

**Staunton CUSD #6 Board of Education
Regular Meeting Notes
October 16, 2019**

Recognition of Public/Visitors/Good Stuff!

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

A student has requested to make public comments.

Oath of Office for Student Advisory Board Member

President Peterson will swear in Hollie Bekeske as the student advisory board member.

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 and closed session minutes from the previous month’s meeting are included within the packet for review.
- c. **Approval of Updates and Revisions to Freedom of Information Act Public Notification**
- d. **Approval of Updates and Revisions to the District Risk Management Program**
- e. **Acceptance of Donations** – There are no donations at the time of this posting.
- f. **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.

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.

Review of School Improvement Framework and Curriculum Alignment

Background Information

A review of the most recent school improvement day will be held with the board regarding ELA curriculum alignment across all grades and subject areas. Further detail will be provided to the Board regarding the professional learning framework for the year.

Supplemental Material

1. ELA Curriculum Alignment Presentation

Financial ReportPurpose of the Agenda Item

Mr. Ken Loy from Loy, Miller, Talley PC will be in attendance to present the FY19 Annual Financial Report.

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

1. 105 ILCS 5/3-7
2. BOE Policy 4:80 – Accounting and Audits

Expected Outcome of the Agenda Item

To present information on the AFR and answer any questions prior to Board action.

Background Information

Each school district is required to cause an annual audit of its accounts to be made by a person who is lawfully qualified to practice public accounting in Illinois. A copy of the audit must be provided the regional superintendent on or before October 15 of each year, or by a time extended by the regional superintendent not to exceed 60 days.

All reporting formats used for the AFR will be consistent with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*, as adopted by ISBE, State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board.

At the close of each fiscal year, the Superintendent shall arrange to have the District books and accounts audited by an independent certified public accountant designated by the Board in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and the Superintendent.

The Superintendent shall annually, on or before October 15, submit an original and one copy of the audit to the Regional Superintendent of Schools.

Supplemental Material

1. Audit Letter to the Board FY19
2. FY19 Annual Financial Report

Unfinished Business

Acceptance of Bid(s) for Purchase of Surplus School Buses

Purpose of the Agenda Item

When district property is no longer of use to the District the superintendent is authorized to dispose of property via means most beneficial to the District and consistent with School Code.

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

Expected Outcome of the Agenda Item

Two school buses are declared surplus and have been placed on public notice for sealed bid.

Background Information

One bid was received from Net Community Church in the amount of \$501.00. As the high and only bid the Church will have the choice of buses. The District will seek companies that may be interested in obtaining the second bus.

Supplemental Material

1. Bid Submission

Recommendation

The superintendent recommends approval of the following motion, ***“I make a motion to accept the bid of \$501 from Net Community Church for one surplus school bus.”***

Alternative Recommendations

N/A

Discussion of School Resource Officer

Purpose of the Agenda Item

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event.

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

1. BOE Policy 4:170 – Safety
2. District Improvement
 - a. Culture & Climate

Expected Outcome of the Agenda Item

Continued discussion regarding the District partnering with the City of Staunton to jointly provide a school resource officer.

Background Information

A school resource officer (SRO) is a full-time law enforcement officer with sworn law enforcement authority, trained in school-based policing and crisis response, assigned by the employing law enforcement agency to work with the school using community-oriented policing concepts.

According to the Department of Justice, in addition to serving as law enforcement, SROs can also serve the role of informal counselor, educator, and emergency manager. Specific duties and responsibilities of the SROs a school district should be detailed in a Memorandum of Understanding between the local law enforcement agency and the school district.

In July 2019 District legal counsel presented the roles and responsibilities for SROs. Since that time the superintendent has worked with counsel and had discussions with City official(s) regarding a draft intergovernmental agreement.

Supplemental Material

1. SRO Board Presentation July 2019
2. SRO FAQs
3. Draft Memorandum of Understanding

New Business**Approval of FY19 Audit**Purpose of the Agenda Item

After presentation and discussion of the AFR the board will need to act on approval.

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

1. 105 ILCS 5/3-7
2. BOE Policy 4:80 – Accounting and Audits

Expected Outcome of the Agenda Item

Upon approval a copy of the AFR will be provided to/filed with the following:

1. One copy for District files;
2. Two copies for the Regional Office of Education, two hard copies of the signed ISBE Form 50-35;
3. One copy for the Illinois Department of Public Aid;
4. Four copies for the Macoupin County Clerk and Treasurer and the Madison County Clerk and Treasurer;
5. One copy for the Staunton Federation of Teachers.

Loy Miller Talley, PC will submit the AFR ISBE 50-35 report to ISBE through FTP transmission.

Background Information

See financial report background information above.

Supplemental Material

All supplemental materials were included with the financial report.

Recommendation

The superintendent recommends approval of the following motion: ***“I make a motion to approve the FY19 Annual Financial Report as presented.”***

Approval of Purchase of Automated External Defibrillators Devices

Purpose of the Agenda Item

Four of the District’s AED devices have been placed on recall and are in need of immediate replacement. Remaining devices are in need of upgrade while additional portable units are needed for athletic teams.

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

1. School Safety

Expected Outcome of the Agenda Item

To obtain uniform AED devices throughout the district with increased durability, life, and self-monitoring capabilities. Training for new devices is to be included and cpr/first aid training provided for all staff as required.

Background Information

The recommendation is to purchase 10 AED Units as indicated below.

SmartStine SAM 450P

Quantity: 10

Total Cost: \$17, 269.45

- Self monitoring system via computer software - no need for manual checks
- CPR feedback - voice and visual prompts
- Battery life: 4 years
- Pad life: 4years (will need both adult and pediatric pads)
- Warranty: 8 years
- Free access to Heartstine trainer when needed
- Free In-service on new AEDs for staff

Supplemental Material

1. Specification Sheet
2. Additional Quotes

Recommendation

The superintendent recommends approval of the following motion ***“I make a motion to purchase 10 SmartStine SAM 450P AED Devices for the price of \$17,269.45.”***

Alternative Recommendations

1. Purchase of less portable units.

Action on Items Discussed in Closed Session

- a. Approval of Personnel Report
 - Recognition of Resignation(s)/Retirement(s)
 - Approval of Recommendations for Hire
 - Approval of Volunteers