

# MINUTES

## STEGER SCHOOL DISTRICT 194 BOARD OF EDUCATION MEETING

Wednesday, November 16, 2022

7:00 P.M.

**Columbia Central School – Cafeteria**  
**Enter through the East Entrance Doors**

The meeting was called to order at 7:01 p.m. by President Helsel. Members present Helsel, Edwards, Hutchison, Butkus, and Turner. Members absent: Raymond.

Also present:

Dr. David Frusher, Lindsey Coffey, Jan Lenci, Dr. Steve Canes, Tom Aguirre, Adam Schoff, Tim Tufts, Janet Inglese, Jeff Nelson, Alma Solis, and Melissa Cunha.

### **PLEDGE OF ALLEGIANCE**

The Board and audience recited the Pledge of Allegiance.

### **PUBLIC PARTICIPATION**

Mrs. Helsel welcomed everyone to the board meeting and thanked Tom Aguirre, Rich Norcutt and George Patterson for their service. Columbia Central hosted a Veteran's Day celebration in which many community members and veterans from different branches of service attended.

Village Trustee Steve Thurmond spoke regarding the softball games during Steger Day in August. The softball games raised \$705.00 for Alicia's House. Mr. Thurmond shared that Steger has \$800,000 of road repairs starting in the spring of 2023, Kmart at this time doesn't have interest, Santa Parade and Food Drive on November 26<sup>th</sup>, Miracle on 34<sup>th</sup> Street trees are for sale on the Boulevard.

### **MINUTES**

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

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| <b>ACTION</b> | A. | Approval of the minutes of the October 11, 2022, Board Meeting and Closed Session.   |
| <b>ACTION</b> | B. | Approval of the minutes of the October 20, 2022, Board Meeting and Closed Session.   |
| <b>ACTION</b> | C. | The Superintendent recommends the board approve the destruction of the recordings from the April 28, 2021, Closed Session meeting. |

Upon roll call all members voting aye:

Helsel, Butkus, Edwards, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: Raymond.

Members abstaining: None. Motion carried.

### **FINANCIAL ACCOUNTS**

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

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| <b>ACTION</b> | E. | Payment of Bills - Approval of November |
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Upon roll call all members voting aye:

Helsel, Butkus, Edwards, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: Raymond.

Members abstaining: None. Motion carried.

## **SUPERINTENDENT'S REPORT**

- On 10/21, I attended the Superintendents' Roundtable of Northern Illinois lunch and learn session in Lombard. It was a wonderful gathering, with a chance to meet and collaborate with other superintendents from Northern Illinois. The professional learning was on personal wellness and health, along with strategies to improve in these areas.
- On 10/24 through 10/28, we celebrated Red Ribbon Week in our school district. Red Ribbon Week
- On 10/31, we had a great School Improvement Day. I was able to visit all sessions (in all three schools) to observe our staff members living our district mission off "Learning and Growing Together".
- On 11/1, our SD 194 STAC/STIL team met. Our meeting focus on leadership and PLC's has really impacted, in a positive way, the way we collaborate and work together as a team. Items up for discussion and to work through included: school improvement day follow up, the upcoming parent teacher conferences, data day and report card timelines, PLC's progress and updates in our schools, PLC guiding coalitions in our schools, Data collection, Learning walks, SEL coaches and social worker roles, the Satchel Pulse universal screener, ISBE reporting, school updates and supports needed.
- On 11/3, I attended the Illinois Association of School Administrators South Cook Division meeting in Olympia Fields. Department updates were shared and our guest speaker was Dr. Melinda Wright, who is the project coordinator for the Illinois Interactive Report Card.
- On 11/10, our District and school administrator teams attended formal Title IX training (in-district). This mandated training for is for Title IX Coordinators, Investigators, and Decision Makers within school districts. The federal guidance, requirements, and standards have been shifting as administrations have changed.
- On 11/9 and 11/15, I attended two webinars provided by the state of Illinois. These were IL-EMPOWER Newly Designated in Improvement Status Information Meeting for Districts, and School and School Improvement Planning Grant Application. This is because we have two of our schools (SPS and CC) now designated as "Targeted" by the state of Illinois. For SPC the state determined we are underperforming in academics and absenteeism, and CC for our academic growth for our special education students and absenteeism. Coming out of COVID has been challenging in many areas, especially these, but we're going to meet these challenges head-on and improve in these areas, and more, across our entire district. We will be working with an IL-EMPOWER Coordinator for school improvements. There will be more upcoming on this, and it will be continual over the next four years. The 2022-2023 school year is a planning year for improvements.
- November 15<sup>th</sup> was School Board Members Day. This year's theme is "Partners in Excellence". On behalf of the SD 194 administrative team; and many, many others; thank you for all that you do. All of you are very dedicated public servants.
- On 11/16, our Threat Assessment Team (Administrators, Social Workers, and other staff members) participated in Threat Assessment Training (in-district). Our team was trained on the Before the Crisis Threat Assessment system. We received an editable version of the manual to use for our implementation purposes. So, we've updated our School Crisis Response Handbook and our Threat Assessment Plan, and have received training. We will continue to focus on, to ensure, that safety and security is at the very highest levels for our students, staff, and visitors. In addition, we have our

School Safety and Security Training with Beacon Training Group on August 23<sup>rd</sup> and 24<sup>th</sup>, on our Institute Days. You are invited to attend.

- We have the Trip I conference this weekend, parent teacher conferences and a short week next week. I hope everyone has a Happy Thanksgiving!
- Thank you, and I would be happy to answer any questions that you may have.

#### **BOARD MATTERS (Consent Agenda)**

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

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| <b>INFO</b>   | A. | Steger Intermediate Center Presentation by Principal Janet Inglese.   |
| <b>ACTION</b> | B. | Second reading of Board Policy changes as recommended by Robbins Schwartz, as presented.<br>1. 5:185 Family and Medical Leave   |
| <b>ACTION</b> | C. | The Superintendent recommends the Board approve the Memorandum of Understanding, as presented.  |
| <b>ACTION</b> | D. | The Superintendent recommends the Board approve the contract with Center for Special Education Services, as presented. Center for Special Education Services will provide coverage during an FMLA leave in the district.                      |
| <b>ACTION</b> | E. | The Superintendent recommends the Board approve the contracts with Pro Care Therapy/Blazer works, as presented for the following positions for the 2022-2023 school year. Special Education Teacher David Hill at Steger Intermediate Center. |
| <b>ACTION</b> | F. | The Superintendent recommends the Board approve the changes to the District 194 403(b) plan, as presented.  |
| <b>ACTION</b> | G. | The Superintendent recommends the Board approve the contract with School Datebooks, as presented.   |

Upon roll call all members voting aye:

Helsel, Butkus, Edwards, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: Raymond.

Members abstaining: None. Motion carried.

#### **PERSONNEL (Consent Agenda)**

A motion was made by Mrs. Turner and seconded by Mr. Hutchison to approve the following action items under Personnel.

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| <b>ACTION</b> | A. | The Superintendent recommends the Board approve the resignation of Cardelia Horn, Special Education Teacher Cross Categorical, effective October 25, 2022.                                     |
| <b>ACTION</b> | B. | The Superintendent recommends the Board approve the employment of Paige Craig, Paraprofessional at Steger Primary Center, \$15.00 per hour, effective for the 2022-2023 school year.           |
| <b>ACTION</b> | C. | The Superintendent recommends the Board approve the employment of Madalyn Joyce, Paraprofessional at Columbia Central School, \$15.00 per hour, effective for the 2022-2023 school year.       |
| <b>ACTION</b> | D. | The Superintendent recommends the Board approve the employment of Juanita Garcia, EL Paraprofessional at Columbia Central School, \$15.00 per hour, effective for the 2022-2023 school year.   |
| <b>ACTION</b> | E. | The Superintendent recommends the Board approve the employment of Mariah Fonseca, School Safety Monitor at Columbia Central School, \$15.00 per hour, effective for the 2022-2023 school year. |

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| <b>ACTION</b> | F. | The Superintendent recommends the Board approve the employment of Deanna Wetzel, School Safety Monitor at Columbia Central School, \$15.00 per hour, effective for the 2022-2023 school year.           |
| <b>ACTION</b> | G. | The Superintendent recommends the Board approve the employment of Maria Alvarado, School Safety Monitor at Columbia Central School, \$15.00 per hour, effective for the 2022-2023 school year.          |
| <b>ACTION</b> | H. | The Superintendent recommends the Board approve the employment of Allison Siriani-Daniels, School Safety Monitor at Columbia Central School, \$15.00 per hour, effective for the 2022-2023 school year. |
| <b>ACTION</b> | I. | The Superintendent recommends the Board approve the employment of Denise Patterson, School Safety Monitor at Columbia Central School, \$15.00 per hour, effective for the 2022-2023 school year.        |
| <b>ACTION</b> | J. | The Superintendent recommends the Board approve the employment of Rachel Thurmond, Paraprofessional at Columbia Central School, \$15.00 per hour, effective for the 2022-2023 school year.              |
| <b>ACTION</b> | K. | The Superintendent recommends the Board approve the FMLA leave for Jeanine Peters, First Grade Teacher at Steger Primary Center, effective October 3, 2022, through December 23, 2022.                  |
| <b>ACTION</b> | L. | The Superintendent recommends the Board approve the FMLA leave for Lauren Helsel, RTI at Steger Primary Center, effective November 8, 2022, through February 6, 2023.                                   |

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

## **ADMINISTRATIVE REPORTS**

## **INFORMATIONAL ITEMS**

- A. New Business
  - a. Mrs. Helsel shared a story about a custodian George Patterson. During the Veterans Day Celebration at Columbia Central when George Patterson's name was called and the students gave him a standing ovation.
  - b. Recently SD 194 presented on the Employment Initiative for McKinney-Vento families in District 194 at the Chicago IASB/IASA/IASBO Conference and now has been chosen to speak at the COSSBA Conference in Tampa Florida in March. Congratulations to Jan Lenci, Megan Van Houtegen, and Melissa Cunha.
- B. Old Business
- C. Correspondence
  - a. Thank you – Karen Turner Family
  - b. Thank you – Tracy Thurmond Family
- D. Freedom of Information Act (FOIA) Request
- E. Upcoming dates
  - a. Nov. 18 Report Cards
  - b. Nov. 21 Student dismissal 11:00 a.m.
  - c. Nov. 21 Parent Teacher Conferences 12:00 – 2:30 p.m.
  - d. Nov. 22 No student attendance
  - e. Nov. 22 Parent Teacher Conferences 12:30 – 7:00 p.m.
  - f. Nov. 23-25 Fall Break – No school

## **CLOSED SESSION**

The Open Meeting recessed at 7:56 p.m. a motion was made by Ms. Butkus and seconded by Mrs. Turner.

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

The Board went into Closed Session at 8:36 p.m. a motion was made by Mrs. Edwards and seconded by Mr. Hutchison to go into Closed Session to discuss the following.

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

Present during certain topics were Dr. David Frusher, Alma Solis and Melissa Cunha.

- 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 11:18 p.m. a motion was made by Mrs. Turner and seconded by Mrs. Garcia.

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

**ACTION**      C.      Motion to return to Open Session.  
The Board returned to Open Session at 11:18 p.m. a motion was made by Mrs. Turner and seconded by Mr. Hutchison.

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

### **ADJOURNMENT**

At 11:18 p.m. a motion was made by Mr. Hutchison and seconded by Mrs. Turner to adjourn the meeting.

Upon roll call all members voting aye:

Helsel, Butkus, Edwards, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: Raymond.

Members abstaining: None. Motion carried.

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Secretary, Board of Education & Date

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President, Board of Education & Date