

MINUTES OF THE **Regularly** scheduled MEETING OF THE BOARD OF EDUCATION OF STAUNTON COMMUNITY UNIT DISTRICT #6, Macoupin and Madison Counties, Illinois, held in the school Library on Thursday, January 24th, 2019 at 7:00 p.m.

I. Call to Order Regular Meeting

A. Welcome/Pledge of Allegiance/Roll call

President Chris Tingle called the Regular Meeting of the Board of Education to order at 7:12 pm in the school Library. Roll was taken: Board members John Renner, Janice Kinder, Dave Lamore, Stephanie Legendre, Kim Peterson and Chris Tingle present. Scott Skertich absent. Administration in attendance were Superintendent Dan Cox, Grade School Principal Nancy Werden, and Jr High Principal Ryan McGowen.

B. Approval of agenda

Lamore made a **motion** to approve the regular agenda as presented (but allowing Mr. Cox to give his State of the District Speech while the Illinois High School State Scholars and their parents were present). Kinder seconded the motion. On a roll call vote: Renner, Kinder, Lamore, Legendre, Peterson and Tingle voted to approve the agenda as presented. Skertich absent.

State of the District Report

The purpose of Mr. Cox's State of the District report is to provide transparent communication that includes a review of the school report card, review of curriculum and instructional services, and recommendations based upon the information presented. Mr. Cox told the Board and the guests about the numerous successes the District experienced this year, the increase in funding which will allow us to hire more teachers, counselors, etc., the improvements in the buildings, the dedicated staff, the great work of the Principals, his appreciation of support from the parents, the new food service, and plans to build upon the successes we experienced this year.

II. Recognition of Public/Visitors

President Tingle acknowledged Kelly Costa, reporter from the Staunton Star Times and Staunton High School Illinois State Scholars for 2018-2019: Hali Bandy, Ryan Best, Griffin Bianco, Megan Boyer, Norman Carnaby, Joseph Fisher, Malissa Huddleston, Drew Mullenix, Kaleigh Pirok, Abby Scanzoni, Cole Schuette, Mackenzie Sievers, their parents, and Derrik Taylor (candidate for School Board election).

Nancy Werden, substituting for High School Principal Bret Allen, acknowledged and recognized the Staunton High School Illinois State Scholars for 2018-2019. The students told the Board about their high school experiences and their plans for college. A group picture was taken at the conclusion of issuing certificates of acknowledgement of their selection as a member of the High School Illinois State Scholars for 2018-2019.

III. Consent Agenda

A. Approval of Bills/Payroll/Treasurer's Report

B. Approval of Minutes Regular and Closed Meetings from December 2018 and Public Hearing on Proposed Tax Levy Minutes held on December 17, 2018

C. Acceptance of Donations: None this month

D. Destruction of Closed Session recordings older than 18 months

The superintendent recommended the consent agenda be approved as presented. Lamore made a **motion** to approve the consent agenda as presented. Renner seconded the motion. On a roll call vote: Renner, Kinder, Lamore, Legendre, Peterson and Tingle voted to approve the Consent Agenda as presented. Skertich absent.

IV. Administrator Reports

A. Principal reports

Grade school Report- Nancy Werden

- **Institute Day-** Upon return from Christmas break, our teachers participated in a Google training workshop in order to begin the process of increasing technology through our 1-to-1 initiative. From this workshop, teachers were able to learn and apply Google and use their laptops. Some teachers have already familiarized and started transitioning to using Google products (which are currently free to access and use). The PreK team and K teams worked on developing a Kindergarten Open House at the beginning of each year and attended a state workshop to learn the program changes being adopted by the state in realigning programs to better transition students. Other teachers worked on department level needs and attended IXL training to review standards-based monitoring and assessments.
- **PTO Fundraisers-** The PTO has been collecting bottle caps and now our Special Education classroom will be facilitating and running a project to turn the caps into a bench, table or item of their choice from a company in Indiana. She thanked our community for their donations and Ms. Stone's class for their time and hard work. Another fundraiser that PTO will be having is a School of Rock day on January 26th with local bands playing. All money from their fundraisers goes towards helping teachers purchase supplies, books and go on field trips. She thanked the PTO for all they do for our school.

Jr High Report-Ryan McGowen

- Second semester started January 4th. Current enrollment is 302 for grades 6-8.
- Volleyball is in full swing as each team has had multiple games. Scholastic Bowl has held tryouts and will be starting matches soon. Boys basketball is getting ready for regional action. 8th grade night was held on January 10th for boys' basketball, cheerleading, and band.
- Perfect attendance was recognized for 1st semester. There were 75 students who had perfect attendance. Each student was rewarded with a dilly bar, compliments of Dairy Queen.
- Choir and Band held a concert on December 19th. The concert lasted about an hour and was presented to approximately 500 people in the big gym.
- PE department has set March 22, 1:30pm, as the date for the 5K Challenge. They have extended an invitation for Bunker Hill and Zion Lutheran. This is the 8th year for the event.
- "GIR", a Robotics team, is one of the six teams who have qualified to compete at the Illinois State Tournament on Jan. 26 at University of Illinois. They won the championship award that consisted of over 20 teams in the area. Members of the squad include, Maia Dothager, Lillian Dothager, Vivienne Dothager, Olivia Crain, Priya Siegfried, and Kendall Sigafos.
- Max Eldred, 7th grader won a monetary award for his Patriot Pen essay entitled, "Why I Honor the American Flag". He will be recognized for his achievement at an awards banquet sponsored by the VFW.
- January 31st is orientation for all 8th grader who will be going to the high school. Meeting will start at 6:00pm in the auditorium.
- Hires-Still accepting applications for Assistant Junior High Track Coach.

High School Report- Brett Allen

- Mrs. Cress has started the process of registering students for next year's courses. In addition, a Freshmen Registration Meeting for parents and students will be held the evening of Thursday, January 31st at 6:00 PM in the high school auditorium. Information will be provided to incoming freshmen and their parents about the registration process and the importance of picking the right courses.
- Staunton High School is hosting the ACT on Saturday, February 9th and the SAT on Saturday, March 9th.

- The RtI Early Release Program will begin on February 4th. Students who are meeting the requirements to leave during 8th period will be released and those students who need additional assistance, will be assigned to a content teacher to work on materials.
- The following students attended SIUE for the annual Bi-State Honor Band Festival held January 18th & 19th: Analise Best, Mali Hoffman, Kaylee Seelbach, Honor Baker, Sonali Jain, Jonathan Daugherty, Jacob Ury, and Joseph Cisler. Additionally, Honor Baker will represent Staunton High School at the Future Music Educators Seminar in Peoria, IL, January 24 - 26. Mr. Allen congratulated the students.
- Professional Development:
 - Teacher Institute Day - High School Staff received additional training on trauma informed practice and how to assist students who are facing multiple adverse childhood experiences. Additionally, the High School Improvement Team met and began reviewing the CSCI Survey data in more detail to develop a School Improvement Plan.
 - The English Language Arts Department attended a Reading Recovery Conference January 23rd-25th to learn intervention strategies to assist students who may struggle in this area.
- He congratulated the Illinois State Scholars of the graduating class of 2019: Hali Bandy, Ryan Best, Griffin Bianco, Megan Boyer, Norman Carnaby, Joseph Fisher, Malissa Huddleston, Drew Mullenix, Kaleigh Pirok, Abby Scanzoni, Cole Schuette, and Mackenzie Sievers. The Illinois Student Assistance Commission (ISAC), the state agency committed to helping to make college accessible and affordable for Illinois families, confers this prestigious recognition to top Illinois high school students annually. This year, more than 21,000 honorees join the other top students who have been honored for their academic achievements since the designation was first introduced in 1958. Illinois State Scholars represent approximately the top ten percent of high school seniors from 757 high schools across the state. Illinois State Scholars are chosen based on a combination of exemplary ACT or SAT test scores and sixth semester class rank.

B. Superintendent Dan Cox Report

1. State of the District Report- Mr. Cox gave his speech after I.B (Approval of Agenda).
2. Student Learning/District Improvement/Strategic Planning:

- Approval of Illinois Empower Learning Partner for School Improvement Through Title 1003a Funds (School Improvement Grant).

The District has a significant amount of funds (about \$77,000) to be spent by August 31, 2019 for purposes of school improvement. These funds are based on individual school designations and the district's percentage of adequacy as a means to get the most school improvement dollars to student and schools who need them the most first. A portion of the school improvement process and the grant dollars is the ability for schools to access approved learning partners through Illinois Empower. Administration interviewed two companies (Advanced Ed and AIR), and the recommendation was to use AIR because they focused more on the "how to Fix" rather than Advanced Ed's focus on evaluation. The recommendation made by administration is for the Board to approve American Institutes for Research (AIR) as the District's approved learning partner from January 15, 2019 through August 31, 2019 at a cost of \$33,200 to be paid through Title 1003a Funds. AIR leverages research on evidence-based practices to create effective approaches to enhancing the overall learning environments of districts, with the goal of increasing achievement of all students. Tingle made a **motion** to approve American Institutes for Research as the District's Illinois Empower Learning Partner for School Improvement. Renner seconded the motion. On a roll call vote: Renner, Kinder, Lamore, Legendre, Peterson and Tingle voted to approve the American Institutes for Research as the District's Illinois Empower Learning Partner for School Improvement as presented. Skertich absent.

- Approval of Illinois Quality Framework Rubrics

Following recommendations for an overall District Improvement Plan, building level school improvement teams were formed to complete the review of the quality frameworks for board approval in order to submit to ISBE for access to the Title 1003a Grant funds. The superintendent recommends approval of the quality framework rubrics for Staunton Elementary and Junior High Schools as presented. Tingle made a **motion** to approve the quality framework rubrics for Staunton elementary and junior high schools as presented. Renner seconded the motion. On a roll call vote: Renner, Kinder, Lamore, Legendre, Peterson and Tingle voted to approve the quality framework rubrics for Staunton elementary and junior high schools as presented. Skertich absent.

3. Review of freedom of information Act Requests:

- Nathan Mihelich, Illinois Retired Teacher Association
- Brad Roikola

Operations and Maintenance

Over the break our custodial and maintenance staff did an excellent job of cleaning the building, making repairs, and implementing some safety features within buildings. Additionally, during the break, the gym floor underwent the routine floor care program.

School Calendar

Instructional Day Flexibility

Through Evidence Based Funding in is no longer a requirement for students to attend five continuous clock hours in school for the day to be counted as a full instructional day, students must still attend school as defined by the Board of Education. Because Administration has not yet brought options to the Board for consideration, we have maintained the traditional school day and used this year as a planning year as is the case with most Districts. This flexibility allows for options for e-learning, internships, externships, etc. to become part of a student's learning experience. As the current law reads this will also impact the school calendar as there are a required 176 days of student attendance. The "compensation day" for two nights of PT conferences will no longer be available. Discussions with faculty in how to best conduct PT conferences will be held as calendar preparations are underway.

Graduation/Promotion Dates

SHS Graduation will take place on Friday, May 24, 2019 at 7:00 p.m. and SJH Promotion will take place on Thursday, May 23rd at 9:00 a.m.

District Improvement

Parent/Teacher Home Visit Pilot

Communications will begin to be distributed about the PTHV pilot. This pilot has the potential to have a high-level impact in our culture and climate work as it relates to student and family engagement with schools. The pilot will take place beginning in February.

Grade Level/Department Meetings

Meetings with grade level and departments are underway. Discussions about various things that are going well, on-going needs, and ideas of how to address those needs have been productive and on-going.

Superintendent Student Advisory Council

Mr. Cox has started a Superintendent Student Advisory Council as another step to add student voice to the District level decision making process. Members of the council are Alivia Taylor, Sam

Best, Analise Best, Blake Miersch, Hollie Bekeske, Robert Buffington, Jenna Carrigan, and Daniel Jarden.

Walk-around Wednesdays

On Wednesdays Mr. Cox began spending the vast majority of the day in classrooms with students or within different departments. The first Wednesday was a great success, spending the day in our elementary school where he read some stories, viewed interventions, worked with individual students, played kahoot, and was even a tree for a science project. He stated that he is looking forward to the continued visits.

Litigation

During the regular December meeting of the Board of Education the Board approved a motion to authorize payment of an appeal bond in the amount of \$275,000 to the Circuit Court in pending litigation in the event the Court did not rule in favor of the District's request for a stay of this requirement. In a subsequent ruling the Court did in fact rule in favor of the District's request for a stay of this requirement therefore the District will not submit this payment as previously authorized.

Legislation/Advocacy

The State Assessment Review Committee, of which Mr. Cox is a member, is now meeting twice per month in order to produce a recommendation to the new state superintendent, legislature, and governor about the direction of state assessments as a means to put useful and meaningful information in the hands of students, teachers, and families.

V. Financial Report

A. Presentation of District Budget Projections

State and Federal disinvestment in schools has had a direct negative impact on instructional supplies and resources for students over recent years (\$704,601 down to \$226,386 in 2019). The Educational Fund Salaries began decreasing in 2013 (\$5,826,853 down to \$5,353,679 in 2017) due to reductions being made primarily through the absorption of positions via retirements. Beginning in 2019 (\$5,908,740), salaries increased because of the addition of positions as a result of evidence-based funding. CUSD#6 falls under the Property Tax Extension Limitation Law (PTELL) which caps the extension at the lesser of CPI or 5%. Therefore, the district revenue has risen in small increments according to the CPI (from \$2,190,477 in 2013 to \$2,744,821 in 2019). Education Fund total revenues (includes State and federal Revenue) has increased by \$977,914 since 2017. O&M fund is locally funded, but there is not enough local revenue to cover expenditures. As a result, the District utilizes a portion of EBF to make up for the difference. Improvements made to existing infrastructure during the summer of 2017 coupled with the influx of revenue in the capital projects fund from the 10 County Schools Facilities Sales Tax are projected to assist in stabilizing the O&M fund. Mr. Cox noted that with aging facilities, specifically the 1924 section of Staunton High School, O&M expenditures could vary greatly from year to year. Transportation fund revenues are greatly impacted by state revenue which is still prorated and mandated categorical payments are still delayed. Mr. Cox concluded his presentation by saying after a decade of financial crisis through a lack of state funding, the District finally passed a balanced budget in FY18. Budgeted amounts show the District finishing just below a balanced budget, however, it is anticipated the District will finish the year with a balanced budget (the first since 2009; previously we have been in deficit spending). He told the Board that at the start of the current school year the District made a big investment and hired eight additional instructional employees: 5 teachers and 3 paraprofessionals. These positions were added to drive resources where they are needed the most: to reduce class size, provide academic and behavioral interventions, and to provide social emotional supports.

VI. Unfinished Business

A. Consideration and Possible Approval of Interior/Exterior Lock Replacement Bids

Upon completion of the project all classroom doors will lock from the interior and will be master keyed. A bid opening was held on Monday, 11/19/2018. There were only two bids and there was a big discrepancy in the total bids. Also, at the ISBA Conference, Mr. Cox found out that our cooperative, Supply Works, was bought out by Home Depot and a representative from the new coop will come to our school to see if they carry the type locks that we prefer. The project is expected to cost between \$70,000- \$80,000 dollars, and if we can purchase the locks from the new coop at a reduced cost, perhaps we can save the District money. The Superintendent continues to review with the Schools of Illinois Public Cooperative to seek options for working directly with the lock company to purchase parts and hardware directly as an optional quote. Superintendent Cox recommends we reject all bids and begin anew on this project. Kinder made a **motion** to reject all current bids and issue another bidding process to allow all classroom doors to lock from the interior and be master keyed. Peterson seconded the motion. On a roll call vote: Renner, Kinder, Lamore, Legendre, Peterson and Tingle voted to approve the rebidding of interior locks for the classrooms as presented. Skertich absent.

B. Approval of Updates and revisions to Board of Education Policies

The superintendent recommends tabling the approval of the updates and revisions to Board of education policy until the next regularly scheduled Board meeting because our lawyer did not have enough time to review all the revisions.

C. Discussion of Options to Remove Bleachers Located in the SHS North (small)

Gymnasium

As previously indicated in the bleacher inspection report, the bleachers in the north (small) gymnasium at SHS are no longer structurally sound nor safe for use. Over the past month administration has met with architect Kevin Meyer from FGM and engineers from GRP to review potential options which include tearing out the bleachers, but what do we want to do with the space left over? Options:

- 1) Leave bottom floor for additional PE space
- 2) install an elevator to assist students to move from the first floor to the second floor

This will be a very expensive project and Mr. Cox offered several different options:

- 1) could issue a “debt certificate”,
- 2) go to voters and put a referendum on the ballot to raise money, or
- 3) go to public and issue “increase debt service extension”; this would allow us to raise bond money without raising taxes but we couldn’t do it until the April 2020 election.

It is recommended the Board form a building committee to further explore and discuss various options in more detail. This project is important, but the gym seating is safely sealed off and will allow the Board to take a little time to look into all options without taking money away from other projects that need attention.

VII. New Business

A. Approval of Fuel Bids

The District annually submits requests for bids on fuel for the District transportation fleet. In order to obtain the most favorable pricing the cooperative bids with Mt. Olive, Gillespie, and Bunker Hill, coordinated by the District. The opening for all bids is scheduled for Thursday, January 24th.

The superintendent recommends we accept the bids from two different companies: the fuel bid for gasoline from Sieveking, Inc. (at .18 over daily rack plus motor vehicle tax) and the fuel bid for biodiesel from M&M Services (at .356 over daily rack plus IL motor fuel tax) as presented. Tingle make a **motion** to accept the fuel bids from Sieveking, Inc and M&M Services as presented.

Renner seconded the motion. On a roll call vote: Renner, Kinder, Lamore, Legendre, Peterson and Tingle voted to accept the fuel bids from Sieveking, Inc and M&M Services as presented. Skertich absent.

B. Approval of Resolution to regulate Expense Reimbursements

The Local Government Travel Expense Control Act requires school boards to regulate expenses for travel, meal, and lodging expenses for their officers and employees. The Board discussed a resolution that was updated by Mr. Cox listing the types of official business that are permitted for expense reimbursements, will require the use of a standardized form for expense reimbursement, and will set a maximum allowable expense reimbursement amount.

1. Resolution to Regulate Expense Reimbursements
2. Meals and Incident Expenses Breakdown
3. FY19 Per Diem Rates for Illinois

The Superintendent recommends approval of the resolution regulating expense reimbursements as presented. Tingle made a **motion** to approve the resolution regulating expense reimbursements as presented. Renner seconded the motion. On a roll call vote: Renner, Kinder, Lamore, Legendre, Peterson and Tingle voted to approve the resolution regulating expense reimbursements as presented. Skertich absent.

C. Discussion of Personnel Needs for 2019-2020 School Year

There are two known teaching retirements that will leave positions open for the 2019-2020 school year (Bruce Malone-High School and Patty Lenzen-1st Grade). To begin recruiting positions that will become open because of these retirements and to add needed positions to be filled and funded through anticipated additional evidence-based funding, it is planned to post for one elementary teaching position and one junior high/high school language arts teacher to fill those positions (Ogata and Faulk will take Malone's position). Additional personnel postings to meet student learning needs were presented and discussed with the Board. These recommendations include:

- 1) adding another elementary 2nd grade teacher (this would give all elementary classes four sections, thus stabilizing classes and eliminating shuffling teachers),
- 2) adding another Special Ed teacher,
- 3) adding a core Junior High Language Arts Teacher (and moving the language art teacher to Science) to eliminate overcrowded classes,
- 4) post for a full-time social worker and split a half time social worker with Southwestern,
- 5) expand our Fine Arts Program by adding art and/or expanding music in the grade school/junior High

The Board discussed the pros/cons of making these additions and decided to post for a first-grade teacher (to replace Lenzen), junior high/high school language arts teacher (to replace Malone), add another elementary teaching position (2nd grade), add one junior high/high school language arts teacher, add another Special Ed teacher, post for a full-time social worker, and post for a half time social worker with Southwestern. A decision to expand our Fine Arts Program by adding art and/or expanding music in the grade school/junior high will be evaluated in the coming months (after we have a better handle on the finances).

VIII. Roll call to go into Closed Session of Purposes defined in:

Lamore made a **motion** to go into executive session at 9:05 pm in the unit library. Tingle seconded the motion. On a roll call vote Renner, Kinder, Lamore, Legendre, Peterson and Tingle (Skertich absent) voted to go into executive session to discuss:

- A. 5ILCS 120/2(c)(1)- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.**
- B. 5 ILCS 120/2(c)(6) – The setting of a price for sale or lease of property owned by the public body.**
- C. 5 ILCS 120/2(c)(21)- Discussion of Minutes of meetings lawfully closed under the Open Meetings Act**

Roll call to Open Session

Lamore made a **motion** to return to the regular order of business at 9:37 p.m. Tingle seconded the motion. On a roll call vote Renner, Kinder, Lamore, Legendre, Peterson, and Tingle voted to return to the regular order of business. Skertich absent.

IX. Action as a Result of Closed Session

A. Approval of Personnel Report

a. Recognition of Resignation(s)/Retirement(s)

b. Approval of Recommendations for Hire (retroactive to January 7th):

- 1. Pre-Kindergarten Paraprofessional-Catherine Embry**
- 2. Supervisory Aide- Rebecca Wells**
- 3. SHS Asst. Softball Coach-Amanda Mellenthin**

c. Approval of Volunteer(s)

- 1. SHS Asst. Baseball Coach-Danny Scroggins**

Tingle made a **motion** to approve the Personnel report as presented. Renner seconded the motion. On a roll call vote Renner, Kinder, Lamore, Legendre, Peterson, and Tingle voted to approve the Personnel Report. Skertich absent.

B. Consideration and Possible Approval of a Resolution authorizing the transfer of the former A.R. Graiff Elementary School to the Village of Livingston, in accordance with the Illinois Local Government Properties Transfer Act (ILCS 605/0.01 et seq.) and terms of the Resolution and the Intergovernmental Agreement for Transfer of Property attached thereto.

No action was taken on this item because the lawyers are still working to complete the documents.

C. Consideration and Action to Open Closed Session- It has been the practice of the Board to leave all closed session minutes closed. The Superintendent recommends that the Closed Session Minutes remain closed. Lamore made a **motion** to continue to leave the closed minutes closed. Peterson seconded the motion. On a roll call vote Renner, Kinder, Lamore, Legendre, Peterson, and Tingle voted to leave the Closed session minutes closed. Skertich absent.

X. Correspondence

None

XI. General Discussion

XII. Adjournment

With no further business Lamore made a **motion** for adjournment. Tingle seconded the motion. All members present voted for adjournment. Meeting adjourned at 9:50 p.m. The next regularly scheduled meeting will be Tuesday, February 19th, 2019 at 7:00 p.m. in the high school library.

Dave Lamore, Secretary Staunton School District.