

**Staunton CUSD #6 Board of Education
Regular Meeting Notes
Wednesday, January 15, 2020, 7:00 p.m.**

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

There are no requests for comment at the time of this posting.

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 meeting(s) are included within the packet for review.
- c. **Acceptance of Donations** – There are no donations at the time of this posting.
- d. **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 PlanningPurpose 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.

Background

The Board will be issued an updated report on the District Improvement Plan and will receive a brief data review on student learning progress.

Discussion of Superintendent SearchPurpose 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.

Financial Report**Presentation of District Budget Projections**Purpose of the Agenda Item

To present the Board of Education with 3 year budget projections.

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

1. BOE Policy 4:10 – Fiscal and Business Management
2. District Value – Financial Stability

Expected Outcome of the Agenda Item

To review and discuss budget projections in order to prepare for short-term and long-term planning.

Background Information

The Superintendent is responsible for the School District's fiscal and business management and shall ensure the efficient and cost-effective operation of the District's business management using computers, computer software, data management, communication systems, and electronic networks, including electronic mail, the Internet, and security systems. The Board is updated monthly on the financial status of the District and reviews projections on an annual basis.

Supplemental Material

1. Budget Projection Presentation

Unfinished Business**Approval of School Maintenance Grant Project Application/Project(s)**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 shall make recommendations on upkeep and improvements to District facilities.

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.

The building committee is meeting to review the following potential projects in priority order: 1. Restroom renovations, 2) burying of overhead lines outside of metals/ag shops, 3. Exhaust fan replacement in gymnasium, community room HVAC, 4. Water fountain replacement.

Recommendation

The Superintendent recommends approval of the following motion, ***"I make a motion to approve to apply for the State maintenance grant program for the purposes to complete place HVAC in the community room and to replace the exhaust fans in the gymnasium."***

Approval to conduct Master Planning for Capital Development GrantPurpose of the Agenda Item

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs.

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

Administration will facilitate input from stakeholders and work with the District architect to complete a master facility construction/renovation plan in order to apply for a pending capital development grant from the State of Illinois.

Background

The State of Illinois is set to release capital development grant dollars for vertical school construction. It is in the best interest of the District to complete master planning in order to be in position to apply for the grant.

Recommendation

The Superintendent recommends approval of the following recommendation, ***“I make a motion to approve that the superintendent work with the District architect to complete a master facility plan in order to apply for the pending capital development grant from the State of Illinois.”***

New Business

Approval of Fuel Bids

Purpose of the Agenda Item

The Superintendent shall manage the District’s purchases and contracts in accordance with the law, the standards set forth in policy, and other applicable Board policies.

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

1. BOE Policy 4:60 – Purchases and Contracts
2. 105 ILCS 5/28A-5 et seq.

Expected Outcome of the Agenda Item

All purchases and contracts shall be entered into in accordance with Illinois law. The Board Attorney shall be consulted as needed regarding the legal requirements for purchases or contracts. All contracts shall be approved or authorized by the School Board. All purchases and contracts should support a recognized District function or purpose as well as provide for good quality products and services at the lowest cost, with consideration for service, reliability, and delivery promptness, and in compliance with State law.

Background Information

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 Wednesday, January 18th.

Recommendation

Recommendations will be made during meeting.

Supplemental Material

Bid sheets will be presented during the meeting.

Approval of Resolution to Regulate Expense Reimbursements

Purpose of the Agenda Item

The Local Government Travel Expense Control Act prohibits expense reimbursements for entertainment expenses. It also requires school boards to regulate expenses for travel, meal, and lodging expenses for their officers and employees.

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

1. ILCS 150/10
2. BOE Policy 5:60
3. District Value – Financial Stability

Expected Outcome of the Agenda Item

Annually upon the adoption of the district budget the Board will adopt a resolution to regulate expenses.

Background Information

Included with the resolution the Board will list 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.

Supplemental Material

1. Resolution to Regulate Expense Reimbursements
2. Meals and Incident Expenses Breakdown
3. FY20 Per Diem Rates for Illinois

Recommendation

1. The Superintendent makes a recommendation to approve the following motion, ***“I make a motion to approve the resolution regulating expense reimbursements as presented.”***

Approval of Career and Technical Education Capital Expenditures via the Secretary of State Career and Technical Education Grant

Purpose of the Agenda Item

The Superintendent shall manage the District’s purchases and contracts in accordance with the law and board policy.

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

1. BOE Policy 4:60 – Purchases and Contracts
2. Student Learning & Development

Expected Outcome of the Agenda Item

The equipment purchased will be utilized to expand student’s skills in career pathways.

Background Information

The South Macoupin Consortium for Career Pathways is the recipient of a \$2,000,000 grant to be utilized for equipment and infrastructure to enhance and expand career pathway opportunities for students. Staunton Schools' share is \$423,664.12 to be spent by May 1, 2020. The Board has previously approved infrastructure work in terms of exhaust and electrical system upgrades in the welding labs. Planning for that project is underway. The first recommendation for equipment purchase is for 15 ZSpace Augmented Reality studios and professional learning for \$78,074.47. Because the infrastructure in the welding labs is not completed administration is not yet ready to purchase 10 virtual welding units. It is recommended a discussion be held in terms of providing pre-approval for the units so that units may be ordered in a timely fashion and the units can be put into use as soon as possible.

Supplemental Material

1. ZSpace Augmented Reality Station Quote

Recommendation

The superintendent recommends approval of the following motion, ***"I make a motion to approve the quote from Tierney for the purchase of 15 ZSpace AIO Stations."***

Alternative Recommendation

1. To approve the recommendation as above and add the following, ***"And to pre-approve the purchase of 10 virtual welding units not to exceed \$220,000."***

Discussion of Personnel Needs for the 2020-2021 School Year

Purpose of the Agenda Item

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School Board policy on equal employment opportunity and minority recruitment. The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board.

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

1. BOE Policy 5:30 – Hiring Process and Criteria
2. 105 ILCS 5/10-21.9 and 5/24-5

Expected Outcome of the Agenda Item

To begin recruiting positions that will become open via retirements and to add needed positions to be filled and funded through anticipated additional evidence based funding.

Background Information

Based on student data, EBF gap analysis and budget projections administration is prepared to make personnel recommendations for the 2020-2021 school year. The District is expected to continue to have a balanced budget thus negating any need to enact a reduction in force. Administration will recommend personnel additions based on needs, data and research based practice.

Recommendation

This is a discussion item only and is not an item for Board action. It is the responsibility of the Superintendent and administration to recruit personnel and make hiring recommendations to the Board.

Action on Items Discussed in Closed Session