

# MINUTES

**STEGER SCHOOL DISTRICT 194  
BOARD OF EDUCATION MEETING  
Wednesday, June 14, 2023  
6:00 P.M.  
Steger Primary Center - Library  
Enter through Door#2**

The meeting was called to order at 6:00 p.m. by President Helsel. Members present Helsel, Edwards, Raymond, Butkus, and Hutchison. Members absent: Turner and Garcia.

Also present:  
Dr. Patricia Hahto, Eric Diehl, , Jan Lenci, Lindsey Coffey, Tom Aguirre, Janet Inglese, Jeff Nelson, Alma Solis, Anthony Graziani, Tim Tufts, Rachael Diehl, and Melissa Cunha,

**PLEDGE OF ALLEGIANCE**  
The Board and audience recited the Pledge of Allegiance.

**PUBLIC PARTICIPATION**  
Mrs. Helsel welcomed Mrs. Coffey back from her leave.  
A parent asked why the students were able to keep their computer cases and chargers. Mr. Tufts stated it was easier for the families to store them and they will be needed next year for their computers.  
Mr. Norcutt thanked the Board of Education for working with him while he was the President of the Steger Education Association.

**MINUTES**  
A motion was made by Mrs. Raymond and seconded by Ms. Butkus to approve the following items:

- |               |    |  |
|---------------|----|--|
| <b>ACTION</b> | A. | Approval of the minutes of the May 25, 2023, Board Meeting and Closed Session.   |
| <b>ACTION</b> | B. | Approval of the minutes of the May 17, 2023, Board Meeting and Closed Session.   |
| <b>ACTION</b> | C. | The Superintendent recommends the board review the minutes from the November 16, 2022, Closed Session meeting and they be kept closed. |

Upon roll call all members voting aye:  
Helsel, Edwards, Raymond, Butkus, and Hutchison.  
Members voting nay: None. Members absent: Turner and Garcia.  
Members abstaining: None. Motion carried.

**FINANCIAL ACCOUNTS**  
A motion was made by Mr. Hutchison and seconded by Mrs. Raymond to approve the following item under Financial Accounts:

- |               |    |                                    |
|---------------|----|------------------------------------|
| <b>ACTION</b> | E. | Payment of Bills - Approval of May |
|---------------|----|------------------------------------|

Upon roll call all members voting aye:  
Helsel, Edwards, Raymond, Butkus, and Hutchison.  
Members voting nay: None. Members absent: Turner and Garcia.  
Members abstaining: None. Motion carried.

**ADMINISTRATIVE REPORTS**

<b>INFO</b>	A.	Superintendent Report, Dr. Hahto.
<b>INFO</b>	B.	Presentation by Dr. Steve Carnes, Columbia Central Principal

**BOARD MATTERS (Consent Agenda)**

A motion was made by Ms. Butkus and seconded by Mr. Hutchison to approve the following action items under Board Matters.

- INFO

INFO

A.

Uniform Survey Results
- B.

Decennial Committee on Local Government Efficiency

Members:

Eric Diehl, Assistant Superintendent of Finance and Operations - Chair

Dr. David Frusher, Superintendent of Schools

Michele Helsel, Board President

Susan Edwards, Board Vice-President

Beth Butkus, Board Secretary

Jill Raymond, Board Member

Karen Turner, Board Member

Nick Hutchison, Board Member

Buffy Garcia, Board Member

Ashley Hinton, Community Member

Zakiya Moton, Community Member
- ACTION

C.

The Superintendent recommends the Board approve the three-year contract for regular transportation with Positive Connections, as presented.
- ACTION

D.

The Superintendent recommends the Board approve the proposal from DLM School Bus Line Inc. for the 2023-2024 School year, as presented.
- ACTION

E.

The Superintendent recommends the Board approve the 2023 Summer Feeding Program, as presented.
- ACTION

F.

The Superintendent recommends the Board approve the Beacon Training Group contract, as presented.
- ACTION

G.

The Superintendent recommends the Board approve the purchase of Classroom medical kits, as presented.
- ACTION

H.

The Superintendent recommends the Board approve the job description for the Communications Teacher, as presented.
- ACTION

I.

First reading of Board Policy changes as recommended by Press Plus and IASB.

a.

2:110 Qualifications, Term and Duties of Board Officers

b.

3:40-E Exhibit – Checklist for the Superintendent Employment Contract negotiation Process

c.

4:40 Incurring Debt

d.

4:60 Purchases and Contracts

e.

5:30 Hiring Process and Criteria

f.

5:70 Religious Holidays

g.

5:80 Court Duty

h.

5:90 Abused and Neglected Child Reporting

i.

5:125 Personal Technology and Social Media; Usage and Conduct

j.

5:150 Personnel Records

k.

5:200 Terms and Conditions of Employment and Dismissal

l.

5:210 Resignations

m.

5:260 Student Teachers

n.

5:285 Drug and Alcohol Testing for School bus and Commercial Vehicle Drivers

o.

6:80 Teaching About Controversial Issues

p.

6:135 Accelerated Placement Program

q.

6:210 Instructional Materials

r.

6:230 Library Media Program

s.

6:260 Complaints About Curriculum, Instructional Materials, and Programs

t.

6:280 Grading and Promotion

u.

8:20 Community Use of School Facilities

v.

8:70 Accommodating Individuals with Disabilities

Upon roll call all members voting aye:  
Helsel, Edwards, Raymond, Butkus, and Hutchison.  
Members voting nay: None. Members absent: Turner and Garcia.  
Members abstaining: None. Motion carried.

**PERSONNEL (Consent Agenda)**

A motion was made by Mrs. Raymond and seconded by Ms. Butkus to approve the following action items under Personnel.

- ACTION

A.

The Superintendent recommends the Board approve the resignation of Jessica Toran, Seventh Grade Social Studies Teacher at Columbia Central School, effective at the end of the 2022-2023 school year.
- ACTION

B.

The Superintendent recommends the Board approve the resignation of Lynette Naylor, Third Grade Teacher at Steger Intermediate Center, effective at the end of the 2022-2023 school year.

<b>ACTION</b>	C.	The Superintendent recommends the Board approve the resignation of Kristin Buffano, Third Grade Teacher at Steger Intermediate Center, effective at the end of the 2022-2023 school year.
<b>ACTION</b>	D.	The Superintendent recommends the Board approve the resignation of Maria Gavina, School Safety Monitor at Columbia Central School, effective April 14, 2023.
<b>ACTION</b>	E.	The Superintendent recommends the Board approve the employment of Shannon Ill, Intervention Specialist at Steger Primary Center, BA Step 4, effective for the 2023-2024 school year.
<b>ACTION</b>	F.	The Superintendent recommends the Board approve the employment of Shayna Ebert, Certified Nursing Assistant at Steger Intermediate Center at \$15.00 an hour, effective for the 2023-2024 school year.
<b>ACTION</b>	G.	The Superintendent recommends the Board approve the employment of Molly Skoda, Third Grade Teacher at Steger Intermediate Center, BA Step 0, effective for the 2023-2024 school year.
<b>ACTION</b>	H.	The Superintendent recommends the Board approve the employment of Bradley Field, Eighth Grade Math Teacher at Columbia Central School, BA Step 2, effective for the 2023-2024 school year.
<b>ACTION</b>	I.	The Superintendent recommends the Board approve the employment of Lindsey Kolasa, Third Grade Teacher at Steger Intermediate Center, BA Step 4, effective for the 2023-2024 school year.
<b>ACTION</b>	J.	The Superintendent recommends the Board approve the FMLA leave for Dr. David Frusher, Superintendent of Schools at Steger School District 194, effective April 24, 2023 through June 14, 2023.
<b>ACTION</b>	K.	The Superintendent recommends the Board approve the administrator contracts, as presented.
<b>ACTION</b>	L.	The Superintendent recommends the Board approve the Acting Interim Superintendent contract, as presented.

Upon roll call all members voting aye:

Helsel, Edwards, Raymond, Butkus, and Hutchison.

Members voting nay: None. Members absent: Turner and Garcia.

Members abstaining: None. Motion carried.

### **INFORMATIONAL ITEMS**

- A. New Business
- B. Old Business
  - a. Columbia Central new carpet color
  - b. NJHS Craft Fair – Outstanding event, over 96 vendors, great turnout from the community and staff.
- C. Correspondence
  - a. Thank you for the Administrative Professionals luncheon – Chris Kamplain
  - b. Thank you for supporting Earth Day Clean Up - Cindy Trotier
  - c. Thank you for the welcome back planter – Dr. Patricia Hahto
- D. PTO
  - a. Working with Attorney on date for informational meeting
- E. Freedom of Information Act (FOIA) Request
  - a. May 2, 2023
    - 1. University of Kentucky., Abigail Jacob
      - a. FOIA requesting copies of student information. The District's policies do not define directory information and the student information was not provided.
  - b. April 21, 2023
    - 1. Data Research Partners, LLC, Janie Jordan
      - a. FOIA requesting staff names, email address, position, and building location.
- F. Committee Updates
  - a. Tech committee met to discuss cameras, signage and the emergency alert system
- G. Upcoming dates
  - a. May 29 Memorial Day – no school
  - b. June 5 8<sup>th</sup> Grade Graduation – 7:00 p.m.
  - c. June 6 Last day of school – 1:00 dismissal
  - d. June 14 Board of Education Meeting 6:00 p.m.
  - e. June 19 Juneteenth – no school

**CLOSED SESSION**

The Open Meeting recessed at 7:20 p.m. a motion was made by Ms. Butkus and seconded by Mrs. Raymond.

Upon roll call all members voting aye:  
Helsel, Edwards, Raymond, Butkus, and Hutchison.  
Members voting nay: None. Members absent: Turner and Garcia.  
Members abstaining: None. Motion carried.

The Board went into Closed Session at 7:41 p.m. a motion was made by Mr. Hutchison and seconded by Mrs. Raymond to go into Closed Session to discuss the following.

Upon roll call all members voting aye:  
Helsel, Edwards, Raymond, Butkus, and Hutchison.  
Members voting nay: None. Members absent: Turner and Garcia.  
Members abstaining: None. Motion carried.

- ACTION**
- A.     The Superintendent recommends that the Board go into Closed Session to discuss:  
1. The appointment, employment, compensation, discipline performance, or dismissal of a specific employee of the public body.  
2. Student disciplinary matters.  
3. Collective negotiating matters between the public body and its employees or their representatives.  
4. The purchase or lease of real property for the use of the public body, including meetings held for the purpose of discussing whether a particular parcel should be acquired.  
5. The setting of a price for sale or lease of property owned by Steger School District 194.

- ACTION**
- B.     Motion to adjourn Closed Session.  
The Board adjourned Closed Session at 9:39p.m. a motion was made by Mrs. Butkus and seconded by Mr. Hutchison.

Upon roll call all members voting aye:  
Helsel, Edwards, Raymond, Butkus, and Hutchison.  
Members voting nay: None. Members absent: Turner and Garcia.  
Members abstaining: None. Motion carried.

- ACTION**
- C.     Motion to return to Open Session.  
The Board returned to Open Session at 9:39 p.m. a motion was made by Mrs. Raymond and seconded by Mr. Hutchison.

Upon roll call all members voting aye:  
Helsel, Edwards, Raymond, Butkus, and Hutchison.  
Members voting nay: None. Members absent: Turner and Garcia.  
Members abstaining: None. Motion carried.

**ADJOURNMENT**

At 9:40 p.m. a motion was made by Mrs. Hutchison and seconded by Mrs. Raymond to adjourn the meeting.

Upon roll call all members voting aye:  
Helsel, Edwards, Raymond, Butkus, and Hutchison.  
Members voting nay: None. Members absent: Turner and Garcia.  
Members abstaining: None. Motion carried.

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Secretary, Board of Education & Date

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President, Board of Education & Date