

AGENDA
BOARD OF EDUCATION
ESWOOD ELEMENTARY DISTRICT 269
July 25, 2022
Eswood School Conference Room
304 N. Main Street
Lindenwood, IL

A. 6:00 P.M. CALL MEETING TO ORDER

B. ROLL CALL

C. APPROVAL OF MINUTES – JUNE 20, 2022

D. AUDIENCE COMMENTS

E. SPECIAL REPORTS/UPDATES

1. Financial Report - JUNE REVENUE REPORT 2022; JUNE EXPENDITURE REPORT 2022; JUNE TREASURER REPORT 2022

2. Bills Payable - JUNE 2022 BILLS PAYABLE

3. Safety Plan

Summary Statement: ISBE requires a collaborative effort with emergency services personnel in the development of a crisis plan regarding issues of school safety. In working with the Ogle County Sheriff, I have used procedures as aligned with the school district's policy manual by which to construct such a plan. **2022-2023 – SAFETY PLAN**

4. Threat Assessment Procedure

Summary Statement: Each year prior to the start of the school year, the school board shall file the threat assessment procedure and a list identifying the members of the school district's threat assessment team or regional behavior threat assessment and intervention team with (i) a local law enforcement agency and (ii) the regional office of education or, with respect to a school district organized under Article 34 of the School Code, the State Board of Education. **2022-2023 THREAT ASSESSMENT PROCEDURE**

5. List Identifying Members of the School District's Threat Assessment Team

Summary Statement: Each year prior to the start of the school year, the school board shall file the threat assessment procedure and a list identifying the members of the school district's threat assessment team or regional behavior threat assessment and intervention team with (i) a local law enforcement agency and (ii) the regional office of education or, with respect to a school district organized under Article 34 of the School Code, the State Board of Education. Those members are as follows: Dr. James Hammack – Superintendent; Kirstin Garrigan – Principal and Superintendent-in-Training; Erin Whitehead – District Administrative Assistant; Michelle Tofte – ES Teacher; Phil Winters – MS Teacher; Amy Brass – OCEC School Psychologist; TBD – OCEC School Social Worker. **2022-2023 THREAT ASSESSMENT PROCEDURE**

6. Safe2Help Illinois

Summary Statement: The State of Illinois has developed a school safety program called Safe2Help Illinois in an effort to raise awareness of 21st-century threats facing schoolchildren in Illinois. Safe2Help Illinois offers students a safe, confidential way (free app, text/phone, and website (Safe2HelpIllinois.com)) in which to share information that might help prevent suicides, bullying, school violence or other threats to school safety. Once vetted, the information provided will be shared with local district and school officials and/or local PSAP/9-1-1-call center, depending on the nature of the information shared. This program is not intended to suspend, expel, or punish students. Rather, the goal is to get students to “Seek Help Before Harm.” Safe2Help Illinois has developed an Mental Health Toolkit aimed at changing the culture in Illinois schools while also providing the resources to help parents and educators reinforce the components of this program. [SAFE2HELP ILLINOIS](#)

7. Illinois Virtual Instructional Coach and Building Mentor Program

Summary Statement: Kirsten and I attended a Zoom presentation regarding support for teachers in Years 1-3 via a Virtual Coach and Building Mentor. The instructional coach is at least 30-minutes per week and the building mentor is 2-hours per week. In addition, resources are improving teacher performance are available to all Year 1-3 teachers. The program is free to the school district and funded by IEA and IFT. [VIRTUAL INSTRUCTIONAL COACH AND BUILDING MENTOR PROGRAM](#)

8. Garrigan, Kirsten – NIU Superintendent Internship Plan

Summary Statement: This internship plan outlines the various learning activities and projects that Kirsten Garrigan will complete in preparation to assume the Superintendency as of July 1, 2023. Dr. Hammack and Kirsten Garrigan will monitor the completion of this plan, per month, for the Board’s review and feedback. [GARRIGAN, KIRSTEN – NIU SUPERINTENDENT INTERNSHIP PLAN](#)

9. Fiscal 2023 Tentative Budget

Summary: Illinois law requires certain procedures a school board must follow to adopt (approve) an annual budget. These actions include: • The designation of an individual(s) to develop the budget in tentative form. The tentative budget includes revenues and expenditures that are anticipated during the fiscal year and contains a statement of the estimated cash expected to be on hand at the beginning and end of the fiscal year. • The secretary of the school board publishes a notice of where, when and during what hours the tentative budget will be on display for public inspection and where, when and what time the budget hearing will be held. The tentative budget must be on display for at least 30 days prior to the budget hearing. It shall be the duty of the secretary of the district board to make the tentative budget available for public inspection, and arrange for the budget hearing. • Prior to taking final action on the budget, the school board must hold at least one budget hearing. The details of the tentative budget are explained during the hearing and the public may ask questions or provide input on the tentative budget. • The budget is voted on and adopted (or rejected) by the school board at public meeting held after the budget hearing. • The school district budget must be adopted by the end of the first quarter of the fiscal year (September 30). [2023 FORM ISBE BUDGET \(A\)](#)

10. Consolidated District Plan

Summary: The District Plan shall be developed with timely and meaningful consultation with teachers, principals, other school leaders, paraprofessionals, specialized instructional support personnel, charter school leaders, administrators, other appropriate school personnel, and parents of children in schools served under the Every Student Succeeds Act (ESSA) legislation, and as appropriate, is coordinated with other programs under ESSA, the Individuals with Disabilities Education Act (20 U.S.C. 1400 et seq.), the Rehabilitation Act of 1973 (20 U.S.C. 701 et seq.), the Strengthening Career and Technical Education for the 21st Century Act (20 U.S.C.2301 et seq.), the Workforce Innovation and Opportunity Act (29 U.S.C. 3103 et seq.), the Head Start Act (42 U.S.C. 9831 et seq.), the McKinney-Vento Homeless Assistance Act (42 U.S.C. 11301 et seq.), the Adult Education and Family Literacy Act (29 U.S.C. 3271 et seq.), and other Acts as appropriate.

Board Goals: • Student Learning: Every child will make significant academic gains each year, increasing their knowledge, skills, and opportunities so they graduate equipped to pursue a successful future, with the state paying special attention to addressing historic inequities.

• Learning Conditions: All schools will receive the resources necessary to create safe, healthy, and welcoming learning environments, and will be equipped to meet the unique academic and social and emotional needs of each and every child.

• Elevating Educators: Illinois' diverse student population will have educators who are prepared through multiple pathways and are supported in and celebrated for their efforts to provide each and every child an education that meets their needs. (Plan specifics: FY 2023 Title I, Part A - Improving Basic Programs

Title I, Part A - School Improvement Part 1003, Programs: Title I, Part D – Delinquent, Title I, Part D – Neglected, Title I, Part D - State Neglected/Delinquent, Title II, Part A - Preparing, Training, and Recruiting High-Quality Teachers, Principals, and Other School Leaders, Title III - Language Instruction Educational Program (LIEP), Title III - Immigrant Student Education Program (ISEP), Title IV, Part A - Student Support and Academic Enrichment, Title V, Part B - Rural and Low Income Schools, IDEA, Part B - Flow-Through, IDEA, Part B – Preschool, Elementary and Secondary School Emergency Relief Grant II, and American Rescue Plan - LEA (Elementary and Secondary School Emergency Relief Grant III). **2022-2023 CONSOLIDATED DISTRICT PLAN**

G. ACTION ITEMS

1. Financial Reports – Motion to approve the June Financial Reports as submitted.

2. Bills Payable – Motion to approve the June Bills Payable as submitted.

3. 2022-2023 Eswood CCSD 269 – Safety Plan – Motion to approve the plan as submitted.

4. 2022-2023 Eswood CCSD 269 Threat Assessment Procedure – Motion to approve procedure as submitted.

5. 2022-2023 Eswood CCSD 269 List Identifying Members of the School District's Threat Assessment Team – Motion to approve member list as submitted.

6. Safe2HELP Model– Motion to approve Use of Resources from the Safe2Help Model as recommended to Illinois School Districts by the Illinois State Board of Education.

7. Virtual Instructional Coach and Building Mentor Program – Motion to approve the MOU and plan document as submitted.

8. Garrigan, Kirsten – NIU Superintendent Internship Plan - Motion to approve the plan document as submitted.

9. Tentative Budget and Public Notice Requirements

a. The designation of an individual(s) to develop the budget in tentative form – Motion to designate Dr. James Hammack to develop the Fiscal 2023 school budget in tentative form.

b. The secretary of the school board publishes a notice of where, when and during what hours the tentative budget will be on display (for at least 30 days) for public inspection and where, when and what time the budget hearing will be held. – Motion to publish a notice in the Rochelle News-Leader that a tentative budget for Fiscal Year 2023 will be on display for public inspection, Monday through Friday, from 8:30 a.m. – 2:00 p.m., beginning July 26, 2022, through September 26, 2022.

c. It shall be the duty of the secretary of the district board to make the tentative budget available for public inspection and arrange for the budget hearing. • Prior to taking final action on the budget, the

school board must hold at least one budget hearing. – Motion to hold a formal hearing on the tentative budget for Fiscal Year 2023 for September 26, 2022, 5:45 p.m., in the Grade 2 classroom of the Eswood Community Consolidated School District 269, located at 304 North Main Street, Lindenwood, Illinois, 61049.

d. Tentative Budget for Fiscal Year 2023 – Motion to approve the tentative, Fiscal 2023 budget, as submitted.

10. Consolidated District Plan – Motion to approve the 2022-2023 Consolidated District Plan as submitted.

H. DISCUSSION ITEMS

1. Agenda: School Improvement Plan Early-Release Day for August 16, 2022 – 081622 – SIP AGENDA

2. Summer Projects – Based on my conversations with Chuck Newman, our summer projects list has been identified as follows:

- a. RTU and ALT Gymnasium Lighting – Helm Mechanical (as approved by BOE)
- b. Safety Door and Hardware for Gymnasium – Gehrke Construction (as approved by Board)
- c. Front sidewalk – Various Sections (TBD)
- d. Playground Equipment – Selected Equipment for Purchase and Installation (TBD)
- e. Restrooms in Main Hallway and Middle School Section – Restoration (TBD)
- f. Carpeting in the Middle School science and ELA rooms (TBD)

3. Jump Start Program Update – Janet Kacvinsky will provide a progress update regarding learning loss services via this program: We currently have 15 students enrolled in the program. Janet sent a letter asking parents to contact her by July 1 so I could enroll their child into the program. The program is scheduled to run from August 1-11, 9am – 12pm.

4. Illinois State Police Clear and Present Danger Request– Pursuant to the Firearms Owners Identification (FOID) Card Act, when a student or other person demonstrates threatening physical or verbal behavior determined to pose a clear and present danger to themselves or others, **school administrators must submit a report to the Illinois State Police within 24 hours of the incident.** This reporting process is intended to identify and prevent individuals who pose a clear and present danger from legally accessing firearms or firearm ammunition by revoking the individual's FOID Card or preventing them from obtaining a FOID Card in the future. Reports should include specifics details, dates, and times, as well as the names and contact information of any witnesses. – **CLEAR AND PRESENT DANGER FORM**

5. Deliver/Install/Train (1) KONICA 550I (1) KONICA C300I – Marco Technologies has delivered and installed our new copiers/printers as of July 12, 2022.

6. Duval, Dane – Summer Cleaning Schedule – I want to formally recognize Mr. Duval for his kindness and care in assisting Mr. Heslop with understanding our the school district's summer cleaning needs. This gesture was from his heart. Thank you, Dane!

I. CLOSED SESSION

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

2. Student discipline and other matters relating to individual students.

J. ACTION ITEMS FROM CLOSED SESSION

1. Motion to hire Erik Heslop as the full-time custodian and building maintenance personnel at a starting salary of \$18.92 per hour plus benefits.

2. Motion to Accept Resignation:

Tom O'Neill – School District Physical Education Teacher

K. ADJOURNMENT