

**Board of Education
Regular Meeting Notes
April 15, 2019**

Recognition of Public/Visitors

Purpose of the Agenda Item

At each regular and special open meeting, members of the public and District employees may comment to or ask questions of the School Board, subject to reasonable constraints.

Relationship to/Implication for the Strategic Plan, Policies, and/or School Code

1. BOE Policy 2:230, 5 ILCS 120/2.06, 105 ILCS 5/10-6 and 5/10-16

Expected Outcome of the Agenda Item

For the Board to hear comments from the public and/or staff.

Background Information

Individuals appearing before the Board are expected to follow these guidelines:

1. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President.
2. Identify him or herself and be brief. Ordinarily, such comments shall be limited to 5 minutes. In unusual circumstances, and when the individual has made a request in advance notice to speak for a longer period of time, the individual may be allowed to speak for more than 5 minutes
3. Observe the Board President's decision to shorten public comment to conserve time and give the maximum number of individuals and opportunity to speak.
4. Observe the Board President's decision to determine procedural matters regarding public participation not otherwise covered in Board policy.
5. A designated spokesperson should be chosen to speak for large groups.
6. Conduct oneself with respect and civility toward others and otherwise abide by Board policy, 8:30, *Visitors to and Conduct on School Property*.

Petitions or written correspondence to the Board shall be presented to the Board in the next regular Board packet.

Supplemental Material

The SJH 7th and 8th Grade State Volleyball Teams will be present to be recognized by the Board. Cheryl Bremmer of Opaa! Food Services will present information to the Board regarding the food service program at Staunton Schools

Consent Agenda

Purpose of the Agenda Item

The President shall designate a portion of the agenda as a consent agenda for those items that usually do not require discussion or explanation before Board action. (2:220)

Relationship to/Implication for the Strategic Plan, Policies, and/or School Code

1. BOE Policy 2:220 – School Board Meeting Procedure
2. School Code – 105 ILCS 5/10-7

Expected Outcome of the Agenda Item

The benefit of a consent agenda is that it expedites meetings by relieving the board of voting on routine matters one-by-one. (Braun p. 56)

Background Information

A consent agenda is a listing of usually routine and uncontroversial Board meeting agenda items on which the Board intends to take action, but about which Board members do not believe explanation or discussion is necessary. Consent agenda items are voted on by the Board with a single motion to approve all the items on the agenda. The benefit of the consent agenda is that it expedites meetings by relieving the Board from voting on routine matters one by one (Braun, 2014).

Recommendation

The superintendent recommends the consent agenda be approved with the following motion: ***“I make a motion to approve the consent agenda as presented.”***

Alternatives to Recommendation

To remove any one or more items from the consent agenda for individual consideration and action.

Supplemental Material

- a. **Approval of Bills/Payroll/Treasurer’s Report:** Financial reports from the previous month are included within the packet for review.
- b. **Approval of Minutes** – Regular closed session and personnel committee minutes from the previous month’s meeting are included within the packet for review.
- c. **Approval of IESA Membership Renewal**
- d. **Acceptance of Donations** – The Board accepts a donation from the family of Marge Urekar to a donation of \$329 to the Staunton Choir Program in memory of Ms. Urekar with thanks.
- e. **Destruction of Closed Session Recordings older than 18 months**

Administrator Reports

Principal Reports – Principal Reports and supplemental materials are included within the Board packet.

Superintendent’s Report – The superintendent’s report is included within the packet for review.

Recognition of Board of Education Members – Board of Education members Chris Tingle and Dave Lamore will be recognized for their service to Staunton CUSD #6.

Student Learning/District Improvement/Strategic Planning

Purpose of the Agenda Item

The primary goal of the District is that of student learning. The District's educational program will seek to provide an opportunity for each student to develop to his or her maximum potential. The objectives for the educational program are to:

1. Foster students' self-discovery, self-awareness of and self-discipline.
2. Develop students' awareness of and appreciation for cultural diversity.
3. Stimulate students' intellectual curiosity and growth.
4. Provide students with fundamental career concepts and skills.
5. Help students develop sensitivity to the needs and values of others and a respect for individual and group differences.
6. Help each student strive for excellence and instill a desire to reach the limit of his or her potential.
7. Encourage students to become life-long learners.
8. Provide an educational climate and culture free of bias concerning the protected classifications of race, color, national origin, sex, sexual orientation, ancestry, age, religious beliefs, physical or mental disability, status as homeless, or actual or potential marital or prenatal status, including pregnancy.

Relationship to/Implication for the Strategic Plan, Policies, and/or School Code

1. BOE Policy: 6:10, 1:30, 3:10, 6:15, 7:10

Expected Outcome of the Agenda Item

The Board continuously monitors student achievement and the quality of the District's work. The Superintendent shall supervise the following quality assurance components, in accordance with the State law and the Illinois State Board of Education (ISBE) rules, and continuously keep the Board informed:

1. Prepare each school's annual recognition application and quality assurance appraisal, whether internal or external, to assess each school's continuous school improvement.
2. Continuously assess the District's and each school's overall performance in terms of both academic success and equity. This includes, without limitation, a thorough analysis of ISBE's balanced accountability measure and each school's Multiple Measure Index and corresponding Annual Measurable Objective provided by ISBE.
3. If applicable, develop District and School Improvement Plans, present them for Board approval, and supervise their implementation.
4. Prepare a school report card, present it at a regular Board meeting, and disseminate it as provided in State Law.
5. Administer annually a survey of learning conditions on the instructional environment within the school to, at minimum, students in grades 6 through 12 and teachers.

The Superintendent shall make regular assessment reports to the Board, including projections whether the District and each school is or will be making adequate yearly progress as defined in State law. The

Superintendent shall seek Board approval for each District and/or school improvement plan and otherwise when necessary or advisable.

Approval of SHS Work Plan for School Improvement

Background Information

Background Information

Work plans are required to be submitted to ISBE/IL Empower as part of the school improvement process to receive Title 1003a funds. A series of indicators must be answered containing:

- The current status of school performance against State-determined long-term goals including performance of student groups, achievement gaps, and performance relative to indicators beyond academic achievement.
- Summarized school findings based on the IL Quality Framework Supporting Rubric needs assessment.
- Identification of any resource inequities, which may include budgeting, to be addressed through the implementation of this improvement plan.

District and school improvement is a complex process requiring multiple components working in a coherent manner while embedded in a continuous development process. Beginning with leadership a systematic approach will be used to drive change in the areas of:

- Safe and Supportive Environment;
- Equity and Improvement for All Students;
- Student Access and Opportunity;
- Family and Community Engagement;
- Educator Effectiveness;

We will work to build capacity within leaders and teachers, and to ensure equity for all students (AIR Framework for Systemic Improvement).

Immediate action the Board of Education can expect in terms of District/School Improvement includes the steps below.

Continuous Improvement Planning Coaching, and Progress Monitoring

- A kickoff meeting to outline timelines, schedules, and stakeholder participation has taken place.
- Principals and school leadership team members have rated the Quality Frameworks and developed building work plans for approval.
- Meetings of the District Leadership Team will take place monthly for facilitation, support, and progress monitoring for district improvement plan implementation.
- Quarterly reports will be provided regarding critical implementation considerations.

School-Level Continuous Improvement Planning, Coaching, and Progress Monitoring

- School Leadership Teams will meet monthly to support alignment to the district leadership plan, the implementation and monitoring of the school improvement plan including data protocols, monitoring, feedback processes.

Professional Development for Multi-Tiered Systems of Support

- The district leadership team will receive facilitated one day Multi-Tiered Systems of Support (MTSS) framework development professional development to support planning and implementation of effective MTSS.
- Two half-day sessions for all staff will be facilitated to support planning and implementation of an effective MTSS process.

Recommendation

The superintendent recommends approval of the following motion, ***“I make a motion to approve the school improvement work plans for Staunton High School.”***

Supplemental Material

1. SHS Work Plan
2. SHS Work Plan Goal

Approval of District Consolidated Plan

Background Information

In an attempt to streamline grant systems for the state of Illinois, districts are now required to follow the new rules and regulations in order to receive funding for 10 possible federal grants by completing a Consolidated District Plan. This was previously done individually for each of our grants. The District currently provides services for the following federal grants: Title I, Title I 1003a, Title II, Title IV, IDEA Flow-through, and IDEA Preschool. In order for the grant allocations to be released, the consolidated district plan must be submitted and approved by the state. The application presented is to request funding in the areas listed previously. Once approved by the state, grants could then be written and programs started for the 2019-2020 school year. The Consolidated Plan outlines the District goals and how the goals will be met. It incorporates the Title District Plan (to serve students in identified groups deemed underperforming as well as students who are identified as low income) approved last May 2018 as well as the IDEA plans to serve students with disabilities. Upon approval by the Board of Education the plan will be submitted to ISBE.

Supplemental Material

1. Consolidated District Plan

Recommendation

The superintendent recommends approval of the following motion, ***“I make a motion to approve the District Consolidated Plan as presented.”***

Unfinished Business

Approval of Second Reading of Updates and Revisions to Board of Education Policies

Purpose of the Agenda Item

Second reading of Board policies presented for updates and revisions.

Relationship to/Implication for the Strategic Plan, Policies, and/or School Code

1. 105 ILCS 5/10-20.19c, 5/10-20.21, 5/10-21.9, 5/10-22.34c, 5/19b-1 and 5/23-5, 820 ILCS 130

Expected Outcome of the Agenda Item

Policies on second reading will be recommended for approval pending discussion with the Board of Education and recommendations made by the superintendent.

Background Information

All policy revisions and the PRESS memo sheet will be reviewed. During the meeting the Board will consider any preferred options presented with policies.

Supplemental Material

1. Policies for Revision

Recommendation

The superintendent makes a recommendation to approve the following motion, ***"I make a motion to approve the updates and revisions to Board policies as discussed."***

Alternate Recommendation(s)

1. Table any or all policies for further review and consideration.

Approval of Interior/Exterior Lock Replacement ProjectPurpose of the Agenda Item

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with the law and the standards set forth in Board policy.

Relationship to/Implication for the Strategic Plan, Policies, and/or School Code

1. BOE Policy 4:150 Facility Management and Building Programs

Expected Outcome of the Agenda Item

To replace all existing interior and exterior door locks with master keyed Schlage Primus Systems for security purposes.

Background Information

Upon completion of the project all classroom doors will lock from the interior and will be master keyed.

Supplemental Material

1. Lock Bid and

Recommendation

The recommendation will be made during the meeting.

Alternative Recommendations

1. Table the project for further consideration.

New Business

Consideration and Possible Approval of Updates and Revisions to Board Policy 6:250 – Community Resource Persons and Volunteers

Purpose of the Agenda Item

Volunteers may be used to provide enrichment experiences for students and promote greater community involvement.

Relationship to/Implication for the Strategic Plan, Policies, and/or School Code

1. BOE Policy 6:250 – Community Resource Persons and Volunteers
2. 105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b

Expected Outcome of the Agenda Item

Volunteer coaches are utilized to enhance extracurricular programs.

Background Information

In 2013 the policy read “Volunteers may be used as assistant coaches as recommended by the administration and approved by the Board of Education.”

In 2014 the policy was changed by the Board to read “Volunteers may not be used as coaches unless they are employees of the District and approved by the Board.” The change in 2014 does not reflect practice. Volunteer coaches are needed to enhance and properly supervise many extracurricular programs. Since 2014 the District has adopted a comprehensive volunteer recruitment and procedure handbook.

Volunteer coaches are needed to enhance and properly supervise extracurricular activities; therefore, it is recommended “Volunteers may be used as assistant coaches as recommended by administration and approved by the Board of Education.” Note, this applies to only positions above and beyond bargaining unit positions. All bargaining unit positions will be paid per the collective bargaining agreement.

Supplemental Material

1. Policy 6:250
2. Volunteer Administrator Handbook

Recommendation

The superintendent recommends approval of the following motion, ***“I make a motion to approve the update to policy 6:250 reading, “Volunteers may be used as assistant coaches as recommended by administration and approved by the Board of Education.”***

Alternative Recommendations

1. Table for second reading.
2. “Volunteers may be assigned to extracurricular coaching positions under the supervision of certified staff.”

Consideration and Approval of Capturing Kids’ Hearts Design Proposal for Professional Learning

Purpose of the Agenda Item

To provide professional learning for all staff designed to improve pro-social interactions and positive character development while reducing negative behaviors in students.

Relationship to/Implication for the Strategic Plan, Policies, and/or School Code

1. BOE Policy 6:250 – Community Resource Persons and Volunteers
2. 105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b

Expected Outcome of the Agenda Item

Increase in pro-social skills and behaviors i.e. respect, communicative competencies. Decrease in negative behaviors i.e. disciplinary referrals.

Background Information

Over the past several years the District has engaged in culture & climate improvement with a strong emphasis on social emotional supports. During the fall of 2018 the District Leadership Team identified Culture & Climate as the top district/school improvement priority. As a result of past professional learning and current work, the District is well on its’ way to becoming a “Trauma Informed District.” Further evidence was gathered for the need for social emotional support professional learning as evidenced by the Comprehensive School Climate Inventory Survey, the Superintendent 360 Evaluation issued to faculty and staff, and from the SHS student advisory council. Teachers report they have a firm understanding of adverse childhood experiences and childhood trauma, but express the need from practical strategies to utilize within classrooms to help the ever growing needs of our student population.

Schools implementing Capturing Kids’ Hearts produced increases in student protective factors and decreases in student risk factors. Students demonstrated a 40% increase in pro-social skills such as respect, caring concern, communicative competencies, citizenship, and problem solving. Discipline referrals show a significant decrease.

The intent is to utilize Title 1003a funding to pay for the professional learning with the possibility of using funds from Tile I, II, and IDEA.

Supplemental Material

1. Proposal
2. CKH White Paper

Recommendation

The superintendent recommends approval of the following motion, ***“I make a motion to approve that the superintendent finalize a contract with the Flippen Group to provide Capturing Kids’ Hearts Professional Learning in an amount not to exceed as indicated in the proposal.”***

Alternate Recommendation

1. Table for Further Consideration

Action on Items Discussed in Closed Session

- a. Approval of Personnel Report
 - Recognition of Resignation(s)/Retirement(s)
 - Approval of Recommendations for Hire
 1. Elementary Teachers
 2. Media Specialist
 3. SHS English Language Arts Teacher
 4. SJH English Language Arts Teacher
 5. Part-Time Counselor
 6. Winter Coaching Recommendations
 7. 7th Grade Boys Basketball Coach
 8. Summer Maintenance Workers
 9. Bus Driver
 10. Volunteers
- b. Possible Action on SJH Principal Salary Increase for 2019-2020
- c. 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