

# MINUTES

## STEGER SCHOOL DISTRICT 194 BOARD OF EDUCATION MEETING

Thursday, April 20, 2023

6:00 P.M.

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

The meeting was called to order at 6:08 p.m. by President Helsel. Members present Helsel, Edwards, Raymond, Turner, Butkus, Hutchison, and Garcia. Members absent: None.

Also present:

Dr. David Frusher, Eric Diehl, Paula Grimes, Jan Lenci, Dr. Steve Canes, Tom Aguirre, Adam Schoff, Janet Inglese, Jeff Nelson, Alma Solis, Anthony Graziani, Tim Tufts, Melissa Cunha, District Attorneys Ms. May and Ms. Udeh.

### **PLEDGE OF ALLEGIANCE**

The Board and audience recited the Pledge of Allegiance.

### **PUBLIC PARTICIPATION**

Mrs. Helsel thanked the Steger Police Department for attending our board meetings and keeping our schools and community safe.

Mrs. Dempsey invited the Board of Education to attend the NJHS Craft Fair at Columbia Central School with over 80 vendors and 3 food trucks.

Mr. Norcutt wanted to remind the Board of Education a police officer or Safety Resource Officer is needed at Columbia Central School. Mrs. Helsel stated the job is posted and Mrs. Garcia is also trying to help fill the position.

### **MINUTES**

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

- |               |    |   |
|---------------|----|---|
| <b>ACTION</b> | A. | Approval of the minutes of the April 6, 2023, Board Meeting and Closed Session.   |
| <b>ACTION</b> | B. | Approval of the minutes of the March 16, 2023, Board Meeting and Closed Session.  |
| <b>ACTION</b> | C. | Approval of the minutes of the March 10, 2023, Board Meeting and Closed Session.  |
| <b>ACTION</b> | D. | The Superintendent recommends the board review the minutes from the October 20, 2022, Closed Session meeting and they be kept closed. |

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 Mrs. Turner and seconded by Mr. Hutchison to approve the following item under Financial Accounts:

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

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.	Superintendent Report, Dr. Frusher
<b>INFO</b>	B.	Presentation by Tim Tufts, Director of Technology

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

A motion was made by Mrs. Edwards and seconded by Mrs. Garcia to approve the following action items under Board Matters B-O. Action item P was tabled to be discussed in Closed Session.

<b>INFO</b>	A.	The Board reviewed the Bylaws of Steger SD 194 Parent Teacher Organization (PTO), as presented.
<b>ACTION</b>	B.	The Superintendent recommends the Board approve the establishment and incorporation of a single Parent Teacher Organization (PTO) to serve all three buildings.
<b>ACTION</b>	C.	The Superintendent recommends the Board approve the 2023-2024 Title I School-wide Plan for Steger Primary Center.
<b>ACTION</b>	D.	The Superintendent recommends the Board approve the 2023-2024 Title I School-wide Plan for Steger Intermediate Center.
<b>ACTION</b>	E.	The Superintendent recommends the Board approve the 2023-2024 Title I School-wide Plan for Columbia Central.
<b>ACTION</b>	F.	The Superintendent recommends the Board approve the 2023-2024 Fee Schedule, as presented.
<b>ACTION</b>	G.	The Superintendent recommends the Board approve the 2023-2024 proposed public school calendar, as presented.
<b>ACTION</b>	H.	The Superintendent recommends the Board approve the 2023-2024 proposed district school calendar, as presented.
<b>ACTION</b>	I.	The Superintendent recommends the Board approve the 2023-2024 proposed board meeting dates, as presented.
<b>ACTION</b>	J.	The Superintendent recommends the Board approve the Grade Level Chair/Department Chair job description for the 2023-2024 school year.
<b>ACTION</b>	K.	The Superintendent recommends the Board approve the 2023-2024 Steger School District 194 Consolidated Plan, as presented.
<b>ACTION</b>	L.	The Superintendent recommends the Board approve the use of Planbook for all K-8 grade teachers for the 2023-2024 School year, as presented.
<b>ACTION</b>	M.	The Superintendent recommends the Board approve the proposal from Engler Callaway Baasten & Sraga, LLC. for the 2023-2024 School year, as presented.
<b>ACTION</b>	N.	The Superintendent recommends the Board approve the 2023-2024 agreements with The Regional Institute for Scholastic Excellence (R.I.S.E.), as presented.
<b>ACTION</b>	O.	The Superintendent recommends the Board approve the contracts with Pro Care Therapy/Blazer works, as presented for the following positions for the April 24, 2023 through June 6, 2023. Paraprofessional      Barbara Lewis      Columbia Central School
<b>ACTION</b>	P.	The Superintendent recommends the Board approve the updated staff assignments for the 2023-2024 school year, as presented.

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

- |               |    |   |
|---------------|----|---|
| <b>ACTION</b> | A. | The Superintendent recommends the Board approve the resignation of Jeanine Peters, First Grade Teacher at Steger Primary Center, effective June 6, 2023.  |
| <b>ACTION</b> | B. | The Superintendent recommends the Board approve the employment of Laura Hillyer-Hensley, Paraprofessional at Columbia Central School at \$15.00 an hour, effective for the 2023-2024 school year.                       |
| <b>ACTION</b> | C. | The Superintendent recommends the Board approve the employment of Timothy Willett, Night Custodian at Steger Primary Center at \$15.00 an hour, effective for the 2022-2023 school year.                                |
| <b>ACTION</b> | D. | The Superintendent recommends the Board approve the employment of Marielle Haynes, School Safety Monitor at Columbia Central School at \$15.00 an hour, effective for the 2022-2023 school year.                        |
| <b>ACTION</b> | E. | The Superintendent recommends the Board approve the employment of Brianna Mitchell, Fifth Grade Teacher at Columbia Central School, BA Step 0, effective for the 2023-2024 school year.                                 |
| <b>ACTION</b> | F. | The Superintendent recommends the Board approve the employment of Riley Bourdreau, Paraprofessional at Steger Intermediate Center at \$15.00 an hour, effective for the 2022-2023 school year.                          |
| <b>ACTION</b> | G. | The Superintendent recommends the Board approve the Superintendent Leave (Article VII, Section 10) for Jeanine Peters, First Grade Teacher at Steger Primary Center, and effective March 27, 2023 through June 6, 2023. |
| <b>ACTION</b> | H. | The Superintendent recommends the Board approve the FMLA leave for Lisa Gatewood, Social Worker at Columbia Central School, effective April 18, 2023 through June 23, 2023.   |
| <b>ACTION</b> | I. | The Superintendent recommends the Board approve the administrator contracts, as presented.  |

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. Steger School District 194 was represented at the COSSA Conference.
  - b. The Board of Education thanked Anthony Graziani, Village Trustee Steve Thurmond and ABC Cleaning for helping clean up the water leak at Columbia Central School over the weekend.
- B. Old Business
  - a. Mr. Diehl is looking for two community members for the Decennial Committee on Local Government Efficiency.. A parent in the meeting Mrs. Hinton said she would be one of the community members.
  - b. The Debra Page \$250.Scholarship has formed guidelines and will have a winner selected by May 15, 2023.
  - c. Mrs. Helsel asked about clear book bags for the upcoming school year.

- d. Discussion about the school dress code and uniforms for the upcoming school year. Dr. Frusher stated a survey would be going out to parents.
- C. Correspondence
  - a. None
- D. PTO
  - a. Dr. Frusher will be setting a meeting for parents with the District Attorney to review the guidelines for the PTO.
- E. Freedom of Information Act (FOIA) Request
  - a. February 24, 2023
    - 1. IMAGETEC L.P., Russell Cheatham
      - a. FOIA requesting copies of maintenance contracts, and leases for copiers, printers, desktop, and laptop computers.
  - b. April 10, 2023
    - 2. Local Labs, Vince Epsi
      - a. FOIA District Mission Statement
- F. Committee Updates
  - a. Technology Committee Meeting May 4, 2023
- G. Upcoming dates
 

a. April 25	Erin's Law parent night – live stream
b. April 26	EL Bingo night
c. April 26	Progress Report
d. April 28	Institute Day – no student attendance
e. May 18	Board of Education Meeting 6:00 p.m.

### **CLOSED SESSION**

The Open Meeting recessed at 7:03 p.m. a motion was made by Mrs. Edwards and seconded by Mr. Hutchison.

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.

The Board went into Closed Session at 7:24 p.m. a motion was made by Mrs. Turner and seconded by Ms. Butkus to go into Closed Session to discuss the following.

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

### **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 11:06 p.m. a motion was made by Mrs. Butkus and seconded by Mrs. Garcia.

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..

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

The Board returned to Open Session at 11:06 p.m. a motion was made by Mrs. Raymond and seconded by Mrs. Edwards.

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.

**BOARD MATTERS**

A motion was made by Mrs. Edwards and seconded by Mr. Hutchison to approve the following action item under Board Matters.

**ACTION A. STUDENT DISCIPLINARY ACTION**

Action on Student #22-23-05 Suspension Review Discipline Matter.

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.

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

**ACTION B. STUDENT DISCIPLINARY ACTION**

Action on Student #22-23-06 Suspension Review Discipline Matter.

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.

**ADJOURNMENT**

At 10:15 p.m. a motion was made by Mrs. Edwards and seconded by Mrs. Raymond 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