

MINUTES

STEGER SCHOOL DISTRICT 194 BOARD OF EDUCATION MEETING

Thursday, September 15, 2022

6:00 P.M.

Columbia Central School – Cafeteria
Enter through the East Entrance Doors

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

Also present:

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

PLEDGE OF ALLEGIANCE

The Board and audience recited the Pledge of Allegiance.

PUBLIC PARTICIPATION

Mike Long, Steger Fire Department Fire Chief spoke to the Board of Education about October being Fire Safety Month. Chief Long and Assistant Chief Todd Ragusin are offering a coloring contest to Steger Primary Center, Steger Intermediate Center, and fifth graders at Columbia Central in October. Each winner at each school will receive breakfast with Steger Fire Department and a ride to school in the fire truck.

SWEARING IN OF NEW BOARD MEMBER

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

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| ACTION | A. | President Helsel to administer the Oath of Office to newly appointed Board member Buffy Garcia. |
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Upon roll call all members voting aye:

Helsel, Edwards, Raymond, Turner, and Hutchison.

Members voting nay: None. Members absent: Butkus.

Members abstaining: None. Motion carried.

MINUTES

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

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| ACTION | A. | Approval of the minutes of the August 18, 2022, Board Meeting and Closed Session. |
| ACTION | B. | Approval of the minutes of the September 1, 2022, Board Meeting and Closed Session. |
| ACTION | C. | The Superintendent recommends the board review the minutes from the February 22, 2022 and March 10, 2022, Closed Session meetings and they be kept closed. |

Upon roll call all members voting aye:

Helsel, Edwards, Raymond, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: Butkus.

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:

ACTION E. Payment of Bills - Approval of September

Upon roll call all members voting aye:

Helsel, Edwards, Raymond, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: Butkus.

Members abstaining: None. Motion carried.

SUPERINTENDENT'S REPORT

- I am so excited to share that as I visit and observe our schools in action, listen to our staff members and have conversations with them, we are off to a great start with the 2022-2023 school year. Thank you for your support!
- Our Staff Institute Days on August 22nd and August 23th were very successful. On August 22nd, we had our all staff breakfast, I gave my welcome back remarks to the entire staff (which felt extra special this school year), we received a presentation from attorney Cindy Bastian from Engler Calloway on the new Restraint Time Out Law and requirements in Illinois, our principals had their building meetings, and staff had work time to work on Essential Standards Unit 1 planning and work in their classroom, Smartboard Professional Development, and CPR re-certification. On August 23rd, we had a Keynote presenter Geri Parscale on Reigniting the Professional Learning Community. In addition, breakout sessions on Bring the four Critical Professional Learning Community questions to Life and Classroom Management and Behavior. Also, another round on CPR re-certification.
- Our school open houses on August 22nd (Steger Primary Center and Columbia Central School) and 23rd (Steger Intermediate Center) were extremely well attended, with many students, parents, grandparents attend. These were wonderful evenings for our students and families to get familiar with the school, meet their teacher, and many other school and district staff members. Thank you to the many board members that came out! Please check the SD 194 Facebook page for the wonderful pictures and the welcome back signs in front of each one of our schools.
- On September 2nd, Jan Lenci, Dr. Steve Carnes, Janet Inglese, Alma Solis, and I met to review, plan, and update our District Improvement Plan and our School Improvement Plans. We will be meeting at least once a month on these important plans that address student learning, social emotional learning, Professional Learning Community at Work progress, curriculum implementation and pilot updates and progress, and much more.
- On September 6th, we held our first STAC/STIL administrator council meeting for this school year. Items on our agenda included:
 - Our STAC/STIL workshop which reviewed the survey questions that I had the team respond to: 1) What is it that we do well? 2) What is it that we don't do well? 3) What is it that we should be doing that, which we are not currently doing? From these responses, our team developed new STAC/STIL norms, which are:
 - At the beginning of each meeting, our team will share the Professional Learning Community work that we are doing at our schools.
 - How is this work led in our schools?
 - We will focus on items that have the greatest impact on student learning.
 - Data will drive our conversations and decision making.
 - Our meetings will have an assigned timekeeper and a norms monitor.
 - If information can go out in a report, we will put it in a report and send it out in an email.

An important item that is on our radar daily is class sizes, our principals shared that our class sizes are at the following:

- PreK (A.M.) – 10 & 16 Students

- PreK (P.M) – 8 & 6 Students
- Kindergarten – 5 (Cross Category Special Education), 15, 16-18 Students
- 1st Grade – 4 (Cross Category Special Education), 13, 21-22 Students
- 2nd Grade – 20-22 Students
- 3rd Grade – 21-23 Students
- 4th Grade – 22-24 Students
- 5th Grade – 22-23 Students
- 6th Grade – 22-23 Students
- 7th Grade – 22-23 Students
- 8th Grade – 27-28 Students

Other items on our agenda included various management updates and discussions. We will continue to meet twice a month as a team through June 2023.

- All three of our schools have begun having their mandated drills; including our lockdown drill and fire drills. Our severe weather drill will occur in the spring. These drills are conducted in partnership with our local police and fire departments, where they observe and provide us feedback.
- Our school district has formed partnerships with Governors State University and Roosevelt University. College students that are studying in the field of education will be scheduling observation hours and student teaching in our school district. Our goal is to get candidates into our wonderful schools, for them to work with our awesome students and families, and reach these college students early for them to consider our school district first when applying for jobs. In addition, we're reaching out to St. Xavier University, Olivet Nazarene University, Prairie State, and South Suburban to develop partnerships. We have to go to where the candidates are and get them in our schools early.
- Thank you very much, and I would be happy to answer any questions that you may have.

BOARD MATTERS (Separate Action Item C and Consent Agenda D - G)

A motion was made for Action C by Mrs. Turner and seconded by Mrs. Raymond to approve the following item under Board Matters. A motion was made for Action D-G by Mrs. Turner and seconded by Mrs. Raymond to approve the following item under Board Matters.

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| INFO | A. | Presentation by Beacon Training Group regarding School Safety & Security Training presented by Craig Zelhart. |
| INFO | B. | Presentation of the 2022-2023 budget and public comment. |
| ACTION | C. | The Superintendent recommends the Board approve the 2022-2023 Budget, as presented. |
| ACTION | D. | The Superintendent recommends the Board approve the contract with Pro Care Therapy, as presented for the following positions for the 2022-2023 school year. Paraprofessional Shavaria Crayton at Columbia Central School. |
| ACTION | E. | The Superintendent recommends the Board approve the Estimated Expense Approval Form including the Expense Advancement Voucher for \$350 for the following Board Members to attend the 2021IASB/IASA/IASBO Joint Conference: Edwards, Butkus, Turner, Raymond, Hutchison and Garcia. |
| ACTION | F. | The Superintendent recommends that the Board approve the proposal from Absolute Best Cleaning services for the 2022-2023 school year, as presented. |
| ACTION | G. | The Superintendent recommends that the Board approve the proposal from Tieri and Sons Snow Removal for Snow Removal Services at all District buildings, as presented. |
| ACTION | H. | The Superintendent recommends the Board approve the updated job description for the Library Aide, as presented. |
| ACTION | I. | The Superintendent recommends the Board approve the updated job description for the Certified Nursing Assistant, as presented. |

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

PERSONNEL (Consent Agenda)

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

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| ACTION | A. | The Superintendent recommends the Board approve the retirement for Jeanine Peters, First Grade Teacher at Steger Primary Center, effective at the end of the 2023-2024 school year. |
| ACTION | B. | The Superintendent recommends the Board approve the retirement for Denise Gress, PreK Teacher at Steger Primary Center, effective at the end of the 2023-2024 school year. |
| ACTION | C. | The Superintendent recommends the Board approve the resignation of Rian Hersey, Athletic Director at Columbia Central School, effective August 18, 2022. |
| ACTION | D. | The Superintendent recommends the Board approve the resignation of Leah Chlipala, S.T.E.M. Teacher at Columbia Central School, effective August 17, 2022. |
| ACTION | E. | The Superintendent recommends the Board approve the resignation of Mary Devalk, Second Grade Teacher at Steger Intermediate Center, effective August 17, 2022. |
| ACTION | F. | The Superintendent recommends the Board approve the resignation of Emily Valentine, Social Worker at Steger Intermediate Center, effective August 29, 2022. |
| ACTION | G. | The Superintendent recommends the Board approve the resignation of Noah Huffman, Dishwasher at Columbia Central School, effective August 24, 2022. |
| ACTION | H. | The Superintendent recommends the Board approve the resignation of Pamela Lhotka, Library Aide at Steger Primary Center, effective September 16, 2022. |
| ACTION | I. | The Superintendent recommends the Board approve the resignation of Araceli Marrufo, Secretary at Columbia Central School, effective August 24, 2022. |
| ACTION | J. | The Superintendent recommends the Board approve the employment of Kacey Culbreth, Lunch/Recess Aide at Steger Primary Center, \$12.00 per hour, effective for the 2022-2023 school year. |
| ACTION | K. | The Superintendent recommends the Board approve the employment of Mandie Coburn, Lunch/Recess Aide at Steger Primary Center, \$12.00 per hour, effective for the 2022-2023 school year. |
| ACTION | L. | The Superintendent recommends the Board approve the employment of Marshonda Reed, Second Grade Teacher at Steger Intermediate Center at BA Step 0, effective for the 2022-2023 school year. |
| ACTION | M. | The Superintendent recommends the Board approve the FMLA leave for Morgan Bouche, School Psychologist at Steger Primary Center, effective December 19, 2022, through March 13, 2023. |
| ACTION | N. | The Superintendent recommends the Board approve the FMLA leave for Lauren Helsel, RTI at Steger Primary Center, effective November 8, 2022, through January 3, 2023. |
| ACTION | O. | The Superintendent recommends the Board approve the FMLA leave for Michelle Perry, Seventh Grade Math Teacher at Columbia Central School, effective intermittently from August 24, 2022, through August 24, 2023. |

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

ADMINISTRATIVE REPORTS

Several Board Members mentioned they loved the newsletter from Principal Alma Solis at Steger Primary Center.

INFORMATIONAL ITEMS

- A. New Business
- B. Old Business
- C. Correspondence
 - a. Thank you – Anna Petrongelli
- D. Freedom of Information Act (FOIA) Request
- E. Upcoming dates
 - a. Sept. 23 School Improvement Day 11:00 a.m. dismissal
 - b. Oct. 10 Columbus Day – no school
 - c. Oct. 19 Progress Reports
 - d. Oct. 20 Board Meeting

CLOSED SESSION

The Open Meeting recessed at 7:02 p.m. a motion was made by Mrs. Edwards and seconded by Mrs. Turner.

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

The Board went into Closed Session at 7:38 p.m. a motion was made by Mrs. Turner and seconded by Mr. Hutchison to go into Closed Session to discuss the following.

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

Also, present Dr. David Frusher, Eric Diehl, Lindsey Coffey, Dr. Steve Carnes, Tom Aguirre, Adam Schoff, 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 9:38 p.m. a motion was made by Mrs. Turner and seconded by Ms. Edwards.

Upon roll call all members voting aye:

Helsel, Edwards, Raymond, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: Butkus.

Members abstaining: None. Motion carried.

ACTION C. Motion to return to Open Session.

The Board returned to Open Session at 9:38 p.m. a motion was made by Mrs. Garcia and seconded by Mrs. Edwards.

Upon roll call all members voting aye:

Helsel, Edwards, Raymond, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: Butkus.

Members abstaining: None. Motion carried.

ADJOURNMENT

At 9:39 p.m. a motion was made by Mrs. Garcia and seconded by Mrs. Edwards to adjourn the meeting.

Upon roll call all members voting aye:

Helsel, Edwards, Raymond, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: Butkus.

Members abstaining: None. Motion carried.

Secretary, Board of Education & Date

President, Board of Education & Date