

## MAROA-FORSYTH C.U.S.D. #2

### REGULAR SCHOOL BOARD MEETING

July 20, 2021 – 6:30 PM

HIGH SCHOOL – Library  
610 West Washington St., Maroa, IL 61756

#### Agenda

1. Call to Order
2. Roll Call
3. Pledge of Allegiance
4. Citizens Wishing to Address the Board

#### Learning & Discussion

5. Building Project Update
6. GS Roof Update
7. Insurance Committee
8. PTAB update
9. Committee Reports
  - a. Transportation
  - b. Policy
  - c. Facility and Finance
  - d. DDELT
  - e. Back-to-School
  - f. Negotiation
  - g. Foundation
10. Other Consent Agenda Items, Discussion

#### Action

11. Approval, Consent Agenda (Any item may be removed from the consent agenda by any board member.)
  - a. Approval of the Open Minutes for the Board Meeting on 6/28/21 and 7/13/21
  - b. Board Bills of June 2021
  - c. Financial Reports
  - d. ROE Education Service Agreement
12. Approval, Transportation Recommendations
13. Approval, Kristopher Kahler \$25,000 Change Order Authorization
14. Approval, Policy Committee Recommendations 1<sup>st</sup> and 2<sup>nd</sup> reading
15. Approval, To enter closed session for the appointment, employment, compensation, discipline, dismissal, or performance of specific employees of the public body pursuant to Section 5.0 ILCS 120/2(c)(1).
16. Approval, Hiring of District Personnel & Acceptance of Resignations/Personnel Report of 5/21/21
17. Adjournment

**Current Tax Rate** \$4.41

County Docket #	Owner	Description	Property ID	City	Assessment	Asked Assessment	Cost to District	BOR Final	Current Offered Settlement	Cost to District
20-041	Forsyth Retail		07-07-15-476-024	Forsyth	\$337,783	\$200,000	\$6,076	\$200,000	\$6,076	\$6,076
20-259	Magna Trust		07-07-14-351-013	Decatur	\$195,949	\$9,000	\$8,244	\$195,949	\$9,000	\$8,244
20-363	Christina Ly		07-07-23-301-008	Forsyth	\$280,589	\$120,000	\$7,082	\$120,000		\$7,082
20-389	Von Maur	Von Maur	07-07-22-226-002	Forsyth	\$1,128,399	\$399,960	\$32,424	\$1,128,399	\$533,333	\$26,242
20-399	KIN, Inc	Kohl's	07-07-22-253-002	Forsyth	\$600,360	\$215,559	\$16,970	\$600,360		\$16,970
20-390+	Hickory Point Realty	18 parcels	Several	Forsyth	\$10,061,747	\$2,166,453	\$348,182	\$10,061,747	\$2,166,453	\$348,182
20-406	Best Buy		07-07-23-152-014	Forsyth	\$496,748	\$383,333	\$5,002	\$383,333		\$5,002
20-416	Promise Hospitality		07-07-23-301-023	Forsyth	\$829,875	\$500,000	\$14,547	\$829,875	\$650,000	\$7,932
20-418	D&G Hospitality		07-07-23-301-012	Forsyth	\$898,308	\$720,000	\$7,863	\$898,308	\$775,000	\$5,438

Active Appeals \$10,115,453

Active Appeals to PTAB

\$446,091

\$431,169

no offer on table



### Transportation Committee Recommendations

The transportation committee consists of two bus drivers (Amy Harper and John Peters), the transportation director (Brenda Livingood), one board member (Wissam Hasnain), and the superintendent (Kristopher Kahler). Drivers were emailed and asked if they would be interested in being on this committee. All drivers that asked to be on this committee were then put onto a ballot and the other drivers voted. Amy Harper and John Peters were the two drivers elected to represent them.

We have had multiple meetings to discuss various items that will encourage driver recruitment and retention. The following recommendations are the results of this committees efforts:

Defining seniority- Seniority is determined by date of hire (board approval) for position of driver as a sub or full-time for continuous service. If a driver resigns from regular driving and returns they lose previous seniority.

Routing Decisions- As much as possible we will attempt to allow seniority to the first priority for bidding for open routes. There are exceptions to this. Some possible exceptions are;

1. If a person must drive from a specific campus (the person works in the district at one building that would prohibit them from driving from the other campus)
2. There is a specific reason determined by the transportation director (such as attendance rate or evaluation rating) that a person is needed on another route.
3. The person with the highest seniority has voluntarily moved to another route within the last 120 days.

The final decision for route selection is determined by the transportation director. The transportation director has the right to move people to specific routes as long as the number of guaranteed hours is not decreased.

Driver's Children- Driver's children may ride during routes as long as they are school age (3 years old), developmentally able to safely sit in the car seat for the duration of the route. If the child is old enough to be seated without a car seat they must follow the same behavior expectations as the students on the bus. If the driver's child becomes a distraction or behavior concern the driver will not be permitted to bring their child on the route again. Prior approval of the transportation director is required.



Expectation of Professionalism-Drivers have an expectation of professionalism. Professionalism is essential for all district personnel to maintain the trust and rapport with our parents and students. Professionalism expectations are:

1. Following chain of command for concerns or issues
  - a. Routing concerns should be brought to the routing coordinator
  - b. Other concerns should be brought to the transportation director
  - c. If a concern isn't addressed it should be brought to the superintendent. A meeting will be scheduled.
  - d. If a concern isn't addressed by the superintendent it should be brought to the attention of the board president to begin an investigatory process.
2. Communication/discussions/school appropriate
3. Appropriate public interactions

Route Minimums-Recommend that all routes are three hour minimums. Currently, there are only two routes that are paid for two hours. This is because the other drivers were grandfathered into their three hour minimums.

Summer School Driving Route Assignments-Schedules will be created by the Transportation Director to create an equitable amount of driving of interested drivers.

1 Day Prior to School Starting-Drivers will be paid to drive their route and create seating charts on a day designated by the Transportation Director. The drivers will be paid the three hour driving time to run their route, create seating charts, and work with the Routing Coordinator and Transportation Director to make adjustments to routes.

Flat Rate for Coaches and Extra Curricular Pay-This will be adjusted to be in alignment with the percentage raises given by the Board of Education. Adjustments will be the flat rate if a coach drives \$61.18 and the hourly rate for a non-coach driver will be \$16.08 for extra-curricular routes. The rates were increased due to the same raises as policy 5.335.

Incentives for Coaches/Sponsors to Drive Activity Bus-In an effort to lower pressure on driver shortages coaches or sponsors who drive either the activity bus or school van would receive a \$35 per trip compensation.

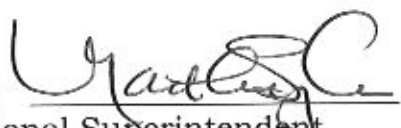
# Futures Unlimited

300 East Eldorado Street  
Decatur, Illinois 62523  
(217) 362-3080  
Fax: (217) 424-3299

## EDUCATIONAL SERVICE AGREEMENT

This agreement is executed between:

Futures Unlimited School

Represented by: 

Title: Regional Superintendent

Maroa-Forsyth CUSD #2  
PO Box 738  
101 Cedar St.  
Maroa, IL. 61756

Represented by: \_\_\_\_\_

Title: Superintendent

Whereas, all students are entitled and required by law to attend school up to and including the age of seventeen.

Whereas, some students have fallen behind academically and need opportunities to catch up.

Whereas, some students for one reason or another cannot function and/or achieve in a regular school setting.

Therefore, the Regional Office of Education for Macon/Piatt counties (ROE 39) and specifically Futures Unlimited School will provide alternative educational programs devised to assist students in achieving success by improving life skills, developing self confidence, and growing educationally.

### **A. Futures Unlimited agrees to:**

1. Prepare a school calendar in accordance with all regulations in the Illinois School Code relating to the school calendar.

2. Expect this student to attend school every day (180 days) or provide a valid excuse. Futures Unlimited will enforce the Truancy Laws when applicable.
3. Enroll the student all day (five hours) in the high school program unless a student's needs dictate a shortened day.
4. Keep complete records of the student's progress and report back to the home school each year the success/failure of the student and re-enroll the student for the coming school year.
5. Provide a comprehensive educational program subject to the statutory and regulatory graduation minimums required in the School Code of Illinois and in 23 Illinois Administrative Code.
6. Futures Unlimited will administer the Test for Adult Basic Education (TABE) in reading and mathematics, to determine placement and establish growth outcome.

**B. The home school agrees to:**

1. Plan with the student, parent, a representative from Futures Unlimited, and a representative of the home school an Individual Optional Educational Plan (IOEP) and achievement schedule for the special education student, which if successfully completed by the student, will result in the awarding of a high school diploma by the home school. All regular education students, successfully completing the requirements for graduation, will result in the awarding of a high school diploma by the home school.
2. Allow the Regional Office of Education to enroll and claim this student for the purposes of collecting general state aide.
3. The home school will provide a diploma for this student. It is at the home school's discretion whether the student participates in the home school's graduation ceremonies.
4. The program at Futures Unlimited is an optional, alternative, and voluntary program. Placement must be accepted by the student, home school and Futures Unlimited.
5. If the student returns to his/her home school, the local will accept the credit at full value.

**C. Both parties agree to the following graduation requirements:**

1. Minimum requirements will meet state standards.
2. Specific course requirements, Individual Optional Education Plan, and other information is attached to this document.
3. Students enrolled in the Futures Unlimited program will not graduate earlier than one semester before the graduating class to which he/she would belong (according to the student's birth date) in their respective home school. Exception to this agreement may be mutually agreed upon by the home school representatives and the Director of Futures Unlimited.
4. The Service Agreement between Futures Unlimited and the School Districts will remain in effect for the duration of the Futures Unlimited program. Any amendments to this agreement will be sent to the high school principals and the District Superintendent.

**MACON/PIATT REGIONAL OFFICE OF EDUCATION  
LOCAL SCHOOL DISTRICT  
EDUCATION SERVICE AGREEMENT**

Macon/Piatt Regional Safe School Program  
300 E. Eldorado Street  
Decatur, Illinois 62523  
217-362-3085

**Whereas:** All students are entitled and required by law to attend school up to and including the age of 17

**Whereas:** Some student's behavior in school has disrupted the education of others


**Whereas:** Some students cannot function and/or achieve in a regular school setting

**Therefore:** The Macon/Piatt Regional Office of Education, specifically the Milligan Academy: Regional Safe School Program, and the school district listed below agree to an alternative education program as authorized by **Article 13A of The Illinois School Code** to be arranged for individual students as mutually agreed upon.

Date 6/15/2021

This agreement is executed between

**Macon-Piatt Regional Office of Education #39**

Represented by   
Matthew Snyder  
Macon-Piatt Regional Superintendent

And

**Maroa-Forsyth CUSD #2**

Local School District

Represented by \_\_\_\_\_  
President, Board of Education

**DISCLAIMER**

The \_\_\_\_\_ School District Board of Education and administration have reviewed this agreement and have decided at this date not to participate in the regional safe school program. We understand that services will not be available until an agreement is signed and reserve the right to reconsider at a later date.

\_\_\_\_\_  
President, Board of Education

Date \_\_\_\_\_



**MACON/PIATT REGIONAL OFFICE OF EDUCATION  
LOCAL SCHOOL DISTRICT  
EDUCATION SERVICE AGREEMENT**

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**Therefore:** The Macon/Piatt Regional Office of Education, specifically the Milligan Academy: Regional Safe School Program, and the school district listed below agree to an alternative education program as authorized by **Article 13A of The Illinois School Code** to be arranged for individual students as mutually agreed upon.

**TERMS OF THE AGREEMENT**

**Milligan Academy: Regional Safe School Program agrees to:**

Provide a comprehensive Individual Optional Education Program (IOEP) subject to statutory and regulatory graduation minimum requirements called for in the **State School Code of Illinois and Illinois Administrative Code 23**.

Administer various assessment tools to each student to determine the educational needs of that student and use that information to design an IOEP to address the needs.

Prepare a school calendar in accordance with all regulations in the Illinois State School Code relating to the school calendar.

Expect all students to attend school every day or provide a valid reason/excuse. Milligan Academy will enforce all truancy laws.

Enroll the student all day or on an abbreviated schedule as called for by the IOEP.

Keep complete records of the student's progress and report back to the home school each year the success or failure of the student and reenroll the student for the coming year until graduation or transfer back to the home school.

The staff, student, and parents will discuss and recommend when, and if, a student is capable of returning to his/her home school. Students may enter or exit the program at the end of a complete semester as long as all requirements stated in this agreement and the students' IOEP are met.

Use all available local, state, federal, and private social agencies to address behavior problems caused by any reason including drug and alcohol abuse, mental illness, and dysfunctional families. Mentoring, tutoring, and counseling will be an active and important part of each student's program.

Sponsor a graduation ceremony through the Regional Office of Education at least once a year for all graduates. However, if the student and home school can agree the student may be excused from the Regional Office of Education ceremony and return to his/her home school for graduation.

**The Home School/District Agrees:**

To complete in full all forms and supply any additional information to Milligan Academy: Regional Safe School Program about a transferred student so a proper IOEP can be developed.

Designate a staff member to plan with the student, parent, and a representative of Milligan Academy a suitable Individual Optional Education Program. If the IOEP is successfully completed, the student will be administratively transferred back to his home school for additional schooling, remain in a Regional Office of Education program until graduation or complete the GED program.

Prepare a diploma for each student who accumulates the necessary minimum State of Illinois graduation requirements (ILCS 5/27-22) based on a transcript issued by the program in which the student is enrolled.

Accept without exception all credits awarded to students as soon as they return to the home school.

Discontinue expulsion procedures upon the acceptance of a transferred student in the alternative program. The district can continue expulsion procedures at a later date if Milligan Academy: Regional Safe School Program fails to accomplish the terms of the IOEP or agreements made with the parent/student or unless the home school district chooses other alternatives.

Exclude the transferred students from the district state aid claim and allow Milligan Academy: Regional Safe School Program to claim GSA equal to the number of days the transferred student is enrolled in Milligan Academy: Regional Safe School Program. Pay tuition at a rate of \$25.00 per day of enrollment to be billed at the end of each quarter.

Provide transportation for administratively transferred students.

**Limitations:**

Transferred students enrolled in Milligan Academy: Regional Safe School Program will not graduate earlier than the class to which he/she belonged in the home school. Exception: The IOEP provides the opportunity for a student who enters the program as a junior high school student, if not too far behind academically, to apply himself in the program and qualify for graduation earlier than his class. As soon as the Regional Office of Education recognizes that a student is intending to do this, the home school, student, parents, and school representative will meet to discuss alternatives to early graduation. This program is an alternative program and cannot be interpreted as an accelerated program.

July 2021

# AP Check Register

AP Run: BDCKS1 — Post Date: 2021-07-08 — AP Run Type: R Marco Forsyth CUSD 2

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2021	58691	Check	Robbins, Schwartz, Nicholas, Lifton, & Taylor	10,254.55
07/08/2021	58692	Check	Skyward	29,681.75

**Total: \$39,936.30**

### BDCKS1 Summary

Type	Count	Amount
Regular	2	39,936.30
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>2</b>	<b>\$39,936.30</b>

# AP Check Register

Maroa Forsyth CUSD 2

## Summary by Fund

Fund	Total
20 - Operations and Maintenance Fund	29,681.75
80 - Tort Fund	10,254.55
	<u>\$39,936.30</u>

# AP Check Register

AP Run: BDCKS2 --- Post Date: 2021-07-08 --- AP Run Type: R Maroa Forsyth CUSD 2

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2021	8000001216	Wire Transfer	Bankcard Services	-1.00
<b>Total:</b>				<b>-\$1.00</b>

**BDCKS2 Summary**

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	-1.00
Epayables:	0	0.00
<b>Total:</b>		<b>-\$1.00</b>

# AP Check Register

AP Run: BDCKS3 --- Post Date: 2021-07-08 --- AP Run Type: R Maroa Forsyth CUSD 2

Check Date	Check Number	Payment Type	Name	Check Amount
07/08/2021	8000001217	Wire Transfer	Bankcard Services	2,859.73

**Total: \$2,859.73**

**BDCKS3 Summary**

Type	Count	Amount
Regular	0	0.00
ACH Checks:	0	0.00
Wire Transfers:	1	2,859.73
Epayables:	0	0.00
<b>Total:</b>	<b>1</b>	<b>\$2,859.73</b>

# AP Check Register

Maroa Forsyth CUSD 2

AP Run: BDCK\$5 --- Post Date: 2021-07-19 --- AP Run Type: R

Check Date	Check Number	Payment Type	Name	Check Amount
07/19/2021	58694	Check	95% Group, Inc	18,355.70
07/19/2021	58695	Check	Allred's Floor Service Co	7,600.00
07/19/2021	58696	Check	Autozone, Inc	686.56
07/19/2021	58697	Check	Baum-Chev-Buick Co	377.00
07/19/2021	58698	Check	BSN Sports Inc	16,792.00
07/19/2021	58699	Check	Bushue Background Scrng	928.00
07/19/2021	58700	Check	Constellation New Energy - Gas Division, LLC	2,562.48
07/19/2021	58701	Check	ENGIE Resources	12,904.62
07/19/2021	58702	Check	ESGI SOFTWARE	852.00
07/19/2021	58703	Check	Forsyth Village	203.20
07/19/2021	58704	Check	Grainger	159.10
07/19/2021	58705	Check	Guin Mundorf LLC Attorneys at Law	1,560.00
07/19/2021	58706	Check	Ideal Environmental Engineering, Inc	36,071.00
07/19/2021	58707	Check	Illinois Mechanical	2,193.52
07/19/2021	58708	Check	Johnson Controls Fire Protection LP	1,348.75
07/19/2021	58709	Check	Josten's	15.96
07/19/2021	58710	Check	Kone Inc	830.72
07/19/2021	58711	Check	M- F High Imprest Fund	688.98
07/19/2021	58712	Check	Macon-Piatt Regional Ofc	2,140.00
07/19/2021	58713	Check	Macon-Piatt Special	6,171.34
07/19/2021	58714	Check	Maroa-Forsyth Athletic De	1,426.57

# AP Check Register

AP Run: BDCKS5 — Post Date: 2021-07-19 — AP Run Type: R

Maroa Forsyth CUSD 2

Check Date	Check Number	Payment Type	Name	Check Amount
07/19/2021	58715	Check	Miller, Tracy, Braun, Funk & Miller Ltd	125.00
07/19/2021	58716	Check	Quality Network Solutions	71,415.02
07/19/2021	58717	Check	School Datebooks	507.82
07/19/2021	58718	Check	SLS Inspections	170.00
07/19/2021	58719	Check	The Home Depot Pro	807.36
07/19/2021	58720	Check	Wex Bank	763.15
<b>Total:</b>				<b>\$187,655.85</b>

### BDCKS5 Summary

Type	Count	Amount
Regular	27	187,655.85
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>27</b>	<b>\$187,655.85</b>



# AP Check Register

Summary by Fund

Maroa Forsyth CUSD 2

<b>Fund</b>	<b>Total</b>
10 - Default	108,628.19
20 - Operations and Maintenance Fund	29,264.60
40 - Transportation Fund	2,227.59
60 - Capital Projects Fund	45,019.75
80 - Tort Fund	2,515.72
	<b>\$187,655.85</b>

# AP Check Register

Check Date	Check Number	Payment Type	Name	Check Amount
07/19/2021	58721	Check	Heinemann	3,513.20
07/19/2021	58722	Check	School Datebooks	4,453.05
07/19/2021	58723	Check	School Specialty, LLC	594.01
07/19/2021	58724	Check	The Music Shoppe, Inc	191.25
<b>Total:</b>				<b>\$8,751.51</b>

### BDCKS6 Summary

Type	Count	Amount
Regular	4	8,751.51
ACH Checks:	0	0.00
Wire Transfers:	0	0.00
Epayables:	0	0.00
<b>Total:</b>	<b>4</b>	<b>\$8,751.51</b>

# AP Check Register

Maroa Forsyth CUSD 2

## Summary by Fund

Fund	Total
10 - Default	8,751.51
	<b>\$8,751.51</b>

Board Notes for Minutes:

Meeting Date: June 28, 2021

Attach Agenda

Meeting called to order at: 6:32 pm by Lindsey Wise

Roll Call: Susie Conway, Darin Duzan, Lindsey Wise, Matt Crawford, Wissam Hasnain, Issac Zuniga,

Dr. Kris Kahler, Leo Johnson

Gene Hanses, – attorney, with Guin Mundorf, representing school board for tax appeals. We have 5 appeals this year and will be

Citizens wishing to address the board:

1. Name: Andrew Haines

Topic: currently homeschool 3 of 4 children, Homeschool ability to participate extra-curricular activities; school board policy 7.40; currently policy does not allow home school students to participate in extra-curricular activities unless they attend at least one-half of the regular school day, he is asking us to consider changing policy to allow home school students to participate in extra-curricular activities. Provided the board information regarding IHSA/IESB directives as well as samples from school districts in the area that allow their home school students to participate.

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**Learning & Discussion** (please add any notes next to topic)

Topics:

1. School Board Protocols – Lindsey addressed the board regarding following school board Protocols: time being spent addressing issues from board members; she reviewed the protocols, specifically 8, 9, 10 & 13; issues that have arose over a few times and will be addressed.
  - \*Lindsey stated the emails received are not the opinion of the board, but of one individual board meeting
  - \*Susie asked that she wanted to make sure that not just new board members; but all board members should be aware of the protocols
  - \*Wissam wanted to make sure that emails should be constructed in a non-biased, non opinion and that chain of command does include the committee board member.

\*Darin stated that he was responding his opinion and concerns in an email that he said he would do. He stated he received an email that was held for 3 weeks and was responding to it. He stated he was harsh in the presentation because that is his opinion, and he was asked to provide.

\*Wissam stated the Committee will respond to Darin's email

2. Building project update. – Dr Kahler stated asboestes is expected to be done next

week. The construction fences have been installed, drains have been dug everywhere, electrical work has been put in front of middle school; right now if we can put off rain, they will be back working. Private lines between school and football field, some companies won't come and mark it, old drain tile has been found, Maroa doesn't know which is in use and which is not so all has been repaired. Joel, from O'Shea, is our construction person and he deals with all different types of trades, and informs Dr. Kahler. Timeline is subject to steel that connects the precast walls and getting those in are what is going to keep us on or off the timeline.

Dr. Kahler also stated that O'Shea is asking for the change order amount that he can approve and they have suggested \$25K; board agreed to put on the agenda to vote next month.

3. Transportation software – Dr. Kahler, our transfinder program is outdated, have to purchase new program; EZRouting is the program that they have selected; integrates with skyward; none have direct communication by import/export;

Brenda stated this will add ease to directly communicate with change in routes, bus assignments for new students with registration, cloud based,

4. Board Training/Reminder. July 13, 6:00 p.m. HS Library

4. IASA/IASB/IASBO Conference – Dr. Kahler just needs to know who of the board is attending

5. Facility and Finance committee meeting update. - \$5095 change order track material;

Dr, Kahler is given direction to looking into grade school roof; and also solar to see what the cost benefits if any

Land owner to the west of the school; there is flooding issues; Stoutenborough has requested cost sharing to increase the size of the drain pipe that runs water away from the school and into the land owners field. Looking to the District to pay 10%.

Policy 3.3.5 – meant to be a hiring only policy but the way it reads it also deals with the salary increases; this policy sets the increases; Dr Kahler

6. Committee Assignments

Back to School committee – Lori Willoughby & Darin Duzan

Foundation – needs 1 board member to sit on foundation board; voting member; and then superintendent is a non-voting member – Lindsey Wise

Policy – Susie Conway, Issac Zuniga; Wissam Hasnain is stepping off

DELT – Wissam Hasnain, Issac Zuniga

Safety – Darin Duzan & Matt Crawford

Protocols will be set in training

7. Board Meeting Dates 2021-2022 – amending the July 12, 2021 to July 19, 2021;  
amending to move the Board meetings to the 2<sup>nd</sup> Monday of the month

8. Track Change Order – already discussed earlier on the change order

9. ESSER III Learning Loss – Dr. Kahler is asking to for two intervention aids to work with  
students doing the ESSER Learning; this will be for two years

Leo stated that we received \$200K money from Special Ed grant,

Reserves went up in our operations fund; which is a good position after working through  
all of the COVID

ECF Grant for cameras for the middle school; could be covered out of the Esser III Grant

#### Action Items

Consent Agenda:

Items removed: \_\_\_\_\_

Motion:       Matt                            Second:   Lindsey  

Discussion: Susie asked what is our deductible?

Yea:       7                            Nay: \_\_\_\_\_                      Abstain: \_\_\_\_\_

#### Motion passes

Transportation Software:

Notes: \_\_\_\_\_

Motion:   Matt                                        Second:   Wissam  

Yea:       7                            Nay: \_\_\_\_\_                      Abstain: \_\_\_\_\_

Motion passes

Board Meeting Dates:

Notes: As amended, \_\_\_\_\_

Motion:       Matt                                            Second:       Issac      

Yea:       7                            Nay: \_\_\_\_\_                      Abstain: \_\_\_\_\_

PTAB Intervention Resolution:

Notes: \_\_\_\_\_

Motion: \_\_\_\_\_ Matt \_\_\_\_\_ Second: Lindsey \_\_\_\_\_

Yea: \_\_\_\_\_ 7 \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

Motion Passes

Builder's Risk Insurance:

Notes: \_\_\_\_\_

Motion: \_\_\_\_\_ Matt \_\_\_\_\_ Second: \_\_\_\_\_ Lori \_\_\_\_\_

Yea: \_\_\_\_\_ 7 \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

Motion passes

Track Change Order:

Notes: \_\_\_\_\_

Motion: \_\_\_\_\_ Matt \_\_\_\_\_ Second: \_\_\_\_\_ Darin \_\_\_\_\_

Yea: \_\_\_\_\_ 7 \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

Motion Passes

Approval to Enter Closed Session:

Topic: \_\_\_\_\_ Personnel Report \_\_\_\_\_

Time: \_\_\_\_\_ 8:33 p.m. \_\_\_\_\_

Motion: \_\_\_\_\_ Matt \_\_\_\_\_ Second: \_\_\_\_\_ Susie \_\_\_\_\_

Yea: \_\_\_\_\_ 7 \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

Return Open Session:

Topic: \_\_\_\_\_

Time: \_\_\_\_\_ 9:36 p.m. \_\_\_\_\_

Motion: \_\_\_\_\_ Matt \_\_\_\_\_ Second: \_\_\_\_\_ Issac \_\_\_\_\_

Yea: \_\_\_\_\_ 7 \_\_\_\_\_ Nay: \_\_\_\_\_ Abstain: \_\_\_\_\_

Personnel Report (must be read):

Dr. Kahler read the Personnel Report as presented

Motion:     Matt                          Second:     Lindsey    

Yea:     7                          Nay:                                           Abstain:                     

Motion to Adjourn:

Motion:     darin                          Second:     Issac    

Yea:     7                          Nay:                                           Abstain:                     

Secretary: Lori Willoughby



Special Session Board Meeting

July 13, 2021

Meeting called to order

Meeting called to order at 6:00

Approved change order for \$26,013 to Bodine for phone line relocation (6-0)

Motion-Wise

Second-Crawford

Motion to move into closed session at 6:08 by Crawford second by Duzan

Motion to move out of closed session at 10:38 by Crawford second by Duzan

Motion to adjourn by Crawford second by Duzan

## Support Personnel

### **5.335 Support Personnel Salary and Compensation**

Beginning 7/1/2021, all new hires and transfers to a non-certified position will be initially compensated on the following Pay Grade Scale. All future increases will be determined by the Board of Education on an annual basis.

Pay Grade #1	0-2 Years of Comparable Experience 75% of Pay Grade #5
Pay Grade #2	3-5 Years of Comparable Experience 80% of Pay Grade #5
Pay Grade #3	6-10 Years of Comparable Experience 85% of Pay Grade #5
Pay Grade #4	11-20 Years of Comparable Experience 90% of Pay Grade #5
Pay Grade #5	20+ Years of Comparable Experience 100% of Pay Grade #5

All support personnel employed prior to 7/1/2014 will remain at Pay Grade #5 while they are employed in their current position.

All support personnel employed between 7/1/2014 and 6/30/2021 will remain at their last achieved pay grade and will receive future increases based on the Board of Education approved salary increases.

All non-certified employees that work an average of 30 hours or more regularly scheduled will receive a board paid insurance benefit of 65% of what is agreed to in the MFEA Collective Bargaining Agreement.

## Support Personnel

### **5.330 Sick Days, Vacation, Holidays, and Leaves**

Each of the provisions in this policy applies to all educational support personnel to the extent it does not conflict with an applicable bargaining agreement or individual employment contract or benefit plan; in the event of a conflict, such provision is severable and the applicable bargaining agreement or individual agreement will control.

#### Sick and Bereavement Leave

As of July 1, 2019 full or part-time educational support personnel who work at least 1040 hours per year receive 14 paid sick leave days per year. Educational support personnel regularly schedule for six hours and under must use sick and personal in full day increments. All leaves are equivalent to the employee's regular work day.

Sick leave is defined in State law as personal illness, quarantine at home, serious illness, or death in the immediate family or household, birth, adoption, or placement for adoption. The Superintendent and/or a designee shall monitor the use of employee's sick leave.

As a condition for paying sick leave after three days absence for personal illness or 30 days for birth or as the Board or Superintendent deem necessary in other cases, the Board or Superintendent may require that the staff member provide a certificate from: (1) a physician licensed in Illinois to practice medicine and surgery in all its branches, (2) a chiropractic physician licensed under the Medical Practice Act, (3) a licensed advanced practice registered nurse, (4) a licensed physician assistant who has been delegated the authority to perform health examinations by his or her supervising physician, or (5) if the treatment is by prayer or spiritual means, a spiritual advisor or practitioner of the employee's faith. If the Board or Superintendent requires a certificate during a leave of less than three days for personal illness, the District shall pay the expenses incurred by the employee.

The use of paid sick leave for adoption or placement for adoption is limited to 30 days unless a longer leaves is provided in an applicable collective bargaining agreement. The Superintendent may require that the employee provide evidence that the formal adoption process is underway.

#### Vacation

After one year of continuous employment, 12-month employees shall be eligible for 10 days of paid vacation days per year. The Superintendent will determine the procedure for requesting vacation.

After a year of continuous employment, 12-month part-time employees who work at least half-time (1040 hours) shall be eligible for two weeks of paid vacation days equivalent to their regular work day.

Custodial staff members are limited to five days of vacation time of school attendance days during the first 10 years of service. After 11 years of service custodial staff members are limited to eight days of vacation time during school attendance days.

12-month employees shall be eligible for paid vacation days after five years of full time service in accordance with the following schedule:

6-10 years of full time service – 12 days

11-15 years of full time service – 15 days

16 plus years of full time service – 20 days

All vacation day requests are subject to the approval of the Buildings & Grounds Supervisor and the Superintendent and are subject to summer coverage and cleaning coordination.

### Holidays

Unless the District has a waiver or modification of The School Code pursuant to Section 2-3.25g or 24-2(b) allowing it to schedule school on a legal school holiday listed below, District employees will be paid for, but will not be required to work on:

New Year's Eve	Labor Day
New Year's Day	Thanksgiving Day
Spring Holiday	Christmas Eve
Memorial Day	Christmas Day
Independence Day	

The District May require educational support personnel to work on a school holiday during an emergency or for the continued operation and maintenance of facilities or property.

### Personnel Leave

All full time educational support personnel have three personal leave days per year. Educational support personnel regularly scheduled for 6 hours and under must use sick and personal in full day increments. The use of a personal day is subject to the following conditions:

1. Except in cases of emergency or unavoidable situations, a personal leave request should be submitted to the Building Principal two weeks before the requested date.
2. No personal leave day may be used immediately before or immediately after a holiday, or during the first and/or last five days of the school year unless the Superintendent grants prior approval.
3. Personal leave may not be used in increments of less than one-half day.
4. Personal leave is subject to any necessary replacement's availability.
5. Personal leave may not be used on an in-service training day and/or institute training days.
6. Personal leave may not be used when the employee's absence would create an undue hardship.

7. Any unused personal leave days shall accumulate to a maximum of (5) five days. All unused personal leave days in excess of the maximum allowed to accumulate will rollover into sick leave or an employee may opt to take unused personal days as paid days.

#### Part-time Educational Support Personnel

All educational support personnel who are regularly scheduled for less than 1040 hours per school year will receive six paid time off days to be used for personal or sick days. Educational support personnel working less than 1040 hours per year must use these days in full-day increments, with the exception of bus drivers that drive morning and afternoon routes may take a half-day increment and only be absent for one of their routes. The use of paid time off days are subject to the following conditions:

1. Except in cases of emergency or unavoidable situations, a paid time off request should be submitted to the Building Principal and immediate supervisor(s) two weeks before the requested date.
2. No paid time off may be used immediately before or immediately after a holiday, or during the first and/or last five days of the school year unless the Superintendent grants prior approval.
3. Paid time off may not be used when the employee's absence would create an undue hardship.
4. Educational support personnel are able to be paid at the substitute rate for their position at the end of the school year for all unused paid time off.
5. Educational support personnel may accumulate paid time off days after their years of continuous service. Employees will not be able to be paid for accumulated days, only the days allotted during the current school year.
6. If the employee is paid for the unused paid time off days they aren't able to be accumulated for IMRF service credit.

#### Leave to Serve as a Trustee of the Illinois Municipal Retirement Fund

Upon request, the Board will grant 20 days of paid leave of absence per year to a trustee of the Ill. Municipal Retirement Fund in accordance with 105 ILCS 5/24-6-3.

#### Other Leaves

Educational support personnel receive the following leaves on the same terms and conditions granted professional personnel policy 5.250, Leaves and Absences:

1. Leaves for Service in the Military and General Assembly
2. School Visitation Leave
3. Leaves for Victims of Domestic Violence, Sexual Violence, or Gender Violence
4. Child Bereavement Leave
5. Leave to serve as an election judge