

DELAVAN COMMUNITY UNIT SCHOOL DISTRICT 703
BOARD OF EDUCATION
REGULAR MEETING MINUTES
THURSDAY, JULY 23, 2020

A regular meeting of the Delavan Board of Education was held on Thursday, July 23, 2020 in the High School Gym. The meeting was called to order by Chairman Matt Shipton at 7:05 p.m. Other board members present were Brad Pierson, Heather Bluhm, Chris McLean, Travis Sundell, Mark Vannaken, and Ben Adair. Also in attendance was Dr. Andrew Brooks, Superintendent; Staci Harper, Elementary/JH Principal; Amy Albers, HS Principal/Special Education Coordinator; Carolyn Zimmer, Board Secretary; Nicole Briggs, Michelle Noreuil, Allison Whightsil, and Mitch Whightsil, District employees.

The Pledge of Allegiance to the Flag was recited.

Reception of Visitors

Chairman Shipton welcomed all visitors.

Consent Agenda

Motion by Sundell, Second by Vannaken to approve the June 29th & July 13th 2020 Regular and Special Meeting Minutes and current bills (including imprest), and June 26th and July 10th payrolls. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

New Business

Mrs. Albers and Mrs. Harper reported that they have added medical information to the handbooks regarding COVID-19; face coverings have been added to the dress code; the absence policy will be at the discretion of the administration; and bookbags are allowed in the classroom. Motion by Vannaken, Second by Adair to approve the handbooks for the elementary, junior high high school and extracurricular activities. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Dr. Brooks updated the Board on the roofing project. The roofs over the 5th and 6th grade wing, the area in front of the cafeteria and the cafeteria have all been replaced. They are waiting on HVAC units for band/chorus room. After that is completed, they will put the finishing touches on the roof. Motion by Shipton, Second by Sundell approve Pay Application #1 to Design Roofing Systems for the 2020 Roofing Project. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Personnel

Motion by Vannaken, Second by Bluhm to approve hiring Erica Weyhrich as a teacher's aide. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Motion by Pierson, Second by McLean to approve the hiring of Jake Tierney as high school science teacher for 2020-2021. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Motion by Shipton, Second by Adair to approve Tim Dare as a volunteer coach for Junior High Cross Country and Track subject to fulfillment of any requirements. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Motion by McLean, Second by Shipton to approve the resignation of Teage Stambaugh as teacher's aide and posting. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Motion by Adair, Second by Bluhm to approve the hiring of Briahna Kendregan as a teacher's aide. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Communications/Information

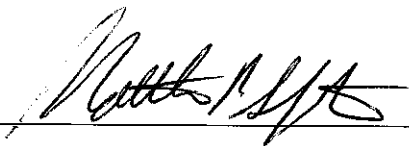
Mr. Whightsil reported that the Union is very thankful to the administration, and they appreciate that their concerns are being heard and accommodated.

Mrs. Harper discussed 8th Grade Promotion with the Board. Given that the class has 29 students, the district cannot host anything in person due to the statewide 50 person limit. Administration is exploring an electronic option.

Adjourn

Motion by Adair, Second by Vannaken to adjourn the regular meeting. By Voice Vote: Ayes 7; Nays 0. Motion carried. The meeting adjourned at 7:21 p.m.

President



Secretary



**Memorandum of Understanding between Delavan CUSD #703 Board of Education and the
Delavan Education Association Regarding the
COVID-19 Pandemic during the 2020-2021 School Year**

The Delavan CUSD #703 District ("District") and Delavan Education Association ("DEA") enter into this Memorandum of Understanding ("MOU") regarding the ongoing COVID-19 pandemic.

The Parties recognize there will be special circumstances related to instruction as well as leave procedures as recommended by public health officials to prevent the spread of COVID-19 during the 2020-2021 school year.

Unless otherwise noted below, the provisions of this MOU shall supersede any provisions of the Collective Bargaining Agreement between the Parties for the duration of this MOU, or until modified by mutual agreement of the District and the Union. The Parties affirm the obligation to comply with all provisions of the Collective Bargaining Agreement ("CBA") not in conflict with this MOU.

5.1 Paid Leaves

5.1.7 Families First Coronavirus Relief Act (FFCRA expires December 31, 2020) Bargaining unit members may use up to 10 days of available federal paid leave according to the provisions of the FFCRA. Pay will be based upon the FFCRA guidelines below:

- *Two weeks (up to 80 hours) of paid sick leave at the employee's regular rate of pay* where the employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis; or
- *Two weeks (up to 80 hours) of paid sick leave at two-thirds the employee's regular rate of pay* because the employee is unable to work because of a bona fide need to care for an individual subject to quarantine (pursuant to Federal, State, or local government order or advice of a health care provider), or to care for a child (under 18 years of age) whose school or child care provider is closed or unavailable for reasons related to COVID-19, and/or the employee is experiencing a substantially similar condition as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of the Treasury and Labor; and
- *Up to an additional 10 weeks of paid expanded family and medical leave at two-thirds the employee's regular rate of pay* where an employee, who has been employed for at least 30 calendar days, is unable to work due to a bona fide need for leave to care for a child whose school or child care provider is closed or unavailable for reasons related to COVID-19.

5.1.8 Sick Leave

Once the 10 days of FFCRA are exhausted, the bargaining unit member may utilize their accrued sick time.

5.1.9 Quarantine Work

If the bargaining unit member is quarantined or isolated *or is caring for an immediate member who has been quarantined or isolated*, but can still perform the teaching duties remotely, then the teacher will not be required to utilize sick days.

5.1.9 Leaving Work Early

Due to the potential increase in absences due to COVID and the district's anticipated shortfall of substitute teachers, the District has changed dismissal time to 2:00PM to encourage bargaining unit members to schedule appointments after dismissal thereby reducing the need for a substitute. Leaving at 2:00 PM will count will accrue at ¼ increments and charged when ½ day is accumulated.

5.2.7 Sick Bank

In accordance with the collectively bargained agreement, bargaining unit members that have contributed to and become a part of the Sick Bank may utilize their annual Sick Bank allotment (15 days) for leaves related to those covered under the FCCRA. Stipulations for use during the COVID-19 pandemic are as follows:

5.2.7a Collective bargaining unit members can access the sick leave bank for themselves immediately after depleting the FFCRA 10 days of federal paid leave (max of 15 sick bank days) when employee is unable to work because the employee is quarantined (pursuant to Federal, State, or local government order or advice of a health care provider), and/or experiencing COVID-19 symptoms and seeking a medical diagnosis.

5.2.7b Collective bargaining unit members can access the sick leave bank for care for the teacher's spouse, child, parent or sibling in accordance with 5.2.6 once all sick and personal time has been exhausted.

14.1 Salary Adjustments

14.1.5 Salary

While working under a blended learning model, or during a period of total emergency school closure, regularly scheduled bargaining unit members shall continue to receive their full compensation and benefits. If extracurricular duties can be and are performed (or a drill/skill or similar plan developed), bargaining unit members shall continue to receive stipends and/or additional pay, as provided for under the District/DEA collective bargaining agreement.

14.1.6 Stipend

The District shall provide a one-time stipend to all bargaining unit members who perform service in the 2020-2021 school year for reasonable costs associated with purchasing equipment (including clothing necessary for work), improving home internet bandwidth, use of phone, or instructional materials in addition to those purchased by the District. Such a stipend will be set at a level of \$100 per unit member for the 2020-2021 school year.

Duration

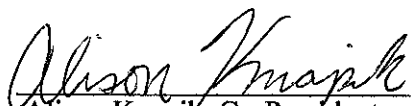
The Parties share joint interests in keeping communications open and working collaboratively for the benefit of students, staff, parents, and the District community as events continue to unfold during the pandemic.

This MOU shall expire in full without precedent on June 30, 2021 unless shortened or extended by mutual written agreement of the Parties. All provisions of this MOU are subject to the negotiated grievance procedure in the collective bargaining agreement.

For the Union:


Michelle Noreuil, Co-President

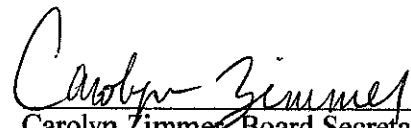

Mitch Whightsil, Co-President


Alison Knapik, Co-President

August 12, 2020

For the District:


Matt Shipton, Board President


Carolyn Zimmer, Board Secretary


Andrew Brooks, Superintendent

August 12, 2020

DEHAVAN COMMUNITY UNIT SCHOOL DISTRICT 703
BOARD OF EDUCATION
SPECIAL MEETING MINUTES
THURSDAY, JULY 16, 2020

A special meeting of the Delavan Board of Education was held on Thursday, July 16, 2020 in the virtual meeting room 779-0248-6340. The meeting was called to order by Chairman Matt Shipton at 7:02 p.m. Other board members present were Brad Pierson, Heather Bluhm, Chris McLean, Travis Sundell, Mark Vannaken, and Ben Adair. Also in attendance was Dr. Andrew Brooks, Superintendent; Staci Harper, Elementary/JH Principal; Amy Albers, HS Principal/Special Education Coordinator; Carolyn Zimmer, Board Secretary; 41 other members of the Delavan community, including parents and teachers.

Reception of Visitors

Chairman Shipton welcomed all visitors.

New Business

Dr. Brooks walked meeting attendees through a Power Point explaining the reopening plan. The PowerPoint can be found in its entirety on the district website, www.delavanschools.com. Highlights include:

- The District will return to school five days/week with the option of e-learning. K-8 will have the option of switching to/from e-learning at the end of each 9 week quarter. High School will have the option of switching at the semester. The District will return to traditional grading regardless of the option chosen.
- In person instruction will include state required face coverings, social distancing, screening and temperature checks, no lockers or desk storage, and enhanced cleaning procedures. The District has implemented many options to try and minimize disruption while adhering to state guidelines. For example, they have added five outdoor shelters for outdoor learning, changed water fountains to bottle fillers, created many schedules to reduce the number of students in the hallway at any given time, built in breaks for students to remove their masks, etc.
- The school day will be from 8 AM – 2 PM. High school will have closed campus lunch to reduce risk. Juniors and Seniors with a 3.0 or higher can choose to leave at lunch and engage in e-learning for the afternoon.
- The school calendar has changed. There will be a Teacher Institute from August 17-21. The first day for K-12 is August 24. Pre-K will begin on August 25. There will be remote planning days on October 9 and February 12. November 3 is now a state holiday.
- IHSA and IESA are still waiting on guidance from the Illinois State Board of Education and Illinois Department of Public Health regarding sports and extra-curricular activities.
- Registration will be by mail or drop off this year.

Motion by Shipton, Second by Sundell to approve the 2020-2021 Re-Opening Plan as presented with the stipulation that it may be amended by administration due to continued

guidance from ISBE, IDPH, the Governor and the Tazewell County Health Department. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Motion by Sundell, Second by Pierson to approve the 2020-2021 school fees as presented. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Personnel

Motion by Vannaken, Second by Sundell to approve Brittany Choate as Teacher's Aide. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

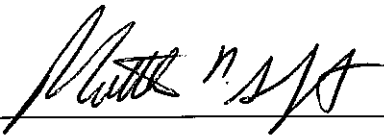
Motion by Adair, Second by McLean to approve the resignation of Hannah Jamruk as Science Teacher, Science-Fair Coordinator, and Cheer Coach. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Motion by Sundell, Second by Adair to approve postings for: HS Science Teacher; Cheer Coach and Science Fair Coordinator; Part-Time Lunch Supervisor; Custodian; Two Teacher Aides. By Roll Call Vote: Adair, yea; Bluhm, yea; McLean, yea; Pierson, yea; Sundell, yea; Vannaken, yea; Shipton, yea. Motion carried.

Adjourn

Motion by Vannaken, Second by Shipton to adjourn the special meeting. By Voice Vote: Ayes 7; Nays 0. Motion carried. The meeting adjourned at 8:37 p.m.

President



Secretary

