

ROCKFORD BOARD OF EDUCATION
ROCKFORD, ILLINOIS
Meeting Minutes

Administration Building
Tuesday, June 25, 2019

President Kenneth Scrivano called the regular meeting of the Rockford Board of Education to order at 5:07 p.m.

Present: President Kenneth Scrivano, Vice President Tim Rollins, Secretary Jude Makulec, Mr. Anthony Dixon, Mr. David Seigel (dept. 5:56 p.m.), Mr. Michael Connor (arr. 5:04 p.m.)

Absent: None

Motion by Mr. Rollins seconded by Mr. Dixon that the Board **hold** an executive session to consider the appointment, compensation, discipline, performance or dismissal of employees; the discipline of students; pending or imminent litigation; collective bargaining matters; or other matters provided for pursuant to §2 (c) of the Open Meetings Act.

Approved: 5-0-1

The Board was in executive session from 5:01p.m. to 6:38 p.m.

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1. Call to Order – President Kenneth Scrivano called the regular meeting of the Rockford Board of Education to order at 7:00p.m.
 2. Moment of Silence and Pledge of Allegiance
 3. Roll Call
Present: President Kenneth Scrivano, Vice President Tim Rollins, Secretary Jude Makulec, Mr. Anthony Dixon, Mr. Michael Connor
Absent: Mr. David Seigel
Mr. Scrivano thanked Conner Childers and RPS 205 graduate Rod Weddle who are working behind the scenes to produce the Board's broadcast on Channel 20.
 4. Petitions & Communications
Mr. Scrivano read the guidelines.
 - Rene Sardina thanked Board members for their support of District music teachers.
 - Caitlyn Baylor of the Rockford Area Arts Council thanked the Board for their support of Fine Arts.
 5. Board Member Comments
 - Mr. Connor commented that he sent many questions to Administration and thanked Cabinet members for the answers.
 6. *Consent Items
 - A. Payroll
 - B. Accounts Payable
 - C. Purchase Orders (FY19)
 - D. Purchase Orders (FY20)
 - E. Contracts Under \$10,000
 - F. Construction Bid Request Log
 - G. Travel
 7. *Bid Recommendation
 - A. RFP 19-29 Asbestos Consulting & Design Services
 - B. RFP 19-39 Electricity Supply - Update
 8. *Recurring Contracts
 - A. Consulting Agreement – Accounting Assistance – Ms. Michelle R. Jahr, CPA, Chief Financial Officer
 - B. ~~Reed Group – Leave Management Services Renewal 2019-2020~~ pulled by Mr. Connor
 - C. Recurring Contract with College Board – Dr. Woulfe
 9. *Other Consent
 - A. Grant Acceptance Illinois Department of Human Services-Maternal Infant Early Childhood Home Visiting Grant
 - B. FY19 Budget Transfers Summary – Ms. Michele Sather, Executive Director of Budget
 - C. ~~Permanent Operating Transfer – \$5 Million – Ms. Michelle R. Jahr, CPA, Chief Financial Officer~~ – pulled by Mr. Connor
 - D. Financial Results: May 2019 – Ms. Jamie Murray, CPA, Executive Director of Finance

- E. Monthly Cash and Investment Report – May 2019 – Jamie Murray – Executive Director of Finance
- F. RPS Managed Work Change Order
- G. New School Construction Change Order Logs
- H. Freedom of Information Log

Motion by Mr. Connor seconded by Mr. Rollins to **approve** Consent items not pulled.

Yeas: Mr. Dixon, Mr. Rollins, Mr. Scrivano, Mrs. Makulec, Mr. Connor

Absent: Mr. Seigel

Approved: 5-0-1

Motion by Mr. Connor seconded by Mr. Rollins to **approve** Recurring Contract pulled 8B, Reed Group Leave Management Services Renewal 2019-2020.

Comments included the cost effectiveness of the proposal. It is beneficial for the District to have a third-party contract regarding leave management.

Mr. Scrivano called for the vote.

Yeas: Mr. Rollins, Mr. Scrivano, Mrs. Makulec, Mr. Connor, Mr. Dixon

Absent: Mr. Seigel

Approved: 5-0-1

Motion by Mr. Connor seconded by Mr. Dixon to **approve** Other Consent item pulled 9C, Permanent Operating Transfers Summary.

Mr. Connor commented that he was pleased with answers from Finance regarding this transfer.

Mr. Scrivano called for the vote.

Yeas: Mr. Scrivano, Mrs. Makulec, Mr. Connor, Mr. Dixon, Mr. Rollins

Absent: Mr. Seigel

Approved: 5-0-1

10. *Closed Session Consent Items

- A. Appointment of Ben Epperson as 12 Month Executive Director of Curriculum
- B. Appointment of Nicholas Blich as 10 Month Middle School Assistant Principal at West Middle School
- C. Appointment of Scott Rogers as 10 Month Elementary Assistant Principal at Carlson Elementary School
- D. Appointment of Sarah Schaefer as 10 Month Elementary Dean at Haskell Elementary School
- E. Appointment of Jesse Starr as 10 Month Elementary Dean at Constance Lane Elementary School
- F. Appointment of Cynthia Guinn as 10 Month Middle School Dean at Kennedy Middle School
- G. ~~HR Organizational Report & Addendum~~ – pulled by Mr. Rollins

11. *Closed Session Consent Items – Student Discipline

Unless otherwise modified below, the Board adopts and accepts the Hearing Officer's findings and recommendations in the following cases in which students expelled or suspended are prohibited from being on school grounds and school-sponsored activities without the prior written permission of the principal.

- A. GDM-4274-19 – expelled for the entire 2019-2020 school year.
- B. GDM-4290-19 – expelled for the entire 2019-2020 school year.
- C. GDM-4291-19 – expelled for the first semester of the 2019-2020 school year.
- D. GDM-4292-19 – the expulsion is held in abeyance contingent upon an Expulsion in Abeyance Agreement for the entire 2019-2020 school year.
- E. GDM-4293-19 – the expulsion is held in abeyance contingent upon an Expulsion in Abeyance Agreement for the entire 2019-2020 school year.
- F. GDM-4294-19 – the 10 day suspension is affirmed.
- G. GDM-4295-19 – the expulsion is held in abeyance contingent upon an Expulsion in Abeyance Agreement for the entire 2019-2020 school year.
- H. GDM-4296-19 – the expulsion is held in abeyance contingent upon an Expulsion in Abeyance Agreement for the entire 2019-2020 school year.
- I. GDM-4297-19 – expelled for the entire 2019-2020 school year.
- J. GDM-4298-19 – expelled for the entire 2019-2020 school year and the entire 2020-2021 school year.
- K. GDM-4299-19 – expelled for the entire 2019-2020 school year and the entire 2020-2021 school year.
- L. GDM-5011-19 – the 7 day suspension is affirmed.

12. Closed Session Consent Items – Student Discipline (EIAs)

- A. GDM-1047-19
- B. GDM-1058-19
- C. GDM-1062-19
- D. GDM-1063-10

- E. GDM-1064-19
- F. GDM-1065-19
- G. GDM-1066-19
- H. GDM-1067-19
- I. GDM-3911-19
- J. GDM-3912-19
- K. GDM-3914-19
- L. GDM-3917-19
- M. GDM-3918-19
- N. GDM-3919-19
- O. GDM-3922-19
- P. GDM-3927-19
- Q. GDM-3932-19
- R. GDM-3934-19

Motion by Mr. Connor seconded by Mr. Dixon to approve Closed Session Consent items not pulled.

Yeas: Mrs. Makulec, Mr. Connor, Mr. Dixon, Mr. Rollins, Mr. Scrivano

Absent: Mr. Seigel

Approved: 5-0-1

Motion by Mr. Connor seconded by Mr. Dixon to approve Closed Session Consent item pulled 10G, HR Report and Addendum.

Yeas: Mr. Connor, Mr. Dixon, Mr. Scrivano, Mrs. Makulec

Abstain: Mr. Rollins

Absent: Mr. Seigel

Approved: 4-1-1

13. Superintendent's Report

A. Superintendent's Report – Dr. Jarrett

Dr. Jarrett ceded his time to Mrs. Dettman, Dr. Psaltis, and Ms. Jahr. The New Growth update will be supplemented in the fall. This covers growth and attainment for the past school year.

B. New Growth Update

Mrs. Dettman presented the spring MAP report to Board members. Each grade level's conditional growth and achievement was reviewed with members.

- 19 Kindergarten teams met District growth goals in math, 9 met goals in reading
- 12 First Grade teams met District growth goals in math, 9 in reading
- 16 Second Grade teams met District growth goals in math, 2 in reading
- 9 Third grade teams met District growth goals in math, 3 in reading
- 6 Fourth grade teams met District growth goals in math, 4 in reading
- 4 Fifth grade teams met District growth goals in math, 5 in reading
- 3 Sixth grade teams met District growth goals in reading, 0 in math
- 3 Seventh grade teams met District growth goals in math, 3 in reading
- 4 Eighth grade teams met District growth goals in math, 2 in reading

Next steps include celebrating growth, continue learning, share solutions, monitor implementation, integrate key measures for accountability, and align resources. The embargo will be lifted in October and Mrs. Dettman will return at the November Committee of the Whole meeting with the data. To view the presentation, please click on this link: [New Growth Update](#)

C. Special Programs Update

Dr. Psaltis presented the Special Programs update. These consist of the Gifted Academies at Marshall Elementary, Marshall 5-8, Auburn, CAPA at Auburn and West, Maria Montessori at Marsh, STEAM Academy at Haskell, and Two-Way Language Immersion at Barbour.

- Marshall Elementary and Marshall (5-8) exceeded the state benchmarks in Math and ELA PARCC (IAR)
- Marshall Elementary and Thurgood Marshall 5-8 experienced a decline on ELA PARCC (IAR) from 2017-2018; Marshall Elementary 5% and Marshall 3%
- Marshall Elementary experienced an increase in Math PARCC from 17-18 - 2%
- Gifted Academy at Auburn exceeded the benchmark for SAT, both ELA and Math, and had a slight downward trend in both subject areas from 2017-2018

Students enrolled in CAPA at West
Outperformed their peers at West
Did not meet/exceed state standards
Experienced a slight increase in scores on both ELA and Math PARCC (IAR) from 2017-2018
Outperformed the district both years for ELA
Spring 2019 MAP Achievement and Growth data included
Students enrolled in CAPA at Auburn
Experienced a decline in scores for SAT in 2017-2018
Outperformed the district in ELA, MATH and Total score in 2017 and 2018
Achieved an average ELA score in 2017 higher than the state average
Achieved a total score in 2017 almost at the state average.

Students enrolled in the Montessori program

Experienced a decline on ELA and Math PARCC (IAR) from 2017-2018
Outperformed the district in ELA in 2017 and 2018 and achieved slightly under the district average for Math in 2017 and 2018
8th grade, end of program data included
Achieved a higher graduation rate than the district average from 2016-18 ranging from 12-16% higher

Students enrolled in the Two-Way Immersion at Barbour program

Experienced a decline on ELA and Math PARCC (IAR) from 2016/17-2017/18
Achieved a higher graduation rate than the District average from 2016-18 ranging from 11 to 13% higher

Students enrolled in the STEAM Academy

Experienced an increase on ELA and a slight decrease on Math PARCC (IAR) from 2017-2018
Showed high achievement on Spring 2019 MAP for grades K and 2, specifically.

Comments included holding special programs to the same expectations and accountability as the District's charter schools. To view the presentation, please click on this link: [Special Programs](#).

D. Finance Report

Ms. Jahr presented the Financial update to Board members. The report included process improvements and initiatives.

Completed Initiatives

Position budgeting module
Automate financial results
Upgrade timekeeping system
Clearwater Investment Tracking
AdvanceFlow – Electronic workpapers
Forecast 5 – monthly financial reporting

Partially Completed Initiatives

Implement accounts receivable module
Utilize the purchase order feather for schools in InTouch (pilot FY19 & FY20)
DocuSign – electronic signatures (contracts)
Follet Resource Manager – inventory

Future Initiatives

Purchase order to vendor
Purchase orders to accounts payable
Vendor online system (vendor upload invoices)

Process Improvements – Complete

Reduce number of paper pay stubs provided
Reduce number of pay cycles to process
Site based budgeting – Phase 1

Process Improvements – Partially Complete

Eliminate manual timesheets

The FY18 comments and results are attached. To view the presentation, please click on the link: [Finance Update](#).

14. *Action Items

A. Resolution to Adopt 2019-2020 Budget – Ms. Michelle R. Jahr, CPA, Chief Financial Officer and Ms. Michele Sather, Executive Director of Finance

Motion by Mr. Connor seconded by Mr. Rollins to approve item 14A, Resolution to Adopt 2019-2020 Budget. The Board is approving the budget with no increase in CPI, a zero increase levy, and no new property taxes.

Yeas: Mr. Dixon, Mr. Rollins, Mr. Scrivano, Mrs. Makulec, Mr. Connor

Absent: Mr. Seigel

Approved: 5-0-1

B. Intergovernmental Agreement with CEANCI

Motion by Mr. Connor seconded by Mr. Rollins to **approve** item 14B, Intergovernmental Agreement with CEANCI.

Yeas: Mr. Rollins, Mrs. Scrivano, Mrs. Makulec, Mr. Connor, Mr. Dixon

Absent: Mr. Seigel

Approved: 5-0-1

C. Uniform Rental

Motion by Mr. Connor seconded by Mr. Rollins to **approve** item 14C, Uniform Rental.

Yeas: Mr. Scrivano, Mrs. Makulec, Mr. Connor, Mr. Dixon, Mr. Rollins

Absent: Mr. Seigel

Approved: 5-0-1

D. Consolidated District Plan (CDP) – Dr. Travis Woulfe

Motion by Mr. Connor seconded by Mr. Dixon to **approve** item 14D, Consolidated District Plan (CDP)

Yeas: Mrs. Makulec, Mr. Connor, Mr. Dixon, Mr. Rollins, Mr. Scrivano

Absent: Mr. Seigel

Approved: 5-0-1

15. Other Business/New Business/Agenda Recommendations

A. Acceptance of Lockers

First Midwest Group donated approximately one-hundred (100) lockers to the District. If the donation is approved, the District will pick these up for use in our facilities.

This will return for a vote at the July 9, 2019 meeting.

B. Architectural and Engineering Design Fees for Administration Building Clerestory and Roof Replacement

The proposal is for architectural and engineering design fees for the Administration replacement of third and seventh floor roofs and current atrium structure. The current atrium structure is obsolete. Once approved, Bradley and Bradley will assemble the bid documents for the replacements. This is financed out of the building's fund and capital budget.

This will return for a vote at the July 9, 2019 meeting.

C. IGA Donation of Smart Boards to Winnebago School District 323

The District is replacing its outdated Smart Boards. Winnebago School District 323 has requested the fifteen of these. The remaining Smart Boards will be sent to a recycling center.

This will return for a vote at the July 9, 2019 meeting.

Atty. Hoadley presented the final board policies.

D. Board Policy 4.150 Operational Services; Facility Management and Expansion Programs

E. Board Policy 5.100 General Personnel; Staff Development Program

F. Board Policy 6.15 Instruction; School Accountability

G. Board Policy 7.100 Students; Health and Dental Examinations, Immunizations, and Exclusion of Students

H. Board Policy 7.250 Students; Student Support Services

The proposed changes to Board policies are recommended to align the District's policies with changes in State and Federal law.

4.150 Operational Services; Facility Management and Expansion Programs

The policy is updated to incorporate the 10-year life safety survey requirement for school buildings. 105 ILCS 5/2-3.12 and 23 Ill.Admin.Code Part 180

5.100 General Personnel; Staff Development Program

Training on appropriate and available services for the promotion of student attendance and engagement was added to the list of professional development requirements pertaining to the adverse consequences of school exclusion, etc. 105 ILCS 5/10-22.6(c-5), amended by P.A. 100-810, eff. 1-1-19

6.15 Instruction; School Accountability

105 ILCS 5/2-3.153, amended by P.A. 100-1046, requires that school climate surveys be administered annually (instead of biennially) to students in grades 4 through 12 (instead of 6 through 12).

7.100 Students; Health and Dental Examinations, Immunizations, and Exclusion of Students

The policy was updated to:

1. require all children entering kindergarten, second, sixth, and ninth grades to have a dental examination 105 ILCS 5/27-8.1, amended by P.A. 100-829; and

2. to provide all students (as opposed to all female students) entering sixth grade and their parent(s)/guardian(s) with written information about the link between human papillomavirus (HPV) and certain cancers, as well as the availability of an HPV vaccine. 410 ILCS 315/, amended by P.A. 100-741

7.250 Students; Student Support Services

The Executive Director of Student Support Services is named liaison to facilitate the enrollment and transfer of records of students in the legal custody of the Illinois Department of Children and Family Services when enrolling in or changing schools. 105 ILCS 5/10-20.59

These will return for a vote at the July 9, 2019 meeting.

16.

Adjournment

Motion by Mr. Connor seconded by Mr. Dixon to adjourn.

Adjournment: 9:35p.m.

Approved: 07/09/19

President: *Kenneth J. Scrivano /s/*

Secretary: *Jude B. Makulec /s/*

/ljf