

**Staunton CUSD #6 Board of Education
Regular Meeting Notes
December 18, 2019**

Public Hearing – Tax Levy

Immediately prior to the start of the regular meeting the truth in taxation hearing will be held by the Board for the purposes of the 2019 levy.

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

1. The Illinois State Scholars will be present for recognition.
2. The 7th Grade Girls Basketball Team will be present for recognition.

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, special, and closed session minutes from the previous meeting(s) are included within the packet for review.
- c. **Approval to Temporarily Designate Hiring Authority to the Superintendent from 12/19/19-1/14/20**
- d. **Acceptance of Donations** – There are no donations at the time of this posting.
- 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.

1. **Approval of SHS Course Handbook** – The updated course handbook for the 2020-2021 school year is included in the packet for review.

Recommendation: The superintendent recommends the following motion, “I make a motion to approve the SHS Course Handbook for the 2019-20 school year.

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.

Presentation of SHS School Improvement Goals – Mr. Allen will present SHS School Improvement Goals

Approval of SJH School Improvement Plan – The SJH School Improvement Plan is in the packet for review. Board approval will be required.

Discussion of Threat Assessment Guidelines - 105 ILCS 128/45, added by P.A. 101-455, has two requirements with approaching deadlines.

1. School districts must implement a threat assessment procedure by **December 24, 2019**. Due to the holiday break, we recommend implementation by December 21, 2019. The threat assessment procedure may be part of a school board policy on targeted school violence prevention or a separate administrative procedure. The procedure must include the creation of a threat assessment team.
2. School districts must establish a threat assessment team by **February 22, 2020**. Since the deadline falls on a Saturday, we recommend implementation by February 21, 2020, prior to the weekend. The Act details the individuals that must be a part of the team. The team must include:
 1. An administrator employed by the district or a special education cooperative that serves the district;
 2. A teacher employed by the district or cooperative;
 3. A school counselor employed by the district or cooperative;
 4. A school psychologist employed by the district or cooperative;
 5. A school social worker employed by the district or cooperative; and
 6. At least one law enforcement official.

If a school district is unable to establish a threat assessment team with school district staff and resources, it may utilize a regional behavioral threat assessment and intervention team that includes mental health professionals and representatives from the State, county and local law enforcement agencies.

The Act does not include specific requirements for the content of the procedures or the specific duties and responsibilities of the threat assessment team. School districts should review existing policies and protocols on emergency and crisis response, and leverage relevant staff expertise to analyze and develop threat assessment procedures.

Financial Report

Evidence Based Funding Presentation

Purpose of the Agenda Item

Superintendent Cox will provide an overview of the mechanics of the Evidence Based Funding Model for Board members.

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

1. Fiscal Responsibility
2. BOE Policy 4:10 Fiscal and Business Management

Expected Outcome of the Agenda Item

Board members will develop a general overview of the mechanics of the Evidence Based Funding Model.

Background Information

The Evidence Based Funding Model is the funding mechanism that provides for state funding in school districts since 2019 based on base funding minimum, local capacity target, and tier funding to determine each districts adequacy target. Staunton Schools are a Tier One district at 61% of adequacy.

Supplemental Material

1. EBF Presentation

Unfinished Business

Adoption of Resolution Regarding Estimated Amounts Necessary to be Levied for the Year 2019

Purpose of the Agenda Item

To present the aggregate tax levy not less than 20 days prior to adoption.

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

1. 35 ILCS 200/18-60
2. BOE Policy 4:10 – Operational Services

Expected Outcome of the Agenda Item

To make all preparations necessary in order for the Board to timely file its Certificate of Tax Levy, including preparations to comply with the Truth in Taxation Act, and file a Certificate of Tax Levy with the County Clerk on or before the last Tuesday in December.

Background Information

The Certificate of Tax Levy lists the amount of property tax money to be provided for the various funds in the budget. The Board must determine the amount of money estimated to be necessary to be raised by taxation for that year on the taxable property within its district. It is important to note that the Board does not raise taxes listed by the amount in the levy. Instead, in the unlikely event that taxes would raise by the listed amount, the District would collect the money it is entitled to receive.

The *Truth in Taxation Law* requires that all taxing districts in the State of Illinois determine the estimated amounts of taxes necessary to be levied for the year not less than 20 days prior to the official adoption of the aggregate tax levy of the district. If the estimated aggregate amount necessary to be levied, exclusive of election costs and Bond and Interest costs, exceeds 105% of the amount of property taxes

extended or estimated to be extended upon the final aggregate levy of the preceding year (plus any amount abated by the taxing district prior to such extension), then the governing board of the district shall give public notice and shall hold a public hearing on the district's intent to adopt an aggregate tax levy in an amount which is more than 105% of such extension or estimated extension for the preceding year.

The corporate and special purpose property taxes extended or abated for 2018 were \$3,594,159.00. The proposed corporate and special purpose property taxes to be levied for 2019 are \$4,017,450.00. This represents an 11.78% increase over the previous year. The property taxes extended for debt service and public building commission leases for 2018 were \$156,390.00. The estimated property taxes to be levied for debt service and public building commission leases for 2019 are \$154,095.00. This represents a 1.47% decrease over the previous year. The total property taxes extended or abated for 2018 were \$3,750,549.00. The estimated total property taxes to be levied for 2019 are \$4,171,545.00. This represents an 11.22% increase over the previous year.

Supplemental Material

1. Certificate of Tax Levy 2019
2. Resolution of Estimated Amounts 2019
3. Certification of Compliance with Truth in Taxation Act

Approval of Resolution Allocating the 2019 Tax Levy to Individual Funds of the District

Purpose of the Agenda Item

The 2019 tax levy includes additional allowances in case the District experiences new property or a significant decrease in EAV occurs. This amount is outside of the 2019 tax cap limit increase over the previous year's extension.

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

3. 35 ILCS 200/18-60
4. BOE Policy 4:10 – Operational Services

Expected Outcome of the Agenda Item

The adopted resolution provides instructions to the County Clerk on how to reduce the 2019 tax levy if it is capped.

Background Information

Based on available balances and the FY19 budget, it is recommended the Board direct the County Clerk to reduce the levy extension for the Education Fund.

Supplemental Material

1. Resolution allocating 2019 tax levy to individual funds of the district – property tax extension limitation law, as amended

Recommendation

The Superintendent recommends approval of the following motion, ***“I make a motion to approve the resolution allocating the 2019 tax levy to individual funds of the District.”***

Alternative Recommendation(s)

N/A

Approval of Resolution Abating the Tax Heretofore Levied for the year 2019 to Pay Debt Service on General Obligation School Bonds (Alternate Revenue Source), Series 2017, of Community Unit School District Number 6, Macoupin and Madison Counties, Illinois

Purpose of the Agenda Item

To direct pledged revenues through the 1% County Schools Facilities Sales Tax to pay for the issue of \$2,850,000 General Obligation School bonds (Alternate Revenue Source), Series, 2017, of the District.

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

1. BOE Policy 4:40 – Incurring Debt
2. i30 ILCS 305/2 & 352/1, 50 ILCS 420, 105 ILCS 5/17-16, 5/17-17, 5/18-18, and 5/19-1

Expected Outcome of the Agenda Item

To pledge levy of direct annual (1% CSFST) sufficient to pay the principal of and interest on the bonds.

Background Information

On February 27, 2017 the Board provided a bond resolution for the issue of \$2,850,000 General Obligation School Bonds (alternate revenue source), Series 2017, of the District and the levy of direct annual taxes sufficient to pay the principal of and interest on the Bonds. On March 8th, 2017 the Board filed a copy of the bond resolution in the offices of the County Clerks of Macoupin and Madison Counties. The Bond resolution established a special fund of the District known as the “Alternate Bond Fund of 2017” for repayment of the bonds and pledged revenues or other lawfully available funds that are available and on deposit in the Bond fund in an amount sufficient to pay the principal and interest on the Bonds when due, so as to enable the abatement of all pledged taxes levied for the year 2017. 1% CSFST dollars will be utilized to pay for said bonds thereby foregoing the need to collect property taxes to pay for the bonds.

Supplemental Material

1. Annual Abatement Resolution

Recommendation

The Superintendent recommends approval of the following motion, ***“I make a motion to approve the RESOLUTION abating the tax heretofore levied for the year 2017 to pay debt service on General Obligation School Bonds (Alternate Revenue Source), Series 2017, of Community Unit School District Number 6, Macoupin and Madison Counties, Illinois.***

Alternate Recommendation(s)

1. N/A

Discussion and Possible Action to Begin Process to Enter a Memorandum of Agreement with the City of Staunton for a 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 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.

At this point direction is needed from the Board to move forward. The superintendent is seeking approval to finalize the memorandum of understanding to present to the Board for final approval.

Supplemental Material

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

Discussion of Superintendent Search

Purpose of the Agenda Item

The Board hires, evaluates, and seeks the recommendations of the Superintendent as the District chief executive officer.

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

1. BOE Policy 2:130 – Board-Superintendent Relationship

Expected Outcome of the Agenda Item

The Board will have discussion about timeline for the Superintendent search and announcement of vacancy.

New Business

Discussion of School Maintenance Grant Project

Purpose of the Agenda Item

The FY20 Round 1 School Maintenance Grant application period is open through February 14, 2019.

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

The Superintendent will share potential project items with the Board and discuss scheduling a building committee meeting to review.

Background Information

There is approximately \$44 million available for the FY 2020 Round 1 School Maintenance Project Grant. Grants will be approved up to the amount released by the Governor's Office of Management and Budget (GOMB). Future application cycles will be open when funds are released.

The School Maintenance Project Grant is a dollar for dollar state matching grant program providing awards up to \$50,000 to grantees exclusively for the maintenance or upkeep of buildings or structures for educational purposes. Ongoing operational costs, including in-house labor for SMPG projects not contracted out, cannot be included for any School Maintenance Project Grant. A project may involve different types of work on a single building or structure or may involve a single type of work (e.g., new roofing or windows) on several buildings or structures. There is no limit to the cost of a project; however, grant awards shall not exceed \$50,000 per grant award, and applicants shall provide a match from local funds equal to the grant amount requested. An applicant must not obligate funds or begin work on any of the projects listed on the application prior to submission of the application in IWAS. However, submission of the application does not guarantee a grant will be approved or awarded. All project activities must be expended or legally obligated within two years of disbursement by the State. If funds have been obligated by the grantee but not fully expended two years after disbursement, ninety (90) calendar days will be given to liquidate all obligations.

First Reading of Updates and Newly Written Board Policies

First Reading of Updates and Revisions to Board of Education Policies

Purpose of the Agenda Item

First 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 first reading will be recommended to be placed on the consent agenda for the following meeting or to be placed under “unfinished business” for further discussion and consideration. The Board will solicit input from stakeholders and legal as needed.

Background Information

PRESS Policy Update 102 is the largest in history and is included in the packet for first reading. A policy committee meeting will be schedule prior to the January meeting to begin making recommendations.

Supplemental Materials

1. Policies for Revision

Action on Items Discussed in Closed Session

- a. Approval of Personnel Report
 - a. Recognition of Resignation(s) and Retirement(s)
 - b. Recommendations for Hire
 - i. Bus Driver
 - ii. SHS Co-Cheerleading Sponsor
 - iii. Long-Term Substitute Teacher
 - c. Recognition of Maternity Leave
- b. Action on Restriction of Parent(s) Access to School Property