

MINUTES

**STEGER SCHOOL DISTRICT 194
BOARD OF EDUCATION MEETING
Thursday, January 19, 2023
6:00 P.M.
Columbia Central School – Cafeteria
Enter through the East Entrance Doors**

The meeting was called to order at 6:01 p.m. by President Helsel. Members present Helsel, Hutchison, Butkus, Turner, and Garcia. Members absent: Edwards and Raymond.

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

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

PUBLIC PARTICIPATION
None.

MINUTES
A motion was made by Ms. Butkus and seconded by Mr. Hutchison to approve the following items:

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| ACTION | A. | Approval of the minutes of the January 10, 2023, Board Meeting and Closed Session. |
| ACTION | B. | Approval of the minutes of the December 15, 2022, Board Meeting and Closed Session. |
| ACTION | C. | The Superintendent recommends the board review the minutes from the June 16, 2022 and June 27, 2022, Closed Session meetings and they be kept closed. |
| ACTION | D. | The Superintendent recommends the board approve the destruction of the recordings from the June 17, 2021, Closed Session meetings. |

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

FINANCIAL ACCOUNTS
A motion was made by Mrs. Turner and seconded by Mrs. Garcia to approve the following item under Financial Accounts:

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| ACTION | E. | Payment of Bills - Approval of January |
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Upon roll call all members voting aye:
Helsel, Butkus, Turner, Hutchison, and Garcia
Members voting nay: None. Members absent: Edwards and Raymond.
Members abstaining: None. Motion carried.

- SUPERINTENDENT’S REPORT**
- On December 21st we had out English Learners night. It was a wonderful evening, and very well attended by many of our families that are Hispanic, and many staff members came out to help with arts and crafts. We also had a delicious dinner, including many traditional Hispanic foods and dishes.
 - On January 9th, we welcomed all of our staff members back. We held our Institute Day. Staff members worked on, and increased their learned, in Educator Wellness, Co-Teaching Best Practices, Trauma: What Educators Need to Know, Motivating and Inspiring Students, Standards Work: Padlet Warm Up, Assistive Technology, and Self-Care. Personally, I participated in the sessions on Educator Wellness, Trauma, and Motivating and Inspiring Students. I found these sessions very helpful.

- On January 11th, our SD 194 District Administrative Council and District Instructional Team Leaders met. We continue to collaborate and problem solve many matters, primarily our Targeted Status, Student Attendance, Student Learning, School Improvement Plans, PLC's, MAP Testing, IAR Testing, Problem Solving Meetings, Software Programs for Student learning, Student Threat Assessment and Management System, Devereux Building Protocols, SEL Coaches Update, Satchel Pulse Student Screener Response and Groups, Assessment Accommodations for Students, Special Education Staffing, Upcoming Staffing Meetings, and much more.
- On January 12th, we had our district's annual Health/Life Safety visit where SCISC came out. We will find out our findings soon. I'm confident that our report will be excellent.
- On January 12th, I attended the Illinois Association of School Administrators South Cook Meeting. Our presenter was Chad Watkins, Associate Director and General Counsel at IASA. In addition, we received Department Updates, especially on bills that were passed and failed in the Illinois General Assembly's latest lame duck session.
- On January 20th, this morning, I attended the SPEED Operating Committee Meeting. Items covered included the Audit Report (with no deficiencies); updates on Curriculum and Instruction, from the Business Office, from Buildings and Grounds, and Human Resources.
- Principal observations are almost 100% completed (one left). It has been their professional practice, working collaboratively with staff members in teams. Recently, I've attended the monthly staff meeting, PBIS Committee meeting, Attendance Team meetings, Grade Level Chair meetings. Everything we've done is in complete compliance with the Illinois PERA law for evaluating Principals and Associate Principals. All of these will be completed by March 1st.
- This concludes my Superintendent's Report, thank you. I would be happy to answer any question that you may have.

BOARD MATTERS (Consent Agenda)

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

INFO INFO	A.	Steger Primary Center Presentation by Principal Alma Solis.
	B.	The Steger School District Board of Education members have completed the mandated training for Abused and Neglected Child Reporting ACT (ANCRA). If an allegation of abuse or neglect is raised to a school board member during the course of a school board meeting the Board member shall direct or cause the school board to direct the superintendent of the school district or other equivalent administration to comply with the requirements of the act.
ACTION	C.	Second reading of Board Policy changes as recommended by Press Plus and IASB.
		<div> <div>a.</div> <div>2:100 Board Member Conflict of Interest</div> </div> <div> <div>b.</div> <div>2:105 Ethics and Gift Ban</div> </div> <div> <div>c.</div> <div>2:150 Committees</div> </div> <div> <div>d.</div> <div>2:210 Organizational School Board Meeting</div> </div> <div> <div>e.</div> <div>2:250 Access to District Public Records</div> </div> <div> <div>f.</div> <div>2:265 Title IX Sexual Harassment Grievance Procedure</div> </div> <div> <div>g.</div> <div>3:10 Goals and Objectives</div> </div> <div> <div>h.</div> <div>4:10 Fiscal and Business Management</div> </div> <div> <div>i.</div> <div>4:55 Use of Credit and Procurement Cards</div> </div> <div> <div>j.</div> <div>4:140 Waiver of Student Fees</div> </div> <div> <div>k.</div> <div>4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors</div> </div> <div> <div>l.</div> <div>5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest</div> </div> <div> <div>m.</div> <div>5:20 Workplace Harassment Prohibited</div> </div> <div> <div>n.</div> <div>5:30 Hiring Process and Criteria</div> </div> <div> <div>o.</div> <div>5:70 Religious Holidays</div> </div> <div> <div>p.</div> <div>5:80 Court Duty</div> </div> <div> <div>q.</div> <div>5:150 Personnel Records</div> </div> <div> <div>r.</div> <div>5:170 Copyright for Publication or Sale of Instructional Materials and Computer Programs Developed</div> </div> <div> <div>s.</div> <div>5:190 Teacher Qualifications</div> </div> <div> <div>t.</div> <div>5:200 Terms and Conditions of Employment and Dismissal</div> </div> <div> <div>u.</div> <div>5:210 Resignations</div> </div> <div> <div>v.</div> <div>5:220 Substitute Teachers</div> </div> <div> <div>w.</div> <div>5:250 Leave of Absence</div> </div> <div> <div>x.</div> <div>5:260 Student Teachers</div> </div> <div> <div>y.</div> <div>5:280 Duties and Qualifications</div> </div> <div> <div>z.</div> <div>5:320 Evaluation</div> </div> <div> <div>Question/Answer: NO</div> </div>

- aa. 5:330 Sick Days, Vacation, Holidays, and Leaves
- bb. 6:15 School Accountability
- cc. 6:20 School Year Calendar and Day
- dd. 6:50 School Wellness
- ee. 6:60 Curriculum Content
- ff. 6:65 Student Social and Emotional Development
- gg. 6:80 Teaching About Controversial Issues
- hh. 6:130 Program for the Gifted
- ii. 6:250 Community Resource Persons and Volunteers
- jj. 6:255 Assemblies and Ceremonies
- kk. 6:260 Complaints About Curriculum, Instructional Materials and Programs
- ll. 6:270 Guidance and Counseling Program
- mm. 6:280 Grading and Promotion
- nn. 6:340 Student Testing and Assessment Program
- oo. 7:50 School Admissions and Student Transfers To and from Non-District Schools
- pp. 7:70 Attendance and Truancy
- qq. 7:100 Health, Eye, and Dental Examinations: Immunizations; and Exclusion of Students
- rr. 7:180 Prevention of and Response to Bullying, Intimidation and Harassment
- ss. 7:250 Student Support Services
- tt. 7:285 Anaphylaxis Prevention, Response, and Management Program
- uu. 7:290 Suicide and Depression Awareness and Prevention
- vv. 7:340 Student Records
- ww. 7:10-E Exhibit – Equal Educational Opportunities Within the School Community

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| ACTION | D. | The Superintendent recommends the Board approve the shared services report, as presented. |
| ACTION | E. | The Superintendent recommends the Board approve the resolution abating the tax heretofore levied for the year 2022 to pay debt service on General Obligation School Bonds |
| ACTION | F. | The Superintendent recommends the Board approve the resolution for Eric Diehl, Assistant Superintendent of Finance and Operations to prepare a tentative budget for the 2023-2024 school year. |
| ACTION | G. | 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.
Certified Nursing Assistant Sonya Johnson Steger Intermediate Center |
| ACTION | H. | The Superintendent recommends the Board approve the lease agreement with Proven IT for copiers, printers, and Uniflow document management system, as presented. |

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

PERSONNEL (Consent Agenda)

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

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| ACTION | A. | The Superintendent recommends the Board approve the employment of Kymyatta Herring, School Safety Monitor at Columbia Central School, \$15.00 per hour, effective for the 2022-2023 school year. |
| ACTION | B. | The Superintendent recommends the Board approve the resignation of Ananka Cunningham, Food Service, effective January 19, 2023. |
| ACTION | C. | The Superintendent recommends the Board approve the FMLA leave for Lindsey Coffey, Director of Special Education at Steger School District 194, effective April 3, 2023, through September 26, 2023. |
| ACTION | D. | The Superintendent recommends the Board approve the FMLA leave for Antoinnette Williams, Food Service at Steger Intermediate Center, effective December 21, 2022 through January 23, 2023. |
| ACTION | E. | The Superintendent recommends the Board approve the Superintendent Leave (Article VII, Section 10) for Shelly Grabin, Food Service at Columbia Central School, effective December 23, 2022 through TBD. |
| ACTION | F. | The Superintendent recommends the Board approve the Superintendent Leave (Article VII, Section 10) for Jeanine Peters, First Grade Teacher at Steger Primary Center, effective December 19, 2022 through TBD. |

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

ADMINISTRATIVE REPORTS

Mr. Diehl distributed the Bloom Township Trustee of Schools district portfolio to each Board member.

Mr. Hutchison thanked the Director of Technology, Tim Tufts for working with Homeland Security regarding cyber security.

INFORMATIONAL ITEMS

- A. New Business
 - a. Columbia Central School outside lighting
 - b. Columbia Central School Career Day
 - c. Columbia Central School Science Fair
 - d. Attendance – small and large incentives at each school
- B. Old Business
- C. Correspondence
 - a. Thank you –Rita Lane
- D. PTO
- E. Freedom of Information Act (FOIA) Request
 - a. January 6, 2023- Rexal Alzona, Smart Source
 - 1. Smart Procure – requesting any and all purchasing records from 6/28/21 to current. Hasn’t responded to request for more information.
 - b. December 14, 2022 – Vince Espi,Local Labs
 - 1. Local Labs – requested a list of board members name, address, and appointed or elected date.
- F. Committee Updates
- G. Upcoming dates
 - a. Jan. 26 Progress Report
 - b. Feb. 16 Board of Ed. Mtg. 6 p.m.
 - c. Feb. 17 School Improvement Day – student dismissal 11a.m.
 - d. Feb. 20 President’s Day – no school
 - e. Feb. 24 End of 2nd Trimester – student dismissal 1 p.m.

CLOSED SESSION

The Open Meeting recessed at 7:00 p.m. a motion was made by Mr. Hutchison and seconded by Mrs. Turner.

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

The Board went into Closed Session at 7:14 p.m. a motion was made by Mr. Hutchison and seconded by Mrs. Garcia to go into Closed Session to discuss the following.

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

Present during certain topics were Dr. David Frusher, Dr. Steve Carnes, Tom Aguirre, Almas 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 9:18 p.m. a motion was made by Mr. Hutchison and seconded by Mrs. Turner.

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

ACTION C. Motion to return to Open Session.
The Board returned to Open Session at 9:18 p.m. a motion was made by Mrs. Turner and seconded by Ms. Butkus.

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

PERSONNEL (Consent Agenda)
A motion was made by Mr. Hutchison and seconded by Ms. Butkus to approve the following action items under Personnel.

ACTION A. The Superintendent recommends the Board approve the termination of support staff employee #1899 Effective January 12, 2023.

ADJOURNMENT
At 9:19 p.m. a motion was made by Mrs. Garcia and seconded by Mr. Hutchison to adjourn the meeting.

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

Secretary, Board of Education & Date

President, Board of Education & Date