

AGENDA
MEETING OF THE BOARD OF EDUCATION
Monday, August 21, 2023
7:00 P.M.

The Board Meeting for Monday, August 21, 2023 will be held at Park View School, Library, 6200 Lake Street, Morton Grove, Illinois 60053.

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Audience to Visitors
5. Approval of Minutes
 - A) Regular Meeting – July 17, 2023 (page 3)
6. Approval of Bills
 - A) Deposits to Treasurer – July, 2023
 - B) Accounts Payable – July, 2023
7. Treasurer's/Business Report (page 11)
8. Education Report
9. Special Education Report
10. Superintendent Report
 - Introduction of newly tenured teachers
 - Introduction of new staff
11. Informational Items
 - A) FOIA Requests (page 12)
 - B) EIS Salary & Benefits Report 2022-2023 (page 16)
12. Action Items
 - A) Approval of Policies – Second Reading (page 20)
 - B) Approval of Change of Position – Teacher Aide (page 35)
 - C) Approval of Rehire and Change of Position – Teacher (page 36)
 - D) Approval of Resignation – Recess Supervisor - (page 37)
 - E) Approval of Hire – Teacher Aide (page 39)
 - F) Approval of Hire – Recess Supervisor (page 40)
 - G) Approval of Hire – Recess Supervisor (page 41)
 - H) Approval of Hire – Recess Supervisor (page 42)

- I) Approval of Change of Position – Support Staff (page 43)
- J) Approval of Leave of Absence (page 44)
- K) Approval of Hire – Teacher Aide (page 46)

13. Old Business

14. New Business

15. Audience to Visitors

16. Move to Closed Session – Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).

17. Return to Open Session

18. Adjournment

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF EDUCATION OF
SCHOOL DISTRICT NO. 70
COOK COUNTY, ILLINOIS**

July 17, 2023

The Meeting was called to order at 7:00 p.m. with the following members present:

George Karagozian
Paul Torres
Mark Thannert
Kate Pichon
Jeremy Wilson
Claudia Popielarczyk

Absent:

Pamela Alper

Erin Majchrowski, Director of Business Services; John Wawczak, Principal; Alana McCloskey, District Data Manager; Nikki Kerr, Director of Professional Learning and Curriculum; Matt Condon, Superintendent; and Deirdre Koehler, Board Secretary were in attendance. The following people were also in attendance: Alan Armbrust from STR Partners (Architect Firm), and Bari Singer from the Niles Township Treasurers Office.

*Audience
To*

Visitors None

*Approval of
Minutes
Regular Mtg
6/20/2023*

Copies of the minutes from the Regular Board of Education Meeting on June 20, 2023 were included in the Board Packet. A motion was made by Member Karagozian and seconded by Member Thannert to approve the Minutes of the Regular Meeting on June 20, 2023.

Roll Call: Members Pichon, Thannert, Torres, Popielarczyk, Wilson, and Karagozian voted aye. Nays none. The motion carried.

***Recommendation
For Closed
Meeting***

Minutes There was a recommendation to keep the Closed Session Minutes from February 22, 2023 closed. A motion was made by Member Karagozian and seconded by Member Thannert to keep these minutes closed.

Roll Call: Members Pichon, Thannert, Torres, Popielarczyk, Wilson, and Karagozian voted aye. Nays none. The motion carried.

***Approval of
Deposits***

A motion was made by Member Karagozian and seconded by Member Torres to approve the deposits for the month of June 2023.

Preschool Tuition	\$600.00
Student Lunch	\$2,862.80
Adult Lunch	\$5.00
School Fees	\$2,731.00
Summer School	\$1,180.00
Taxi Reimbursement	\$2,080.00
Library Grant	\$850.00
NTDSE Rental Fee	\$30,800.00
Rebates and Refunds	\$5,639.14
TOTAL	\$46,747.94

Roll Call: Members Pichon, Thannert, Popielarczyk, Torres, Wilson, and Karagozian voted aye. Nays none. The motion carried.

***Approval of
Payables***

A motion was made by Member Karzgozian and seconded by Member Torres to approve the payables for the month of June 2023.

Fund 10 – Education	\$116,882.88
Fund 20 - O&M	\$96,561.42
Fund 40 – Transportation	\$53,704.27
Fund 60 – Capital Projects	\$97,470.00
TOTAL	\$364,618.57

Roll Call: Members Pichon, Thannert, Popielarczyk, Torres, Wilson, and Karagozian voted aye. Nays none. The motion carried.

***Treasurer's
And Business
Report***

Mrs. Majchrowski reviewed the Treasurer's Report. She also presented the tentative budget. She cautioned that the budget is very tentative because she is still waiting for the 2022 tax extension, the callable bonds decision, CPPRT estimate, NTDSE tuition estimates, and insurance rates. The projected revenue for all funds is \$16,805,672 and the projected expenses for all funds is \$18,422,843. The expenditures include \$1,000,000 in capital projects. The total projected revenue for the operating funds (which includes Education, Operations & Maintenance, Transportation, and Working Cash) is \$16,266,366 and the projected expenditures for all the operating funds is \$16,073,245.

The district is proposing a balanced tentative budget when looking at the operating funds. However, the overall expenditures do exceed the revenues largely due to capital projects, the NTDSE construction bonds, and paying off the district's callable bonds. To note, fiscal year 2023 will not be officially closed until the audit is completed. The tentative budget will be adjusted as more information is obtained. The final budget will be adopted in September following a public hearing.

***Education
Report***

John Wawczak, Principal, reported that he is getting to know the community and is very excited to be here. He and Jacqui Le-Mon, Assistant Principal, are working on the Kindergarten orientation on August 15th. Also, on August 15th there will be an incoming 6th grade orientation. He is working on this with Mark Schwarz, Assistant Principal. This will focus on what it is like to be a middle school student. Also, on August 15th is the back to school bash and he is looking forward to the dunk tank. He has met with about half the staff. He asked them what they love about Park View, what they want to accomplish, and how he can support them. He is impressed by their passion and excitement for the community and families.

Nikki Kerr, Director of Professional Learning and Curriculum thanked everyone for the warm welcome and gave a report about mxINC at Park View. mxINC provides future ready experiences for any students interested in exploring becoming an entrepreneur. The current model is starting with 6th through 8th graders, with the intent to explore implementing this at the elementary level over time. It is a semester long course and is already very popular among students. It is standards based. It leverages community and stakeholder involvement through mentorship opportunities. The program feeds directly into the Business INC program at Niles West. Mrs. Paskiewicz is excited for the course and visited

Lake Zurich to see the “Pitch Day” in action. “Pitch Day” is the day the student entrepreneurs pitch their ideas to their peers.

mxINC involves learning by doing and creative problem solving, critical thinking, and public speaking. It involves teamwork and collaboration, and resilience (if their idea is not amazing, how can they make it better). The steps in the process are to explore the entrepreneurial mindset; discover a problem, want, or need; design a solution, pitch a business idea, create the solution, sell the solution, and analyze the learning.

***Special
Education
Report***

There was no meeting this month.

***Super-
Intendent
Report***

Mr. Condon informed the board that the district is exploring the idea of renting out the building to outside groups. He also mentioned that he sent an email to staff similar to how he did when he started as Principal. He is asking the staff what they love about Park View and what areas the district need to grow.

Mr. Condon presented Park View School goals, projects, and initiatives for 2023-2024. The goals are that all students will meet or exceed expected growth on the Illinois Assessment of Readiness (IAR), the percentage of 8th grade students in each graduating class who will be placed in honors/advanced courses during their freshman year will increase each year, and all eighth grade students will meet or exceed the expected growth on the social and emotional learning assessment each year.

The projects are the district will develop and implement a process to ensure regular alignment between the state standards and our grade and content promise standards, and the district will develop and integrate new health and wellness initiatives to support the social and emotional learning needs of students.

The initiatives include collaboration: the district will provide training, support, and focus for curriculum teams and their use of research-based collaborative protocols; evidence-based practices: the district will support each curriculum team and each teacher’s development and implementation of evidence and research-based curriculum, assessment, and grading practices; and student engagement: the district will support curriculum teams and teachers in their efforts to create classroom environments and develop instructional strategies that promote high levels of student engagement.

Mr. Condon also presented a new credo to the board in which wellness replaces character and collaboration replaces stewardship. Wellness involves innovating and consistently promoting best practices in the social emotional curriculum,

expanding leadership and learning opportunities, providing experiences to advance leadership skills and practices, promoting volunteerism and citizenship, and providing a safe, secure, and clean environment to learn and grow. Collaboration involves providing training, support, and focus for curriculum teams and their use of research-based collaborative protocols. The new credo also changes the vision from striving to become the premier district in Niles Township to becoming the premier district in Northern Illinois.

Alan Armbrust from STR Partners, an architect firm explained that the last portion of the roof project was supposed to begin right after July 4th. However, it became clear that was not going to happen. He is concerned that the project would not be completed by the time school starts. It is a portion of the roof where it is not safe to complete when students and staff are in the building. He assured the board that the roofing company is a reputable company but is suffering from labor shortages. Therefore, he reached out to the roofing firm and was able to negotiate with them that they would hold the materials, which have already been paid for, and complete the project next summer for the same price. This is a good deal because prices keep increasing. Next summer Park View will be the first school they work on. Summer school will be happening but those classes can be moved to other parts of the school. There will be some patching this summer but the roof is fine to wait another year. This is the last part of the roofing project and the district should be good with the roof for about 20 years. Park View's roof may have more wear and tear than other schools though because of the proximity to the forest preserve, which causes damage.

Mr. Condon and Mr. Armbrust also talked about options if Park View's enrollment keeps increasing. Enrollment is almost 900 students now and if it gets to 1,200 students it would be difficult to accommodate without reallocating some space. This would be especially true with the growth of Early Childhood classes and full day Kindergarten. The district would reach out to the community to see what they want.

Informational Items

FOIA Requests

Guiding Question: What have been the most recent Freedom of Information Act requests since the last report to the Board of Education?

Policy Reference: 2:250 – Access to District’s Public Records.

Description: Included are the most recent FOIA requests. Please know the District has responded appropriately for all requests or is in the process of responding.

REQUEST - received via email on June 15, 2023 from Katy Smyser at katy.smyser@nbcuni.com.

Dear Mr. Voehringer:

This is a request under the Illinois Freedom of Information Act. I am making this request of several hundred public agencies and entities in Illinois – mostly in the Chicago area – and including Morton Grove School District 70 -- as part of a project I am working on, on the costs of challenges to the release of public records.

Please provide me with the following material:

- 1) All settlement agreements resolving any Freedom of Information Act (FOIA) lawsuits;
- 2) All judgments or other court orders requiring you to pay attorney fees, costs, and/or civil penalties in any FOIA lawsuits;
- 3) All invoices from law firms for work on any FOIA lawsuits or Public Access Counselor reviews, where the lawsuit or the PAC review was ultimately decided in favor of the requestor;
- 4) All claims made to an insurance company for coverage involving a FOIA action;
- 5) All studies, reports, or other records calculating or referencing the cost of FOIA lawsuits or PAC reviews on an annual or other time-period basis.

I am requesting all such records from January 1, 2013 to the present.

Because I am a journalist, and because this request is in the public interest, I ask that you waive all fees. And if you choose to deny any part of this request, please tell me why.

I would be happy to help, in any way possible, as you look into this request – including coming to your offices to look at any responsive documents there. If I can do so, or if you have any questions about this request, please do not hesitate to contact me at katy.smyser@nbcuni.com.

Thanks, in advance, for your help with this request!

Katy Smyser

Senior Producer, Investigations
NBC Chicago and Telemundo Chicago
454 North Columbus Drive
Chicago, Illinois 60611-5555

RESPONSE – Sent via email on June 16, 2023.

RECOMMENDATION – No action is needed from the Board.

Guiding Question: What have been the most recent Freedom of Information Act requests since the last report to the Board of Education?

Policy Reference: 2:250 – Access to District’s Public Records.

Description: Included are the most recent FOIA requests. Please know the District has responded appropriately for all requests or is in the process of responding.

REQUEST - received via email on June 23, 2023 from Josiah Chatterton at foia@prairiestatewire.com

To whom it may concern,

I am a news reporter from Prairie State Wire, a media organization committed to providing comprehensive and accurate news coverage on local government and community affairs. I am requesting the following records under the Illinois Freedom of Information Act, 5 ILCS 140, preferably in electronic format:

Employee Information with the following data points for the current year:

- First Name
- Last Name
- Position/Job Title
- Department
- School name
- Pay Rate
- Year to Date Gross Pay

As a member of the media, I am involved in gathering and reporting news to the public. Access to public records is essential for me to fulfill my professional responsibilities, which include holding public institutions accountable and providing transparency to the public. Given my role in disseminating information, I believe I am eligible for a fee waiver as a media professional.

Please let me know if you have any questions,
Josiah Chatterton
Prairie State Wire

RESPONSE – Sent via email on June 27, 2023.

RECOMMENDATION – No action is needed from the Board.

***Action
Items***

***Approval
Of
FY24
Tentative
Budget***

A motion was made by Member Karagozian and seconded by Member Wilson to approve the FY24 Tentative Budget.

Roll Call: Members Pichon, Thannert, McGivern, Torres, Wilson, and Karagozian voted aye. Nays none. The motion carried.

***Approval
Of
New Hire***

A motion was made by Member Karagozian and seconded by Member Pichon to approve the hire of Jane Berg as an ELL teacher for the 2023-2024 school year. This is a new position.

Roll Call: Members Pichon, Thannert, Torres, McGivern, Wilson, and Karagozian voted aye. Nays none. The motion carried.

***Old
Business*** None

***New
Business*** None

***Audience
To
Visitors*** None

Adjournment At 7:57pm, a motion was made by Member Karagozian and seconded by Member Thannert to adjourn the meeting. All members were in favor.

Approved by:

Secretary

President

Treasurer's Report - July 23

	Beg of Year Fund Bal	Rev to Date	Month Exp	Exp to Date	Transfers	Current Fund Bal (23-24)	July Fund Bal (22-23)	End of Year Fund Bal (22-23)
EDUCATION	\$14,675,794	\$441,565	\$527,638	\$527,638		\$14,589,721	\$13,797,344	\$14,675,794
STUDENT ACTIVITY	\$20,129	\$50	\$0	\$0		\$20,179	\$18,521	\$20,129
BUILDING	\$961,886	\$1,199	\$181,160	\$181,160		\$781,925	\$1,767,927	\$961,886
BOND & INTEREST	\$295,335	\$369	\$0	\$0		\$295,704	\$278,550	\$295,335
TRANSPORTATION	\$1,989,596	\$60,031	\$8,390	\$8,390		\$2,041,237	\$1,621,490	\$1,989,596
IMRF/SS	\$126,187	\$215	\$11,780	\$11,780		\$114,621	\$199,547	\$126,187
CAPITAL PROJECTS	\$1,221,902	\$1,528	\$0	\$0		\$1,223,430	\$1,221,902	\$1,221,902
WORKING CASH	\$2,461,507	\$3,078	\$0	\$0		\$2,464,585	\$2,318,756	\$2,461,507
TORT IMMUNITY	\$0	\$0	\$0	\$0		\$0	\$71	\$0
LIFE SAFETY	\$653	\$1	\$0	\$0		\$654	\$653	\$653
TOTAL	\$21,752,989	\$508,036	\$728,968	\$728,968		\$21,532,056	\$21,224,761	\$21,752,989

Informational Item A

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: FOIA Report

Date: August 21, 2023

Guiding Question: What have been the most recent Freedom of Information Act requests since the last report to the Board of Education?

Policy Reference: 2:250 – Access to District’s Public Records.

Description: Included are the most recent FOIA requests. Please know the District has responded appropriately for all requests or is in the process of responding.

REQUEST - received via email on July 11, 2023 from Vince Espi @foia@prairiestatewire.com

To whom it may concern,

I am a news reporter from Prairie State Wire, a media organization committed to providing comprehensive and accurate news coverage on local governmental affairs. I am requesting the following records under the Illinois Freedom of Information Act, 5 ILCS 14, preferably in electronic format:

1. Total spending on substitute teachers by school, for the past five years. Please provide the expenditure breakdown by year and school.
2. Number of substitute teacher days by school, for the past five years. Kindly provide the number of substitute teacher days for each year and school.
3. Per diem/payment schedule for substitute teachers for the past five years. Please provide the per diem rates or payment schedule used for substitute teachers during each year within the past five years.
4. Names of all substitute teachers, total days worked, and total payments made to them for the last five years. Please provide a list of substitute teachers who have worked within the school district for each year within the past five years. Additionally, include the total number of days worked by each substitute teacher and the corresponding total payment made to them.

I understand that complete data for all the requested points may not be available for all years. In such cases, I kindly request that you provide any partial data that is available to you. I greatly appreciate any efforts made to fulfill this request, even if it involves providing partial data.

As a member of the media, I am involved in gathering and reporting news to the public. Access to public records is essential for me to fulfill my professional responsibilities, which include holding public institutions accountable and providing transparency to the public. Given my role in disseminating information, I believe I am eligible for a fee waiver as a media professional.

Please let me know if you have any questions,

Vince Espi

Prairie State Wire

RESPONSE – Sent via email on July 14, 2023

RECOMMENDATION – No action is needed from the Board.

Guiding Question: What have been the most recent Freedom of Information Act requests since the last report to the Board of Education?

Policy Reference: 2:250 – Access to District’s Public Records.

Description: Included are the most recent FOIA requests. Please know the District has responded appropriately for all requests or is in the process of responding.

REQUEST - received via email on July 26, 2023 from Katy Smyser at Katy.Smyser@nbcuni.com

Dear Mr. Condon:

This is a request under the Illinois Freedom of Information Act. I am sending this request to more than 375 public school districts in the Chicago area, including Morton Grove School District 70. I have also already sent this request to more than 200 Chicago-area public library systems – all for a series of stories I plan to do on book-ban-requests and other challenges to material in our local public libraries, school libraries, and school classrooms.

Please provide me with documents sufficient to show all communications (emails, letters, texts, board proceedings, or notes from phone calls) received by Morton Grove School District 70, which include a request to reconsider, ban, and/or challenge any book or any other material in any of your school district’s libraries or classrooms. I am hoping that any existing documents will include the following:

1. The date of each such request;
2. The title(s) of each book(s) or other material that was requested to be pulled from your shelves or classrooms, as well as any reason stated by the requestor;
3. Any response (email, letters, texts, board proceedings, or notes from phone calls) from anyone in your district, your school board, or individual school, to each request;
4. The resolution of each request (i.e.: the book or material was removed completely; the book or material was partially restricted; the book or material remains on your shelves or in your classrooms; etc.).

Please also provide me with any documented threats that have been received by Morton Grove School District 70, your school board, or any of your individual schools, librarians or teachers, via email, letters, texts, or voicemail recordings, that are related to books or other material kept in one of your libraries or classrooms.

I am requesting all such material from January 1, 2013 to the present. Because this request is in the public interest, I ask that you waive all fees. And if you choose to deny any part of this request, please let me know why. If you have any questions, please don't hesitate to contact me. In the meantime, thanks - as always - for your time and attention to this request!
Katy Smyser

RESPONSE - Sent via email on July 27, 2023

RECOMMENDATION - No action is needed from the Board.

Informational Item B

To: The Board of Education

From: Erin Majchrowski, CSBO

Re: Administrator and Teacher Salary & Benefits Report

Date: August 21, 2023

A copy of the administrator and teacher salary & benefits report for the FY23 school year is attached. This report must be presented at a regular school board meeting, posted on the district website, and submitted to the State Board of Education. (105 ILCS 5/10-20.47)

EIS Administrator and Teacher Salary and Benefits Report - School Year 2023

7/5/2023 5:39 pm

Morton Grove SD 70 6200 Lake St, Morton Grove, IL 60053 050160700020000

Selection Criteria: (Employer) Employees = All

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
ARIAS-PINTO, JOHANNA A	203-English as a Second Language Teacher	\$82,232.72	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
BOTTEN, CHRISTINA A	200-Teacher	\$104,326.30	1.00	0	14	\$0.00	\$0.00	\$0.00	\$15,808.80
BRODSKY, MICHELLE	200-Teacher	\$126,071.00	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
BRODY, LISA	200-Teacher	\$118,534.22	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
CEPA, ERIN	200-Teacher	\$68,368.31	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
CHAMNANKIT, NANCY	200-Teacher	\$89,827.85	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
COBB, KATHERINE A	200-Teacher	\$82,185.68	1.00	0	14	\$0.00	\$0.00	\$0.00	\$1,246.08
COGAN, CORINE	200-Teacher	\$116,389.87	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
CONDON, MATTHEW J	103-Principal	\$144,633.00	1.00	20	14	\$0.00	\$0.00	\$14,304.36	\$32,994.96
CONNELLY, PAUL M	200-Teacher	\$120,678.55	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
COYNE, JULIE	606-Resource Teacher Math	\$116,389.87	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
CUSELLA, KATIE A	200-Teacher	\$50,194.97	1.00	0	14	\$0.00	\$0.00	\$0.00	\$15,075.36
DEBES, MINDY	250-Special Education Teacher	\$114,291.66	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
DIFRONZO, ANNA M	200-Teacher	\$54,582.43	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
DROZD-NOLAN, JENNIFER	200-Teacher	\$122,119.63	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
ECKHORN-MARTINEZ, ANDREW P	200-Teacher	\$85,541.21	1.00	0	14	\$0.00	\$0.00	\$0.00	\$16,524.96
EDELSTEIN, LAURA	605-Resource Teacher Reading	\$97,045.41	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
FARBMAN, VALERIE A	200-Teacher	\$101,109.09	1.00	0	14	\$0.00	\$0.00	\$0.00	\$1,246.08
FAUBERT, DANIELLE	200-Teacher	\$75,603.82	1.00	0	14	\$0.00	\$0.00	\$0.00	\$7,727.76
FINKELSTEIN, SHANA	606-Resource Teacher Math	\$97,835.54	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
FRAKE, ELIZABETH	200-Teacher	\$102,297.25	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
FRIMAN, JODY	200-Teacher	\$116,992.92	1.00	0	14	\$0.00	\$0.00	\$0.00	\$15,808.80
GIRIONI, SARAH F	200-Teacher	\$62,647.03	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
HANSEN, LAURA K	200-Teacher	\$90,637.27	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
HARRISON, KATERINA	200-Teacher	\$78,228.87	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
HESTRUP, JENNIFER B	200-Teacher	\$75,906.99	1.00	0	14	\$0.00	\$0.00	\$0.00	\$15,808.80
HEYMANN, MARCI	200-Teacher	\$121,001.35	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
HOBSON, OLIVIA	200-Teacher	\$65,112.68	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
HOOD, BRIAN	200-Teacher	\$117,646.51	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
HUSSAINI, BUTHUL	203-English as a Second Language Teacher	\$76,413.13	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
JOHNSON, MARTHA L	250-Special Education Teacher	\$77,353.55	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
JONOTA, SUZANNE M	250-Special Education Teacher	\$116,528.23	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
KAHN, JESSICA	200-Teacher	\$70,468.81	1.00	0	14	\$0.00	\$0.00	\$0.00	\$15,808.80
KATZ, LAURIE S	200-Teacher	\$121,001.35	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,846.88
LE-MON, JACQUELYN M	104-Assistant Principal	\$82,000.00	1.00	10	14	\$0.00	\$0.00	\$8,109.89	\$11,923.94
LEVIN, MAUREEN G	200-Teacher	\$117,646.51	1.00	0	14	\$0.00	\$0.00	\$0.00	\$15,808.80
LOCHNER, KRISTINA	200-Teacher	\$113,173.38	1.00	0	14	\$0.00	\$0.00	\$0.00	\$1,246.08
LOIZZO, ANGEL	200-Teacher	\$60,679.90	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
LUCCI, LAUREN G	200-Teacher	\$65,779.38	1.00	0	14	\$0.00	\$0.00	\$0.00	\$16,524.96
LUKSA, ZOE L	200-Teacher	\$52,992.65	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
MAJCHROWSKI, ERIN M	114-Chief School Business Official	\$130,000.00	1.00	20	14	\$0.00	\$0.00	\$5,630.83	\$29,696.16
MAMMAS, MARIKA	605-Resource Teacher Reading	\$111,368.00	1.00	0	14	\$0.00	\$0.00	\$0.00	\$16,498.08
MATUG, LAURA B	605-Resource Teacher Reading	\$94,105.92	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
MAYER, MATTHEW E	101-Assistant/Associate District Superintendent	\$152,000.00	1.00	20	14	\$0.00	\$0.00	\$15,032.97	\$31,812.58
MAZUKELLI, KATHLEEN	200-Teacher	\$115,317.72	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
MCBRIEN, KATLIN M	250-Special Education Teacher	\$67,495.16	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
MCKEE, KATHERINE M	153-Special Education Supervisor	\$101,702.00	1.00	10	14	\$0.00	\$0.00	\$10,058.44	\$23,212.76
MCNAMARA, MARY E	250-Special Education Teacher	\$74,501.10	1.00	0	14	\$0.00	\$0.00	\$0.00	\$1,246.08
MELNICK, JANE	200-Teacher	\$106,504.06	1.00	0	14	\$0.00	\$0.00	\$0.00	\$15,749.76
MINELLI, JENNIFER	200-Teacher	\$106,832.62	1.00	0	14	\$0.00	\$0.00	\$0.00	\$16,524.96
MURPHY, KELLI D	605-Resource Teacher Reading	\$97,492.70	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
OATS-SARGENT, JENNIFER O	200-Teacher	\$86,474.34	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
OLES, GINA	200-Teacher	\$100,268.20	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
ONEILL, CHRISTOPHER	200-Teacher	\$93,016.69	1.00	0	14	\$0.00	\$0.00	\$0.00	\$16,524.96
PAPE, ROBERT	200-Teacher	\$83,883.68	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
PASKIEWICZ, TRACY	200-Teacher	\$115,731.42	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
REICH, JUSTINE F	200-Teacher	\$116,528.23	1.00	0	14	\$0.00	\$0.00	\$0.00	\$1,246.08
REYNOLDS, MARGARET M	200-Teacher	\$125,370.61	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
RICE, WENDY M	200-Teacher	\$60,972.93	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,434.32
RUKLICK, LILY	200-Teacher	\$54,378.41	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
SCHROEDER, CONNIE H	200-Teacher	\$116,528.23	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
SCHWARZ, MARK T	104-Assistant Principal	\$82,000.00	1.00	10	14	\$0.00	\$0.00	\$8,109.89	\$31,914.50
SPIEGEL, JENNIFER A	207-Speech Language Pathology Teacher	\$113,173.38	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
STANKOVIC, EMILY	200-Teacher	\$54,521.98	1.00	0	14	\$0.00	\$0.00	\$0.00	\$17,548.29
STARWALT, SYDNEY R	200-Teacher	\$55,623.67	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
SULIC, AJETE	203-English as a Second Language Teacher	\$55,629.12	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80
TERESI, ELIZABETH P	250-Special Education Teacher	\$70,872.69	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
THANAS, NIKKI M	200-Teacher	\$52,992.65	1.00	0	14	\$0.00	\$0.00	\$0.00	\$76.80

Name	Position	Base Salary	FTE	Vacation Days	Sick Days	Bonuses	Annuities	Retirement Enhancements	Other Benefits
TIMMERS, FRANCES H	207-Speech Language Pathology Teacher	\$69,259.13	1.00	0	14	\$0.00	\$0.00	\$0.00	\$23,487.12
TOBEY, TAYLOR M	200-Teacher	\$69,723.54	1.00	0	14	\$0.00	\$0.00	\$0.00	\$15,069.84
TRAIL, CAROL	200-Teacher	\$106,894.88	1.00	0	14	\$0.00	\$0.00	\$0.00	\$15,808.80
TYRELL, ERIN F	200-Teacher	\$26,061.16	0.40	0	14	\$0.00	\$0.00	\$0.00	\$0.00
VOEHRINGER, BRAD W	100-District Superintendent	\$238,049.50	1.00	20	14	\$0.00	\$0.00	\$23,543.36	\$24,712.88
WIGGINS, DEBORAH L	203-English as a Second Language Teacher	\$98,382.11	1.00	0	14	\$0.00	\$0.00	\$0.00	\$8,113.44
Totals									
Distinct Employee Count: 74		Distinct Positions Count: 74		Total Positions Count: 74		Vacation Days: 110		Sick Days: 1036	
Base Salary: \$6,956,124.72		Bonuses: \$0.00		Annuities: \$0.00		Retirement Enhancements: \$84,789.74		Other Benefits: \$1,010,975.91	

Action Item A

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Policy Review Second Reading and Approval

Date: August 21, 2023

In July, the Board completed the first reading of the attached policies. These policies were recommended by the PRESS service and were reviewed by the Policy Committee. Also included is a summary of the policies and the potential impact of each.

SUGGESTED MOTION:

I move that the Board of Education approve the recommendations made by the Policy Committee for adoption.

Press Policy Update #112
June 2023

Policy Number/Name	Update Summary	Recommendation
2:80, Board Member Oath and Conduct	Update is part of PRESS five-year review process	Adopt as presented
2:170, Procurement of Architectural, Engineering, and Land Surveying Services	Update is part of PRESS five-year review process	Adopt as presented
4:45, Insufficient Fund Checks and Debt Recovery	Update is part of PRESS five-year review process	Adopt as presented
4:100, Insurance Management	Update is part of PRESS five-year review process	Adopt as presented
5:230, Maintaining Student Discipline	Update is part of PRESS five-year review process	Adopt as presented
6:10, Educational Philosophy and Objectives	Update is part of PRESS five-year review process	Adopt as presented
6:190, Extracurricular and Co-curricular Activities	Update is part of PRESS five-year review process	Adopt as presented
6:240, Field Trips	Update is part of PRESS five-year review process	Adopt as presented
7:275, Orders to Forgo Life-sustaining Treatment	Update is part of PRESS five-year review process	Adopt as presented
7:305, Student Athlete Concussions and Head Injuries	Update is part of PRESS five-year review process	Adopt as presented
7:330, Student Use of Buildings-Equal Access	Update is part of PRESS five-year review process	Adopt as presented

School Board

Board Member Oath and Conduct

Each School Board member, before taking his or her seat on the Board, shall take the following oath of office:

I, (name), do solemnly swear (or affirm) that I will faithfully discharge the duties of the office of member of the Board of Education of *(name of School District)*, in accordance with the Constitution of the United States, the Constitution of the State of Illinois, and the laws of the State of Illinois, to the best of my ability.

I further swear (or affirm) that:

I shall respect taxpayer interests by serving as a faithful protector of the School District's assets;

I shall encourage and respect the free expression of opinion by my fellow Board members and others who seek a hearing before the Board, while respecting the privacy of students and employees;

I shall recognize that a Board member has no legal authority as an individual and that decisions can be made only by a majority vote at a public Board meeting;

I shall abide by majority decisions of the Board, while retaining the right to seek changes in such decisions through ethical and constructive channels;

As part of the Board of Education, I shall accept the responsibility for my role in the equitable and quality education of every student in the School District;

I shall foster with the Board extensive participation of the community, formulate goals, define outcomes, and set the course for *(name of School District)*;

I shall assist in establishing a structure and an environment designed to ensure all students have the opportunity to attain their maximum potential through a sound organizational framework;

I shall strive to ensure a continuous assessment of student achievement and all conditions affecting the education of our children, in compliance with State law;

I shall serve as education's key advocate on behalf of students and our community's school (or schools) to advance the vision for *(name of School District)*; and

I shall strive to work together with the District Superintendent to lead the School District toward fulfilling the vision the Board has created, fostering excellence for every student in the areas of academic skills, knowledge, citizenship, and personal development.

The Board President will administer the oath in an open Board meeting; in the absence of the President, the Vice President will administer the oath. If neither is available, the Board member with the longest service on the Board will administer the oath.

The Board adopts the Illinois Association of School Boards' *Code of Conduct for Members of School Boards*. A copy of the *Code* shall be displayed in the regular Board meeting room.

LEGAL REF.: 105 ILCS 5/10-16.5.

CROSS REF.: 1:30 (School District Philosophy), 2:20 (Powers and Duties of the School Board; Indemnification), 2:50 (Board Member Term of Office), 2:100 (Board Member Conflict of Interest), 2:105 (Ethics and Gift Ban), 2:210 (Organizational School Board Meeting)

Operational Services

Insufficient Fund Checks and Debt Recovery

Insufficient Fund Checks

The Superintendent or designee is responsible for collecting up to the maximum fee authorized by State law for returned checks written to the District that are not honored upon presentation to the respective bank or other depository institution for any reason. The Superintendent is authorized to contact the Board Attorney whenever necessary to collect the returned check amount, fee, collection costs and expenses, and interest.

Delinquent Debt Recovery

The Superintendent is authorized to seek collection of delinquent debt owed the District to the fullest extent of the law.

A Local Debt Recovery Program may be available through the Illinois Office of the Comptroller (IOC). To participate in it, an intergovernmental agreement (IGA) between the District and the IOC must be in existence. The IGA establishes the terms under which the District may refer a delinquent debt to the IOC for an offset (deduction). The IOC may execute an offset, in the amount of the delinquent debt owed to the District, from a future payment that the State makes to an individual or entity responsible for paying the delinquent debt.

The Superintendent or designee shall execute the requirements of the IGA. While executing the requirements of the IGA, the Superintendent or designee is responsible, without limitation, for each of the following:

1. Providing a District-wide, uniform, method of notice and due process to the individual or entity against whom a claim for delinquent debt payment (*claim*) is made. Written notice and an opportunity to be heard must be given to the individual or entity responsible for paying a delinquent debt before the claim is certified to the IOC for offset. The notice must state the claim's amount, the reason for the amount due, the claim's date or time period, and a description of the process to challenge the claim. If reimbursable meals or snacks provided under the Hunger-Free Students' Bill of Rights Act are the basis of the District's delinquent debt claim of no less than \$500, the notice must be sent to a student's parent(s)/guardian(s) only after: (a) the student owes the District more than five meals and/or snacks; (b) the Superintendent or designee made: (i) repeated contacts to collect the amounts owed, and (ii) reasonable efforts to collect the amount due for at least one year; and (c) the District requested the student's parent(s)/guardian(s) to apply for meal benefits pursuant to policy 4:130, *Free and Reduced-Price Food Services*, and they either: (i) did not qualify, or (ii) refused to apply.
2. An individual or entity challenging a claim shall be provided an informal proceeding to refute the claim's existence, amount, or current collectability; the decision following this proceeding shall be reviewable.
 - a. If a waiver of student fees is requested as a challenge to paying the claim, and the waiver of student fees is denied, an appeal of the denial of a fee waiver request shall be handled according to 4:140, *Waiver of Student Fees*. If no waiver of student fees is requested, reviews regarding payment of the claim shall be handled according to this policy before certification to the IOC for offset.

- b. If application for meal benefits pursuant to policy 4:130, *Free and Reduced-Price Food Services*, is requested as a challenge to paying the claim, and the request is denied, an appeal of the denial of the request shall be handled according to 4:130, *Free and Reduced-Price Food Services*. If no request for meal benefits is received, review of the claim's payment shall be handled according to this policy before certification to the IOC for offset.
3. Certifying to the IOC that the debt is past due and legally enforceable, and notifying the IOC of any change in the status of an offset claim for delinquent debt.
4. Responding to requests for information from the IOC to facilitate the prompt resolution of any administrative review requests received by the IOC.

LEGAL REF.: 15 ILCS 405/10.05 and 10.05d, State Comptroller Act.
105 ILCS 123/, Hunger-Free Students' Bill of Rights Act.
810 ILCS 5/3-806, Uniform Commercial Code.

Operational Services

Insurance Management

The Superintendent shall recommend and maintain all insurance programs that provide the broadest and most complete coverage available at the most economical cost, consistent with sound insurance principles.

The insurance program shall include each of the following:

1. Liability coverage to insure against any loss or liability of the School District and the listed individuals against civil rights damage claims and suits, constitutional rights damage claims and suits, and death and bodily injury and property damage claims and suits, including defense costs, when damages are sought for negligent or wrongful acts allegedly committed in the scope of employment or under the Board's direction or related to any mentoring services provided to the District's licensed staff members; School Board members; employees; volunteer personnel authorized by 105 ILCS 5/10-22.34, 5/10-22.34a, and 5/10-22.34b; mentors of licensed staff members authorized in 105 ILCS 5/21A-5 et seq. (new teacher), 105 ILCS 5/2-3.53a (new principal), and 2-3.53b (new superintendents); and student teachers.
2. Catastrophic accident insurance at the mandated benefit level for student athletes in grades 9 through 12 who sustain an accidental injury while participating in school-sponsored or school-supervised interscholastic athletic events sanctioned by the Ill. High School Association that results in medical expenses in excess of \$50,000.
3. Comprehensive property insurance covering a broad range of causes of loss involving building and personal property. The coverage amount shall normally be for the replacement cost or the insurable value.
4. Workers' Compensation to protect individual employees against financial loss in case of a work-related injury, certain types of disease, or death incurred in an employee-related situation.

Student Insurance

The Board shall annually designate a company to offer student accident insurance coverage. The Board does not endorse the plan nor recommend that parents/guardians secure the coverage, and any contract is between the parents/guardians and the company.

LEGAL REF.: Consolidated Omnibus Budget Reconciliation Act, Pub. L. 99-272, §10001, 26 U.S.C. §4980B(f), 42 U.S.C. §300bb-1 et seq.
 105 ILCS 5/2-3.53a, 5/2-3.53b, 5/10-20.20, 5/10-22.3, 5/10-22.3a, 5/10-22.3b, 5/10-22.3f, 5/10-22.34, 5/10-22.34a, 5/10-22.34b, 5/21A-5 et seq., and 5/22-15.
 215 ILCS 5/, Ill. Insurance Code.
 750 ILCS 75/, Ill. Religious Freedom Protection and Civil Union Act.
 820 ILCS 305/, Workers' Compensation Act.

CROSS REF.: 7:300 (Extracurricular Athletics)

Professional Personnel

Maintaining Student Discipline

Maintaining an orderly learning environment is an essential part of each teacher's instructional responsibilities. A teacher's ability to foster appropriate student behavior is an important factor in the teacher's educational effectiveness. The Superintendent shall ensure that all teachers, other certificated [licensed] educational employees (except for individuals employed as paraprofessional educators), and persons providing a student's related service(s): (1) maintain discipline in the schools as required in the School Code, and (2) follow the School Board policies and administrative procedures on student conduct, behavior, and discipline.

When a student's behavior is unacceptable, the teacher should first discuss the matter with the student, if appropriate. If the unacceptable behavior continues, the teacher should consult with the Building Principal and/or discuss the problem with the parent(s)/guardian(s). A teacher may remove any student from the learning setting whose behavior interferes with the lessons or participation of fellow students. A student's removal must be in accordance with Board policy and administrative procedures.

Teachers shall not use disciplinary methods that may be damaging to students, such as ridicule, sarcasm, or excessive temper displays. Corporal punishment (including slapping, paddling, or prolonged maintenance of a student in physically painful positions, and intentional infliction of bodily harm) may not be used. Teachers may use reasonable force as needed to keep students, school personnel, and others safe, or for self-defense or defense of property.

LEGAL REF.: 105 ILCS 5/24-24.
23 Ill.Admin.Code §1.280.

CROSS REF.: 2:150 (Committees), 7:190 (Student Behavior), 7:230 (Misconduct by Students with Disabilities)

Instruction

Educational Philosophy and Objectives

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, 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 lifelong learners.
8. Provide an educational climate and culture free of bias concerning the protected classifications identified in policy 7:10, *Equal Educational Opportunities*.

In order for the Board to monitor whether the educational program is attaining these objectives and to be knowledgeable of current and future resource needs, the Superintendent shall prepare an annual report that includes:

1. A review and evaluation of the present curriculum.
2. A projection of curriculum and resource needs.
3. An evaluation of, and plan to eliminate, any bias in the curriculum or instructional materials and methods concerning the classifications referred to in item 8, above.
4. Any plan for new or revised instructional program implementation.
5. A review of present and future facility needs.

CROSS REF: 1:30 (School District Philosophy), 3:10 (Goals and Objectives), 6:15 (School Accountability), 7:10 (Equal Educational Opportunities)

Instruction

Extracurricular and Co-Curricular Activities

The Superintendent must approve an activity in order for it to be considered a District-sponsored extracurricular or co-curricular activity, using the following criteria:

1. The activity will contribute to the leadership abilities, social well-being, self-realization, good citizenship, or general growth of student-participants.
2. Fees assessed students are reasonable and do not exceed the actual cost of operation.
3. The District has sufficient financial resources for the activity.
4. Requests from students.
5. The activity will be supervised by a school-approved sponsor.

Non-school sponsored student groups are governed by School Board policy, 7:330, *Student Use of Buildings - Equal Access*.

Academic Criteria for Participation

For students in kindergarten through 8th grade, selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Students must satisfy all academic standards and must comply with the activity's rules and the student conduct code.

For high school students, selection of members or participants is at the discretion of the teachers, sponsors, or coaches, provided that the selection criteria conform to the District's policies. Participation in co-curricular activities is dependent upon course selection and successful progress in those courses. In order to be eligible to participate in any school-sponsored or school-supported athletic or extracurricular activity, a student must maintain an overall ___ grade point average. Any student-participant failing to meet these academic criteria shall be suspended from the activity for ___ calendar days or until the specified academic criteria are met, whichever is longer.

LEGAL REF.: 105 ILCS 5/10-20.30 and 5/24-24.

CROSS REF.: 4:170 (Safety), 7:10 (Equal Educational Opportunities), 7:40 (Nonpublic School Students, Including Parochial and Home-Schooled Students), 7:240 (Conduct Code for Participants in Extracurricular Activities), 7:300 (Extracurricular Athletics), 7:330 (Student Use of Buildings - Equal Access), 8:20 (Community Use of School Facilities)

Instruction

Field Trips

Field trips are permissible when the experiences are a part of the school curriculum and/or contribute to the District's educational objectives.

All field trips must have the Superintendent or designee's prior approval, except that field trips beyond a 200-mile radius of the school or extending overnight must have the prior approval of the School Board. The Superintendent or designee shall analyze the following factors to determine whether to approve a field trip: educational value, student safety, parent concerns, heightened security alerts, and liability concerns. On all field trips, a bus fee set by the Superintendent or designee may be charged to help defray the transportation costs.

Parents/guardians of students: (1) shall be given the opportunity to consent to their child's participation in any field trip; and (2) are responsible for all entrance fees, food, lodging, or other costs, except that the District will pay such costs for students who qualify for a fee waiver under Board policy 4:140, *Waiver of Student Fees*. All non-participating students shall be provided an alternative experience. Any field trip may be cancelled without notice due to an unforeseen event or condition.

Privately arranged trips, including those led by District staff members, shall not be represented as or construed to be sponsored by the District or school. The District does not provide liability protection for privately arranged trips and is not responsible for any damages arising from them.

LEGAL REF.: 105 ILCS 5/29-3.1.

CROSS REF.: 4:140 (Waiver of Student Fees), 6:10 (Educational Philosophy and Objectives), 7:10 (Equal Educational Opportunities), 7:270 (Administering Medicines to Students)

Students

Orders to Forgo Life-Sustaining Treatment

Written orders from parents/guardians to forgo life-sustaining treatment for their child must be signed by the student's physician and given to the Superintendent. This policy shall be interpreted in accordance with the Illinois Health Care Surrogate Act, 755 ILCS 40/.

Whenever an order to forgo life-sustaining treatment is received, the Superintendent shall convene a multi-disciplinary team that includes:

1. The student, when appropriate;
2. The student's parents/guardians;
3. Other medical professionals, e.g., licensed physician, physician's assistant, or nurse practitioner;
4. Local first responders for the building in which the student is assigned to attend school;
5. The school nurse;
6. Clergy, if requested by the student or his or her parents/guardians;
7. Other individuals to provide support to the student or his or her parents/guardians; and
8. School personnel designated by the Superintendent.

The team shall determine guidelines to be used by school staff members in the event the child suffers a life-threatening episode at school or a school event.

District personnel shall convey orders to forgo life-sustaining treatment to the appropriate emergency or healthcare provider.

LEGAL REF.: Health Care Surrogate Act, 755 ILCS 40/
 Cruzan v. Director, Missouri Dept. of Health, 497 U.S. 261 (1990).
 In re C.A., a minor, 236 Ill.App.3d 594 (1st Dist. 1992).

Students

Student Athlete Concussions and Head Injuries

The Superintendent or designee shall develop and implement a program to manage concussions and head injuries suffered by students. The program shall:

1. Fully implement the Youth Sports Concussion Safety Act (YSCSA), that provides, without limitation, each of the following:
 - a. The Board must appoint or approve member(s) of a Concussion Oversight Team for the District.
 - b. The Concussion Oversight Team shall establish each of the following based on peer-reviewed scientific evidence consistent with guidelines from the Centers for Disease Control and Prevention:
 - i. A return-to-play protocol governing a student's return to interscholastic athletics practice or competition following a force of impact believed to have caused a concussion. The Superintendent or designee shall supervise an athletic trainer or other person responsible for compliance with the return-to-play protocol.
 - ii. A return-to-learn protocol governing a student's return to the classroom following a force of impact believed to have caused a concussion. The Superintendent or designee shall supervise the person responsible for compliance with the return-to-learn protocol.
 - c. Each student and the student's parent/guardian shall be required to sign a concussion information receipt form each school year before participating in an interscholastic athletic activity.
 - d. A student shall be removed from an interscholastic athletic practice or competition immediately if any of the following individuals believes that the student sustained a concussion during the practice and/or competition: a coach, a physician, a game official, an athletic trainer, the student's parent/guardian, the student, or any other person deemed appropriate under the return-to-play protocol.
 - e. A student who was removed from interscholastic athletic practice or competition shall be allowed to return only after all statutory prerequisites are completed, including without limitation, the return-to-play and return-to-learn protocols developed by the Concussion Oversight Team. An athletic team coach or assistant coach may not authorize a student's return-to-play or return-to-learn.
 - f. The following individuals must complete concussion training as specified in the YSCSA: all coaches or assistant coaches (whether volunteer or a district employee) of interscholastic athletic activities; nurses, licensed healthcare professionals or non-licensed healthcare professionals who serve on the Concussion Oversight Team (whether or not they serve on a volunteer basis); athletic trainers; game officials of interscholastic athletic activities; and physicians who serve on the Concussion Oversight Team.
 - g. The Board shall approve school-specific emergency action plans for interscholastic athletic activities to address the serious injuries and acute medical conditions in which a student's condition may deteriorate rapidly.

2. Comply with the concussion protocols, policies, and by-laws of the Illinois High School Association (IHSA), including its *Protocol for Implementation of NFHS Sports Playing Rules for Concussions, which includes its Return to Play (RTP) Policy*. These specifically require that:
 - a. A student athlete who exhibits signs, symptoms, or behaviors consistent with a concussion in a practice or game shall be removed from participation or competition at that time.
 - b. A student athlete who has been removed from an interscholastic contest for a possible concussion or head injury may not return to that contest unless cleared to do so by a physician licensed to practice medicine in all its branches in Illinois or a certified athletic trainer.
 - c. If not cleared to return to that contest, a student athlete may not return to play or practice until the student athlete has provided his or her school with written clearance from a physician licensed to practice medicine in all its branches in Illinois, advanced practice registered nurse, physician assistant or a certified athletic trainer working in conjunction with a physician licensed to practice medicine in all its branches in Illinois.
 3. Require that all high school coaching personnel, including the head and assistant coaches, and athletic directors obtain online concussion certification by completing online concussion awareness training in accordance with 105 ILCS 25/1.15.
 4. Require all student athletes to view the IHSA video about concussions.
 5. Inform student athletes and their parent(s)/guardian(s) about this policy in the *Agreement to Participate* or other written instrument that a student athlete and his or her parent/guardian must sign before the student is allowed to participate in a practice or interscholastic competition.
 6. Provide coaches and student athletes and their parent(s)/guardian(s) with educational materials from the IHSA regarding the nature and risk of concussions and head injuries, including the risks inherent in continuing to play after a concussion or head injury.
 7. Include a requirement for staff members to notify the parent/guardian of a student who exhibits symptoms consistent with that of a concussion.
 8. Include a requirement for staff members to distribute the Ill. Dept. of Public Health concussion brochure to any student or the parent/guardian of a student who may have sustained a concussion, regardless of whether or not the concussion occurred while the student was participating in an interscholastic athletic activity, if available.
- [For high school districts that belong to the IHSA and have certified athletic trainers.]*
9. Include a requirement for certified athletic trainers to complete and submit a monthly report to the IHSA on student-athletes who have sustained a concussion during: 1) a school-sponsored activity overseen by the athletic trainer; or 2) a school-sponsored event of which the athletic director is made aware.

LEGAL REF.: 105 ILCS 5/22-80.
 105 ILCS 25/1.15, Interscholastic Athletic Organization Act.
 20 ILCS 2310/2310-307, Civil Administrative Code of Illinois.

CROSS REF.: 4:170 (Safety), 5:100 (Staff Development Program), 7:300 (Extracurricular Athletics)

Students

Student Use of Buildings - Equal Access

[For high school and unit districts]

Student groups or clubs that are not school sponsored are granted free use of school premises for a meeting or series of meetings under the following conditions:

1. The meeting is held during those non-instructional times identified by the Superintendent or designee for non-curricular student groups, clubs, or organizations to meet. *Non-instructional time* means time set aside by the school before actual classroom instruction begins or after actual classroom instruction ends. *Non-curricular student groups* are those student groups, clubs, or organizations that do not directly relate to the curriculum.
2. All non-curriculum related student groups that are not District sponsored receive substantially the same treatment.
3. The meeting is student-initiated, meaning that the request is made by a student.
4. Attendance at the meeting is voluntary.
5. The school will not sponsor the meeting.
6. School employees are present at religious meetings only in a non-participatory capacity.
7. The meeting and/or any activities during the meeting do not materially or substantially interfere with the orderly conduct of educational activities.
8. Non-school persons do not direct, conduct, control, or regularly attend the meetings.
9. The school retains its authority to maintain order and discipline.
10. A school staff member or other responsible adult is present in a supervisory capacity.
11. The Superintendent or designee approves the meeting or series of meetings.

The Superintendent or designee shall develop administrative procedures to implement this policy.

LEGAL REF.: 20 U.S.C. §4071 et seq., Equal Access Act.
Bd. of Ed. of Westside Community Sch. Dist. v. Mergens, 496 U.S. 226 (1990).
Gernetzke v. Kenosha Unified Sch. Dist. No. 1, 274 F.3d 464 (7th Cir. 2001), *cert. denied*, 535 U.S. 1017.

CROSS REF.: 7:10 (Equal Educational Opportunities), 8:20 (Community Use of School Facilities)

Action Item B

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Approval of Change of Position

Date: August 21, 2023

Melisa Hadzipasic is recommended to the Board of Education as a preschool teacher aide. Melisa has been a recess supervisor since August 2021. This is a new position.

SUGGESTED MOTION:

I move that the Board of Education approve the change of position for Melisa Hadzipasic for the 2023-24 school year. She will be paid in accordance with the collective bargaining agreement.

Action Item C

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Approval of Rehire Change of Position

Date: August 21, 2023

Olivia Hobson is recommended to the Board of Education as a middle school science teacher. Olivia has been a third-grade teacher since August 2020. This position is for a long-term leave of absence for the 2023-2024 school year. This is a one-year position.

SUGGESTED MOTION:

I move that the Board of Education approve the rehire and change of position for Olivia Hobson for the 2023-24 school year. She will be paid in accordance with the collective bargaining agreement.

Action Item D

To: The Board of Education

From: Matthew Condon Ed.S.

Re: Recommendation to accept employee resignation

Date: August 21, 2023

Syeda Anwarunnisa has submitted her letter of resignation. Ms. Anwarunnisa has worked at Park View as a recess monitor since February 2019.

SUGGESTED MOTION:

I move that the Board of Education approve the resignation of Syeda Anwarunnisa effective June 1, 2023.

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August 4, 2023

Dear Mr. Condon,

I will be resigning from my duties as a lunch/recess supervisor effective immediately.

Thank you,



Syeda Anwarunnisa

Action Item E

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Approval of Hire – Teacher Aide

Date: August 21, 2023

Anahys Gonzalez is recommended to the Board of Education as a Preschool teacher aide. Anahys worked at the Daniel Beard School last school year. This is a new position.

SUGGESTED MOTION:

I move that the Board of Education approve the hire of Anahys Gonzalez for the 2023-24 school year. She will be paid in accordance with the collective bargaining agreement.

Action Item F

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Approval of Hire – Recess supervisor

Date: August 21, 2023

Jaime Borda is recommended to the Board of Education as a recess supervisor.

SUGGESTED MOTION:

I move that the Board of Education approve the hire of Jaime Borda for the 2023-24 school year. He will be paid in accordance with the collective bargaining agreement.

Action Item G

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Approval of Hire – Recess supervisor

Date: August 21, 2023

Jennifer Rauzi is recommended to the Board of Education as a recess supervisor.

SUGGESTED MOTION:

I move that the Board of Education approve the hire of Jennifer Rauzi for the 2023-24 school year. She will be paid in accordance with the collective bargaining agreement.

Action Item H

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Approval of Hire – Recess supervisor

Date: August 21, 2023

Deonna Ford is recommended to the Board of Education as a recess supervisor.

SUGGESTED MOTION:

I move that the Board of Education approve the hire of Deonna Ford for the 2023-24 school year. She will be paid in accordance with the collective bargaining agreement.

Action Item I

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Approval of Change of Position

Date: August 21, 2023

Jill Astbury-Brocar is recommended to the Board of Education as a District Office Administrative Assistant. Jill has been a front office secretary since August 2016. This is a new position.

SUGGESTED MOTION:

I move that the Board of Education approve the change of position for Jill Astbury-Brocar for the 2023-24 school year. She will be paid \$58,000 (prorated). This will be effective as soon as a replacement for her current position is found.

Action Item J

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Approval of Leave of Absence

Date: August 21, 2023

Elizabeth Teresi has submitted a letter requesting a leave of absence for part of the 2023-2024 school year. Elizabeth Teresi has not applied for a leave in the past. She will return for the start of the 2024-2025 school year.

SUGGESTED MOTION:

I move that the Board of Education accept Elizabeth Teresi's leave of absence request as presented.

August 11, 2023

To Whom It May Concern:

As I approach the end of my pregnancy and prepare for the arrival of our second baby my husband and I have had some conversations regarding childcare and what is best for our family. At this time, we believe it would be best if I request an extended leave to stay home for the remainder of the school year after the baby is born.

I am due on October 31, 2023 and have every intention of working up until the baby arrives and returning full time for the 2024-2025 school year. This will be my eighth year at Park View and I am confident it is where I want to be, but at this stage of life I feel I need to be home with my family.

I appreciate your consideration.

Sincerely,

A handwritten signature in black ink that reads "E. Teresi". The signature is written in a cursive style with a large, looped initial "E".

Elizabeth Teresi

Action Item K

To: The Board of Education

From: Matthew Condon, Ed. S.

Re: Approval of Hire – Teacher Aide

Date: August 21, 2023

Aljbiona Djelovic is recommended to the Board of Education as a teacher aide. This is a new position.

SUGGESTED MOTION:

I move that the Board of Education approve the hire of Aljbiona Djelovic for the 2023-24 school year. She will be paid in accordance with the collective bargaining agreement.