

AGENDA
BOARD OF EDUCATION
ESWOOD ELEMENTARY DISTRICT 269
April 17, 2023
Eswood School Conference Room
304 N. Main Street
Lindenwood, IL

REGULAR MEETING:

- A. 6:00 P.M. CALL MEETING TO ORDER**
- B. ROLL CALL**
- C. APPROVAL OF MINUTES – [March 20th , 2023](#)**
- D. AUDIENCE COMMENTS**

FOIA Requests:

April 5, 2023 - For the salary and benefits of all school district personnel to ifalzy03@gmail.com. The school district attached the 2021-22 salary and benefits report that is currently available on the website.

E. SPECIAL REPORTS/UPDATES

- 1. Financial Report - [MARCH Revenue Reports 2023; MARCH Expenditure Report 2023; MARCH Treasurer Report 2023](#)**
- 2. Bills Payable - [APRIL 2023 Bills Payable; February P-Card Report](#)**
- 3. Reorganization of the School Board**

Qualifications, Term, and Duties of Board Officers The School Board officers are: President, Vice President, Secretary, and Treasurer. These officers are elected or appointed by the Board at its organizational meeting.

Note: Board determines a "President Pro Tem" for the Nomination Process for President

a. **President** - The Board elects a President from its members for a two-year term. The duties of the President are to: 1. Preside at all meetings; 2. Focus the Board meeting agendas on appropriate content; 3. Make all Board committee appointments, unless specifically stated otherwise; 4. Attend and observe any Board committee meeting at his or her discretion; 5. Represent the Board on other boards or agencies; 6. Sign official District documents requiring the President's signature, including Board minutes and Certificate of Tax Levy; 7. Call special meetings of the Board; 8. Serve as the head of the public body for purposes of the Open Meetings Act and Freedom of Information Act; 9. Ensure that a quorum of the Board is physically present at all Board meetings, except as otherwise provided by the Open Meetings Act; 10. Administer the oath of office to new Board members; 11. Serve as or appoint the Board's official spokesperson to the media; and 12. Ensure that the fingerprint-based criminal history records information checks and/or screenings required by State law and policy 5:30, Hiring Process and Criteria, are completed for the Superintendent. The President is permitted to participate in all Board meetings in a manner equal to all other Board members, including the ability to make and second motions. The Vice President fills a vacancy in the Presidency.

President Pro-Tem says:

"The floor is open to receive Nominations for the Office of President."

“Nominations are now in order for the office of president.”
Members - Submit Nominations

Motion to Close Nominations for the Office of President.
“Hearing no further nominations, the nominations for the office of president are closed.”

Electing the president (if there is only one nomination, the president pro tem may recognize the election without asking for votes.) President pro tem: “Helen Smith being the only candidate nominated for the office of president, the chair hereby declares her elected by acclamation and directs the secretary to so record in the minutes.”

Electing the president (if there are several nominations, the candidate receiving the majority of votes cast wins. Abstentions should be counted with the majority of votes cast.) President pro tem: “All in favor of Helen Smith for the office of president raise their hands.” Then: “All in favor of Paul Jones for the office of president raise their hands.” Then: “The secretary (or secretary pro tem) reports the vote is 5-2 in favor of Helen Smith. By receiving a majority of the votes cast, Helen Smith is elected president of this board of education.”

Electing the president (if more than two candidates are nominated, one candidate must receive a majority of the votes cast to declare a winner.) President pro tem: “[The secretary reports that] Three candidates have split the vote [3-2-2 or 3-3-1]. No one candidate has received a majority of the votes cast. Voting will continue until one candidate receives a majority of the votes cast. At this time, does any candidate choose to drop out of the contest for the office of president before we vote again?”

Motion to approve _____ for the Office of President.

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. 105 ILCS 5/10-16.5

- b. **Vice President** - The Board elects a Vice President from its members for a two-year term. The Vice President performs the duties of the President if: 1. The office of President is vacant; 2. The President is absent; or 3. The President is unable to perform the office's duties. A vacancy in the Vice Presidency is filled by a special Board election.

Note: Newly-elected President to preside.

Process follows that as described for the Office of the President.

"The floor is open to receive Nominations for the Office of Vice- President."

Motion to Close Nominations for the Office of Vice- President."

Motion to approve _____ for the Office of Vice-President.

- c. **Secretary** - The Board elects a Secretary for a two-year term. The Secretary may be, but is not required to be, a Board member. The Secretary may receive reasonable compensation as determined by the Board before appointment. However, if the Secretary is a Board member, the compensation shall not exceed 2:110 2:110 1 of 3 \$500 per year, as fixed by the Board at least 180 days before the beginning of the term. The duties of the Secretary are to: 1. Keep minutes for all Board meetings, and keep the verbatim record for all closed Board meetings; 2. Mail meeting notification and agenda to news media who have officially requested copies; 3. Keep records of the Board's official acts, and sign them, along with the President, before submitting them to the Treasurer at such times as the Treasurer may require; 4. Report to the Treasurer on or before July 7, annually, such information as the Treasurer is required to include in the Treasurer's report to the Regional Superintendent; 5. Act as the local election official for the District; 6. Arrange public inspection of the budget before adoption; 7. Publish required notices; 8. Sign official District documents requiring the Secretary's signature; and 9. Maintain Board policy and such other official documents as directed by the Board. The Secretary may delegate some or all of these duties, except when State law prohibits the delegation. The Board appoints a secretary pro tempore, who may or may not be a Board member, if the Secretary is absent from any meeting or refuses to perform the duties of the office. A permanent vacancy in the office of Secretary is filled by special Board election.

Note: Newly-elected President to preside.

Process follows that as described for the Office of the President.

"The floor is open to receive Nominations for the Office of Secretary."

(The current Secretary is within his two-year term. If the current secretary makes the decision to stay in this office, no motion for approval is required.)

Motion to Close Nominations for the Office of Secretary.

Motion to approve _____ for the Office of Secretary.

- d. **Recording Secretary** - The Board may appoint a Recording Secretary who is a staff member. The Recording Secretary shall: 1. Assist the Secretary by taking the minutes for all open Board meetings; 2. Assemble Board meeting material and provide it, along with prior meeting minutes, to Board members before the next meeting; and 3. Perform the Secretary's duties, as assigned, except when State law prohibits the delegation. In addition, the Recording Secretary or Superintendent receives notification from Board members who desire to attend a Board meeting by video or audio means.

Note: Newly-elected President to preside.

Process follows that as described for the Office of the President.

*“The floor is open to receive Nominations for the Office of Recording Secretary. “
“Motion to Close Nominations for the Office of Recording Secretary.”*

Motion to approve _____ for the Office of Recording Secretary.

- e. **Treasurer** - The Treasurer of the Board shall be either a member of the Board who serves a one-year term or a non-Board member who serves at the Board's pleasure. A Treasurer who is a Board member may not be compensated. A Treasurer who is not a Board member may be compensated provided it is established before the appointment. The Treasurer must: 1. Be at least 21 years old; 2. Not be a member of the County Board of School Trustees; and 3. Have a financial background or related experience, or 12 credit hours of college-level accounting. The Treasurer shall: 1. Furnish a bond, which shall be approved by a majority of the full Board; 2. Maintain custody of school funds; 3. Maintain records of school funds and balances; 2:110 2:110 2 of 3 4. Prepare a monthly reconciliation report for the Superintendent and Board; and 5. Receive, hold, and expend District funds only upon the order of the Board. A vacancy in the Treasurer's office is filled by Board appointment.

Note: Newly-elected President to preside.

Process follows that as described for the Office of the President.

*“ The floor is open to receive Nominations for the Office of Treasurer.”
“Motion to Close Nominations for the Office of Treasurer.”*

Motion to approve _____ for the Office of Treasurer.

4. Extra-Curricular Salary Schedule for 2023-2024

Summary: The updated extra-curricular salary schedule reflects an attempt to standardize salaries based on the number of games/events/hours required for management/supervision. **EC SALARY SCHEDULE FOR 2023-2024.**

5. Music Teacher Hire for 2023-2024

Summary: Christopher Groth will be a 2nd-year music teacher for the 2023-2024 school year. He is currently employed (.60 FTE) with the Steward Elementary School District for the 2022-2023 school year. The Steward Elementary School District administration is very

impressed with Mr. Groth's work. For the 2023-2024 school year, Mr. Groth will function as a .50 FTE for both school districts. **CG SALARY STATEMENT 2023-2024**

6. Addition of a 5th Grade Hybrid Teaching Position

Summary: The school administration is seeking Board approval to hire a certified teacher to create a 5th grade hybrid position to allow for a gradual introduction to the middle school for 5th grade students while correctly implementing the HMH ELA and Math curriculums to be taught in individual grade-level classrooms. This additional position would eliminate the multi-grade level classes for math and literacy and accommodate correct pacing of the HMH curriculum. The teacher would spend approximately 60-70% of the day teaching just 5th grade ELA, Math and other pieces and approximately 30-40% teaching electives and/or supporting MTTS work. Approximate estimate on salary of \$38,757.60-\$43,497.60.
2023-2024 PROJECTED SALARY SCHEDULE

7. Shannon Rogers (Cooley) - Salary Update

Summary: Shannon Rogers (Cooley) is currently placed at Step 4/Lane 1 for the 2023-2024 school year with a salary of \$38,757.60. Shannon brought an additional three years of private school teaching experience to the school district that was not calculated for her salary placement at the time of her initial hire. I am recommending that the Board allow three additional years toward her salary as follows: 3-Years = \$42,312.60.

8. Continuous Improvement/Strategic Planning Days:

Summary: **10 Days-** May 30, 31, June 1st, 14, 26th, August 7-10th (½ Jump Start/ ½ Continuous Improvement Work), August 11th-Continuous Improvement Work. Will provide Professional Development and structured work day to work on the SY24 improvement goals to align and continue the Strategic Plan work. Daily rate of pay based on the individual teachers daily rate of pay.

9. Notification of Intent to Retire:

Summary: [Lynne Jokers](#) has notified the school district of her intent to retire as of December 22, 2023. Administration will post an open paraprofessional position. The school district will attempt to fill this vacancy immediately with the understanding that a mid-year vacancy may prove difficult to fill. **JOKERS, L - INTENT TO RETIRE 122223**

10. Engie Energy Rates: Summary: Renewal request from Engie for 6/1/2023-12/31/2024

ENGIE RENEWAL REQUEST

G. ACTION ITEMS

- 1. Financial Reports** – Motion to approve the Financial Reports as submitted.
- 2. Bills Payable** – Motion to approve the Bills Payable as submitted.
- 3. Extra-Curricular Salary Schedule for 2023-2024** - Motion to approve the Extra Curricular Salary Schedule for the 2023-2024 school year as submitted.

4. Music Teacher Hire for 2023-2024 - Motion to approve the hiring of Christopher Groth as the new music teacher (0.50 FTE) for the 2023-2024 school year with total compensation as submitted.

5. Addition of a 5th Grade Hybrid Teaching Position - Motion to approve the posting and subsequent hiring of an individual to fill a 5th Grade Hybrid teacher position with potential salary range as submitted.

6. Shannon Rogers (Cooley) - Salary Update - Motion to approve three additional years on the salary schedule for Shannon Rogers (Cooley) in recognition of her work in private school teaching prior to her hire with the Eswood CCSD 269. Her re-calculated salary for 2023-2024 would be \$42,312.60.

7. Continuous Improvement/Strategic Planning Days: Motion to approve the 10 days of continuous improvement/strategic planning days for certified staff between the end of the school year and beginning of SY24 pay based on the individual teachers daily rate of pay as submitted.

8. Intent to Retire - Motion to accept, with gratitude for her service to the school district, the notification of an intention to retire by Lynne Jokers at a date, no later than the 22nd of December, 2023.

9. Paraprofessional Hire in Anticipation of a January, 2024 vacancy - Motion to hire a paraprofessional staff member for the beginning of the 2023-2024 school year.

10. Engie Energy Rates: Motion to approve the electricity rate of \$0.05999 for the term 6/1/23-12/31/24 as submitted.

11. McDermaid Roofing: Motion to rescind the approval of the roof replacement work by McDermaid Roofing and Insulation Company as approved at the March 2023 Board of education meeting.

H. DISCUSSION ITEMS:

1. STRATEGIC PLAN: : [Strategic Plan Presentation](#) [Strategic Planning \(Working Doc\)](#)

1. 10 Staff Work Days for Continuous Improvement/Strategic Planning

2. OPEN ESWOOD POSITIONS: .5+ ART, Science/STEAM 1.0, 5th Grade?

3. INTERNSHIP(Kirsten) ACTION PLAN- 10 Projects

4 CLIMATE & CULTURE: District PLCs/Collaboration: [SIP/PLC/TI - SY 2023:](#)
[Teacher Appreciation Week May 8-12th](#)

[End of the Year Trips, Awards, Graduation, etc.](#) **DATES:**

a. **Curriculum Mapping/ Instructional Alignment:** HMH Curriculum/Data Next: **Science (Amplify? Twig?)**, SS, STEAM Curriculum: Constant & Ongoing: MTSS PD, HMH PD [APRIL SIP DAY AGENDA](#)

b. **Supervision & Instruction: Finalizing Tenure Summatives**

- b. **Instructional Tech Analysis:** [SOPPA-Digital Resources](#) :
 - **May Board Meeting Looking to Purchase:** IXL, MAP, Teacher pay Teachers, possible Science Curriculum.
- d. **Comprehensive Instructional Renewal:**
 - *****ALL STANDARDIZED TESTING COMPLETE**
 - Aimsweb: May 1st-5th**
 - HMH: Math/ELA- Continuing PD
 - Data sources: (MAP vs Aimsweb) STAR PLUS: Benchmarking
 - IXL: **Pilot Program now**
 - Science Curriculum: Twig? Mystery Science?
 - **Resources:** What do we need, what don't we need: May Board Meeting/Reccomendations for purchase. ELIMINATED NoRedInk, BrainPop, Aimsweb (MAP)
- e. **Strategic Plan**
- e. **Systems Management:** District Policy Update: & Building/Grounds Work
 - **403(b)/457 Plan Options/TRS: Staff presented an overview at April 6th-PLC. Staff are beginning to sign up with Horace Mann to begin their process for securing retirement plans.**
<https://www.trsil.org/employers/Supplemental-Savings-Plan>.
- g. **Community Outreach-Safety Work:** Threat Assessment Team, Drills, etc
Finalizing all drills this week. Fire Dept. 4/5/23
- i. **Legal, Moral, Ethical Analysis:** Website-All up to date and legal:
- k. **Advocate Local, State & National:** LEVY, Board Agendas/Presenting to Board.

4. 1st Reading - Parent and Student Handbook for 2023-2024 PARENT AND STUDENT HANDBOOK FOR 2023-2024

5. Health and Life Safety Inspection Updates from School District Architect and ROE 47. Please see the attached. ROE HLS INSPECTION 2023; ROE HLS INSPECTION 041123.

6. Eswood School Summer Project 2023. (Chuck) ESWOOD SCHOOL PROJECT STATUS - SUMMER 2023 AND ADDITIONAL 041223

7. 8th Grade Graduation: May 18th at 6:00 pm.

I. CLOSED SESSION

- 1. To consider and discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

J. ACTION ITEMS FROM CLOSED SESSION

K. ADJOURNMENT