ The establishment of reserves or settlement of claims as provided in the Local Government and Governmental Employees Tort Immunity Act, if otherwise the disposition of a claim or potential claim might be prejudiced, or the review or discussion of claims, loss or risk management information, records, data, advice or communications from or with respect to any insurer of the District or any intergovernmental risk management association or self-insurance pool of which the District is a member. 5 ILCS 120/2(c)(12).
- ☐ Self-evaluation, practices and procedures, or professional ethics, when meeting with a representative of a statewide association of which the District is a member. 5 ILCS 120/2(c)(16).
- ☐ **Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).**
- ☐ Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America. 5 ILCS 120/2(c)(28).

Closed Meeting Roll Call:

"Yeas" - 6	"Nays" - 0
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Motion: Carried