

**Board of Education
School District No. 155
Calumet City, Illinois
Regular Meeting**

The Regular Meeting of the Board of Education of Calumet City School District No. 155 was called to order by President Davis at 6:30 pm. On the Roll, the following members were physically present and answered present; Davis, Oberman Franklin, Rising, and Miller. Absent members; Stern and Long. (Stern arrived at 6:31 pm).

Also present were: Dr. Joseph Zotto, Adam Jordan (recording secretary), Da'Marion Spear, Kimberly Nelson, Diana Pruski, Stephanie Blanco, Jeanelle Smith, Nancy Ernst, and Tracy Fox.

Public Comment

Moved by Member Franklin, seconded by Member Oberman, a motion that the Board open the floor to the public for comments. Ayes; Davis, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 5-0.

There were no members of the public that wished to comment.

Moved by Member Franklin, seconded by Member Oberman, a motion that the Board close the floor to the public for comments. Ayes; Davis, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 5-0.

Let the record show that Member Stern arrived at 6:31 pm.

Student Acknowledgement

Kimberly Nelson, District Case Manager, presented two WJH students to the Board, acknowledged their achievements and presented them with awards.

Communications

There were no communications that needed to be read.

Consent Agenda

Moved by Member Miller, seconded by Member Oberman, a motion that the Board approve the consent agenda items as listed in the Meeting Agenda:

- a. Board Minutes for the Public Hearing for 2019 Property Tax Levy and for the regular and executive sessions of the 12/19/2019 regular Board meeting.

Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Finance

Moved by Member Franklin, seconded by Member Stern, a Motion to approve the gross payroll figure for the month of December 2019 in the amount of \$616,410.33. Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Moved by Member Miller, seconded by Member Franklin, a Motion to approve the following pre-list of invoices and authorize the Board President and Secretary to sign the appropriate documents: Pre-list dated 12/17/2019 (Voucher #1136) in the amount of \$17,249.78. Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Moved by Member Franklin, seconded by Member Miller, a Motion to approve the following pre-list of invoices and authorize the Board President and Secretary to sign the appropriate documents: Pre-list dated 01/07/2020 (Voucher #1157) in the amount of \$8,784.53. Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Moved by Member Franklin, seconded by Member Miller, a Motion to approve the following pre-list of invoices and authorize the Board President and Secretary to sign the appropriate documents: Pre-list dated 01/16/2020 (Voucher #1158) in the amount of \$450,253.73. Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Moved by Member Rising, seconded by Member Oberman, a Motion to approve the agreement with Empower Health Services for a Wellness Screening Program. Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Diana Pruski and Stephanie Blanco from John Kasperak Co. presented the Board with an overview of the FY19 audit. They went over the packets that the Board had been given and highlighted multiple sections for the Board to review. They advised the Board that they had an unmodified opinion which is the best result they can give for an audit. They advised that there was one finding this year which was during the transition between Superintendents but it was caught immediately by the District and corrected.

Some of the things highlighted by the auditors were:

- Capital assets for the year
- Long term debt/bonds
- Lengthy disclosures beyond the control of the district
- Combining schedules
- Agency funds (do not issue an opinion but confirm the final balance)
- Schedule of assessed values and tax levy (EAV's have dropped over the past 3 years)

Dr. Zotto advised that this is the first time in some years that the auditor presented to the Board and such detail was given. He discussed the bond schedule and potential future strategies.

He thanked the auditors for coming to present to the Board and the auditors thanked the Board for their time.

Moved by Member Rising, seconded by Member Miller, a Motion to approve the FY19 Audit. Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Buildings and Grounds

Mary Valle discussed the grant to replace part of the roof at Wilson, looking into rooms for full-day kindergarten, replacing carpet, and painting projects.

Moved by Member Rising, seconded by Member Oberman, a motion to approve the filing of the school maintenance project for the replacement of the existing roof at Woodrow Wilson Elementary. Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Teachers and Education

Member Rising read the enrollment total of 1,080 students.

Moved by Member Franklin, seconded by Member Miller, a motion to approve the Memorandum of Understanding regarding Teacher donation of sick leave days for an individual Paraprofessional. Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Policy

A discussion took place on why there were so many policies brought this month and it was advised that this was the largest update from IASB ever due to all of the legislations passed by the new Governor.

Dr. Zotto asked the Board to please reach out to him with questions while they were going through the policies.

The potential redlining of updated policies was discussed.

Moved by Member Miller, seconded by Member Rising, a motion to approve the first reading of the policies listed in the meeting agenda (below):

| Policy Number | Title |
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| 2:20 | Powers and Duties of the School Board: Indemnification |
| 2:20-E | Exhibit - Waiver and Modification Request Resource Guide |
| 2:70 | Vacancies on the School Board - Filling Vacancies |
| 2:70-E | Checklist for Filling Board Vacancies by Appointment |
| 2:100 | Board Member Conflict of Interest |
| 2:105 | Ethics and Gift Ban |
| 2:105-AP | Superintendent Committees |
| 2:200 | Types of School Board Meetings |
| 2:220 | School Board Meeting Procedure |
| 2:220-E2 | Motion to Adjourn to Closed Meeting |
| 2:220-E6 | Log of Closed Meeting Minutes |

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| 2:250-AP1 | Administrative Procedure - Access to and Copying of District Public Records |
| 2:250-AP2 | Administrative Procedure - Protocols for Record Preservation and Development of Retention Schedules |
| 2:250-E2 | Exhibit - Immediately Available District Public Records and Web-Posted Reports and Records |
| 2:260 | Uniform Grievance Procedure |
| 3:40-E | Checklist for the Superintendent Employment Contract Negotiation Process |
| 4:15 | Identity Protection |
| 4:15-AP1 | Protecting the Privacy of Social Security Numbers |
| 4:15-AP2 | Administrative Procedure - Treatment of Personally Identifiable Information Under Grant Awards |
| 4:30 | Revenue and Investments |
| 4:60 | Purchases and Contracts |
| 4:60-AP1 | Administrative Procedure - Purchases |
| 4:60-AP3 | Administrative Procedure - Criminal History Records Check of Contractor Employees |
| 4:60-AP4 | Administrative Procedure - Federal and State Award Procurement Procedures |
| 4:80 | Accounting and Audits |
| 4:80-AP3 | Administrative Procedure - Inventory Management for Federal and State Awards |
| 4:150 | Facility Management and Building Programs |
| 4:170-AP1 | Administrative Procedure - Comprehensive Safety and Security Plan |
| 4:175-AP1 | Criminal Offender Notification Laws; Screening |
| 4:190-AP2 | Administrative Procedure - Threat Assessment Team |
| 5:10 | Equal Employment Opportunity and Minority Recruitment |
| 5:20 | Workplace Harassment Prohibited |
| 5:20-AP | Administrative Procedure - Sample Questions and Considerations for Conducting the Internal Harassment in the Workplace Investigation |
| 5:20-E | Resolution to Prohibit Sexual Harassment |
| 5:30 | Hiring Process and Criteria |
| 5:30-AP1 | Administrative Procedure - Interview Questions |

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| 5:30-AP2 | Administrative Procedure - Investigations |
| 5:50 | Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition |
| 5:90 | Abused and Neglected Child Reporting |
| 5:100 | Staff Development Program |
| 5:120 | Employee Ethics; Conduct; and Conflict of Interest |
| 5:120-AP1 | Administrative Procedure - Statement of Economic Interests for Employees |
| 5:120-AP2 | Administrative Procedure - Employee Conduct Standards |
| 5:150-AP | Administrative Procedure - Personnel Records |
| 5:200 | Terms and Conditions of Employment and Dismissal |
| 5:220-AP | Administrative Procedure - Substitute Teachers |
| 5:250 | Leaves of Absence |
| 5:250-AP | Administrative Procedure - School Visitation Leave |
| 5:285-AP | Administrative Procedure - Drug and Alcohol Testing for School Bus and Commercial Drivers |
| 5:290 | Employment Termination and Suspensions |
| 6:20 | School Year Calendar and Day |
| 6:60 | Curriculum Content |
| 6:60-AP | Administrative Procedure - Comprehensive Health Education Program |
| 6:150 | Home and Hospital Instruction |
| 6:170-AP2,E1 | Administrative Procedure - District Annual Report Card Required by Every Student Succeeds Act (ESSA) |
| 7:20 | Harassment of Students Prohibited |
| 7:50-AP | Administrative Procedure - School Admissions and Student Transfers To and From Non-District Schools |
| 7:120 | Closed Campus (policy number change only) |
| 7:150 | Agency and Police Interviews |
| 7:180 | Prevention of and Response to Bullying, Intimidation, and Harassment |
| 7:190-AP6 | Administrative Procedure - Guidelines for Investigating Sexting Allegations |

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| 7:190-AP7 | Administrative Procedure - Student Discipline Guidelines |
| 7.190-AP8 | Administrative Procedure - Student Re-Engagement Guidelines |
| 7.190-E3 | Exhibit - Memorandum of Understanding |
| 7.240-AP1 | Administrative Procedure - Code of Conduct for Extracurricular Activities |
| 7.270 | Administering Medicines to Students |
| 7:270-AP1 | Administrative Procedure - Dispensing Medication |
| 7.270-AP2 | Administrative Procedure - Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon |
| 7.270-E1 | Exhibit - School Medication Authorization Form |
| 7.270-E2 | Exhibit - School Medication Authorization Form - Medical Cannabis |
| 7.290-AP | Administrative Procedure - Resource Guide for Implementation of Suicide and Depression Awareness and Prevention Program |
| 7:340-AP1 | Administrative Procedure - School Student Records |
| 7.340-AP1, E1 | Exhibit - Notice to Parents/Guardians and Students of Their Rights Concerning a Student's School Records |
| 7.340-AP2 | Administrative Procedure - Storage and Destruction of School Student Records |
| 7:340-AP2, E1 | Exhibit - Letter Containing Schedule for Destruction of School Student Records |
| 8:30 | Visitors to and Conduct on School Property |
| 8:95-AP | Administrative Procedure - Parental Involvement |
| 8:95-E1 | Exhibit - Letter Notifying Parents/Guardians of School Visitation Rights |

Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

SCOPE

There was no report at this time.

FOIA

Dr. Zotto read the FOIA report below:

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| Date of Request | 12/20/2019 |
| Summary of Records Requested | <ol style="list-style-type: none"> 1. Access to and a copy of information related to disciplinary actions resulting in expulsions, suspensions or transfers. <ol style="list-style-type: none"> a. Number of disciplinary occasions related to incidents in the following categories: Alcohol, Violence with Injury, Violence-No Injury, Drugs, Firearms, Other Weapons, |

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|---------------------------|---|
| | <p>Other Reason, Tobacco.</p> <ul style="list-style-type: none">b. Any available Discipline Reports detailing the cited occasions leading to the discipline including but not limited to date of incident, severity, location, narrative/notes and any other available informationc. Provide information broken down by school in your district from January 1, 2017 until the most current date available upon production |
| Status of Response | A letter serving as the District's unduly burdensome designation was sent via email on 01/07/2020. |

One member asked who submitted this FOIA request and Dr. Zotto advised that it came from ABC7 news. Two Board members requested that the requestor of FOIA requests be added to their informational packets moving forward.

Teachers and Paraprofessional Unions

Nancy Ernst and Tracy Fox from Wilson thanked the Board for approving the MOU regarding teacher sick leave donation to a paraprofessional that was passed earlier in the meeting.

Unfinished Business

There was not any unfinished business to discuss.

New Business

There was not any new business to discuss.

Discussion for the good of the School District

Dr. Zotto advised that he would be updating the Board at the March meeting on the budget versus the actuals.

Executive Session

Moved by Member Miller, seconded by Member Stern, a motion that the Board enter Executive Session pursuant to Section 2(c)(1) and Section 2(c)(2) of the Open Meetings Act to discuss the employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, and collective negotiating matters between the public body and its employees or their representatives. 5 ILCS 120/2(c)(1)(2). Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Time: 7:05 pm

Moved by Member Franklin, seconded by Member Stern, a motion that the Board return to regular order of business. Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Time: 8:23 pm

Adjournment

Moved by Member Franklin, seconded by Member Oberman, a motion that the Board adjourn.

Ayes; Davis, Stern, Oberman, Franklin, Rising, Miller. Nays; none. Motion carried, 6-0.

Time: 8:25 pm

Board President

Board Secretary