

**AGENDA FOR THE
REGULAR MEETING OF THE BOARD OF EDUCATION
OAK GROVE SCHOOL DISTRICT 68**

**Junior High Library
1700 S. O'Plaine Rd.
Green Oaks, IL 60048**

**Tuesday, June 23, 2020
7:16 PM**

- 1) Roll Call and Determination of Quorum
- 2) Pledge of Allegiance, Recite Mission Statement - Ignite a passion for learning in pursuit of excellence.
- 3) Consent Agenda - Recommended Action
 - A. Approve minutes from May 19th Committee of the Whole and Regular meetings
 - B. Approve executive session minutes from the May 19th Regular meeting
 - C. Approve destruction of closed session recordings 18 months or older per Illinois State Law: October 2017
 - D. Authorization to pay June 2020 Accounts Payable
 - E. Authorization for payment of July 2020 payroll and benefits in accordance with applicable contracts and employment agreements
 - F. Accept May 2020 Imprest Checks
 - G. Accept Treasurers Report
- 4) Superintendent's Report
- 5) Public Participation/Communication with the Public
 - A. Written Communication
 - B. Public Comment
- 6) New Business
 - A. Approvals
 1. Approve suggested PRESS policy updates from first reading done at April CoW meeting: 4:80, 5:10, 5:20, 5:50, 5:90, 5:120, 5:30, 5:290, 6:60, 6:150, & 7:20
 2. Approval of FY21 Budget
 3. Approval of Designation of Depositories
 4. Approval of District Treasurer
 5. Approval of CLIC Renewal
 - B. ISBE District Consolidated Plan

C. Information

1. Discipline Report
2. Curriculum Update
3. Reports to the Board
 - a. BoE President
 - b. TAB
 - c. PTO
 - d. Oak Grove School Education Foundation
 - e. SEDOL
- 7) Preliminary Agenda Topics for Next Month
- 8) Communication Points and Method
- 9) Go Into Executive Session
- 10) Come out of Executive Session
- 11) Approve Personnel Action
- 12) Adjournment

OAK GROVE SCHOOL DISTRICT 68
BOARD OF EDUCATION COMMITTEE OF THE WHOLE
via ZOOM
Tuesday, May 19, 2020
MINUTES

I. Roll Call and Determination of Quorum

President, Tony Giamis, called the Special Meeting of the Oak Grove School District #68 Board of Education to order at 6:02 pm and started roll call.

Members Present

Tony Giamis, President
Amy Frantz, Vice President
Cathie DeMoon
Jennifer Manski
Jon Baffico
Kryisia Ressler
Raabia Khan

Members Absent

None

Administration Present

Dr. Lonny Lemon, Superintendent
Allison Sherman, Asst Superintendent
Dr. Kurt Valentin, Business Manager
Scott Blumberg, Business Office & Treasurer
Dr. Sarah Cacciatore, Asst Supt, Curriculum & Instruction
Nick Heckl, Principal
Lily Melamed, Asst. Principal, TAG Coordinator
Ryan Murray, SEL & Behavior Coordinator

None

II. Julie Savage Presentation of service project on My Intent.

III. Finance – this was the last Board meeting with Kurt Valentin who is retiring at the end of the month. The Board thanks Kurt for all his years of service in education and to the Oak Grove district.

- A. Treasurer’s Report review
- B. Accounts Payable was reviewed
- C. Budget FY21-Education Fund 10 reviewed

IV. Facilities

Architect Report

- i. Summer 2020 projects will get underway at the end of May

B. Maintenance Report

- i. COVID return to school building preparations. These will be communicated at the OGS Town Hall meetings next week.

C. Technology Report

- i. Student devices will be requested to be returned over a scheduled 2 week period for each family for maintenance and preparation for the 2020-21 school year.

V. CoViD 19 Planning

- i. Re-Entry planning includes 3 scenarios (e-learning, in school, hybrid)
- ii. ISBE and IDPH will drive the guidance for school re-entry. Guidance is not expected until end June or early July.

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VI. Board Approval Items

- i. Memorandum of Understanding OGEA
- ii. BOE Meeting Calendar 2020-2021
- iii. Wireless services and e-Rate
- iv. 2020-2021 Budget – Hearing and Approval

VII. Other Items - None

VIII. Communication Points and Methods

- A. Minutes to be published
- B. Board Briefs

IX. Public Comment - None

X. Adjournment

On a motion by Cathie DeMoon, seconded by Raabia Khan, the Oak Grove School District #68 Board of Education **adjourned the Committee of the Whole** at 6:48 pm.

On a voice vote:
MOTION CARRIED

Ayes:
Cathie DeMoon
Amy Frantz
Jennifer Manski
Jon Baffico
Krysia Ressler
Raabia Khan
Tony Giamis

Nays:
7

Absent:
0

APPROVED:

Tony Giamis, Board President

Jennifer Manski, Board Secretary

OAK GROVE SCHOOL DISTRICT 68
BOARD OF EDUCATION REGULAR MEETING
via ZOOM
Tuesday, May 19, 2020
MINUTES

I. Roll Call and Determination of Quorum

President, Tony Giamis, called the Regular Meeting of the Oak Grove School District #68 Board of Education to order at 7:17 pm and started roll call.

Members Present

Tony Giamis, President
Amy Frantz, Vice President
Cathie DeMoon
Jennifer Manski
Jon Baffico
Kryisia Ressler
Raabia Khan

Members Absent

None

Administration Present

Dr. Lonny Lemon, Superintendent
Allison Sherman, Asst Superintendent
Dr. Kurt Valentin, Business Manager
Scott Blumberg, Business Office & Treasurer
Dr. Sarah Cacciatore, Asst Supt, Curriculum & Instruction
Nick Heckl, Principal

None

II. Pledge of Allegiance and Mission Statement

III. Consent Agenda – Action

- A. Approve minutes from April 21 Committee of the Whole and Regular meetings
- B. Approve Executive Session Minutes from April 21 Regular Meeting
- C. Approve destruction of closed session recordings 18 months or older per Illinois State Law:
September 2017
- D. Authorization to pay May 2020 Accounts Payable
- E. Authorization for payment of June 2020 payroll and benefits in accordance with applicable contracts
and employment agreements
- F. Accept April 2020 Imprest Checks
- G. Accept Treasurers Report

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On a motion by Jennifer Manski, seconded by Amy Frantz, the Board **approved the Consent Agenda.**

On a roll call vote:	Ayes: 7	Nays: 0	Absent: 0
MOTION CARRIED	Cathie DeMoon Jennifer Manski Jon Baffico Kryisia Ressler Raabia Khan Amy Frantz Tony Giamis		

IV. Superintendents Report

- A. Superintendent Report – Dr. Lemon
 - i. Appreciation of the PTO and OGSEF for providing teacher appreciation, 8th Grade graduate recognitions
 - ii. Recognition of this year’s’ retirees
 - iii. Special Thank you to Kurt Valentin retiring as Business Manager at the end of the month
 - iv. Heartfelt thank you to the Teacher’s for the commemorative “Lonny Lane” bench presented this week.

V. Public Participation/Communication with the Public

- A. Written Communication – BOE received a message from a parent regarding a student issue. This must be addressed in Executive Session.
- B. Public Comment - None

VI. New Business

- A. Approvals
 - 1. On a motion by Jennifer Manski, seconded by Amy Frantz the Oak Grove School District #68 Board of Education **approved the MOU to the CBA.**

On a roll call vote:	Ayes: 7	Nays: 0	Absent: 0
MOTION CARRIED	Cathie DeMoon Amy Frantz Jennifer Manski Jon Baffico Kryisia Ressler Raabia Khan Tony Giamis		

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2. On a motion by Cathy DeMoon, seconded by Jennifer Manski, the Oak Grove School District #68 Board of Education **approved the 20/21 BOE meeting dates.**

On a roll call vote:	Ayes: 7	Nays: 0	Absent: 0
MOTION CARRIED	Jennifer Manski Raabia Khan Cathie DeMoon Jon Baffico Tony Giamis Amy Frantz Kryisia Ressler		

3. On a motion by Jon Baffico, seconded by Raabia Khan, the Oak Grove School District #68 Board of Education **approved the Aruba wireless project with CDW for \$107,854.63.**

On a roll call vote:	Ayes: 7	Nays: 0	Absent: 0
MOTION CARRIED	Jon Baffico Amy Frantz Jennifer Manski Cathie DeMoon Tony Giamis Raabia Khan Kryisia Ressler		

4. On a motion by Kryisia Ressler, seconded by Cathie DeMoon, the Oak Grove School District #68 Board of Education **authorized the publication of the 2020-2021 Tentative Budget and Public Hearing in July 2020.**

On a roll call vote:	Ayes: 7	Nays:0	Absent: 0
MOTION CARRIED	Jon Baffico Amy Frantz Jennifer Manski Cathie DeMoon Tony Giamis Raabia Khan Kryisia Ressler		

B. Information

- A. Discipline Report –
 - a. Implemented restricted student computer access after 10:30pm
 - b. Monitoring student attendance and doing wellness checks
- B. Curriculum Update – Report attached to BoardBook.
- C. Reports to the Board
 - a. BOE President – Thanks to everyone

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- b. PTO – No update
- c. Oak Grove School Education Foundation – Report attached to BoardBook
- d. SEDOL – minutes attached

VII. Preliminary Agenda Topics for Next Month

- A. 2020-2021 Budget Hearing
- B. 2020-2021 Budget Approval
- C. PRESS Policy updates
- D. 2019-2020 School Calendar Amendment
- E. Designated Depositories
- F. CLIC insurance renewal
- G. Annual Consolidated District Plan

VIII. Communication Points and Method

- Meeting minutes
- Board Briefs

IX. Go into Executive Session

On a motion by Jennifer Manski, seconded by Krysia Ressler, the Oak Grove School District #68 Board of Education **went into Executive Session under the:**

Open Meetings Act exception #1: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

Open Meetings Act exception #9: Student disciplinary cases.

at 7:54 p.m.

On a voice vote:
MOTION CARRIED

Ayes: 7
Raabia Khan
Cathie DeMoon
Jennifer Manski
Jon Baffico
Krysia Ressler
Tony Giamis
Amy Frantz

Nays: 0

Absent: 0

X. Come out of Executive Session

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XI. Approve Personnel Action

- A. On a motion by Jennifer Manski, seconded by Jon Baffico, the Oak Grove School District #68 Board of education **approved amendments to administrative contracts to add the District Wellness Benefit and extend the administrative contracts for Ryan Murray, Sarah Cacciatore, Lily Melamed:**

On a roll call vote:	Ayes:7	Nays:0	Absent: 0
MOTION CARRIED	Raabia Khan Cathie DeMoon Jennifer Manski Jon Baffico Kryisia Ressler Tony Giamis Amy Frantz		

- B. On a motion by Jennifer Manski, seconded by Jon Baffico, the Oak Grove School District #68 Board of education **approved Julie Waehner's retirement contract.**

On a roll call vote:	Ayes: 7	Nays: 0	Absent: 0
MOTION CARRIED	Raabia Khan Cathie DeMoon Jennifer Manski Jon Baffico Kryisia Ressler Tony Giamis Amy Frantz		

- C. On a motion by Cathie DeMoon, seconded by Jon Baffico, the Oak Grove School District #68 Board of education **approved the following persons be employed as summer staff, effective as shown:**

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>EFFECTIVE</u>	<u>WAGES</u>
Molly Krassel	Summer Tech Staff	5/29 – 8/28/20	\$13.75 per hour
Kent Poulsen	Summer Tech Staff	5/29 – 8/28/20	\$13.75 per hour
Dave Huber	Summer Tech Staff	6/1 – 8/17/20	\$44.80 per hour
Chris Duenas	Summer Custodial Staff	6/1 – 8/17/20	\$13.50 per hour

On a roll call vote:	Ayes: 7	Nays: 0	Absent: 0
MOTION CARRIED	Cathie DeMoon Jennifer Manski Jon Baffico Kryisia Ressler Raabia Khan Tony Giamis		

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Amy Frantz

- D. On a motion by Jon Baffico, seconded by Amy Frantz, the Oak Grove School District #68 Board of education **approved the salary increases as presented for the 2020-2021 school year for teacher aids, maintenance staff, and administrators.**

On a roll call vote: Ayes: 7 Nays: 0 Absent: 0

MOTION CARRIED
Cathie DeMoon
Jennifer Manski
Jon Baffico
Krysia Ressler
Raabia Khan
Tony Giamis
Amy Frantz

XII. Adjournment

On a motion by Krysia Ressler, seconded by Amy Frantz, the Oak Grove School District #68 Board of Education **adjourned the Regular Meeting** at 9:20 pm.

On a voice vote: Ayes: 7 Nays: 0 Absent: 0

MOTION CARRIED
Krysia Ressler
Amy Frantz
Cathie DeMoon
Tony Giamis
Jennifer Manski
Jon Baffico
Raabia Khan

APPROVED:

Tony Giamis, Board President

Jennifer Manski, Board Secretary



Kelly Pickard <pickard@ogschool.org>

FOIA Request

1 message

Fagg, Jonathan P. (WLS-TV) <Jonathan.P.Fagg@abc.com>

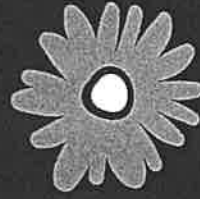
Fri, May 29, 2020 at 4:07 PM

To: "lemon@ogschool.org" <lemon@ogschool.org>, "pickard@ogschool.org" <pickard@ogschool.org>

Ms. Pickard & Dr. Lemon,

I request access to and a copy of information related to student attendance during the current period of remote learning. For this request, please provide a breakdown of attendance rates by school -- by whatever measures your district is tracking engagement -- as well as details of how attendance is being tracked in this period. Please provide information broken down by school in your district from when remote learning began until the most current date available upon production.

Kind Regards,
Jonathan Fagg
ABC7 Data Fellow
(312) 687-7282



thank you

DEAR BEARD MEMBERS

THANK YOU FOR THE PLACE WHICH
ALLWAYS BRINGS FOND MEMORIES
OF MY EXPERIENCES AT OAK GROVE

BEST WISHES IN THE FUTURE

KURT

Operational Services

Accounting and Audits

The District's accounting and audit services shall comply with the *Requirements for Accounting, Budgeting, Financial Reporting, and Auditing*, as adopted by the Illinois State Board of Education, (ISBE) State and federal laws and regulations, and generally accepted accounting principles. Determination of liabilities and assets, prioritization of expenditures of governmental funds, and provisions for accounting disclosures shall be made in accordance with government accounting standards as directed by the auditor designated by the Board. The Superintendent, in addition to other assigned financial responsibilities, shall report monthly on the District's financial performance, both income and expense, in relation to the financial plan represented in the budget.

Annual Audit

At the close of each fiscal year, the Superintendent shall arrange an audit of the District funds, accounts, statements, and other financial matters. The audit shall be performed by an independent certified public accountant designated by the Board and be conducted in conformance with prescribed standards and legal requirements. A complete and detailed written audit report shall be provided to each Board member and to the Superintendent. The Superintendent shall annually, after Board approval of the audit, on or before October 15, submit an original and one copy of the Board approved audit to the Regional Superintendent of Schools.

The scope of the audit shall be agreed to by the Board and must include a determination of completeness, accuracy and timeliness for the monthly reporting provided to the Board for Revenue, Expenditures, Fund Balances and Cash & Investments; and a Proof of Cash analysis for each month being audited (the Board may consider less frequency). The validated cash basis reporting should be directly tied to the Accrual Basis accounting by a clear and concise bridge. Board acceptance by vote of the auditor's report is required after issues have been reviewed and resolved. Management cannot accept the report before acceptance by the Board.

Annual Financial Report

The Superintendent or designee shall annually prepare and submit the Annual Financial Report on a timely basis using the form adopted by the ISBE. The Superintendent shall review and discuss the Annual Financial Report with the Board before it is submitted.

Inventories

The Superintendent or designee is responsible for establishing and maintaining accurate inventory records. The inventory record of supplies and equipment shall include a description of each item, quantity, location, purchase date, and cost or estimated replacement cost [unless the supplies and equipment are acquired by the District pursuant to a federal or State grant award, in which case the inventory record shall also include the information required by 2 C.F.R. 200.313, if applicable. The Superintendent shall establish procedures for the management of property acquired by the District under grant awards that comply with federal and State law.](#)

Capitalization Threshold

[To be considered a capital asset for financial reporting purposes, a capital item must be at or above a capitalization threshold of \\$5,000 and have an estimated useful life greater than one year.](#)

Disposition of District Property

The Superintendent or designee shall notify the Board, as necessary, of the following so that the Board may consider its disposition:

1. District personal property (property other than buildings and land) that is no longer needed for school purposes, and
2. school site, building, or other real estate that is unnecessary, unsuitable, or inconvenient.

Notwithstanding the above, the Superintendent or designee may unilaterally dispose of personal property of a diminutive value. [The Superintendent shall establish procedures for the disposition of property acquired by the District under grant awards that comply with federal and State law.](#)

Taxable Fringe Benefits

The Superintendent or designee shall:

1. require that all use of District property or equipment by employees is for the District's convenience and best interests unless it is a Board-approved fringe benefit, and
2. ensure compliance with the Internal Revenue Service regulations regarding when to report an employee's personal use of District property or equipment as taxable compensation.

Controls for Revolving Funds and Petty Cash

Revolving funds and the petty cash system are established in Board policy 4:50, *Payment Procedures*. The Superintendent shall:

1. designate a custodian for each revolving fund and petty cash fund,
2. obtain a bond for each fund custodian, and
3. maintain the funds in compliance with this policy, State law, and ISBE rules.

A check for the petty cash fund may be drawn payable to the designated petty cash custodian. Bank accounts for revolving funds are limited to a maximum balance of \$500.00. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

A check for the imprest cash fund may be drawn payable to the designated imprest cash fund custodian. Bank accounts for revolving funds are limited to a maximum balance of \$6,000.00. All expenditures from these bank accounts must be directly related to the purpose for which the account was established and supported with documentation, including signed invoices or receipts. All deposits into these bank accounts must be accompanied with a clear description of their intended purpose. The Superintendent or designee shall include checks written to reimburse revolving funds on the Board's monthly listing of bills indicating the recipient and including an explanation.

Control Requirements for Checks

The Board must approve all bank accounts opened or established in the District's or a District school's name or with the District's Federal Employer Identification Number. All checks issued by the School District must be signed by either the Treasurer or Board President, except that checks from an account containing student activity funds and revolving accounts may be signed by the respective account custodian.

Internal Controls

The Superintendent is primarily responsible for establishing and implementing a system of internal controls for safeguarding the District's financial condition; the Board, however, will oversee these safeguards. The control objectives are to ensure efficient business and financial practices, reliable financial reporting, and compliance with State law and Board policies, and to prevent losses from fraud, employee error, misrepresentation by third parties, or imprudent employee action.

The Superintendent or designee shall annually audit the District's financial and business operations for compliance with established internal controls and provide the results to the Board. The Board shall determine annually the need to engage a third-party to audit internal controls in addition to the annual audit, unless the Board waives this requirement.

LEGAL REF.: [2 C.F.R. §200 et seq.](#)
 [30 ILCS 708/, Grant Accountability and Transparency Act, implemented by 44](#)
 [Ill. Adm. Code 7000 et seq.](#)
 105 ILCS 5/2-3.27, 5/2-3.28, 5/3-7, 5/3-15.1, 5/5-22, 5/10-21.4, 5/10-20.19,
 5/10-22.8, and 5/17-1 et seq.
 23 Ill. Admin. Code Part 100.

CROSS REF.: 4:10 (Fiscal and Business Management), 4:50 (Payment Procedures), 4:55
 (Use of Credit and Procurement Cards), 4:90 (Activity Funds)

ADOPTED:

General Personnel

Equal Employment Opportunity and Minority Recruitment

The District shall provide equal employment opportunities to all persons regardless of their race, color, creed, religion, national origin, sex, sexual orientation, age, ancestry, marital status, arrest record, military status, order of protection status, unfavorable military discharge, citizenship status provided the individual is authorized to work in the United States, use of lawful products while not at work, being a victim of domestic violence, ~~or~~ sexual violence, or gender violence, genetic information, physical or mental handicap or disability, if otherwise able to perform the essential functions of the job with reasonable accommodation, pregnancy, childbirth, or related medical conditions, credit history, unless a satisfactory credit history is an established bona fide occupational requirement of a particular position, or other legally protected categories. No one will be penalized solely for his or her status as a registered qualifying patient or a registered designated caregiver for purposes of the Compassionate Use of Medical Cannabis Pilot Program Act, 410 ILCS 130/.

Persons who believe they have not received equal employment opportunities should report their claims to the Nondiscrimination Coordinator and/or a Complaint Manager for the Uniform Grievance Procedure. These individuals are listed below. No employee or applicant will be discriminated or retaliated against because he or she;

1. requested, attempted to request, used, or attempted to use a reasonable accommodation as allowed by the Illinois Human Rights Act, or
2. initiated a complaint, was a witness, supplied information, or otherwise participated in an investigation or proceeding involving an alleged violation of this policy or State or federal laws, rules or regulations, provided the employee or applicant did not make a knowingly false accusation nor provide knowingly false information.

Administrative Implementation

The Superintendent shall appoint a Nondiscrimination Coordinator for personnel who shall be responsible for coordinating the District's nondiscrimination efforts. The Nondiscrimination Coordinator may be the Superintendent or a Complaint Manager for the Uniform Grievance Procedure. The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.

Nondiscrimination Coordinator:

Superintendent
Dr. Lonny Lemon, Ed.D.
1700 O'Plaine Road
Green Oaks, IL 60048
lemon@ogschool.org
847.367.4120

Complaint Managers:

Chief Business Officer
Dr. Kurt Valentin
1700 O'Plaine Road
Green Oaks, IL 60048
valentin@ogschool.org
847.367.4120

Director of Curriculum
Dr. Sarah Cacciatore
1700 O'Plaine Road
Green Oaks, IL 60048
cacciatore@ogschool.org
847-367-4120

The Superintendent shall also use reasonable measures to inform staff members and applicants that the District is an equal opportunity employer, such as, by posting required notices and including this policy in the appropriate handbooks.

Minority Recruitment

The District will attempt to recruit and hire minority employees. The implementation of this policy may include advertising openings in minority publications, participating in minority job fairs, and recruiting at colleges and universities with significant minority enrollments. This policy, however, does not require or permit the District to give preferential treatment or special rights based on a protected status without evidence of past discrimination.

LEGAL REF: Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.
Title IX of the Education Amendments, 20 U.S.C. §1681 et seq., 34 C.F.R. Part 106.
Equal Pay Act, 29 U.S.C. §206(d).
Age Discrimination in Employment Act, 29 U.S.C. §621 et seq.
Rehabilitation Act of 1973, 29 U.S.C. §7091 et seq.
Uniformed Services Employment and Reemployment Rights Act (1994), 38 U.S.C. §§4301 et seq., §1981 et seq.,
Civil Rights Act of 1991
Title VII of the Civil Rights Act of 1964
42 U.S.C. §2000e et seq., 29 C.F.R. Part 1601.
Genetic Information Nondiscrimination Act of 2008, 42 U.S.C. §2000ff et seq.
Title VI of the Civil Rights Act of 1964, 42 U.S.C. §2000d et seq.
Pregnancy Discrimination Act 42 U.S.C. §2000e(k)
Americans With Disabilities Act, Title I, 42 U.S.C. §12111 et seq.
Ill. Constitution, Art. I, §§17, 18, and 19.
105 ILCS 5/10-20.7, 5/10-20.7a, 5/10-21.1, 5/10-22.4, 5/10-23.5, 5/22-19, 5/24-4,5/24-4.1, and 5/24-7.
Compassionate Use of Medical Cannabis ~~Pilot~~ Program Act, 410 ILCS 130/40
Genetic Information ~~Protection~~ Privacy Act, 410 ILCS 513/25
Ill. Whistleblower Act 740 ILCS 174
Ill. Human Rights Act.775 ILCS 5/1-103, 5/2-102, 5/2-103, and 5/6-101.
Religious Freedom Restoration Act, 775 ILCS 35/5.
Right to Privacy in the Workplace Act, 820 ILCS 55/10
Employee Credit Privacy Act, 820 ILCS 70/
Job Opportunities for Qualified Applicants Act, 820 ILCS 820 ILCS 75/
Ill. Equal Pay Act of 2003, 820 ILCS 112/
Victims' Economic Security and Safety Act, 820 ILCS 180/30.
Nursing Mothers in the Workplace, 820 ILCS 260/
, 29 U.S.C. §§621 et seq., 42 U.S.C. §2000e et seq., and §12101 et seq.,
23 Ill.Admin.Code §1.230.

CROSS REF: 2:260 (Uniform Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:30 (Hiring Process and Criteria), 5:40 (Communicable and Chronic Infectious Disease), 5:50 (Drug- and Alcohol-Free Workplace; [E-Cigarette](#), Tobacco [and Cannabis](#) Prohibition), 5:70 (Religious Holidays), 5:180 (Temporary Illness or Temporary Incapacity), 5:200 (Terms and Conditions of Employment and Dismissal) 5:250 (Leaves of Absence), 5:270 (Employment, At-Will, Compensation and Assignment), 5:300 (Schedules and Employment Year), 5:330 (Sick Days, Vacation, Holidays, and Leaves), 7:10 (Equal Educational Opportunities), 7:180 (Preventing Bullying, Intimidation, and Harassment), 8:70 (Accommodating Individuals with Disabilities)

ADOPTED:

General Personnel

Workplace Harassment Prohibited

The District expects the workplace environment to be productive, respectful and free of unlawful discrimination, including harassment. District employees shall not engage in harassment or abusive conduct on the basis of an individual's [actual or perceived race](#), [color](#), religion, national origin, [ancestry](#), sex, sexual orientation, age, citizenship status, disability, [pregnancy, marital status, order of protection status, military status, or unfavorable discharge from military service](#), nor [shall they engage in harassment or abusive conduct on the basis of an individual's](#) other protected status identified in Board policy 5:10, *Equal Employment Opportunity and Minority Recruitment*. Harassment of students, including but not limited to, sexual harassment, is prohibited by Board policy 7:20, *Harassment of Students Prohibited*.

The District will take remedial and corrective action to address unlawful workplace harassment, including sexual harassment.

Sexual Harassment Prohibited

The District shall provide a workplace environment free of verbal physical, or other conduct or communications constituting harassment on the basis of sex as defined and otherwise prohibited by State and federal law. [The District provides annual sexual harassment prevention training in accordance with State law.](#)

District employees shall not make unwelcome sexual advances or request sexual favors or engage in any unwelcome conduct of a sexual nature when:

1. submission to such conduct is made either explicitly or implicitly a term or condition of an individual's employment;
2. submission to or rejection of such conduct by an individual is used as the basis for employment decisions affecting such individual; or
3. such conduct has the purpose or effect of substantially interfering with an individual's work performance or creating an intimidating, hostile, or offensive working environment.

Sexual harassment prohibited by this policy includes, but is not limited to, verbal physical or other conduct. The terms intimidating, hostile, or offensive include, but are not limited to, conduct which has the effect of humiliation, embarrassment, or discomfort. Sexual harassment will be evaluated in light of all the circumstances.

Making a Complaint

Employees [and nonemployees \(persons who are not otherwise employees and are directly performing services for the District pursuant to a contract with the District, including contractors and consultants\)](#) are encouraged to promptly report information regarding violations of this policy. [Employees Individuals](#) may choose to report to a person of the [individual's employee's](#) same gender. Every effort should be made to file such complaints as soon as possible, while facts are known and potential witnesses are available.

Aggrieved [employees individuals, persons](#), if they feel comfortable doing so, should directly inform the person engaging in the harassing conduct or communication that such conduct or communication is offensive and must stop.

Whom to Contact with a Report or Complaint

An employee should report claims of harassment, including making a confidential report, to any of the following; his/her immediate supervisor, the Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager. Employees may also report claims using Board policy 2:260, *Uniform Grievance Procedure*. If a claim is reported using Board policy 2:260, then the Complaint Manager shall process and review the complaint according to that policy, in addition to any response required by this policy [5:20, Workplace Harassment Prohibited](#).

The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers.

Nondiscrimination Coordinator:

Name Dr. Lonny Lemon, Superintendent
Address 1700 S. O'Plaine Rd.
 Green Oaks, IL 60048
Phone 847.367.4120
Email lemon@ogschool.org

Complaint Managers:

Name	Dr. Kurt Valentin, Chief Business Official	Dr. Sarah Cacciatore, Asst. Supt. of Curriculum & Instruction
Address	1700 S. O'Plaine Road Green Oaks, IL 60048	1700 S. O'Plaine Road Green Oaks, IL 60048
Phone	(847) 367-4120	(847) 367-4120

Investigation Process

Supervisors, Principals, or administrators who receive a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. A supervisor or administrator who fails to promptly forward a report or complaint may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain a workplace environment that is productive, respectful, and free of unlawful discrimination, including harassment. The District shall investigate alleged workplace harassment when [the Nondiscrimination Coordinator or](#) a Complaint Manager becomes aware of an allegation, regardless of whether a written report or complaint is filed.

Enforcement

A violation of this policy may result in discipline, up to and including discharge. A violation of this policy by a third party will be addressed in accordance with the authority of the Board in the context of the relationship of the third party to the District, ie., vendor, parent, invitee, etc. Any employee

making a knowingly false accusation regarding harassment will likewise be subject to disciplinary action, up to and including discharge.

Retaliation Prohibited

An employee's employment, compensation or work assignment shall not be adversely affected by complaining or providing information about harassment. Retaliation against employees for bringing bona fide complaints or providing information about harassment is prohibited (see Board policy 2:260, *Uniform Grievance Procedure*); and whistleblower protection may be available under the State Officials and Employees Ethics Act (5 ILCS 430/), the Whistleblower Act (740 ILCS 174/) and the Ill. Human Rights Act (775 ILCS 5/).

An employee should report allegations of retaliation to his/her immediate supervisor, the Principal, an administrator, the Nondiscrimination Coordinator, and/or a Complaint Manager.

Employees who retaliate against others for reporting or complaining of violations of this policy or for participating in the reporting or complaint process will be subject to disciplinary action, up to and including discharge.

Recourse to State and Federal Fair Employment Practice Agencies

The District encourages all employees who have information regarding violations of this policy to report the information pursuant to this policy. The following government agencies are available to assist employees; the Ill. Dept. of Human Rights and the U. S. Equal Employment Opportunity Commission.

The Superintendent shall also use reasonable measures to inform staff members ~~and~~ applicants, and nonemployees of this policy, which shall include posting to the District website and/or making this policy available in the District's administrative office, and including reprinting this policy in the appropriate handbooks.

LEGAL REF.: Title VII of the Civil Rights Act of 1964, 42 U.S.C. §2000e et seq.
implemented by 29 C.F.R. §1604.11.
Title IX of the Education Amendments of 1972, 20 U.S.C. §1681 et seq.
implemented by 34 C.F.R. PRT 106§
State Officials and Employees Ethics Act, 5ILCS 430/70-5(a)
Ill. Human Rights Act, 775 ILCS 5/2-101(E), and (E-1), 5/2-102 (A), (A-10), (D-5), 5/2-102(E-5), 5/2-109, 5/5-102, and 5/5-102.2.,
56 Ill. Admin.Code Parts 2500, 2510, 5210, and 5220.,
Burlington Industries v. Ellerth, 524 U.S.742 (1998).
Crawford vs Metro. Gov't of Nashville & Davidson County,
555 U.S 271 (2009),
Faragher v. City of Boca Raton, 524 U.S. 775 (1998).
Franklin v. Gwinnett Co. Public Schools, 503 U.S. 60 (1992).
Harris v. Forklift Systems, 510 U.S. 17 (1993).
Jackson v. Birmingham Bd. of Educ 544 U.S.167 (2005).
Meritor Savings Bank v. Vinson, 523U.S.75 (1986).
Oncale v. Sundown Offshore Services., 523 U.S.75 (1998).
Porter v. Erie Foods International, Inc., 576 F.3d 629 (7th Cir. 2009).
Sangamon County Sheriff's Dept. v. Ill. Human Rights Com'n, 233 Ill.2d125
(Ill. 2009),
Vance v. Ball State University, 133 S. Ct. 2434 (2013).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:10 (Equal Employment Opportunity and Minority Recruitment), 7:20 (Harassment of Students Prohibited)

ADOPTED:

General Personnel

Drug- and Alcohol-Free Workplace; E-Cigarette, Tobacco, and Cannabis Prohibition

All District workplaces are drug- and alcohol-free workplaces. All employees are prohibited from engaging in any of the following activities while on District premises or while performing work for the District:

1. Unlawful manufacture, dispensing, distribution, possession, or use, of an illegal or controlled substance.
2. Distribution, consumption, use, possession, or being under the influence of an alcoholic beverage, being present on District premises or while performing work for the District.
3. Distribution, consumption, possession or use or being impaired by or under the influence of medical cannabis; being present on District premises or while performing work for the District when impaired by or under the influence of cannabis, regardless of when and/or where the use occurred, unless distribution, possession, and/or use is by a school nurse or school administrator pursuant to Ashley's Law, 105 ILCS 5/22-33. The District considers employees impaired by or under the influence of cannabis when there is a good faith belief that an employee manifests the specific articulable symptoms listed in the Cannabis Regulation and Tax Act (CRTA).

For purposes of this policy, a controlled substance means a substance that is:

1. Not legally obtainable,
2. Being used in a manner different than prescribed,
3. Legally obtainable, but has not been legally obtained, or
4. Referenced in federal or State controlled substance acts.

For purposes of this policy, District premises means workplace as defined in the CRTA in addition to District and school buildings, grounds, and parking areas; vehicles used for school purposes; and any location used for a School Board meeting, school athletic event, or other school-sponsored or school-sanctioned events or activities. School grounds means the real property comprising any school, any conveyance used to transport students to school or a school related activity, and any public way within 1,000 feet of any school ground, designated school bus stops where students are waiting for the school bus, and school sponsored or school sanctioned events or activities. "Vehicles used for school purposes" means school buses or other school vehicles.

As a condition of employment, each employee shall:

1. Abide by the terms of the Board policy respecting a drug- and alcohol-free workplace, and
2. Notify his or her supervisor of his or her conviction under any criminal drug statute for a violation occurring on the District premises or while performing work for the District, no later than 5 five calendar days after such a conviction.

Unless otherwise prohibited by this policy, prescription and over-the-counter medications are not prohibited when taken in standard dosages and/or according to prescriptions from the employee's licensed health care provider, provided that an employee's work performance is not impaired.

To make employees aware of dangers of drug and alcohol abuse, the Superintendent or designee shall perform each of the following:

1. Provide each employee with a copy of this policy.
2. Post notice of this policy in a place where other information for employees is posted.
3. Make available materials from local, state, and national anti-drug and alcohol-abuse organizations.

4. Enlist the aid of community and state agencies with drug and alcohol informational and rehabilitation programs to provide information to District employees.
5. Establish a drug-free awareness program to inform employees about:
 - a. The dangers of drug abuse in the workplace
 - b. Available drug and alcohol counseling, rehabilitation, re-entry, and any employee assistance programs, and
 - c. The penalties that the District may impose upon employees for violations of this policy.
6. Remind employees that policy 6:60, Curriculum Content, requires the District to educate students, depending upon their grade, about drug and substance abuse prevention and relationships between drugs, alcohol and violence.

5:50
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E-Cigarette, Tobacco and Cannabis Prohibition

All employees are covered by the conduct prohibitions contained in policy 8:30, *Visitors to and Conduct on School Property*. The prohibition on the use of e-cigarettes, tobacco and cannabis products applies both:

1. When an employee is on school property, and
2. While an employee is performing work for the District at a school event regardless of the event's location.

Tobacco shall have the meaning provided in 105 ILCS 5/section 10-20.5b ~~of the School Code~~.

Cannabis shall have the meaning provided in the CRTA, 410 ILCS 705/1-10.

E-Cigarette is short for electronic cigarette and includes, but is not limited to, any electronic nicotine delivery system (ENDS), electronic cigar, electronic cigarillo, electronic pipe, electronic hookah, vape pen, or similar product or device, and any components or parts that can be used to build the product or device.

District Action Upon Violation of Policy

An employee who violates this policy may be subject to disciplinary action, including termination. In addition or aAlternatively, the Board may require an employee to successfully complete an appropriate drug- or alcohol-abuse, rehabilitation program.

The Board shall take disciplinary action with respect to an employee convicted of a drug offense in the workplace within 30 days after receiving notice of the conviction.

Should District employees be engaged in the performance of work under a federal contract or grant, or under a State contract or grant of \$5,000 or more, the Superintendent shall notify the appropriate State or federal agency from which the District receives contract or grant monies of the employee's conviction within 10 days after receiving notice of the conviction.

Disclaimer

The Board reserves the right to interpret, revise or discontinue any provision of this policy pursuant to the **Suspension of Policies** subhead in policy 2:240, *Board Policy Development*.

LEGAL REF.: Americans With Disabilities Act, 42 U.S.C. § 12114.
~~Compassionate Use of Medical Cannabis Pilot Program, 410 ILCS 130/.~~
Controlled Substances Act, 21 U.S.C. § 812; 21 C.F.R. 1308.11 - 1308.15.
Drug-Free Workplace Act of 1988, 41 U.S.C. § 8101 et seq.
Safe and Drug-Free School and Communities Act of 1994, 20 U.S.C. § 7101 et seq.
30 ILCS 580/, Drug-Free Workplace Act
105 ILCS 5/10-20.5b
410 ILCS 82/, Smoke Free Illinois Act.
410 ILCS 130/, Compassionate Use of medical Cannabis Program Act.
410 ILCS 705/1-1 et seq., Cannabis Regulation and Tax Act.
720 ILCS 675, Prevention of Tobacco Use by Persons under 21 Years of Age and
Sale and Distribution of Tobacco Products Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
21 C.F.R. Parts 1100, 1140, and 1143.
23 Ill.Admin.Code §22.20

CROSS REF.: 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:120 (Employee Ethics: Conduct; and Conflict of Interest), 6:60 (Curriculum Content), 8:30 (Visitors to and Conduct on School Property)

ADOPTED:

General Personnel

Abused and Neglected Child Reporting

Any District employee who suspects or receives knowledge that a student may be an abused or neglected child shall:

1. immediately report or cause a report to be made to the Illinois Dept. of Children and Family Services (DCFS) on its Child Abuse Hotline 1-800-25-ABUSE or (1-800-252-2873 within Illinois); 1-217-524-2606, (outside of Illinois) ; and or 1-800-358-5117 (TTY), and
2. follow directions given by DCFS concerning filing a written report within the 48 hours with the nearest DCFS field office.

Any District employee who believes a student is in immediate danger of harm, shall first call 911. The employee shall also promptly notify the Superintendent or Principal that a report has been made. The Superintendent or Principal shall immediately coordinate any necessary notifications to the student's parent(s)/guardian(s) with DCFS, the applicable school resource officer (SRO), and/or local law enforcement. Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, ~~the National Center for Missing and Exploited Children's CyberTipline 1-800-THE LOST (1-800-843-5678) or online at report.cybertip.org/ or www.cybertipline.com.~~ Negligent failure to report occurs when a District employee personally observes an instance of suspected child abuse or neglect and reasonably believes, in his or her professional or official capacity, that the instance constitutes an act of child abuse or neglect under the Abused and Neglected Child Reporting Act (ANCRA) and he or she, without willful intent, fails to immediately report or cause a report to be made of the suspected abuse or neglect to DCFS. The Superintendent or Principal shall also be promptly notified of the discovery and that a report had been made.

Any District employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipLine 1-800-THELOST (1-800-843-5678) or online at www.report.cybertip.org or www.missingkids.org. The Superintendent or Principal shall also be promptly notified of the discovery and that a report has been made.

Any District employee who observes any act of hazing that does bodily harm to a student must report that act to the Principal, Superintendent, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Superintendent or Principal. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Abused and Neglected Child Reporting Act (ANCRA), School code, and Erin's Law Training

The Superintendent or designee shall provide staff development opportunities for District employees in the detection, reporting, and prevention of child abuse and neglect.

All District employees shall:

1. Before beginning employment, sign the *Acknowledgement of Mandated Reporter Status* form provided by (DCFS). The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within ~~one year~~ three months of initial employment and at least every ~~five~~ three years after that date.

The Superintendent will encourage all District educators to complete continuing professional development that addresses the traits and identifiers that may be evident in students who are victims of child sexual abuse, including recognizing and reporting child sexual abuse and providing appropriate follow-up and care for abused students as they return to the classroom setting.

Alleged Incidents of Sexual Abuse; Investigations

An alleged incident of sexual abuse is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A, that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred: on school grounds during a school activity; or outside of school grounds or not during a school activity.

If a District employee reports an alleged incident of sexual abuse to DCFS and DCFS accepts the report for investigation, DCFS will refer the matter to the local Children's Advocacy Center (CAC). The Superintendent or designee will implement procedures to coordinate with the CAC.

DCFS and/or the appropriate law enforcement agency will inform the District when its investigation is complete or has been suspended, as well as the outcome of its investigation. The existence of a DCFS and/or law enforcement investigation will not preclude the District from conducting its own parallel investigation into the alleged incident of sexual abuse in accordance with policy 7:20, *Harassment of Students Prohibited*.

Special Superintendent Responsibilities

The Superintendent shall execute the requirements in Board policy 5:150, *Personnel Records*, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a District employee to DCFS.

The Superintendent shall notify the State Superintendent and the Regional Superintendent in writing when he or she has reasonable cause to believe that a license holder was dismissed or resigned from the District as a result of an act that made a child an abused or neglected child. The Superintendent must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the license holder.

Special School Board Member Responsibilities

Each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ~~the Act~~ ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ~~the Act's~~ ANCRA's requirements concerning the reporting of child abuse.

If the Board determines that any District employee, other than an employee licensed under 105 ILCS 5/21B, has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by ANCRA, the Board may dismiss that employee immediately.

LEGAL REF.: 105 ILCS 5/10-21.9,
 20 ILCS 1305/1-1 et seq., Department of Human Services Act.
 325 ILCS 5/, Abused and Neglected Child Reporting Act.
 720 ILCS 5/12C-50.1, Criminal Code of 2012

CROSS REF.: 2:20 (Powers and Duties of the School Board), 5:20 (Workplace Harassment Prohibited), [5:30 \(Hiring Process and Criteria\)](#), 5:100 (Staff Development Program), 5:120 (Employee Ethics; Conduct; and Conflict of Interest), 5:150 (Personnel Records), [5:200 \(Terms and Conditions of Employment and Dismissal\)](#), [5:290 \(Employment Terminations and Suspensions\)](#), 6:120 (Education of Children with Disabilities), 6:250 (Community Resource Persons and Volunteers), 7:20 (Harassment of Students Prohibited), 7:150 (Agency and Police Interviews)

ADOPTED:

General Personnel

Ethics and Conduct

All District employees are expected to maintain high standards in their school relationships, to demonstrate integrity and honesty, to be considerate and cooperative, and to maintain professional and appropriate relationships with students, parents, staff members, and others. In addition, the *Code of Ethics for Illinois Educators*, adopted by the Illinois State Board of Education, is incorporated by reference into this policy. Any employee who sexually harasses a student, [willfully or negligently fails to report an instance of suspected child abuse or neglect as required by the Abused and Neglected Child Reporting Act \(325 ILCS 5/\)](#) or otherwise violates an employee conduct standard will be subject to discipline up to and including dismissal.

The following employees must file a “Statement of Economic Interests” as required by the Illinois Governmental Ethics Act:

1. Superintendent;
2. Principal;
3. Head of any department;
4. Any employee who, as the District’s agent, is responsible for negotiating one or more contracts including collective bargaining agreements, in the amount of \$1,000 or greater;
5. Hearing officer;
6. Any employee having supervisory authority for 20 or more employees; and
7. Any employee in a position that requires an administrative or a chief school business official endorsement.

Ethics and Gift Ban

Board policy 2:105, *Ethics and Gift Ban*, applies to all District employees. Students shall not be used in any manner for promoting a political candidate or issue.

Prohibited Interests, Limitation of Authority, and Outside Employment

In accordance with Section 22-5 of the School Code, “no school officer or teacher shall be interested in the sale, proceeds, or profits of any book, apparatus, or furniture used or to, be used in any school with which such officer or teacher may be connected,” except when the employee is the author or developer of instructional materials listed with the Illinois State Board of Education and adopted for use by the Board. An employee having an interest in instructional materials must file an annual statement with the Board Secretary.

For the purpose of acquiring profit or personal gain, no employee shall act as an agent of the District nor shall an employee act as an agent of any business in any transaction with the District. [This includes participation in the selection, award or administration of a contract supported by a federal award or State award governed by the Grant Accountability and Transparency Act \(GATA\) \(30 ILCS 708/\) when the employee has a real or apparent conflict of interest. A conflict of interest arises when an employee or any of the following individuals has a financial or other interest in the entity selected for the contract:](#)

1. [Any person that has a close personal relationship with an employee that may compromise or impair the employee’s fairness and impartiality, including a member of the employee’s immediate family or household;](#)
2. [An employee’s business partner; or](#)
3. [An entity that employs or is about to employ the employee or one of the individuals listed in one or two above.](#)

Employees shall neither solicit nor accept gratuities, favors or anything of monetary value from contractors, potential contractors, or parties to agreements or contracts. Situations in which the interest is not substantial or the gift is an uncollected item of nominal value must comply with State law and Board policy 2:105, Ethics and Gift Ban.

Outside Employment

Employees shall not engage in any other employment or in any private business during regular working hours or at such other times as are necessary to fulfill appropriate assigned duties.

Incorporated
by reference: 5:120-E (Exhibit – Code of Ethics for Illinois Educators)

LEGAL REF.: U.S. Constitution, First Amendment.
2 C.F.R. §200.318 (c)(1)
5 ILCS 420/4A-101 and 430/., Ill. Governmental Ethic Act
5 ILCS 430/, State Officials and Employee Ethics Act.
30 ILCS 708/, Grant Accountability and Transparency Act
50 ILCS 135/. Local Governmental Employees Political Rights Act.
105 ILCS 5/10-22.39, and 5/22-5
325 ILCS 5/, Abused and Neglected Child Reporting Act.
775 ILCS 5/5A-102, Ill. Human Rights Act
23 Ill.Admin.Code Part 22, Code of Ethics for Illinois Educators,
Pickering v. Board of Township H.S. Dist. 205, 391 U.S. 563 (1968).
Garcetti v. Ceballos, 547 U.S. 410 (2006).

CROSS REF.: 2:105 (Ethics and Gift Ban); 4:60 (Purchases and Contracts) 5:100 (Staff Development Program), 5:125 (Personal Technology and Social Media: Usage and Conduct)

ADOPTED:

General Personnel

Hiring Process and Criteria

The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with Board policy on equal employment opportunity and minority recruitment. The Superintendent is responsible for recruiting personnel and making hiring recommendations to the Board for approval. If the Superintendent's recommendation is rejected, the Superintendent must submit another. No individual will be employed who has been convicted of a criminal offense listed in [Section 105 ILCS 5/21B-80\(c\) of the School Code](#).

All applicants must complete a District application in order to be considered for employment.

Job Descriptions

The Board maintains the Superintendent's job description and directs, through policy, the Superintendent, in his or her charge of the District's administration. The Superintendent shall develop and maintain a current comprehensive job description for each position, however, a provision in a collective bargaining agreement or individual contract will control in the event of a conflict.

Investigations

The Superintendent or designee shall ensure that a fingerprint-based criminal history records check and a check of the Statewide Sex Offender Database and Violent Offender Against Youth Database is performed on each applicant as required by State law. When the applicant is a successful superintendent candidate who has been offered employment by the Board, the Board President shall ensure that these checks are completed. The Superintendent or designee, or if the applicant is a successful superintendent candidate, then the Board President shall notify an applicant if the applicant is identified in either database. The School Code requires the Board President to keep a conviction record confidential and share it only with the Superintendent, Regional Superintendent, State Superintendent, State Educator and Licensure Board, any other person necessary to the hiring decision or for purposes of clarifying the information, the Ill. Department Dept. of State Police and/or Statewide Sex Offender Database. The Board reserves its right to authorize additional background inquiries beyond a fingerprint-based criminal history records check when it deems it appropriate to do so, in accordance with applicable laws.

Each newly hired employee must complete a [U.S. Citizenship and Immigration and Naturalization Services](#) Form as required by federal law.

The District retains the right to discharge any employee whose criminal background investigation reveals a conviction for committing or attempting to commit any of the offenses outlined in [Section 105ILCS 5/21 B-80 of the School Code](#) or who falsifies, or omits facts from, his or her employment application or other employment documents. [If an indicated finding of abuse or neglect of a child has been issued by the Ill. Department of Children and Family Services or by a child welfare agency of another jurisdiction for any applicant for student teaching, applicant for employment, or any District employee, then the Board must consider that person's status as a condition of employment.](#)

The Superintendent shall ensure that the District does not engage in any investigation or inquiry prohibited by law and complies with each of the following:

1. The District uses an applicant's credit history or report from a consumer-reporting agency only when a satisfactory credit history is an established bona fide occupational requirement of a particular position.
2. [The District does not screen applicants based on their current or prior wages or salary histories, including benefits or other compensation, by requiring that the wage or salary history satisfy minimum or maximum criteria.](#)

3. [The District does not request or require a wage or salary history as a condition of being considered for employment, being interviewed, continuing to be considered for an offer of employment, an offer of employment, or an offer of compensation.](#)
4. [The District does not request or require an applicant to disclose wage or salary history as a condition of employment.](#)
5. [The District does not ask an applicant or applicant's current or previous employers about wage or salary history, including benefits or other compensation.](#)
6. The District does not ask an applicant or applicant's previous employers about claim(s) made or benefit(s) received under the Workers' Compensation Act.
7. The District does not request of an applicant or employee access in any manner to his or her personal online account, such as social networking website, including a request for passwords to such accounts.
8. The District provides equal employment opportunities to all persons. See policy 5:10, *Equal Employment Opportunity and Minority Recruitment*.

Physical Examinations

Each new employee must furnish evidence of physical fitness to perform assigned duties and freedom from communicable disease. The physical fitness examination must be performed by a physician licensed in Illinois, or any other state, to practice medicine and surgery in any of its branches, ~~or an a licensed advanced practice registered nurse who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice nurse to perform health examinations.~~ [or a licensed physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations.](#) The employee must have the physical examination performed no more than 90 days before submitting evidence of it to the District.

Any employee may be required to have an additional examination by a physician who is licensed in Illinois to practice medicine and surgery in all its branches, ~~or an a licensed advanced practice registered nurse who has a written collaborative agreement with a collaborating physician that authorizes the advanced practice nurse to perform health examinations,~~ or a [licensed](#) physician assistant who has been delegated the authority by his or her supervising physician to perform health examinations, if the examination is job-related and consistent with business necessity. The Board will pay the expenses of any such examination.

Orientation Program

The District's staff will provide an orientation program for new employees to acquaint them with the District's policies and procedures, the school's rules and regulations, and the responsibilities of their position. Before beginning employment, each employee must sign the *Acknowledgement of Mandated Reporter Status* form as provided in policy 5:90, *Abused and Neglected Child Reporting*.

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-20.7, 5/10-21.4, 5/10-21.9, 5/21B-10, 5/21B-80,
5/10-22.34, 5/10-22.34b, 5/22-6.5 and 5/24-5.
20 ILCS 263.0/3.3, Criminal Identification Act.
820 ILCS 55/, Right to Privacy in the Workplace Act.
820 ILCS 70/, Employee Credit Privacy Act
Americans with Disabilities Act, 42 U.S.C. §12112, and 29 C.F.R. Part 1630.
Fair Credit Reporting Act, 15 U.S.C. § 1681 et seq.
Immigration Reform and Control Act, 8 U.S.C. §1324a et seq.
Duldulao v. St. Mary of Nazareth Hospital, 136 Ill. App. 3d 763 (1st Dist.
1985) *aff'd in part and remanded* 115 Ill.2d 482 (Ill., 1987).

Kaiser v. Dixon, 127 Ill. App. 3d 251 (2nd Dist. 1984)
Molitor v. Chicago Title & Trust Co., 325 Ill. App. 124 (1st Dist. 1945)

CROSS REF.: 2:260 (Uniform Grievance Procedure), 3:50 (Administrative Personnel Other Than the Superintendent), 4:60 (Purchases and Contracts), 4:175 (Convicted Child Sex Offender; Screening; Notifications) 5:10 (Equal Employment Opportunity and Minority Recruitment), 5:40 (Communicable and Chronic Infectious Disease), 5:90 (Abused and Neglected Child Reporting), 5:125 (Personal Technology and Social Media; Usage and Conduct), 5:220 (Substitute Teachers), 5:280 (Educational Support Personnel - Duties and Qualifications)

ADOPTED:

Educational Support Personnel

Employment Termination and Suspensions

Resignation and Retirement

An employee is requested to provide two weeks' notice of a resignation. A resignation notice cannot be revoked once given. An employee planning to retire is recommended to notify his or her supervisor at least two months before the retirement date.

Non-RIF Dismissal

The Board can terminate an at-will employee at any time for any or no reason, but not for a reason prohibited by State or federal law.

Employees who are employed annually or have a contract, or who otherwise have a legitimate expectation of continued employment may be dismissed:

1. at the end of the school year or at the end of their respective contract after being provided appropriate notice and after compliance with any applicable contractual provisions, or
2. mid-year or mid-contract provided due process procedures are provided.

The Superintendent is responsible for making dismissal recommendations to the Board consistent with the Board's goal of having a highly qualified, high performing staff. [This includes recommending a non-licensed employee for immediate dismissal for willful or negligent failure to report an instance of suspected child abuse or neglect as required by 325 ILCS 5/.](#)

Reduction in Force and Recall

The Board may, decide to decrease the number of educational support personnel or to discontinue some particular type of educational support service and, as a result of that action, dismiss or reduce the hours of one or more educational support employees. When making decisions concerning reduction in force and recall, the Board will follow Sections 10-22.34c (outsourcing non-instructional services) and 10-23.5 (procedures) of the School Code, to the extent they are applicable and not superseded by legislation or an applicable collective bargaining agreement.

Final Paycheck

A terminating employee's final paycheck will be adjusted for any unused, earned vacation credit, if applicable. Employees are paid for all per diem earned vacation. Terminating employees will receive their final pay on the next regular payday following the date of termination, except that an employee dismissed due to a reduction in force shall receive his or her final paycheck on or before next regular pay date following the last day of employment.

Suspension

Except as provided below, the Superintendent is authorized to suspend an employee without pay as a disciplinary measure, during an investigation into allegations of misconduct or pending a dismissal hearing whenever, in the Superintendent's judgment, the employee's presence is detrimental to the District. A disciplinary suspension shall be with pay:

1. when the employee is exempt from the overtime provisions, or
2. until an employee with an employment contract for a definite term is provided a notice and hearing according to the suspension policy for professional employees.

Upon receipt of a recommendation from the Ill. Dept. Children and Family Services (DCFS) that the District remove an employee from his or her position when he or she is the subject of a pending

DCFS investigation that relates to his or her employment with the District, the Board or Superintendent or designee, in consultation with the Board attorney, will determine whether to:

1. Let the employee remain in his or her position pending the outcome of the investigation; or
2. Remove the employee as recommended, proceeding with:
 - a. A suspension with pay; or
 - b. A suspension without pay.

Any criminal conviction resulting from the investigation or allegations shall require the employee to repay to the District all compensation and the value of all benefits received by the employee during the suspension. The Superintendent will notify the employee of this requirement when the employee is suspended.

LEGAL REF.: 5 ILCS 430 et seq.
 105 ILCS 5/10 22.34c and 5/10 23.5.
 325 ILCS 5/7.4(c-10)
 820 ILCS 105/4a.

CROSS REF.: [5:90 \(Abused and Neglected Child Reporting\)](#), 5:240 (~~Professional Personnel~~ – Suspension), 5:270 (~~Educational Support Personnel~~ – Employment At-Will, Compensation, and Assignment)

ADOPTED:

Instruction

Curriculum Content

The curriculum shall contain instruction on subjects required by State statute or regulation as follows:

1. In kindergarten through grade 8, subjects include: (a) language arts, (b) reading, (c) other communication skills, (d) science, (e) mathematics, (f) social studies, (g) art, (h) music, and (i) drug and substance abuse prevention. A reading opportunity of 60 minutes per day will be promoted for all students in kindergarten through grade 3 whose reading levels are one grade level or more lower than their current grade level. Before the completion of grade 5, students will be offered at least one unit of cursive instruction. [Beginning with the 2020-2021 school year, in grades 6, 7, or 8, students must receive at least one semester of civics education in accordance with Illinois Learning Standards for social science.](#)
2. In grades 7 through 8, as well as in interscholastic athletic programs, steroid abuse prevention must be taught.
3. In Kindergarten through grade 8, provided it can be funded by private grants or the federal government, violence prevention and conflict resolution must be stressed, including: (a) causes of conflict, (b) consequences of violent behavior, (c) non-violent resolution, and (d) relationships between drugs, alcohol, and violence.
4. In grades kindergarten through 8, age-appropriate Internet safety must be taught, the scope of which shall be determined by the superintendent or designee. The curriculum must incorporate policy 6:235, Access to Electronic Networks and, at a minimum, include: (a) education about appropriate online behavior, (b) interacting with other individuals on social networking websites and in chat rooms, and (c) cyberbullying awareness and response.
5. In all grades, character education must be taught including respect, responsibility, fairness, caring, trustworthiness, and citizenship in order to raise students' honesty, kindness, justice, discipline, respect for others, and moral courage. [Instruction in all grades will include samples of behaviors that violate policy 7:180, Prevention of and Response to Bullying, Intimidation, and Harassment.](#)
6. In all schools, citizenship values must be taught, including: (a) patriotism, (b) democratic principles of freedom, justice, and equality, (c) proper use and display of the American flag, (d) the Pledge of Allegiance, and (e) the voting process.
7. In all grades, physical education must be taught including a developmentally planned and sequential curriculum that fosters the development of movement skills, enhances health-related fitness, increases students' knowledge, offers direct opportunities to learn how to work cooperatively in a group setting, and encourages healthy habits and attitudes for a healthy lifestyle. Unless otherwise exempted, all students are required to engage daily during the school day in a physical education course.
8. In all schools, health education must be stressed, including: (a) proper nutrition, (b) physical fitness, (c) components necessary to develop a sound mind in a healthy body, and (d) dangers and avoidance of abduction, (e) age appropriate sexual abuse and assault awareness and prevention in all grades. The Superintendent shall implement a comprehensive health education program in accordance with State law.
9. In all schools, career/vocational education must be taught, including: (a) the importance of work, (b) the development of basic skills to enter the world of work and/or continue formal education, (c) good work habits and values, (d) the relationship between learning and work, and (e) if possible, a student work program that provides the student with work

- experience as an extension of the regular classroom. A career awareness and exploration program must be available at all grade levels.
10. In all schools, conservation of natural resources must be taught, including: (a) home ecology, (b) endangered species, (c) threats to the environment, and (d) the importance of the environment to life as we know it.
 11. In all schools, United States ([U.S.](#)) history must be taught, including: (a) the principles of representative government, (b) the Constitutions of the U.S. and Illinois, (c) the role of the U.S. in world affairs, (d) the role of labor unions, ~~and~~ (e) the role and contributions of ethnic groups, including but not limited to, the African Americans, Albanians, Asian Americans, Bohemians, Czechs, French, Germans, Hispanics, (including the events related to the forceful removal and illegal deportation of Mexican-American U.S. citizens during the Great Depression), Hungarians, Irish, Italians, Lithuanians, Polish, Russians, Scots, and Slovaks in the history of this country and State, [\(f\) a study of the roles and contributions of lesbian, gay, bisexual, and transgendered \(LGBT\) people in the history of the U.S. and Illinois, and \(g\) Illinois history.](#)
 12. In addition, all schools shall hold an educational program on the United States Constitution on Constitution Day, each September 17, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a Saturday, Sunday, or holiday, Constitution Day shall be held during the preceding or following week.
 13. In grade 7 and all courses concerning U.S. history or a combination of U.S. history and American government, students must view a Congressional Medal of Honor film made by the Congressional Medal of Honor Foundation, provided there is no cost for the film.
 14. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the Holocaust and crimes of genocide, including Nazi atrocities of 1933-1945, Armenian Genocide, the Famine-Genocide in Ukraine, and more recent atrocities in Cambodia, Bosnia, Rwanda, and Sudan.
 15. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on the history, struggles, and contributions of women.
 16. In all schools, the curriculum includes instruction as determined by the Superintendent or designee on Black History, including the history of the African slave trade, slavery in America, and the vestiges of slavery in this country, as well as the struggles and contributions of African-Americans.
 17. In all schools, instruction during courses as determined by the Superintendent or designee on disability history, awareness and disability rights movement.
 18. In kindergarten through grade 8, education must be available to students concerning effective methods of preventing and avoiding traffic injuries related to walking and bicycling.

LEGAL REF.: Pub. L. No. 108-447, Section 111 of Division J. Consolidated Appropriations Act of 2005.
 Pub. L. No. 110-358, Title II, 122 stat. 4096 (2008), Protecting Children in the 21st Century Act.
 47 C.F.R. §54.520
 5 ILCS 465/3 and 465/3a.
 20 ILCS 2605/2605-480.
 105 ILCS 5/2-3.80(e) and (f), 5/27-3, 5/27-3.5, 5/27-5, 5/27-6, 5/27-7, 5/27-12, 5/27-12.1, 5/27-13.1, 5/27-13.2, 5/27-20.3, 5/27-20.4, 5/27-

20.5, 5/27-21, 5/27-22, 5/27-23.3, 5/27-23.4, 5/27-23.7, 5/27-23.8, 5/27-23.10, 5/27-23.11, 5/27-24.2, 435/, and 110/3.
625 ILCS 5/6-408.5.
23 Ill. Admin.Code §§1.420, 1.430, and 1.440.

CROSS REF.: 6:20 (School Year Calendar and Day), 6:40 (Curriculum Development), 6:70 (Teaching About Religions), 6:235 (Access to Electronic Networks), 7:180 (Prevention of and Response to Bullying, Intimidation and Harassment,), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Discipline), 7:260 (Exemption from Physical Activity)

ADOPTED:

Instruction

Home and Hospital Instruction

A student who is absent from school, or whose physician anticipates that the student will be absent from school because of a medical condition, may be eligible for instruction in the student's home or hospital. Eligibility shall be determined by State law and the Illinois State Board of Education rules:

1. Governing the continuum of placement options for students who have been identified for special education services or
2. the home and hospital instruction provisions for students who have not been identified for special education services.

Appropriate educational services from qualified staff will begin no later than 5 school days after receiving a [written statement from:](#)

1. [a physician's, licensed to practice medicine in all of its branches,](#)
2. [a licensed physician assistant, or](#)
3. [a licensed advanced practice registered nurse](#) ~~written statement.~~

Instructional or related services for a student receiving special education services will be determined by the student's individualized education program.

A student who is unable to attend school because of pregnancy will be provided home instruction, correspondence courses, or other courses of instruction,

1. before the birth of the child when the student's physician indicated, in writing, that she is medically unable to attend regular classroom instruction as well as , and
2. for up to 3 months after the child's birth or miscarriage.

Periodic conferences will be held between appropriate school personnel, parent(s)/guardian(s) and hospital staff to coordinate course work and facilitate the student's return to school.

LEGAL REF.: 105 ILCS 5/10-22.6a, 5/14-13.01, 5/18-4/5, and 5/8-8.05.
23 IL. Admin.Code §§1.520. 1.610 and 226.300.

CROSS REF.: 6:120 (Education of Children with Disabilities, 7:10 (Equal Educational Opportunity), 7:280 (Communicable and Chronic Infectious Disease)

ADOPTED:

Students

Harassment of Students Prohibited

Bullying, Intimidation, and Harassment Prohibited

No person, including a District employee or agent, or student, shall harass, intimidate, or bully a student on the basis of actual or perceived: race, color, national origin, military status, unfavorable discharge status from military service, sex, sexual orientation, gender identity, gender related identity or expression, ancestry, age, religion, physical or mental disability, order of protection status, status of being homeless, or actual or potential marital or parental status, including pregnancy, association with a person or group with one of more of the aforementioned actual or perceived characteristics or any other distinguishing characteristics. The District will not tolerate harassing, intimidating conduct, or bullying whether verbal, physical, sexual or visual, that affects the tangible benefits of education, that unreasonably interferes with a student's educational performance, or that creates an intimidating, hostile, or offensive educational environment. Examples of prohibited conduct include name-calling, using derogatory slurs, stalking, sexual violence, causing psychological harm, threatening or causing physical harm, threatened or actual destruction of property, or wearing or possessing items depicting or implying hatred or prejudice of one of the characteristics stated above.

Sexual Harassment Prohibited

Sexual harassment of students is prohibited. Any person, including a district employee or agent, or student, engages in sexual harassment whenever he or she makes sexual advances, requests sexual favors, and/or engages in other verbal or physical conduct, including sexual violence, of a sexual or sex-based nature, imposed on the basis of sex, that:

1. denies or limits the provision of educational aid, benefits, services, or treatment; or that makes such conduct a condition of a student's academic status; or
2. has the purpose or effect of:
 - a. Substantially interfering with a student's educational environment,
 - b. Creating an intimidating, hostile, or offensive educational environment,
 - c. Depriving a student of educational aid, benefits, services, or treatment,
 - d. Making submission to or rejection of such conduct the basis for academic decisions affecting a student.

The terms intimidating, hostile, and offensive include, but are not limited to, conduct that has the effect of humiliation, embarrassment, or discomfort. Examples of sexual harassment include touching, crude jokes or pictures, discussions of sexual experiences, teasing related to sexual characteristics, and spreading rumors related to a person's alleged sexual activities. The term *sexual violence* includes a number of different acts. Examples of sexual violence include, but are not limited to, rape, sexual assault, sexual battery, sexual abuse, and sexual coercion.

Making a Complaint: Enforcement

Students are encouraged to report incidences of bullying, harassment, sexual harassment, or any other prohibited conduct to the Nondiscrimination Coordinator, Building Principal, Assistant Building Principal, Dean of Students, a Complaint Manager, or any staff member with whom the student is comfortable speaking.. A student may choose to report to a person of the student's same sex. ~~Complaints will be kept confidential to the extent possible given the need to investigate. Students who make good faith complaints will not be disciplined.~~

An allegation that a student was a victim of any prohibited conduct perpetrated by school personnel, including a school vendor or volunteer, shall be processed and reviewed according to policy 5:90, Abused and Neglected Child Reporting, in addition to any response required by this policy. ~~another student shall be referred to the Building Principal, Assistant Building Principal, or Dean of Students for appropriate action.~~

The Superintendent shall insert into this policy the names, addresses, and telephone numbers of the District's current Nondiscrimination Coordinator and Complaint Managers. At least one of these individuals will be female, and at least one will be male.

Nondiscrimination Coordinator:

Superintendent
Dr. Lonny Lemon, Ed.D.
1700 O'Plaine Road
Green Oaks, IIL 60048
lemon@ogschool.org
847.367.4120

Complaint Managers:

Chief Business Officer
Dr. Kurt Valentin
1700 O'Plaine Road
Green Oaks, IL 60045
valentin@ogschool.org
847.367.4120

Director of Curriculum
Dr. Sarah Cacciatore
1700 O'Plaine Road
Green Oaks, IL 60048
cacciatore@ogschool.org
847.367.4120

The Superintendent shall use reasonable measures to inform staff members and students of this policy by including it in the appropriate handbooks-;

1. For students, age-appropriate information about the contents of this policy in the District's student handbook(s), on the District's website, and, if applicable, in any other areas where policies, rules, and standards of conduct are otherwise posted in each school.
2. For staff members, this policy in the appropriate employee handbook(s), if applicable, and/or in any other areas where policies, rules, and standards of conduct are otherwise made available to staff.

Investigation Process

Supervisors, principals, or administrators who receive a report or complaint of harassment must promptly forward the report or complaint to the Nondiscrimination Coordinator or a Complaint Manager. A supervisor or administrator who fails to promptly comply may be disciplined, up to and including discharge.

Reports and complaints of harassment will be confidential to the greatest extent practicable, subject to the District's duty to investigate and maintain an educational environment that is productive, respectful and free of unlawful discrimination, including harassment.

The District shall investigate alleged harassment of students when the Nondiscrimination Coordinator or a Complaint Manager becomes aware of an allegation, regardless of whether a written report or complaint is filed.

Alleged Incidents of Sexual Abuse

An alleged incident of sexual abuse is an incident of sexual abuse of a child, as defined in 720 ILCS 5/11-9.1A(b), that is alleged to have been perpetrated by school personnel, including a school vendor or volunteer, that occurred; on school grounds during a school activity; or outside of school grounds or not during a school activity.

Any complaint alleging an incident of sexual abuse shall be processed and reviewed according to policy 5:90, *Abused and Neglected Child Reporting*, in addition to any response required by this policy.

Enforcement

Any District employee who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action up to and including discharge. Any District student who is determined, after an investigation, to have engaged in conduct prohibited by this policy will be subject to disciplinary action, including but not limited to, suspension and expulsion consistent with the discipline policy. Any person making a knowingly false accusation regarding prohibited conduct will likewise be subject to disciplinary action up to and including discharge, with regard to employees, or suspension and expulsion, with regard to students.

LEGAL REF.: 20 U.S.C. §1681 et seq., Title IX of the Educational Amendments,
34 C.F.R. Part 106.
105 ILCS 5/10-20.12. 10-22.5, 5/27-1, and 5/27-23.7.
775 ILCS 5/1-101 et seq., Illinois Human Rights Act.
23 Ill.Admin.Code § 1.240 and Part 200.
Davis v. Monroe County Board of Education, 119 S.Ct. 1661 (1999).
Franklin v. Gwinnett Co. Public Schools, 112 S.Ct. 1028 (1992).
Gebser v. Lago Vista Independent School District, 118 S.Ct. 1989 (1998).
West v. Derby Unified School District No. 260, 206 F.3d 1358 (10th Cir., 2000).

CROSS REF.: 2:260 (Uniform Grievance Procedure), 5:20 (Workplace Harassment Prohibited), 5:90 (Abused and Neglected Child Reporting), 7:10 (Equal Educational Opportunities), 7:180 (Prevention of and Response to Bullying, Intimidation and Harassment), 7:185 (Teen Dating Violence Prohibited), 7:190 (Student Discipline), 7:240 (Conduct Code for Participants in Extracurricular Activities)

ADOPTED:

**Oak Grove School
Parent Teacher Organization
PTO Meeting Agenda - Wednesday, May 20, 2020**

1. Call to Order
2. Approval of Minutes
3. Reports of Officers
 - a. President
 - Thank you notes
 - Marla's Lunch Contract -Will be contracting again for next year refunds can be requested from Marla's
 - Remote Learning Funding Requests - Lots of requests from teachers
 - 2020-2021 PTO Events - PTO Appreciation-They could not hold the volunteer appreciation event this year. But appreciate the volunteers, they will receive a gift soon. Will continue to monitor events over the summer. The back to school event may be impacted.
 - 8th Grade Graduating Class - PTO is Painting the Town Blue with ribbons to support our 8th graders. Additional award from PTO. Plaques will be delivered.
 - Teacher/Staff Retirements: Julie Savage, Maria Luce, Bonnie Taylor, Karla Fillinger, Jill Rogers, Mark Clement, Chief Financial Officer Dr. Valentin, and Superintendent Dr. Lonny Lemon. Very kind words from Mrs. Kovach for our retirees.
 - b. Vice President - Recap BOE Meeting
 - c. Treasurer - Recap Treasurer's Report
 - d. Registrar - No links sent yet. Opening registration on July 6 - will be online.
4. Report of Administration

Thank you to Ken LaCrosse for being a loyal PTO and BOE Member
Please sign up to participate in the Townhall Meetings tonight or tomorrow night. It will be archived.

Graduation will be virtual next Thursday night at 7 PM. Almost all ready to go. Students are vying to talk at graduation. Albert Sterner will be the alum speaking to the Grads. Awards will be presented.

Lonny's last meeting. PTO at OGS raises so much and shares with the school. Very successful organization!

Lonny has a surprise. Those Who Excel banquet-District is nominating the PTO for the Those Who Excel award for ISBE.

5. Reports from Standing Committees

a. Teachers Liaison - Thank you for yard signs-It was such a bright light during this strange time. We all miss the students so much. Question about library books. Families will receive an email with a list of what is checked out next week.

b. School Supply Pre-Packs - Sales close on June 21, 2020. Hard deadline. Jen Liu will be getting bids.

c. Field Day - will be next year. Fine Arts Day will be pushed back one year.

d. Mother/Daughter Tea - Nurse Callie shared some information. Trying to reschedule the evening portion. Might have to host in the fall.

6. Report from OGSEF-Maggie Hutchins and Nathan John are the scholarship winners. Juliana Furlong is staying on as President. Many new board members have joined. Voted to give \$10,000 to the PTO to help offset library expenses. Working on grants.

7. Old Business

a. Approve the 2020-2021 Executive Board & Committee Chairs - PASSED

b. Approve the budget for the 2020-2021 school year - PASSED

c. Approve the bylaws for the 2020-2021 school year - PASSED

8. New Business - NONE

9. Announcements - Blue ribbons are being distributed within 24-48 hours. You may still request one.

Adjourn - 12:48PM

Next Meeting is Wednesday, September 2nd at 9am in the Professional Development Room.



Valerie M. Donnan, M.Ed.
Superintendent

Executive Board Meeting Summary
Thursday, May 28, 2020

The Executive Board meeting was structured to allow public viewing and public comment via webinar. Registration was through the link provided and up to the start of the webinar. The public was able to register for public comment until 8:30 a.m.

CONSENT AGENDA

Minutes and financial matters were approved along with the following personnel items:

- ~ Request for Contracts for 11 educational support personnel (ESP) and 12 licensed staff
- ~ Resignations/retirements by 9 ESP and 14 licensed staff
- ~ Request for reduction in Contract for 1 licensed staff
- ~ Reinstatement of 1 ESP and 2 licensed staff
- ~ Employment Recommendations for 2020-21

RECOGNITION

A. May Employee of the Month

The Board recognized Amy Byrne, Social Worker at Cyd Lash Academy, as May's employee of the month.

OLD BUSINESS

Fairhaven School Project

Ms. Watson and Mr. Ken Frank, Signature Development, updated the Board on the Fairhaven School project stating that everything is moving along with a few delays due to the rain. They discussed four Change Orders that have been submitted for Board approval and are detailed further in the summary. Mr. Frank also discussed an underground tank that was found on the property that will need to be removed. It appears to have previously been closed up properly however, once removed, ground testing will need to be completed.

Rooftop Unit Replacement

Bid opening for the John Powers Center rooftop unit replacement was held on May 14, 2020 by Wold Architects and Engineers. Seven bids were received, two came in considerably lower than the others and it was determined that these were incomplete bids. The third lowest bid from Amber Mechanical Contractors, Inc. was recommended by Wold Architect and Engineers for Board Approval. The Board approved this bid in the amount of \$243,000.00.

Lakeside Contract

Ms. Watson presented an amended Lakeside Transportation contract to the Board. With schools having been closed since March, the contract was adjusted to reflect the closure. The contract will be paid at 80% through the end of April and 37% through the end of the school year. The Board approved the amended contract.

NEW BUSINESS

Bond Rating Update

Ms. Watson discussed the Moody bond rating change. SEDOL received a downgrade to Aa3 from Aa2. This reflects changes in the Public Sector Pool Programs and Financings Methodology that no longer allow ratings to pierce the weighted average of all pool participants (member districts at the time when the bond was issued).

Change Orders for Fairhaven School

The Board approved the following four change orders received from Lamp, Inc.:

- Change Order #1 Interior Modifications in the amount of \$184,965.00
Flooring, ceiling and lighting replacement due to added asbestos remediation
- Change Order #2 Soil Stabilization in the amount of \$64,167.00
Cement stabilization to stiffen the soil and help with water absorption
- Change Order #3 Structural Sleeves in the amount of \$16,680.00
Unit ventilator structural wall/ceiling air sleeves in 15 locations in lieu of steel lintels
- Change Order #4 (deduct) Site Work Modifications in the amount of (\$18,186.00)
This is a deduct from the original contract

Assistant Superintendent of Human Resources and Chief School Business Official Transition

Mrs. Donnan proposed a plan of transition for both positions. The CSBO position has already been posted. She discussed beginning the interviews and asked for volunteers from the Board to be in on the interview process since they are familiar with the complexity of this position. She requested this new person begin January 2021 allowing a six month transition.

Mrs. Donnan requested approval to post the Assistant Superintendent of Human Resources position and begin interviews as well. The Board agreed with the requested plan and discussed interviews should be completed in person for the CSBO position.

Return to School Discussion

Board members received a copy of a four scenario plan for returning to school. Scenario #1 All Student in Physical Buildings; Scenario #2 Some Students in Physical Buildings with Some Virtual; Scenario #3 All Students Virtual; and Scenario #4 Intermittent Virtual.

A follow-up to the four scenarios included discussion pertaining to information collected from return to school committees. These committees include staff from our school buildings, sector programs, administration, and parents. Discussion from these committees includes: open lines of communication, PPE special considerations (staff/students), and additional feedback from teachers, assistants, nurses, administration, and parents. Over 70 volunteers have participated in the committees. Mrs. Donnan expressed appreciation for their time and efforts.

On June 3, a parent only session will meet (registration already includes parents representing each SEDOL school building).

SEDOL currently does not have an e-Learning plan in place and is developing a plan to propose in the future.

Survey Results Regarding Remote Learning

Mrs. Wojcik shared staff and parent feedback from a remote learning survey.

195 staff responded to the survey:

- 51% strongly agreed/agreed that remote learning was working well for their students
- 66% strongly agreed/agreed that remote learning was working well for them
- What went well: daily connection with staff/students/parents, communication, new technology, online resources, students more engaged, remote learning lesson plan format
- Challenges: some students not engaged, lack of family engagement, goals aligning to online learning, mixed messages from administrators, no student accountability, plans need to be by age level and program, gathering data difficult, parents overwhelmed, material modification for online access

56 parents responded to the survey:

- 66% strongly agreed/agreed that remote learning was working well for their child
- 55% strongly agreed/agreed that remote learning was working well for them as parents
- 80% strongly agreed/agreed that their situations and/or challenges would be taken into consideration
- Challenges: can't replace in person learning, online format difficult, working from home and online learning, too many passwords, tech issues, keeping up with everything, lack of social interaction, more 1:1 teacher time, behaviors- separating school from home, regression, lack of routine

Request for Non-Member District Placements

The Board approved continued placement for 3 non-member district students for the 2020-21 school year. The districts will be billed based on the non-member district tuition schedule and will continue to be responsible for transportation costs and for the costs associated with any additional support needed as a result of the placement. Their placements do not impede enrollment from member districts.

Policy Revisions for First Reading

Proposed revisions to policies 2:125 *Board Member Compensation; Expenses* and 2:160 *Board Attorney* were presented to the Board for first reading. The policies will be presented for second reading at the June meeting.

PUBLIC COMMENT

Public Comment was afforded to the general public via the web-conference registration link.

There were no Public Comments.

CLOSED SESSION

The Board entered into closed session to discuss:

- The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
- Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal.
- The placement of individual students in special education programs and to consider individual student matters – 5 ILCS 120/2(c)(1).

OTHER BUSINESS

There was no other business.

PROGRAM/SCHOOL REPORTS

Announcements / Wins

1. SEDOL continues to increase its social media presence. Laremont Administration are posting morning announcements on Facebook and this has been assisting with their following growing.
2. ELP, LASSO 3, & SAB hosted a virtual prom on May 15th. Staff and students had fun dancing the afternoon away.
3. Amy Byrne from CLA secured a grant from Mother's Trust to support a family to assist during this difficult time.
4. CLA hosted a student prompted dance party on Friday! The students and staff enjoyed dancing and connecting together.
5. CLA had 5 students earn 6 scholarships to support their future. Students received scholarships from the SEDOL Foundation and Stand for the Silence.
6. SEDOL Foundation reviewed camp scholarships and are giving scholarships for students for late summer activities if they open up.
7. The SEDOL Foundation has set up a grant system for internet access for SEDOL students in need.
8. SEDOL hiring for the fall, 2020 is going well! We have been receiving great candidates and look forward to welcoming new staff.
9. Project Search celebrated a virtual graduation for their students on May 19, 2020.

In Memoriam

♥ Ms. Paige Hurt, a Paraprofessional at Gages Lake School, passed away on April 23, 2020, she was 37 years old. Paige was an excellent paraprofessional at Gages Lake School and has worked at SEDOL since August 2016. She had a Bachelor of Arts degree from Northeastern Illinois University and supported several teachers in a variety of grade levels. A donation has been made to the SEDOL Foundation in her memory.

- ♥ Samantha Keaskowski, a Laremont School student, passed away on May 16, 2020 at the age of 16. Sammie was a 10th grader in Karen Schreck’s classroom but had spent much of her educational years at Laremont. Sammie was known to us for her beautiful smile, her supportive family, and her love of big hair bows!

- ♥ Ms. Marleana Gongola, former SEDOL Paraprofessional, passed away on May 19, 2020. Marleana worked at SEDOL from October 10, 2010 through June 10, 2019.

Recognition of Retirees

SEDOL is planning a retirement ceremony on July 22, 2020 at 4:00 to recognize the retirees for their years of dedication and service. If a face-to-face ceremony cannot be held, a virtual retirement ceremony will be conducted on that day.

SEDOL recognizes the following retirees for their dedication and service:

Name	Position	Hire Date
Patti Borgula	Job Coach	1/5/1998
Patti Bozek	Teacher	8/20/1999
Linda Buettner	Schl Psych	8/31/1987
Cami Brydon	Teacher	8/23/1985
Marta Carcamo	Paraprofessional	11/28/2011
Sheila Conrad	Bookkeeper	10/1/1998
Mary Ellen Corbett	Teacher	8/28/1995
Kathleen Flaherty	Social Worker	12/02/1985
Tamara Hoeksema	Teacher	8/24/1992
Sharon Iwans	Teacher	8/25/1986
Diane Jakimauskas	Paraprofessional	1/3/1994
Debbie Kunkler	OT	8/24/1992
Doris Marcinkus	Admin Ass't	6/24/1976
Karen Martin	Teacher	10/19/1998
Carol McCarthy	Teacher	8/18/1997
Margaret OConnor	RN	8/20/2007
Sheila Pfeifer	Admin Ass't	11/23/1987
Jeanne Rutledge	RN	9/10/2001
Chris Sell	Paraprofessional	10/23/1989
Barbara Smith	School Nurse	8/23/2004
Kathy Steplyk	SLP	8/20/1999
Jodi Yeh-Shinbrood	Social Worker	8/22/2002

BOARD MEMBER COMMENT

Mrs. Donnan reiterated the importance of quorum at the June 3 Governing Board virtual meeting. Voting will take place on the Articles of Joint Agreement, STU retirement, tentative budget, and other important items. She asked that the Board ensure they have a School Board member representing their district.

COMMITTEE REPORTS

There were no committee reports.

ADJOURNMENT

With no other items to discuss, the meeting was adjourned.

2019-20 Executive Board Meeting Schedule SEDOL Office Bay Room

Thursday, June 25, 2020 – 9:30 a.m.

Thursday, July 23, 2020 – 9:30 a.m.

Governing Board Meeting Schedule

*Wednesday, June 3, 2020 – 7:00 p.m.

*This will be a virtual meeting.

To register as a public participant, please use the following link:

<https://attendee.gotowebinar.com/register/2091138482048808720>

Professional Vacancies Anticipated for 2020-21

- 1 Chief School Business Official 2021-22 (Administration)
- 1 Bookkeeper/Payroll Assistant (Administration)
- 1 Assistant Principal (Fairhaven School)
- 1 Anticipated Assistant Principal (Laremont School)
- 4 School Social Worker (Gages Lake School)
- 1 Building Administrative Assistant (Fairhaven School)
- 1 1:1 Registered Nurse (Laremont)
- 2 LASSO III Teacher (Fairhaven School)
- 1 School Psychologist Compliance Data (Various)
- 1 Art Therapist (Various)
- 1 Full-Time Speech Language Pathologist (Various)
- 1 Teacher of the Deaf (John Powers Center)
- 3 ELP Teacher (Laremont)
- 1 LASSO Autistic Itinerant Teacher (Various)
- 1 Behavior Specialist (Various)
- 1 Emotional/Behavioral Needs Teacher (Gages Lake School)
- 1 Office Intervention Teacher (South School)
- 6 Sign Language Interpreters (Various)
- 2 Occupational Therapist and One Part-Time (Various)
- 1 Physical Therapist Part-Time (Various)
- 1 Academic Specialists Tier 2 & 3 (Various)
- 1 Substitute Teachers (Various)

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

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Valerie M. Donnan, M.Ed.
Superintendent

Minutes

SEDOL GOVERNING BOARD

March 4, 2020

Call to Order

At 7:00 p.m., a quorum being present, Governing Board President Carey McHugh called the meeting of the SEDOL Governing Board to order on Wednesday, March 4, 2020, at Gages Lake School in Gages Lake, Illinois. The following Executive Board members were in attendance: Mr. Bob Gold, Dr. Lonny Lemon, Dr. Jason Lind, Mrs. Carey McHugh, Mrs. Joanne Osmond, and Mrs. Odie Pahl.

Governing Board Members Present

Ms. Laurel Wilson, Dist. #1	Mr. Matt Jacobs, Dist. #73
Ms. Marcia White, Dist. #3	Mr. Jose Lozada, Dist. #76
Ms. Crystal Penn, Dist. #34	Mr. Shawn Killackey, Dist. #79
Ms. Denise Quezada, Dist. #36	Mr. Scott Linn, Dist. #102
Ms. Katie Stang, Dist. #37	Ms. Peg Larson, Dist. #116
Ms. Vivian Kueter, Dist. #38	Ms. Ellen Ipsen, Dist. #117
Ms. Joanne Osmond, Dist. #41	Ms. Carey McHugh, Dist. #118
Ms. Odie Pahl, Dist. #56	Ms. Patricia Stephen, Dist. #126
Ms. Jennifer Manski, Dist. #68	Ms. Karin Lundstedt, Dist. #128
Ms. Amie Krummick, Dist. #70	Ms. Dora King, Dist. #187

Governing Board Members Absent

Ms. Marge Taylor, Dist. #6	Ms. Alexandria Avila, Dist. #75
Mr. Sean Coleman, Dist. #24	Ms. Sara Davalos, Dist. #120
Mr. Nathan Karasek, Dist. #33	Mr. Tom Drake, Dist. #121
Dr. Stephen Mack, Dist. #46	Mr. John Jared, Dist. #124
Ms. Jennifer Haack, Dist. #50	Mr. Hal Sloan, Dist. #127
Ms. Rita Benavides, Dist. #72	

Guests

Ms. Cindi Decola, SEDOL Legal Counsel	Ms. Svetlana Popovic, HUMANeX
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PLEDGE OF ALLEGIANCE

Ms. Carey McHugh asked everyone to stand and join her in the Pledge of Allegiance.

ACCEPTANCE OF AGENDA

Motion to Accept Agenda

Ms. Ellen Ipsen, District #117, moved the agenda be accepted as presented; seconded by Ms. Jennifer Manski, District #68.

VOICE VOTE: MOTION CARRIED.

APPROVAL OF MINUTES

Motion to Approve Minutes

Ms. Ellen Ipsen, District #117, moved the minutes of December 4, 2019 be approved as presented; seconded by Ms. Patricia Stephens, District #126.

VOICE VOTE: MOTION CARRIED.

Motion to Approve Amended Minutes

Ms. Joanne Osmond, District #41, moved the amended minutes of August 28, 2019 be approved as presented; seconded by Mr. Jose Lozada, District #76.

VOICE VOTE: MOTION CARRIED.

APPOINTMENT OF NOMINATING COMMITTEE FOR GOVERNING BOARD OFFICERS

Information was presented regarding the need to appoint three Governing Board members to a nominating committee to develop recommendations for the offices of Governing Board President and Secretary. The committee should make its recommendations known to Governing Board members 30 days prior to the June meeting. Governing Board members interested in serving on the nominating committee were asked to call Recording Secretary Sara Martinez or Superintendent Val Donnan.

APPOINTMENT OF NOMINATING COMMITTEE FOR EXECUTIVE BOARD MEMBERS

Information was presented regarding the need to establish a nominating committee to recommend appointments to the Executive Board. The committee is composed of one Governing Board member, two Executive Board members and the Regional Superintendent of Schools. The committee should make its recommendations known to Governing Board members 30 days prior to the June meeting. Governing Board members interested in serving on the nominating committee were asked to call Recording Secretary Sara Martinez or Superintendent Val Donnan.

RECOGNITION

Sarah Hilton was recognized as SEDOL's 2018-19 Employee of the Year. Sarah is an SLP at Laremont School and has been with Sedol since 2015. She works countless hours preparing for her students. Sarah has earned over 250 hours of professional development.

ARTICLES OF JOINT AGREEMENT FIRST READING

As a result of the procedural changes in the IDEA grant, all IDEA funds are required to flow directly to each district effective July 1, 2020. Administration presented a draft copy of the proposed amendments to the Articles of Joint Agreement which reflected the changes and updates recommended by SEDOL legal counsel. In addition to district IDEA workshops previously held by Ms. Watson, workshops are also being held in March and April to help with the transition. The proposed amendments to the Articles of Joint Agreement were approved by the Executive Board and were presented for first reading. The Articles will be presented again for second reading and approval at the June 3rd meeting.

SEDOL TASK FORCE

Val Donnan, Dr. Jennifer Hillbo, Laura Wojcik, Dr. Kelly Olsen, Meagan Dwyer, Daniel Russert, and Elizabeth Zambo from the Task Force team presented to the Board ([PowerPoint presentation](#)). Since December, the Task Force team has had six scheduled meetings. Members from the team have also met on weekends and the team extended the end time of the meetings to allow for more collaboration. Attendance has averaged approximately twenty staff per meeting.

PUBLIC COMMENT

Six SEDOL staff addressed the Governing Board expressing their concerns with working conditions and safety issues throughout SEDOL. In addition, concerns with administration were also presented.

The following people addressed the Governing Board:

Nancy Caravello-Dybul, Barrington, IL
Kim Carlson, McHenry, IL
Michelle Clark, Twin Lakes, WI

Amy Gross, Lake Villa, IL
Carol McCarthy, Lake Zurich, IL
Rebecca Slye, Pleasant Prairie, WI

FIRST READING OF POLICY REVISIONS

The following policies were presented for first reading: 2:20 Powers and Duties of the Governing Board; Indemnification, 2:100 Governing Member Conflict of Interest and 2:10 Ethics and Gift Ban. These will be presented for second reading and approval at the June 3 meeting.

HUMANEX PRESENTATION

Svetlana Popovic, HUMANeX, presented results from the January climate and culture survey. Of SEDOL's 690 staff, 583 participated, 84%. She reviewed the top three:

1. I feel pride in the work I do. 4.41/5.0
2. I am fully engaged in the work that I do. 4.35/5.0
3. In my role I have the opportunity to do things that I both do well and enjoy. 4.32/5.0

The bottom three results fell under Decisions are made with Mission Statement in Mind:

1. Business decisions are made consistent with our mission and core values. 2.65/5.0
2. Our organization selects the right people for the right job. 2.72/5.0
3. Our organization has a genuine concern and interest about me as a person. 2.73/5.0

The gathered data will be used to help support employees' climate/culture and to provide professional development. Each group surveyed will select three dimensions and work to set goals for those areas. The next steps include developing a district team to look deeper into the data and set up goals.

OPEN FORUM

- Administration was asked to continue forwarding information to the Board regarding HUMANeX and Task Force updates.
- Laremont staff were asked to create Wish Lists after the December Governing Board meeting. Items from those lists have been arriving daily, a total of \$30,000 worth of supplies.
- On February 14th, SEDOL students participated in a 'Day of Service.' Students made fleece blankets for children, adults and animals. Students also wrote letters to Veterans, made dog biscuits and art for seniors. Thirty-eight classrooms and more than 320 students worked together to make the day a success. This event had such a positive impact that those who participated recommended it become an annual event.

CLOSED SESSION

Motion to Enter into Closed Session

At 8:38 p.m., Ms. Marcia White, District #3, moved the Board enter into closed session to discuss:

- The appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.
- The placement of individual students in special education programs and other matters relating to individual students.
- Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal.

ROLL CALL VOTE: Ayes: Districts #1, #3, #34, #36, #37, #38, #41, #56, #68, #70, #73, #76, #79, #102, #116, #117, #118, #126, #128, #187
 Nays: None
 Absent: Districts #6, #24, #33, #46, #50, #72, #75, #120, #121, #124, #127

MOTION CARRIED.

Motion to Return to Public Session

At 9:08 p.m., Ms. Karin Lundstedt, District #128, moved the Board return to public session; seconded by Mr. Shawn Killackey, District #79.

VOICE VOTE: MOTION CARRIED.

While in closed session, the Board discussed the appointment, employment, discipline, performance or dismissal of specific employees; litigation; and matters relating to individual students.

ADJOURNMENT

Motion to Adjourn

At 9:12 p.m., Ms. Maria White District #3, moved the meeting be adjourned; seconded by Ms. Jennifer Manski, District #68.

VOICE VOTE: MOTION CARRIED.

Respectfully submitted by,

Sara Martinez
Recording Secretary

Approved by:

_____, President of the Board

_____, Secretary of the Board

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Superintendent

Governing Board Meeting Summary Wednesday, June 3, 2020

The Governing Board meeting was structured to allow public viewing and public comment via webinar. Registration was through the link provided and up to the start of the webinar. The public was able to register for public comment until 6:00 p.m.

PLEDGE, AGENDA AND MINUTES

Following the call to order, roll call and pledge by Mrs. Donnan, the Board accepted the amended agenda.

ELECTION OF OFFICERS & MINUTES

The Governing Board appointed Mrs. Carey McHugh (Wauconda #118) to serve another one-year term as Governing Board President and Dr. Stephen Mack (Community Consolidated #46) to serve another one-year term as Governing Board Secretary. The Board approved the minutes of the meeting held on March 4, 2020.

SPECIAL RECOGNITION

Mrs. Donnan acknowledged the dedicated service of Dr. Lonny Lemon, Superintendent of Oak Grove District #68, who was retiring at the end of the school year. Dr. Lemon served on the Executive Board since June 2017.

ANNUAL MEETING ACTIONS:

Executive Board Member Appointments

The following members were reappointed to serve another two-year term: Mr. Gold, Superintendent of Big Hollow #38; and Ms. Pahl, Governing Board Member. The Board also appointed Dr. Julie Brua, Superintendent of Gavin District #37, to replace Dr. Lemon who is retiring. All three will serve a two-year term expiring in June 2022, leaving one open Governing Board member chair that would expire in June 2022.

Delegation of Executive Board Authorities

The Governing Board approved the delegation of authorities to the Executive Board for FY21 as delineated in policy 2:38.

Appointment of Treasurer

The Board approved Ms. Barbara Watson, Assistant Superintendent of Business, CSBO, to continue to serve as treasurer for the 2020-21 school year.

Establish Meeting Dates

The Board approved the following meeting dates for the 2020-21 school year: August 26, 2020; December 2, 2020; March 3, 2021; and June 2, 2021.

ARTICLES OF JOINT AGREEMENT FIRST READING

The Board approved the amendments to the Articles of Joint Agreement which were presented for first reading in March.

PRESENTATION OF TENTATIVE BUDGET

Mrs. Donnan and Ms. Watson provided an overview of the FY20 tentative budget, which included: (1) a 2% increase in tuition rates across the board; (2) removal of the Tiered Tuition system and the switch to 3 part O&M assessment: 1/3 based on previous year's ADE in SEDOL Building based programs, 1/3 on current fall enrollment, and 1/3 on member districts' previous year EAV; (3) the continued realignment of special needs paraprofessionals to regular classroom paraprofessionals; (4) decrease in enrollment and changes in staffing (4) Audiology services billed at 50% prior year service visits and 50% current fall enrollment for students not enrolled at SEDOL (5) a transfer of funds from the Education Fund to the Transportation Fund in order to cover the 20% that ISBE does not reimburse; (6) the change in IDEA funding and the importance of districts meeting their maintenance of effort requirements.

The Governing Board approved the tentative budget for FY21 and scheduled a hearing on the final budget for 6:30 p.m. on August 26. The Governing Board will be asked to approve the final budget that same evening.

POST-ISSUANCE TAX COMPLIANCE REPORT FOR THE SERIES 2015-B BONDS

Ms. Watson explained that the post-issuance tax compliance report is a report that must be made every year in order to remain in compliance with reporting requirements for the Series 2015 Bonds. She reported that everything is in order and there is nothing unusual to report.

FILING FINANCIAL INFORMATION WITH EMMA FOR THE SERIES 2015-B BONDS

Ms. Watson explained that the filing of financial information with the Electronic Municipal Marketing Access (EMMA) is a report that must be made every year in order to remain in compliance with reporting requirements for the Series 2015 Bonds.

PUBLIC COMMENT

Public Comment was afforded to the general public via a web-conference registration link. There were no Public Comments.

APPROVAL OF POLICY REVISIONS

The following policies were presented for approval: 2:20 Powers and Duties of the Governing Board; Indemnification; 2:100 Governing Member Conflict of Interest; and 2:10 Ethics and Gift Ban.

MEMORANDUM OF UNDERSTANDING RE: RETIREMENT INCENTIVE

The Board approved the Memorandum of Understanding Re: Retirement Incentive reached with the SEDOL Teacher's Union. Dr. Lynch of the Board Negotiating Team provided a brief overview.

MEMORANDUM OF UNDERSTANDING RE: RETIREMENT INCENTIVE LANGUAGE

The Board approved the Memorandum of Understanding Re: Retirement Incentive Language for Teachers Who Submitted Their Irrevocable Notice of Intent to Resign for the Purpose of Retirement Between August 16, 2018 and March 3, 2020.

SEDOL STRATEGIC GOALS UPDATE

Mrs. Donnan presented an update to the 2018-2020 strategic plan summary, which also serves as the superintendent's goals. The updated summary included a detailed overview of the action steps Mrs. Donnan and the Administrative Team have taken in pursuit of each goal including but not limited to: program reviews, restructuring of administrative positions, housing, district level HumanEx teams, increase in PLC's, communication (i.e. social media, website shout outs, SEDOL news), continued review of policies and procedures, and services provided to member districts, and the financial goals including the update to The SEDOL Joint Articles of Agreement. With all goals having been met, new goals will be created this fall.

OPEN FORUM

No items for open forum.

ADJOURNMENT

With no other items to discuss, the Board acted to adjourn the meeting.

2019-20 Executive Board Meeting Schedule

Thursday, June 25, 2020 – 9:30 a.m.

Thursday, July 23, 2020 – 9:30 a.m.

2020-21 Governing Board Meeting Schedule *Gages Lake School Community Room unless noted otherwise*

August 26, 2020 *Public Hearing on Budget at 6:30 p.m.*

December 2, 2020

March 3, 2021

June 2, 2021