

# MINUTES

## STEGER SCHOOL DISTRICT 194 BOARD OF EDUCATION MEETING

Thursday, December 15, 2022

6:00 P.M.

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

The meeting was called to order at 6:02 p.m. by President Helsel. Members present Helsel, Edwards, Raymond, Hutchison, Butkus, Turner, and Garcia. Members absent: None.

Also present:

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

### **PLEDGE OF ALLEGIANCE**

The Board and audience recited the Pledge of Allegiance.

### **PUBLIC PARTICIPATION**

A parent from Columbia Central spoke to the Board of Education.

A parent asked the Board of Education about the PTA becoming a PTO and when will it start. The Board of Education stated we will be in touch to start the PTO.

The SEA President Rich Norcutt spoke about the loss of Patrick Walter a Columbia Central School teacher and pass Board Member. Mr. Norcutt stated Mr. Walter was loved by many.

Mrs. Helsel introduced the School Safety Monitors from Columbia Central School to everyone. Mrs. Helsel stated they have already seen a difference at Columbia since the monitors have started.

### **MINUTES**

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

- |               |    |  |
|---------------|----|--|
| <b>ACTION</b> | A. | Approval of the minutes of the November 16, 2022, Board Meeting and Closed Session.  |
| <b>ACTION</b> | B. | The Superintendent recommends the board review the minutes from the May 19, 2022, May 31, 2022, and June 7, 2022, Closed Session meetings and they be kept closed. |

Upon roll call all members voting aye:

Helsel, Butkus, Edwards, Raymond, Turner, 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. Turner to approve the following item under Financial Accounts:

**ACTION**      E.      Payment of Bills - Approval of December

Upon roll call all members voting aye:

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

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

## **SUPERINTENDENT'S REPORT**

- On November 18<sup>th</sup> through November 20<sup>st</sup>, I attended the Triple I Conference in Chicago, along with many others in our district. It was very nice to attend this annual event. Sessions and events that I attended, included: **10 Things I Hate About Bargaining: Tips to Love the Process**, **Opening the Door of Opportunity for McKinney-Vento Families** – which our team did a wonderful job presenting, and the carousel of panels on **The Power of Planning**, and I circulated throughout the room visiting other panels. One of the busiest panels was the session with the therapy dog. In addition, I spent some time in the Exhibit hall and hospitality events.
- We continue to meet as an administrative team developing and implementing plans and strategies to address our targeted status for improving in the areas of academics and attendance. We're incorporating these into our District Improvement Plan, School Improvement Plans, creating attendance teams at each school, identifying students with attendance concerns before they chronically absent (out 10% of days or more), and implementing daily attendance tracking sheets on an individual student level. For academics, we use the heart of the PLC process, that being a guaranteed and viable curriculum (for all students) aligned with the IL state learning standards, common formative assessments (benchmark assessments), and interventions for students that are struggling and activities to extend the learning for our advanced students. SCISC was approved as a provider to partner with on our targeted status. Many of us will be attending a workshop at SCISC with them on Monday.
- Principal observations continue, these have been informative to see their professional practice. It's great getting into our school buildings, visiting with students and staff members. Everything we've done is in complete compliance with the Illinois PERA law for evaluating Principals and Associate Principals.
- As a district, we continue to monitor student and staff attendance and wellness; especially the cases of Covid, influenza, and RSV that we're informed of. We're doing well as a district and in community.
- As we get closer to our holiday break, it has been wonderful to attend and support all of the events with staff, students, and community members. These have included musicals (at all grade levels), band concerts, choir concerts, our family painting night, our EL celebration, senior dinner, and our annual district holiday party. It's great to see everyone together smiling and laughing, and all of the amazing talent by our students performing and being led by our teachers.
- I would like to wish everyone a Merry Christmas and Happy New Year! Enjoy the Holiday Season!
- This concludes my Superintendent's Report. Thank you very much!

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

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

- |             |    |   |
|-------------|----|---|
| <b>INFO</b> | A. | Illinois Association of School Boards 2022 Distinguished Board Leader Recognition – Jill Raymond. |
| <b>INFO</b> | B. | Levy Presentation by Assistant Superintendent of Finance and Operations Eric Diehl.               |
| <b>INFO</b> | C. | Steger Primary Center Presentation by Principal Alma Solis.                                       |
| <b>INFO</b> | D. | First reading of Board Policy changes as recommended by Press Plus and IASB.                      |
- a. 2:100 Board Member Conflict of Interest
  - b. 2:105 Ethics and Gift Ban
  - c. 2:150 Committees
  - d. 2:210 Organizational School Board Meeting
  - e. 2:250 Access to District Public Records
  - f. 2:265 Title IX Sexual Harassment Grievance Procedure
  - g. 3:10 Goals and Objectives
  - h. 4:10 Fiscal and Business Management
  - i. 4:55 Use of Credit and Procurement Cards
  - j. 4:140 Waiver of Student Fees
  - k. 4:165 Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors
  - l. 5:120 Employee Ethics; Code of Professional Conduct; and Conflict of Interest
  - m. 5:20 Workplace Harassment Prohibited
  - n. 5:30 Hiring Process and Criteria
  - o. 5:70 Religious Holidays
  - p. 5:80 Court Duty
  - q. 5:150 Personnel Records
  - r. 5:170 Copyright for Publication or Sale of Instructional Materials and Computer Programs Developed
  - s. 5:190 Teacher Qualifications
  - t. 5:200 Terms and Conditions of Employment and Dismissal
  - u. 5:210 Resignations
  - v. 5:220 Substitute Teachers
  - w. 5:250 Leave of Absence
  - x. 5:260 Student Teachers
  - y. 5:280 Duties and Qualifications
  - z. 5:320 Evaluation
  - 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

- |               |    |   |
|---------------|----|---|
| <b>ACTION</b> | E. | The Superintendent recommends the Board approve the 2022 Tax Levy, as presented.  |
| <b>ACTION</b> | F. | The Superintendent recommends the Board approve the Memorandum of Understanding After-School Academic Program, as presented.  |
| <b>ACTION</b> | G. | The Superintendent recommends the Board approve the Memorandum of Understanding After-School STEM Program, as presented.  |
| <b>ACTION</b> | H. | 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.<br><div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span>Social Worker          David Miro</span> <span>Steger Intermediate Center</span> </div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <span>Special Ed. Teacher   Shaheedah Shareef</span> <span>Columbia Central School</span> </div> |

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

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

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

- |               |    |   |
|---------------|----|---|
| <b>ACTION</b> | A. | The Superintendent recommends the Board approve the retirement of Laura Warwick, Fourth Grade at Steger Intermediate Center, effective at the end of the 2023-2024 school year.           |
| <b>ACTION</b> | B. | The Superintendent recommends the Board approve the FMLA leave for Bryan Binole, Third Grade Teacher at Steger Intermediate Center, effective December 5, 2022, through January 16, 2023. |

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

### **ADMINISTRATIVE REPORTS**

## **INFORMATIONAL ITEMS**

- A. New Business
- B. Old Business
- C. Correspondence
- D. Freedom of Information Act (FOIA) Request
- E. Upcoming dates
  - a. Dec. 23 School Improvement Day Student dismissal 11a.m.
  - b. Dec. 25 Christmas Day
  - c. Dec. 26-30 Winter break – no school
  - d. Jan. 2-6 Winter break – no school
  - e. Jan. 9 Institute Day – no student attendance
  - f. Jan. 10 School resumes
  - g. Jan. 16 Martin Luther King Day – no school
  - h. Jan. 19 School Board Meeting

## **CLOSED SESSION**

The Open Meeting recessed at 6:50 p.m. a motion was made by Ms. Butkus and seconded by Mrs. Edwards.

Upon roll call all members voting aye:

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

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

The Board went into Closed Session at 7:34 p.m. a motion was made by Mrs. Edwards and seconded by Mrs. Raymond to go into Closed Session to discuss the following.

Upon roll call all members voting aye:

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

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

Present during certain topics were Dr. David Frusher 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 9:09 p.m. a motion was made by Mrs. Edwards and seconded by Mr. Hutchison.

Upon roll call all members voting aye:

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

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

**ACTION** C. Motion to return to Open Session.

The Board returned to Open Session at 9:10 p.m. a motion was made by Mrs. Raymond and seconded by Mrs. Turner.

Upon roll call all members voting aye:

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

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

**ADJOURNMENT**

At 9:10 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, Butkus, Edwards, Raymond, Turner, Hutchison, and Garcia

Members voting nay: None. Members absent: None.

Members abstaining: None. Motion carried.

---

Secretary, Board of Education & Date

---

President, Board of Education & Date