



**BOARD OF EDUCATION-REGULAR BOARD MEETING MINUTES
OF MONDAY, APRIL 20, 2020
PEOTONE HIGH SCHOOL - MEDIA CENTER**

****This Regular Board Meeting was conducted via a teleconference call with Board members, Administrators and the Public. Present in the Media Center at Peotone High School were Superintendent, Mr. Steve Stein, President, Mrs. Tara Robinson, Vice President, Mr. Richard Uthe, Mrs. Cathy Cuculich and Mr. Don Swanson*.***

ROLL CALL:

At 6:00 p.m. President Robinson called the regular board meeting to order and requested all who are present to please stand and recite the Pledge of Allegiance. A roll call was taken and the following members answered aye (5): Mrs. Tara Robinson, Mr. Richard Uthe, Mr. Paul Douglas, Mr. Roger Bettenhausen, Mrs. Jody Thatcher and no nays. Mrs. Jodi Becker and Mrs. Jennifer Moe were not present for the April 20, 2020 regular board meeting

CONSENT AGENDA:

President Robinson asked for a motion to approve the Consent Agenda of the regular board meeting of Monday, April 20, 2020. Mr. Uthe made a motion, Mrs. Thatcher seconded the motion, and a roll call vote was taken and the following members answered aye (5): Mrs. Robinson, Mr. Uthe, Mr. Douglas, Mrs. Thatcher, Mr. Bettenhausen and no nays. Mrs. Becker and Mrs. Moe were absent for the April 20, 2020 regular board meeting

FY20 AMENDED BUDGET HEARING:

At 6:03 p.m., President Robinson asked for a motion to open the Amended Budget Hearing, Mr. Uthe made a motion to open the FY20 Amended Budget Hearing and Mrs. Thatcher seconded the motion, and a roll call vote was taken and the following members answered aye (5): Mr. Uthe, Mrs. Robinson, Mr. Douglas, Mrs. Thatcher, Mr. Bettenhausen and no nays. Mrs. Becker and Mrs. Moe were absent for the April 20, 2020 regular board meeting.

President Robinson, introduced Mr. Trevor Moore, Chief School Business Official.

Mr. Moore reminded the Board that they received a detailed memo regarding the amended budget last month. The details of the amended budget and changes from the original budget remain the same. The first difference is due to rearranging supplies, capital outlay, and non-capitalized equipment to more accurately reflect board policy in terms of expenditure amounts.

This isn't a significant overall change to expenditures, but will reflect in differences between 400, 500, and 700 objects. The second major change is the addition of revenues and expenses for student activity funds. This is a requirement of the

Governmental Accounting Standards Board starting with the FY20 audit/financial reports, so Mr. Moore thought it was prudent to include this estimate in the amended budget. Overall, since this is a \$350,000 revenue and a \$350,000 expense, it doesn't change the picture in terms of the deficit in the 10 Education Fund. However, it will look like there were additions to these revenues and expenses due to the accounting change required.

Mr. Moore addressed the current global health crisis and how it could impact the end of this fiscal year and next fiscal year. He reminded the Board that the budget is a best estimate at one point in time. When the amended budget was completed in early March, things seemed like they would play out as expected this fiscal year. Now, just a few weeks later, the entire picture has changed. The amended budget is likely to be considerably less accurate than expected when it was completed. There is a good chance revenues will be lower due to lower property tax collection rates and delayed payments from the State of Illinois. Many of our expenses won't be lower this year because we have continued to pay full salaries and benefits as instructed by the State of Illinois. However, there could be some cost savings with deferred O&M projects and consumables like natural gas, electricity, supplies, and gasoline/diesel fuel. The exact impact of these changes are not known at this time.

The other primary concern is the possibility of delayed property tax collections. At this time, there is no indication from Will County if first installment late fees will be waived. If this were to occur, it is possible that early tax distributions will be lower than normal and we would have a more difficult cash flow situation. Mr. Moore has run some cash flow scenarios and it looks like the district will be fine due to the fact that they have maintained reasonable fund balances and that there is a reserve in the Working Cash Fund that is planned to be transferred this year.

This kind of scenario is a perfect reason why districts need to maintain some reserves as fund balance. If this practice was not done, the district would be in danger of not being able to make payroll throughout the summer months and would have to resort to costly short term borrowing. All in all, the district is in reasonably good shape in terms of cash flow and it is not expected that any borrowing will be necessary this summer. However, given all of the uncertainty, Mr. Moore has instructed all administrators and directors to keep purchasing to the absolute essentials while this tax collection process plays out over the next few weeks.

President Robinson asked if Mr. Stein had any comments about the FY20 Amended Budget. Mr. Stein responded no, he does not have any comments.

President Robinson asked if the Board had any comments about the FY20 Amended Budget and the Board members responded no, they do not.

President Robinson asked if the Public had any comments about the FY20 Amended Budget. No comments from the public.

At 6:10 p.m., President Robinson asked for a motion to close the FY20 Amended Budget hearing. Mr. Uthe made a motion to close the hearing and Mrs. Thatcher seconded the motion, and a roll call vote was taken and the following members answered aye (5): Mrs. Robinson, Mr. Uthe, Mr. Douglas, Mrs. Thatcher, Mr. Bettenhausen and no nays. Mrs. Becker and Mrs. Moe were absent for the April 20, 2020 regular board meeting.

VISITOR'S LOG:

No one signed the Visitor's Log.

SPEAKER'S LOG:

Kirsten Steeves, of Peotone, IL, called in to thank the Board, Mr. Stein, Administration, Teachers and Staff for navigating through this difficult time by doing an awesome job! Mr. Jason Spang, high school principal, has been very responsive to my questions and concerns, along with other parents of the District. Again, a big thank you to everyone! Ms. Steeves asked if any graduations plans are in the works for the graduates. Ms. Steeves reported to the Board that I have heard from parents who are willing to help in any way with graduation. President Robinson responded that we are working on a definitive plan of celebrating all graduates. But as you know, we have to work within the social distancing guidelines. As a Board, and as a District, we want to give each graduate the moment that each of them deserves! Thank you.

Jamie Bennett, of Peotone, IL, called in to thank everyone for all their hard work during this difficult time. Mrs. Bennett inquired if we have an indication of how long e-learning will be continuing for students, and if e-learning would be continuing throughout the summer. Mr. Stein responded that e-learning will be continuing through the end of our regular school year, which is the end of May.

Bob Janeliunas, of Peotone, IL, called in to ask if students will be out for the rest of the school year and if e-learning will continue in the fall. Mr. Stein responded that e-learning will be continuing through the end of our regular school year, which is the end of May. Mr. Janeliunas also inquired when the summer cleaning will begin at the buildings. Mr. Stein responded unfortunately with the social distancing order in place, we will be unable to have the summer crew of students work this summer. I will be drafting and sending out a letter this week to each of the students hired for the summer crew. Our custodians will start summer cleaning at the buildings probably the middle of next week. All custodians will be wearing masks and gloves and will be practicing social distancing when they are cleaning at the buildings.

Billy Robinson, of Peotone, IL, called in to thank everyone who was involved in making the digital sign at the high school possible! Also, I want to thank Mr. and Mrs. David Moe for their donation of materials and labor for the masonry work around the sign! Once again, thank you everyone!

FOR ACTION:

REPORT NO. 70:

FOR ACTION: APPROVAL OF A REQUEST FOR A RELEASE OF A PEOTONE HIGH SCHOOL DIPLOMA.

President Robinson asked for a motion to approve the **Request for a Release of a Peotone High School Diploma for Carlos Cardenas**, who has completed the Peotone High School graduation requirements as of March 2020. Mr. Uthe made a motion, and Mrs. Thatcher seconded the motion, and a roll call vote was taken and the following members answered aye (5): Mrs. Robinson, Mr. Uthe, Mr. Douglas, Mrs. Thatcher, Mr. Bettenhausen and no nays. Mrs. Becker and Mrs. Moe were absent for the April 20, 2020 regular board meeting

REPORT NO. 71:

FOR ACTION: PERSONNEL: (*Contingent upon receipt and evaluation and employment documentation required by the District and the Illinois State Board of Education*)

President Robinson asked for a motion to approve the following **Certified Staff Personnel**. Mr. Uthe made a motion, and Mrs. Thatcher seconded the motion, And a roll call vote was taken and the following members answered aye (5): Mrs. Robinson, Mr. Uthe, Mr. Douglas, Mrs. Thatcher, Mr. Bettenhausen and no nays. Mrs. Becker and Mrs. Moe were absent for the April 20, 2020 regular board meeting.

CERTIFIED STAFF EMPLOYMENT:

- Robert Benck - PHS - Science Teacher - (effective date of 08-17-2020).
- Robert Benck - PHS - Assistant Track Coach - (effective date of 08-17-2020).
- Robert Benck - PHS - Head Cross Country Coach -(effective date of 08-17-2020).
- Joshua Hoskins - PJHS - Special Education Teacher-(effective date of 08-17-2020).
- Kerry O'Connell - PHS - Physical Education Teacher- (effective date of 08-17-2020).
- Todd Zasadil - PJHS - Health Education Teacher -(effective date of 08-17-2020).
- Todd Zasadil - PHS- Head Varsity Boys' Basketball Coach-(effective date of 08-17-2020).

CERTIFIED STAFF**EMPLOYMENT (continued):**

- Andrew Butz - PHS - Social Studies Teacher (effective date of 08-17-2020).
- Lisa Schwartz - PES - Special Education Teacher- (effective date of 08-17-2020).

ADMINISTRATIVE CHANGE IN STATUS:

- Wendy Bean - PHS Assistant Principal to PJHS Assistant Principal (effective date of 07-01-2020).

RESIGNATION:

- Kathryn Grygiel - PIC - 5th Grade Teacher - (effective date of 06-30-2020).

ADMINISTRATION REPORTS:

Mr. Steve Stein, Superintendent, reported to the Board that he would first like to take a minute to recognize and thank our Board members, as today is National Volunteer Day! I just want to thank each of you for volunteering your time to serve as members on our Board of Education. We greatly appreciate all you do for the District, Administration, Teachers, Staff and Students. Thank you! Mr. Stein stated that he did not report the March FOIA requests that he received at the March's board meeting. In March, we had two FOIA requests from Deb Swidergal; one for expenditures related to the referendum and one for the facility audits, one from Vince Espinoza; regarding high school grading scales and three from John Maxedon; the number of classrooms used, information regarding busses and busing, and Dr. Charles Vitton's classroom observations, meeting requests or invitations related to school staff members. In April, we have two FOIA requests from James Bowden regarding student enrollment and costs for the referendum.

Dr. Charles Vitton, Assistant Superintendent, reported to the Board that:

New PK/K Early Student Registration:

I have worked over the last few months readying ourselves for the New PK/K Early Student Registration process. That online portal is open (since April 6th) to families who look to register a new PK or K student in the fall of 2020 (and who is not currently enrolled in our preschool program at CSC). I will now begin the process of revising all of our registration protocols for returning students to engage in this process later in July.

New Hiring for 2020-2021:

We have been interviewing candidates for several vacant teaching positions for the 2020-2021 school year. A few of these are in the Board packet for tonight's meeting. The process has been going very smoothly - some of the interviews have been in person with social distancing and others have been done virtually. I believe our total number of vacancies to fill, due to retirements and non-renewals, will be about half of what it was last year.

Mr. Jason Spang, Principal of Peotone High School, reported to the Board that PHS would like to recognize Sue Bartels, Kathy Derkacy, and Marlene Murray as this week is National Administrative Assistants Week! They are fantastic employees and even better role models who are essential to our daily success as a high school. They exemplify excellence on a daily basis and we are so lucky to have them!

Peotone High School is proud to announce that we will be participating in "Lights for the Fight". Schools in Illinois are turning on their athletic field lights from 8:00 p.m. to 8:20 p.m. each Friday night throughout the quarantine as a sign of support for their senior student-athletes, as well as for all the healthcare workers, first responders, and all other essential workers on the frontlines of the pandemic.

Peotone High School has now officially filled all teaching and coaching vacancies for next school year 2020. We are excited about all our new additions and are looking forward to coming back and seeing all our students!

Mrs. Wendy Bean, Assistant Principal of Peotone High School, reported to the Board that the vast majority of our students are doing well with remote learning. We are reaching out to those that might be struggling. We have already assisted many who had some hurdles to overcome. We are working on Plan B and Plan C for all of our end of the year activities. We will do our best to celebrate all we can while following health recommendations!

Mrs. Amy Loy, Director of Special Services, reported to the Board that she is extremely proud of the Special Services Department and the care, concern and flexibility they have shown in meeting students and families' needs during this time. Our team has seamlessly transitioned to remote instruction providing teletherapy related sessions, video instruction, accommodations and modifications for students. Additionally with parent permission we are holding all IEP meetings in virtual formats via computer or phone, and this too, has gone well. One final note, we typically are preparing for our Extended School Year programming at this time that is held in-district during the month of June. At this time, we are awaiting further guidance from either the state or federal level, as we hope this will be a program that we will be able to deliver in person like we have in years past. We are also checking in specifically on our at risk populations like those that are considered homeless.

Mrs. Joanne Obszanski, Principal of Peotone Intermediate Center, reported to the Board that in light of the circumstances that forced schools to transition to Remote Learning, I would say that it has presented the opportunity for all of us to come together and support each other in a different way regardless of our individual roles within the district. This particular time is all about staying connected and PIC's staff has done a phenomenal job staying connected with their students and each other. All teachers are taking steps to stay connected with our students and offering unique learning opportunities through weekly Google Meets. All PIC teachers are utilizing Google Classroom in unique ways to make it accessible to our students. Teachers are collaborating and supporting each other to insure the success of our students and each other. As a staff, we are meeting one to two times per week using Google Meets to collaborate and support one another. In March when students left our schools, PIC students were learning about COURAGE. Officer Stankus and I are working with PIC's Social Studies teachers to challenge both staff and students to think about all of the courageous people and actions in our communities. In the upcoming week, we will ask students and staff to submit a video or picture to their teacher to show what COURAGE means to them. These pictures and videos will be posted to PIC's FB page. I am using PIC's Facebook Page & Google Classroom to stay connected as well. I am collecting videos from PIC's staff and bus drivers to post to FB to remind our students and families how much we mean to each other. I am hoping to stretch the videos out thru the end of May so students are able to see us thru the end of Remote Learning. Overall it has been a very positive experience and I feel very fortunate to be surrounded by so many dedicated professionals!

Mrs. Carole Zurales, Principal of Peotone Elementary, reported to the Board that the PES staff have done an amazing job transitioning to Remote Learning and supporting students. At PES, because we do not have access to google classroom in all grade levels, we have been utilizing a Weekly Guide that is shared with parents on Sunday and it includes all the links to lesson videos and assignments for the week.

- The teachers hold weekly Zoom meetings and utilize email and apps to stay connected with their kids.
- My goal during Remote Learning was to continue to promote the positive culture we have created at PES this year. Some things we have been doing to keep the students engaged and connected are Live Morning Announcements on Facebook, a Mystery Poem reader each day in April for Poetry month, Class Dojo classroom competition for work completion and participation, Remote Learning mascot that the students named called Mr. Bacon and he hides in different places around the building each day and has a fun activity to do at home.
- We gave the parents the power of the POP tickets and have had 23 Remote Learning POP stars in the past two weeks since we started.
- Upcoming Events: Virtual Spirit Week next week.

Mrs. Terry Wuske, Director of Food Services, reported to the Board that since the COVID-19 shut down on March 17, 2020 to the present, the Food Service Staff has served 598 lunches to our families that have taken advantage of our drive-thru meals. We have a good system in place now and will continue to provide lunches two times a week until the end of the school year.

Mrs. Jennifer Haag, Director of Transportation (report was submitted, but not reported). Transportation has been working with Terry Wuske to deliver meals. We are now delivering to two families! Hope everyone is doing well and staying safe.

Mr. Scott Wenzel, Principal of Peotone Junior High School, reported to the Board that Teachers continue to be diligent and creative as they provide our students with an education, lessons, and feedback that is meaningful. Teachers are utilizing Google Classroom to push out instruction and assignments to students. It is amazing to see and hear how our teachers are utilizing technology for curriculum and instruction. The resources they are using through videoing lessons is just outstanding. Communication is key. Students and teachers communicating with each other, teachers to parents, teachers to administration, and administration to parents. The technology department has been extremely helpful in many ways. Providing Chromebook loans for families that need them, answering staff and administration questions, and just providing quality assistance. They are continuing to meet weekly by grade level teams through Google Meet. We meet with our paraprofessionals every two weeks through Google Meet. Some positive news for PJHS Families and Community, the staff slide show for Facebook created by Tonya Schlickman and Chelsea McKay. The staff is continuing with the Student of the Month at PJHS. This month our Student of the Month are 8th grader Madison Schroeder, 7th grader Scott Galbreath, and 6th grader Jack Tattersall. We are posting this on Facebook and our Website. We are putting good news from the school year back on Facebook with pictures. This is being done weekly. Last week we highlighted our 8th Grade Girls Basketball team with their IESA State 4th place finish. This week we will highlight Special Olympics and Choose to Include. Next piece of good news, we highlighted the Choose to Include Group in coordination with Special Olympics.

Mr. Ruben Suarez, Director of Technology, reported to the Board that many of the teachers had found useful tools online to help them with remote learning and the technology department was doing everything we could to help them deploy and use them.

EXECUTIVE SESSION:

For the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees or legal counsel; collective negotiating matters; student disciplinary cases and other matters relating to individual students; pending, probable, or imminent litigation; security procedures, school building safety and security, and the use of personnel and equipment to respond to an actual, a threatened, or a reasonable potential danger to the safety of employees, students, staff, the public or public property. **THERE**

MAY BE/MAY NOT BE ACTION FOLLOWING THE EXECUTIVE SESSION.

OTHER:

ADJOURNMENT:

At 6:42 p.m. President Robinson asked for a motion to adjourn the regular board meeting and also stated that there be no Closed Executive Session meeting tonight. Mr. Uthe made a motion to adjourn the regular board meeting and Mrs. Thatcher seconded the motion and a roll call vote was taken and the following members answered aye (5) Mrs. Robinson, Mr. Uthe, Mr. Douglas, Mrs. Thatcher, Mr. Bettenhausen and no nays. Mrs. Becker and Mrs. Moe were absent for the regular board meeting of April 20, 2020.



Tara Robinson, President



Cathy Cuculich, Reporter