

**Coal City Community Unit School District #1  
Board of Education Meeting Minutes  
Wednesday, July 6, 2022**

**CALL TO ORDER**

President Miller called the regular meeting to order at 6:00 p.m. with the board members answering roll call present: Robert Bianchetta, Mary Gill, Shawn Hamilton, Quint Harmon, Steve Rogers, and Ken Miller. Also in attendance were Superintendent Christopher Spencer, CSBO Jason Smith, Director of Curriculum and Instruction Tammy Elledge, Director of Special Populations Luke Krippel, Board Secretary LaWanda Gagliardo, and member of the press Ann Gill. Board member Chuck Lander was absent.

**PLEDGE OF ALLEGIANCE**

President Miller led the Board and others present in reciting the Pledge of Allegiance.

**NOTICES AND COMMUNICATIONS**

1. Introduction/acknowledgement of guests. – none.

**COMMUNICATIONS FROM THE FLOOR**

1. In regard to agenda items – none.
2. In general (Limited to 5 minutes per person.) – none.

**APPROVAL OF CONSENT AGENDA**

President Miller asked if there were any items that the Board would like to remove from the consent agenda. Hearing none, President Miller asked for a motion to approve the consent agenda, and the following building requests.

Mr. Rogers moved and Mrs. Gill seconded to approve the consent agenda including:

<b><u>Group</u></b>	<b><u>Building</u></b>	<b><u>Ins.</u></b>	<b><u>Date</u></b>
St. Francis of Assisi Catholic Church	MS		June 18 & 19, 2022

**MINUTES**

June 1, 2022 - Regular Meeting  
June 29, 2022 - Board Study Session

**CLOSED SESSION MINUTES**

None.  
June 29, 2022 – Board Study Session

**FINANCIAL REPORTS**

Activity Fund Reports – May 2021  
Treasurer’s Report – May 2021  
Monthly Manual Check Report – June 2022  
Payroll Report – June 2022  
Accounts Payable Report – July 2022

**PERSONNEL**

**Resignations**

- Ashley Frizzell - Social Worker at the Coal City High School – Mrs. Frizzell’s last day is July 31, 2022.

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- Susan Boresi – Full-time Special Ed. Aide at the Early Childhood Center. Ms. Boresi’s last day was June 1, 2022.
- Antonio Petrongelli – PAC IT – Mr. Petrongelli’s last day will be July 29, 2022.
- Samuel Wurster – High School Industrial Teacher – Mr. Wurster’s last day is June 30, 2022.

**Employments** - pending satisfactory completion of all state requirements – *(see Superintendent’s Report)*

**Employment Authorization**

- Due to time constraints, the superintendent will be authorized to offer contracts for employment for any position(s) that are/or could become available in order to start the 2022-2023 school year with a full staff. This authorization will end on September 7, 2022.

**Employee Transfers**

- Aimee Wren – Kindergarten Special Ed Teacher at the Early Childhood Center – Mrs. Wren will transfer to Kindergarten Teacher at the Early Childhood Center. Mrs. Wren is replacing Devin Esparza, who resigned at the end of the 21 -22 school year.
- Craig Warner – Social Worker at the Elementary school – Mr. Warner will transfer as the Social Worker at Coal City High School. Mr. Warner is replacing Ashley Frizzell who resigned at the conclusion of the 21 – 22 school year.
- Jennifer Kenney – Principal at the High School – Mrs. Kenney will transfer as the Director of Curriculum and Instruction at the conclusion of the 2022 – 2023 school year. Mrs. Kenney will replace Mrs. Elledge upon her retirement on June 30, 2022.
- Brad Boresi – 4<sup>th</sup> Grade Teacher at the Intermediate School – Mr. Boresi will transfer to the High School as the Dean/Assistant Athletic Director at the High School.

**Leave Requests**

- Kassandra Marsala – Social Worker at the Intermediate School – Mrs. Marsala is requesting an eighteen (18) day paid maternity leave, with use of accumulated sick leave in accordance with the Teacher’s Negotiated Agreement, from approximately Friday, September 16, 2022 through Thursday, October 13, 2022. Mrs. Marsala is also requesting a twenty-six (26) day unpaid FMLA leave from Friday, October 14, 2022 through Tuesday, November 22, 2022. Mrs. Marsala plans to return back to work on Monday, November 28, 2022.

**Retirement Requests**

- Lori Moir – 6<sup>th</sup> Grade Math Teacher at the Middle School – Ms. Moir plans to retire at the conclusion of the 2025 – 2026 school year.
- Tanya Miller – 5<sup>th</sup> Grade Teacher at the Intermediate School – Ms. Miller plans to retire at the conclusion of the 2025 – 2026 school year.
- Sandy Sanburg – 8<sup>th</sup> Grade Special Ed Teacher the Middle School – Ms. Sanburg plans to retire at the conclusion of the 2025 - 2026 school year.
- Amy Gernenz – 4<sup>th</sup> Grade Teacher at the Intermediate School – Ms. Gernenz plans to retire at the conclusion of the 2024 – 2025 school year.

**Job Descriptions**

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K-5 School Counselor  
Dean of Students/Assistant Athletic Director  
Health Aides/Assistant Secretary  
Certified Reading Interventionist

Roll Call.

Ayes: Steve Rogers, Mary Gill, Robert Bianchetta, Shawn Hamilton, Quint Harmon, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

**ADMINISTRATORS' REPORTS**

**A. SPECIAL POPULATIONS REPORT**

Director Krippel reported:

**Extended School Year:**

The district recently completed the extended school year session for special education students who qualify based on their IEP's. Overall, 27 students attended the summer session to continue their progress on their academic and functional goals. Several teachers and paraprofessionals stepped up to assist this summer and their efforts are greatly appreciated!

**Safety Assessment Protocol:**

A new Illinois law requires school districts to establish "Threat Assessment Teams" as well as "Safety Assessment Protocols" in order to keep our learning environment safe. Several team members including administrators, social workers, counselors and our School Resource Officers participated in a professional development session to assist the district in establishing our team and protocol. I would like to thank everyone who participated in this professional development session, especially the presenters Scott Bloomquist and Allison Pierson who drove to Coal City from the Rockford area to make this happen.

The attached file includes the district's "Threat Assessment Team" as well as the "Safety Assessment Protocols." This document establishes a specific list of events that would initiate the threat assessment protocol to be completed in order to determine if a threat is legitimate and if so, how to proceed to ensure school safety. This protocol is considered to be best practice according to the United States Secret Service and has been proven to identify potential threats and acts of violence

[Coal City implementation manual \(1\).pdf](#)

**Vacancies:**

Full Time Reading Specialist - Coal City Intermediate School

- In an attempt to gather more interest in this position, a posting for a "Reading Interventionist" was also created.

Full Time Special Education Teacher (Kindergarten) - Coal City Early Childhood Center

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Full Time Social Worker - Coal City Elementary School

- In an attempt to gather more interest in this position, a posting for a “School Counselor” was also created.

Paraprofessionals - Anticipated for 22-23 School Year

**B. CURRICULUM REPORT**

Director Elledge reported:

**Department Information**

Summer work began on June 3rd at the high school. We concluded work on June 23<sup>rd</sup>. The teachers logged 830 hours of paid work. Main accomplishments were a few new courses at the high school, expansion of the STEM curriculum to 7<sup>th</sup> grade and adoption of new science materials for all grade levels. Thanks go out to the department leaders that make this process run smoothly and are always working on improvements in their areas.

**Mentoring Program**

At the current time we have 15 staff members that could be going through the mentoring program this year. While hiring is still taking place, we are also trying to match up interested staff members to fill the mentoring positions. New staff orientation is planned for August 9-10. There will be an additional work day for the new staff member and the mentor set for August 11.

**C. SUPERINTENDENT’S REPORT**

Mr. Spencer reported:

1. The annual summary of Nursing Services for the 2021 - 2022 school year has been submitted for Board review by district nurses Emily Nolan and Danielle Meyer.
2. At the April 6, 2022 Board meeting, the Board authorized the Superintendent to employ personnel as needed due to current candidate shortage. This authority would sunset on July 6, 2022. The following will be employed for the 2022 – 2023 school year, pending satisfactory completion of all state requirements:

**Certified Staff:**

Amanda Gibson – 8<sup>th</sup> Grade English Language Arts Teacher at the Middle School – Ms. Gibson is replacing Mrs. Hall who transferred to the Intermediate School.

**Support Staff:**

Raquel Drinkwine – 1:1 Aide at the Intermediate School.  
Quinn Ferrara – 1:1 Aide at the Early Childhood Center.

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**DATES TO REMEMBER**

July 4 – Independence Day – Office Closed

July 13 – FY23 Board Strategic Planning Meeting

July 14 – Walk-in Registration @ Unit Office from 7 a.m. – 10 a.m.

July 19 – Walk-in Registration @ Unit Office from 4 p.m. – 6:30 p.m.

July 27 – Board Study Session of the Whole Meeting @ 6:00 p.m.

Joint Annual Conference Pre-Conference Registration is now open

**D. GRUNDY AREA VOCATIONAL CENTER REPORT**

Mr. Lander reported:

1. Director Copes presented the FY23 tentative budget, which was approved by the Board of Control.
2. Approved the FY23 Budget Hearing to be held on August 5, 2022 at 5:15 p.m.
3. Approved the resignation of Jeanne Skube, Assistant Director.
4. Approved promoting Kara Gierke to Assistant Director on a one-year contract with a base salary of \$75,000.
5. Approved hiring Trevor Sampson as Dean of Students on a one-year contract with a base salary of \$65,000.
6. Approved the employment of Natalie Gregoire as Special Education teacher.
7. Accepted the resignation of Melissa Smith, Agriculture Instructor.
8. Approved the posting of the Agriculture teaching position.
9. Authorized the Director to offer teacher and/or support staff contracts for any positions that are/or could become available in order to start the 2022-2023 school year.
10. Approved support staff salary increases for FY23.
11. Authorized GAVC to make summer bill payments for the month of July.

**E. ATHLETIC DIRECTOR REPORT**

Athletic Director Dan Hutchings reported:

**Calendar of Events:**

July 19 M.S. Fall Parent meeting for Baseball, Softball, Girls Basketball 6:00

July 25 Middle School Softball tryouts TBA

Aug. 1 Middle School Baseball tryouts TBA

Aug. 2 District Coaches Meeting 9:00 am

Aug. 8 H.S. Fall Sport Begin - Football, Golf, Volleyball, Girls Tennis,  
Boys Soccer

\*On June 16 Morris Hospital provided Athletic Physicals at a cost of \$20. 46 students took advantage of this opportunity.

Summer camps are in full swing at this time.

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**Current Coaching Openings**

- HS Varsity Baseball
- HS FS Softball
- 2 MS Assistant Wrestling
- 1 HS Assistant Wrestling

**COMMUNICATIONS FROM THE FLOOR**

1. In regard to agenda items – none.
2. In general (Limited to 5 minutes per person.) – none.

**OLD BUSINESS**

**A. FINAL READING ON REVISED DISTRICT POLICIES**

The first reading took place at the June 1 Board meeting, the second reading at the June 29 Board Study Session, and this was the third and final reading. The School Board Policy Committee recommended for the Board to approve the policy revisions as presented.

2:150-AP	Superintendent Committees
2:230	Public Participation at School Board Meetings and Petitions to the Board
3:70	Succession of Authority
4:10	Fiscal and Business Management
4:60-AP4, E1	Internal Procedures for Procurement Transactions
4:70	Resource Conversation
4:110-AP2	Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; d Bus Driving Comments
4:170-AP1,	Accident or Injury Form
4:170-AP1,	Memo to Staff Members Regarding Contacts by Media About a Crisis
4:170-AP4	National Terrorism Advisory System
4:180	Pandemic Preparedness; Management; and Recovery
4:108-AP1	School Action Steps for Pandemic Influenza or Other Virus/Disease
5:40	Communicable and Chronic Infectious Disease
5:40-AP	Communicable and Chronic Infectious Disease
5:70	Religious Holidays
5:80	Court Duty
5:110	Recognition for Service
5:130-AP	Email Retention
5:140	Solicitations By or From Staff
5:220-E	Unsatisfactory Performance Report for Substitute Teachers
5:240	Suspension
5:270-E	Notice of Employment

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6:70	Teaching About Religions
6:70-AP	Teaching About Religions
6:80	Teaching About Controversial Issues
6:120-AP3	Service Animals
6:120-AP3,	Guidelines for Service Animals in School Facilities
6:140	Education of Homeless Children
6:140-AP	Education of Homeless Children
6:250-E	Resource Person and Volunteer Information Form and Waiver of Liability
6:290	Homework
6:330	Achievement and Awards
7:10-AP1	Accommodating Transgender, <u>Nonbinary</u> , <del>Students</del> or Gender Non-Conforming Students
7:10-AP2	Accommodating Breastfeeding Students
7:15	Student and Family Privacy Rights
7:60-AP2	Establishing Student Residency
7:140-AP	Use of Metal Detectors <u>and Searches</u> for Student Safety
7:270	Administering Medicines to Students
7:270-AP1	Dispensing Medication
7:270-AP2	Checklist for District Supply of Undesignated Asthma Medication, Epi- nephrine Injectors, Opioid Antagonists, and/or Glucagon
7:270-E1	School Medication Authorization Form
7:285	<u>Anaphylaxis Prevention, Response, and Food Allergy Management</u> Program
7:285-AP	<del>Implementing a Food Allergy</del> <u>Anaphylaxis Prevention, Response, and</u> Management Program
7:300-E1	Agreement to Participate
7:300-E3	Authorization for Medical Treatment
7:340-AP1,	Using a Photograph or Video Recording of a Student
7:340-AP1,	Biometric Information Collection Authorization
8:20-E	Application and Procedures for Use of School Facilities

Mr. Bianchetta moved and Mr. Harmon seconded to approve the final draft of the revised District Policies as presented.

Roll Call.

Ayes: Robert Bianchetta, Quint Harmon, Mary Gill, Shawn Hamilton, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

**B. DISCUSSION ON FY23 STAFFING UPDATE**

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At the June 29 Board Study Session meeting, Superintendent Christopher Spencer discussed the staffing needs for the upcoming 2022 – 2023 school year. Mr. Spencer provided the Board with an update on the district’s current staffing needs. The Administrators were creative with job postings and were able to attract interests in the teaching positions available within the district. Mr. Spencer also discussed Kindergarten enrollment numbers and will have more information to present to the Board at the next Board meeting.

**C. DISCUSSION/ACTION ON RETIREMENT MOU**

At the June 29 Board Study Session, the Board discussed the Retirement MOU that would extend retirement qualifications to employees who turn 55 after June 30 in the year of retirement, but before the first day of the following school year.

Mr. Harmon moved and Mrs. Gill seconded to approve the Retirement MOU as presented.

Roll Call.

Ayes: Quint Harmon, Mary Gill, Robert Bianchetta, Shawn Hamilton, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

**D. DISCUSSION ON FY23 BOARD STRATEGIC PLANNING PROCESS**

Superintendent Christopher Spencer and Board member Shawn Hamilton updated the Board on the planning process for the FY23 Strategic Planning process. Everything was set and ready for the meeting. The Board will discuss the meeting at the July 27 Board Study Session Meeting.

**NEW BUSINESS**

**A. DISCUSSION/ACTION ON APPROVAL OF THE QUARTERLY DROP OUT REPORT**

The Quarterly Drop Out Report for the quarter ending June 1, 2022 was prepared and ready for Board approval. The approval of the Drop Out Report is a State requirement, which ensures that the School Board is informed of students leaving our school system.

Mrs. Gill moved and Mr. Rogers seconded to approve the filing of the Drop Out Report with the Regional Office of Education for the Quarter ending June 1, 2022.

Roll Call.

Ayes: Mary Gill, Steve Rogers, Robert Bianchetta, Shawn Hamilton, Quint Harmon, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

**B. DISCUSSION/ACTION ON SCHOOL SITE DONATION FROM GRUNDY COUNTY**

A School Site Donation in the amount of \$2,132.23 was received from Grundy County. A resolution

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was prepared for acceptance of this school site donation.

Mrs. Gill moved and Mr. Harmon seconded to approve the resolution accepting the School Site Donation in the amount of \$2,132.23 from Grundy County, and to waive the reading of the resolution.

**Roll Call.**

Ayes: Mary Gill, Quint Harmon, Robert Bianchetta, Shawn Hamilton, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

**C. DISCUSSION/ACTION ON THE 2022 – 2023 TENTATIVE OPERATING BUDGET**

The tentative budget represents the compilation of an effort that annually begins the preceding fall. Numerous groups, as well as individuals, have an opportunity to provide input on this final product.

The district is legally required to have its Tentative Operating Budget on display for public inspection for a period of not less than thirty (30) days. Interested individuals may inspect the formal document in the District Administration Office at 550 S Carbon Hill Road, between Monday, July 11, 2022 and Thursday, September 1, 2022. The legal notice, when published, meets the legal requirements of the State of Illinois.

Mr. Harmon moved and Mr. Bianchetta seconded to approve the 2022-2023 Tentative Budget as presented and to approve the legal notice for public hearing that said budget is available for public inspection for no less than thirty (30) days at the District Administration Office from July 11, 2022 until the Public Hearing at 6:00 p.m. on Wednesday, September 7, 2022.

**Roll Call.**

Ayes: Quint Harmon, Robert Bianchetta, Mary Gill, Shawn Hamilton, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

**D. DISCUSSION/ACTION ON APPOINTMENT OF THE TITLE IX AGENT AND NON-DISCRIMINATION COORDINATOR**

The Board must annually take formal action to appoint CSBO Jason Smith as the Title IX and Non-Discrimination Coordinator.

Mrs. Gill moved and Mr. Bianchetta seconded to approve the appointment of CSBO Jason Smith as the Title IX and Non-Discrimination Coordinator for the 2022 - 2023 school year.

**Roll Call.**

Ayes: Mary Gill, Robert Bianchetta, Shawn Hamilton, Quint Harmon, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

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Motion: Carried.

**E. DISCUSSION/ACTION ON APPOINTMENT OF LIAISON FOR STUDENT RECORDS  
FOR THE DEPARTMENT OF CHILDREN AND FAMILY SERVICES**

The Board must take formal action to appointment a liaison to facilitate enrollment and transfer of records of students in the legal custody of the Department of Children and Family Services. This Act went into effect on July 1, 2022. The Board of Education name Director of Special Populations, Luke Krippel as that liaison.

Mrs. Gill moved and Mr. Harmon seconded to approve the appointment of Director of Special Populations Luke Krippel as the liaison for student records for the Department of Children and Family Services.

**Roll Call.**

Ayes: Mary Gill, Quint Harmon, Robert Bianchetta, Shawn Hamilton, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

**OPEN FOR ITEMS NOT KNOWN AT AGENDA PREPARATION TIME**

**COMMUNICATIONS FROM THE FLOOR**

1. In regard to agenda items – none.
2. In general (Limited to 5 minutes per person.) – none.

**CLOSED SESSION**

Mrs. Gill moved and Mr. Rogers seconded to go to closed session at 6:14 p.m. for the purpose of considering information regarding the appointment, employment, compensation, discipline, performance, or dismissal of specific employees, and collective bargaining matters.

**Roll Call.**

Ayes: Mary Gill, Steve Rogers, Robert Bianchetta, Shawn Hamilton, Quint Harmon, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

Mr. Harmon moved and Mrs. Gill seconded to return to open session at 6:24 p.m.

**Roll Call.**

Ayes: Quint Harmon, Mary Gill, Robert Bianchetta, Shawn Hamilton, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

**ACTION AS A RESULT OF CLOSED SESSION**

Mr. Harmon moved and Mr. Hamilton seconded to approve the transfer of Jennifer Kenney from High

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School Principal to the Director of Curriculum and Instruction for the 2023 – 2024 school year.

Roll Call.

Ayes: Quint Harmon, Shawn Hamilton, Robert Bianchetta, Mary Gill, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

Mrs. Gill moved and Mr. Hamilton seconded to approve the transfer of Rodney Monbrum from High School Assistant Principal to Middle School Assistant Principal for the 2022 – 2023 school year.

Roll Call.

Ayes: Mary Gill, Shawn Hamilton, Robert Bianchetta, Quint Harmon, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

Mr. Harmon moved and Mr. Hamilton seconded to approve the transfer of Corey Mikula from Middle School Assistant Principal to High School Assistant Principal for the 2022 – 2023 school year.

Roll Call.

Ayes: Quint Harmon, Shawn Hamilton, Robert Bianchetta, Mary Gill, Shawn Hamilton, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

Mrs. Gill moved and Mr. Hamilton seconded to approve the transfer of Brad Boresi from 4<sup>th</sup> Teacher at the Intermediate School to the 6 – 12 Dean of Students/Assistant Athletic Director for the 2022 – 2023 school year.

Roll Call.

Ayes: Mary Gill, Shawn Hamilton, Robert Bianchetta, Quint Harmon, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

Mr. Harmon moved and Mr. Hamilton seconded to approve the agreement with the Local 73 SEIU.

Roll Call.

Ayes: Quint Harmon, Shawn Hamilton, Robert Bianchetta, Mary Gill, Steve Rogers, Ken Miller

Nays:

Absent: Chuck Lander

Motion: Carried.

**BOARD STUDY SESSION OF THE WHOLE DATE: JULY 27, 2022 @ 6 P.M.  
In Coal City CUSD #1 Administrative Center Boardroom**

**NEXT REGULAR MEETING DATE: AUGUST 3, 2022 @ 6 P.M.**

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**In Coal City CUSD #1 Administrative Center Boardroom**

**ADJOURNMENT**

Mr. Harmon moved and Mr. Hamilton seconded to adjourn the meeting at 6:26 p.m. President Miller asked if there was any opposition to the motion, hearing none considers the motion approved.

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Kenneth P. Miller, President

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Mary Gill, Secretary