

# MINUTES

**STEGER SCHOOL DISTRICT 194  
BOARD OF EDUCATION MEETING  
Thursday, January 18, 2024  
6:00 P.M.  
Steger Primary Center**

The meeting was called to order at 6:05 p.m. by President Helsel. Members present Helsel, Edwards, Raymond, Turner, Butkus, Hutchison, and Garcia. Members absent: None.

**PLEDGE OF ALLEGIANCE**

The Board and audience recited the Pledge of Allegiance.

**PUBLIC PARTICIPATION**

**MINUTES**

A motion was made by Mrs. Edwards and seconded by Mrs. Turner to approve the following action items B-H with changes to Action D under Minutes:

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|---------------|----|---|
| <b>ACTION</b> | A. | <del>Approval of the minutes of the November 15, 2023, Board Meeting and Closed Session.</del>  |
| <b>ACTION</b> | B. | Approval of the minutes of the December 12, 2023, Board Meeting and Closed Session.   |
| <b>ACTION</b> | C. | Approval of the minutes of the December 13, 2023, Board Meeting and Closed Session.   |
| <b>ACTION</b> | D. | Approval of the minutes of the December 14, 2023, Board Meeting and Closed Session.   |
| <b>ACTION</b> | E. | Approval of the minutes of the December 20, 2023, Board Meeting and Closed Session.   |
| <b>ACTION</b> | F. | Approval of the minutes of the January 9, 2024, Board Meeting and Closed Session.   |
| <b>ACTION</b> | G. | The Superintendent recommends the board review the minutes from the June 14, 2023, and July 7, 2023, Closed Session meeting and they be kept closed.  |
| <b>ACTION</b> | H. | The Superintendent recommends the board approve the destruction of the recordings from the June 16, 2022, and June 27, 2022, Closed Session meetings. |

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

**FINANCIAL ACCOUNTS**

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

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

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

**ADMINISTRATIVE REPORTS**

- |             |    |   |
|-------------|----|---|
| <b>INFO</b> | A. | Acting Interim Superintendent Report, Dr. Patricia Hahto <ul style="list-style-type: none"><li>a. Cardinal Crew Parent Meeting on January 24, 2024</li><li>b. Discussed Policy Committee meeting.</li></ul> |
| <b>INFO</b> | B. | Presentation by Steger Primary Center Principal, Mrs. Alma Solis  |

**BOARD MATTERS (Consent Agenda)**

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

- |               |    |   |
|---------------|----|---|
| <b>INFO</b>   | A. | First reading of Board Policy changes as recommended by Press Plus and IASB. <ul style="list-style-type: none"><li>c. 2:20 Powers and Duties of the School Board, Indemnification</li><li>d. 2:120 Board Member Development</li><li>e. 2:200 Types of School Board Meetings</li><li>f. 2:220 School Board Meeting Procedure</li><li>g. 2:220-E2 Exhibit – Motion to Adjourn to Closed Meeting</li><li>h. 2:220-E6 Exhibit – Log of Closed Meeting Minutes</li><li>i. 4:10Fiscal and Business Management</li><li>j. 4:30 Revenue and Investments</li><li>k. 4:60 Purchases and Contracts</li><li>l. 4:130 Free and Reduced-Price Food Services</li><li>m. 4:160 Environmental Quality of Buildings and Grounds</li><li>n. 4:130-E Exhibit – Free and Reduced-Price Food Services; Meal Charge Notifications</li><li>o. 5:30 Hiring Process and Criteria</li><li>p. 5:190 Teacher Qualifications</li><li>q. 5:200 Terms and Conditions of Employment and Dismissal</li><li>r. 5:210 Resignations</li><li>s. 5:220 Substitute Teachers</li><li>t. 5:250 Leaves of Absence</li><li>u. 5:330 Sick Days, Vacation, Holidays, and Leaves</li><li>v. 6:15 School Accountability</li><li>w. 6:30 Organization of Instruction</li><li>x. 6:50 School Wellness</li><li>y. 6:60 Curriculum Content</li><li>z. 6:230 Library Media Program</li><li>aa. 7:60 Residence</li><li>bb. 7:70 Attendance and Truancy</li><li>cc. 7:160 Student Appearance</li><li>dd. 7:190 Student Behavior</li><li>ee. 7:270 Administering Medicines to Students</li><li>ff. 7:285 Anaphylaxis Prevention, Response, and Management Program</li><li>gg. 7:290 Suicide and Depression Awareness and Prevention</li><li>hh. 8:30 Visitors to and Conduct on School Property</li></ul> |
| <b>ACTION</b> | B. | The Superintendent recommends the Board approve the resolution for Eric Diehl, Assistant Superintendent of Finance and Operations to prepare a tentative budget for the 2024-2025 school year.  |
| <b>ACTION</b> | C. | The Superintendent recommends the Board approve the resolution abating the tax heretofore levied for the year 2023 to pay debt service on General Obligation School Bonds.  |

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

**PERSONNEL (Consent Agenda)**

A motion was made by Mrs. Edwards and seconded by Ms. Butkus 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 Lindsey Coffey, Director of Special Education, effective at the end of the 2023-2024 school year.                    |
| <b>ACTION</b> | B. | The Superintendent recommends the Board approve the resignation of Laura Hillyer-Hensley, Paraprofessional at Columbia Central School, effective January 18, 2024.                      |
| <b>ACTION</b> | C. | The Superintendent recommends the Board approve the employment of Rebekah Miller, Family Liaison at Columbia Central School, \$20.00 an hour, effective for the 2023-2024 school year.  |
| <b>ACTION</b> | D. | The Superintendent recommends the Board approve the employment of Nicole Hill, Family Liaison at Steger Primary Center, \$35.00 an hour, effective for the 2023-2024 school year.       |
| <b>ACTION</b> | E. | The Superintendent recommends the Board approve the FMLA leave for Patricia Unhock, Paraprofessional at Steger Intermediate Center, effective January 10, 2024, through April 29, 2024. |

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

**INFORMATIONAL ITEMS**

- A. New Business
  - a. Mrs. Susan Finnin Edwards submitted a retirement letter to the Board of Education. Mrs. Edwards served the district for 23 years. SD 194 staff, family and friends attended the meeting to celebrate her retirement.
- B. Old Business
- C. Correspondence
- D. Cardinal Crew
- E. Freedom of Information Act (FOIA) Request
- F. Committees
- G. Upcoming dates
  - a. January 18 Board of Education Meeting 6:00 p.m.
  - b. January 24 Progress Reports
  - c. January 26 School Improvement – Student dismissal 11 a.m.
  - d. February 15 Board of Education Meeting 6:00 p.m.
  - e. February 16 End of 2<sup>nd</sup> Trimester – Student dismissal 1 p.m.
  - f. February 19 President’s Day – no school
  - g. February 23 Report Cards

**CLOSED SESSION**

No Closed Session

- 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.
- ACTION**

C. Motion to return to Open Session.

**ADJOURNMENT**

At 6:56 p.m. a motion was made by Mrs. Edwards and seconded by Ms. Butkus to adjourn the Meeting.

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

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Secretary, Board of Education & Date

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President, Board of Education & Date