

MINUTES

STEGER SCHOOL DISTRICT 194 BOARD OF EDUCATION MEETING

Thursday, April 23, 2020

6:00 P.M.

***This meeting will be conducted telemetrically using the Zoom webinar platform pursuant to [Executive Order in Response to COVID-19 No. 5](#)**

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The meeting was called to order at 6:03 p.m. by Vice President Edwards. Members present Edwards, Page, Raymond, Turner, Helsel and Sarek. Members absent: None.

Also present via Zoom Webinar:

Dr. David Frusher, Eric Diehl, Jan Lenci, Kim Mahoney, Anne Luering, Brianne Oliver, Bruce Nieminski, Tom Aguirre, Tim Tufts, Janet Inglese, Jeff Nelson, Patty Leoni, Rachael Diehl, Anthony Graziani, Melissa Cunha and Attorney Todd Hayden.

PLEDGE OF ALLEGIANCE

The Board and audience recited the Pledge of Allegiance.

PUBLIC PARTICIPATION

None.

SWEARING IN OF NEW BOARD MEMBER

The Vice President administered the Oath of Office to newly appointed Board member Beth Butkus.

MINUTES

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

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| ACTION | A. Approval of the minutes of the February 20, 2020, Board Meeting and Closed Session. |
| ACTION | B. Approval of the minutes of the March 4, 2020, Board Meeting and Closed Session. |
| ACTION | C. Approval of the minutes of the March 10, 2020, Board Meeting and Closed Session. |
| ACTION | D. Approval of the minutes of the March 12, 2020, Board Meeting and Closed Session. |
| ACTION | E. The Superintendent recommends the board review the minutes from the September 19, 2019, October 4, 2019, and October 17, 2019, Closed Session meetings and they be kept closed. |
| ACTION | F. The Superintendent recommends the board approve the destruction of the recordings from the September 18, 2018, and September 19, 2018, Closed Session meetings. |

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: Helsel Items B, C, and D, Butkus Items A, B, C, D, E, F,. Motion carried.

FINANCIAL ACCOUNTS

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

ACTION E. Payment of Bills - Approval of March bills

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

SUPERINTENDENT'S REPORT

- For the past two months the Coronavirus Pandemic has dominated SD 194's focus; along with other school districts across Illinois, the United States, and the world. Our priorities, along with other school districts in the State of Illinois, are:
 - **Priority 1** - Feed and care for the extended safety, health, and welfare of our students, families, non-student children, staff, and the community at large.
 - **Priority 2** - Communicate clearly; share coherent, organized and controlled messages with our staff, students, and community.
 - **Priority 3** - Provide for the continuity of learning in SD 194.
- **Meal Update:** From March 16, 2020 through April 20, 2020, SD 194 has served a total of 7973 Grab and Go Breakfasts and Lunches have been served. This is an average of 399 Grab and Go Breakfasts and Lunches per day. A total of 2439 learning packets have been picked up during the first 3 rounds of packet pick up.
- Our SD 194 administrative team, teachers, food service staff, district level secretaries, school secretaries, paraprofessionals, classroom aides, translators, custodial and maintenance staff, other non-certified staff members, and anyone I may have missed; have done a tremendous job, and a significant amount of work, feeding our children, communicating with various stakeholder groups, developing and implement an emergency e-learning plan then transitioning to developing and implementing a **remote learning plan**, professional development on remote learning and meeting platforms (Zoom, Google Chat, etc.), communicating with students and families on their academic progress and their social emotional well-being, making and delivering care packages to students and families, continuing to follow all special education and 504 plan laws and requirements, interviewing candidates and will be soon making recommendations for hire for the 2020-2021 school year (May 2020 board meeting), continuing with the Professional Learning Community at Work process (working on standards and common formative assessment development), and developing a transition plan back to face to face instruction, and much, much, more during this unprecedented time. Thank you! Thank you! Thank you! Please join me in giving everyone a thunderous round of applause for all that they've done, and continue to do, during this challenging time.

- President Donald J. Trump signed the Coronavirus Aid, Relief, and Economic Security (CARES) Act into law on March 27, 2020. The purpose of the CARES Act is to provide states with funding to prevent, prepare for, and respond to the coronavirus threat. This is very important for school districts: Illinois Local Education Agencies (LEA's), including charter schools that are LEA's, that received an allocation under Title I, Part A of the Elementary and Secondary Education Act of 1965 in fiscal year 2020 are eligible for the relief funds. The amount of funds Illinois LEAs will be eligible for is based on the percentage of Title I, Part A allocated to the LEA in FY 2020. SD 194's preliminary projection is **\$389,784**. The start date of the program is to be determined. The United States Department of Education (ED) must release an application that will allow ISBE to have access to the federal funds, and ISBE is working on it. The end date is September 30, 2021.
- CARES funds are to be used for: **1.** Activities authorized in the Every Student Succeeds Act (ESSA), Individual with Disabilities Education Act (IDEA), Carl D. Perkins Career and Technical Education Act (Perkins), and McKinney-Vento Act. **2.** To address needs of low-income children or students, children with disabilities, English Learners, racial and ethnic minorities, students experiencing homelessness, and foster care youth. Funds can also be used for outreach and service delivery. **3.** Providing: Meals to eligible students, **Technology for online learning between all students and classroom teachers (including hardware, software, and connectivity)**, Guidance for meeting the requirements under the IDEA and other educational services (e.g., educators providing services through digital or online platforms, counseling services, and guidance services consistent with federal, state, and local requirements), Mental health services and supports, Summer learning and supplemental after-school programs, including classroom instruction or online learning. All of these are very important, but this money is directed to shore up deficiencies for remote learning, so **technology for online learning between all students and classroom teachers (including hardware, software, and connectivity)** needs to be a top priority for our school district.
- SD 194 administration will continue to update the board of education on our progress on our Remote Learning Plan and CARES Act funding plan.
- Interest Based Bargaining continues. We are moving forward virtually, with our most recent meeting being yesterday (4/22/2020). Upcoming meetings will be on May 7th, 14th, and 28th. We'll keep you updated on our progress, which is going well.
- Thank you everyone, for all that you've done and continue to do on a daily basis, take care and please be safe!

BOARD MATTERS (Consent Agenda)

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

- INFO** A. First reading of Board Policy changes as recommended by Press Plus and IASB.
1. 2:125 Board Member Compensation; Expenses **QUESTION/ANSWER Yes**
 2. 2:160 Board Attorney
 3. 2:125-E1 Exhibit - Board Member Expense Reimbursement Form
 4. 2:125-E2 Exhibit - Board Member Estimated Expense Approval Form
 5. 2:160-E Exhibit - Checklist for Selecting a Board Attorney
 6. 4:50 Payment Procedures
 7. 5:60 Expenses **QUESTION/ANSWER Yes**
 8. 5:150 Personnel Records
 9. 5:60-E1 Exhibit – Employee Expense Reimbursement Form

10. 5:60-E2 Exhibit – Employee Estimated Expense Approval Form

11. 5:280 Duties and Qualifications

12. 6:135 Accelerated Placement Program

13. 6:280 Grading and Promotion

14. 7:70 Attendance and Truancy

15. 7:130 Student Rights and Responsibilities

16. 7:325 Student Fundraising Activities

17. 8:10 Connection with the Community

18. 8:30 Visitors to and Conduct on School Property

19. 8:80 Gifts to the District

20. 8:110 Public Suggestions and Concerns

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| INFO | B. | Board Policy 5:50 Drug-and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition footnotes 7 and 9 have been updated by Press Plus and does not contain any changes requiring board action. |
| ACTION | C. | Board Policy 7:180 Prevention of and Response to Bullying, Intimidation and Harassment is required by ISBE to be reviewed and re-evaluated every two (2) years and be updated to reflect any necessary and appropriate revisions. |
| ACTION | D. | The Superintendent recommends the Board approve the 2020-2021 proposed public school calendar. |
| ACTION | E. | The Superintendent recommends the Board approve the 2020-2021 proposed district school calendar. |
| ACTION | F. | The Superintendent recommends the Board approve the 2020-2021 proposed Board meeting dates, as presented. |
| ACTION | G. | The Superintendent recommends the Board approve the contract with Sentinel Technologies, Inc. for wireless infrastructure upgrades, as presented. |
| ACTION | H. | The Superintendent recommends the Board approve the contract with Care Monkey through June 2021, as presented. |
| ACTION | I. | The Superintendent recommends the Board approve the Remote Learning Plan, as presented. |
| ACTION | J. | The Superintendent recommends the Board approve the open positions for 2020-2021, as presented. |
| ACTION | K. | The Superintendent recommends the Board approve the job description for the Director of Learning Resource Centers, as presented. |
| ACTION | L. | The Superintendent recommends the Board approve the job description for a Social Worker, as presented. |
| ACTION | M. | The Superintendent recommends the Board approve the Learning Coaches and RTI Interventionist Teacher Staffing Recommendations, as presented |

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

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PERSONNEL (Consent Agenda)

A Motion was made by Mrs. Raymond and seconded by Mrs. Turner to approve the following action items under Personnel. Item A two names were removed from the list and Item A was tabled to discuss in Closed Session.

- ACTION** A. Approval of the renewal of contracts for the following non-tenured teachers for the 2020-2021 school year:

2nd year status in 2020-2021

Ashley McCann	Jessica Dempsey	Michelle Kalecki
Sara Kamp	Beth Dziadon	Jordan Winters
Dana Rogers	Brian Nolan	Shannon O'Keeffe
Desiree Billetts	Maura Conrad	Stephanie Waller
Emily Kenealy	Amanda Mizaur	Awdrey Varchetto
Kia Giddings	Kristina Ricker	

3rd year status in 2020-2021

Lauren Brozman	Jessica Toran	Benjamin Vaughn
Kelsey Cavanaugh	Margaret Gerva	Lisa Fluga
Kenneth Muehring		

4th year status in 2020-2021

Morgan Sharp	Lisa Gatewood	Jozel Shwatal
Laura Smokoska	Hailey Pickrum	

Tenure status in 2020-2021

Gina Anaclerio	Sara Stluka	Megan Whalen
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- ACTION** B. The Superintendent recommends the Board approve the employment of Amanda Blyth as a Paraprofessional at Steger Intermediate Center for the 2019-2020 school year.
- ACTION** C. The Superintendent recommends the Board approve the employment of Venus Smith as the Principal at Steger Primary Center for the 2020-2021 and 2021-2022 school year.
- ACTION** D. The Superintendent recommends the Board approve the Maternity leave for Megan Van Houtegen, Secretary for the Director of Teaching and Learning effective April 13, 2020 through June 7, 2020.
- ACTION** E. The Superintendent recommends the Board approve the resignation of Alexa Mlyniec, Social Worker at Steger Intermediate Center, effective at the end of the 2019-2020 school year.
- ACTION** F. The Superintendent recommends the Board approve the resignation of Mary Ryan, 8th Grade ELA Teacher at Columbia Central, effective at the end of the 2019-2020 school year.
- ACTION** G. The Superintendent recommends the Board approve the resignation of Kristin Gross, 2nd grade Teacher at Steger Intermediate Center, effective at the end of the 2019-2020 school year.
- ACTION** H. The Superintendent recommends the Board approve the resignation of Sal Rocha, Paraprofessional at Columbia Central, effective March 6, 2020.
- ACTION** I. The Superintendent recommends the Board approve the resignation of Sandra Bulman, 8th grade Math Teacher at Columbia Central, effective at the end of the 2019-2020 school year.

- ACTION** J. The Superintendent recommends the Board approve FMLA leave for Beth Apostolas, 5th grade Teacher at Columbia Central, effective March 2, 2020 through the end of the 2019-2020 school year.

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

ADMINISTRATIVE REPORTS

INFORMATIONAL ITEMS

New Business

Mrs. Helsel was having concerns regarding staff and students accessing the building. Mr. Diehl stated a plan was under way and we would be following the stay in place order. The Special Education department has allowed teachers to access the building to meet eligibility needs of our students.

Old Business

None.

Correspondence

None.

PTA Report

None.

CLOSED SESSION

The open meeting recessed at 6:31 p.m., a motion was made by Mrs. Turner and seconded by Mrs. Raymond.

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

The Board went into closed session at 6:45 p.m., a motion was made by Mrs. Turner and seconded by Mrs. Raymond to go into Closed Session to discuss the following.

- 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

The Board adjourned closed session at 8:20 p.m., a motion was made by Mr. Sarek and seconded by Mrs. Page to adjourn Closed Session.

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

RETURN TO OPEN SESSION

The open meeting reconvened at 8:35 p.m. a motion was made by Mr. Sarek and seconded by Mrs. Page to return to Open Session.

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

Board Matters (consent agenda)

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

ACTION A. Motion to return to open session

A motion was made by Mr. Sarek and seconded by Mrs. Helsel to approve the following action items under Board Matters:

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

ACTION 5A. Approval of the renewal of contracts for the following non-tenured teachers for the 2020-2021 school year.

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

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

ACTION 9B. The Superintendent recommends the board approve the resolution authorizing notice to remedy against certified teacher, Nancy Shugan.

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

ADJOURNMENT

At 8:41 p.m. a motion was made by Mr. Sarek and seconded by Mrs. Page to adjourn the meeting.

Upon roll call all members voting aye: Helsel, Page, Raymond, Sarek, Turner, Edwards and Butkus.

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

Secretary, Board of Education

President, Board of Education