

# **Board of Education Workshop Special Meeting**

Wednesday, June 1, 2022 6:00 PM

D300 Central Office - Anne B Miller Boardroom, 2550 Harnish Drive, Algonquin, IL 60102

## **1. Call to Order**

1.1. Roll Call

## **2. Closed Session**

2.1. Motion to go into closed session for the purpose of discussing: 1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 2(c) (1).

2.2. Motion to adjourn closed session

## **3. Reconvene in Open Session**

3.1. Roll Call

## **4. Pledge of Allegiance**

## **5. Approval of the Agenda**

6. **Public Participation: Members of the public, especially residents of District 300, are welcome to contribute during public participation. To do so, you must sign up electronically via a computer located in the Central Office lobby between 6:00-6:30pm, or the start of the open meeting; be 18 years old or older or have a parent/legal guardian present with you, give your full name and respectfully state your comments, and you are not permitted to mention the names of specific staff members or students. The Board will not respond in this forum but will thoughtfully consider your statements.**

## **7. Items for Discussion**

7.1. Change to Board Policy

7.2. Strategic Planning

## **8. Roll Call Action Item**

8.1. Approval of Human Resources Report

## **9. Adjournment**



**COMMUNITY UNIT SCHOOL DISTRICT NO. 300  
BOARD of EDUCATION MEMO**

<b>DATE:</b>		<b>Presented at the following Board Meetings</b>	
		<b>Construction/Facility</b>	
<b>TO:</b>	Susan Harkin, Superintendent Board of Education	<b>Finance</b>	
		<b>Policy/Legislative</b>	
<b>FROM:</b>	Colleen O’Keefe Chief Legal Counsel	<b>School Utilization</b>	
		<b>BOE 1<sup>st</sup> Reading</b>	06/01/2022
		<b>BOE 2<sup>nd</sup> Reading</b>	06/14/2022

**SUBJECT: Proposed changes to Board Policy 2:230 *Public Participation at Board of Education Meetings and Petitions to the Board***

**Background**

The proposed changes to Board Policy 2:230 *Public Participation at Board of Education Meetings and Petitions to the Board* per the recommendation of the Board and legal updates.

**Recommendation**

It is recommended to approve the proposed changes to the Board policy.

## Document Status: Draft Update

### BOARD OF EDUCATION

#### 2:230 Public Participation at Board of Education Meetings and Petitions to the Board

During ~~At~~ each regular and special open meeting of the Board, any person may comment on or ask questions of the Board, subject to reasonable constraints established in this policy and in District Administrative Procedure. The Board listens to comments or questions during public participation; responses to comments to or questions of the Board are most often managed through policy 3:30, Chain of Command.

**Commented [OC1]:** Added to clarify Board practice.

The individuals appearing before the Board are expected to follow these guidelines:

1. Address the Board only at the appropriate time as indicated on the agenda and when recognized by the Board President. This includes following the directives of the Board President to maintain order and decorum for all.
2. Use a sign-in sheet, if requested.
3. Total length of time at a regular Board of Education meeting for Public Participation will be limited to two hours. However, upon the vote of a majority of the Board such time may be increased. This limitation on time does not apply to special meetings for the specific purpose of public input.
4. Individuals may be heard during Public Participation without notice by requesting permission of the President (or President Pro Tempore). Request must be made prior to adoption of the agenda.
5. Individuals (up to 40) may speak to the Board for three<sup>3</sup> minutes. In unusual circumstances, and when the person has given advance notice of the need to speak for a longer period of time, such the Board President may allow a person may be allowed to speak for more than three<sup>3</sup> minutes. To request additional speaking time, the individual must:
  1. Complete an Extended Public Participation Request Form within 48 hours of the Board Meeting at which the individual will be speaking. This form can be requested by contacting the Board of Education's Executive Assistant.
  2. Provide an explanation detailing why the allotted three minutes is not sufficient for the individual's public comment.
  3. Following submission of the request, the completed form will be provided to the Board President.
  4. The Board President will individually consult the Board Vice President and other Board members as deemed necessary to review the request.

**Commented [OC2]:** Added to reference rules of decorum.

**Commented [OC3]:** Added to reflect practice of signing in.

5. The decision to grant or deny the request rests with the Board President and his/her decision shall be final.
6. If multiple individuals wish to address the Board on the same subject, the group is encouraged to appoint a spokesperson.
6. Identify oneself by name, relationship to District, state the concern, and limit comments to the designated minutes (as described above).
7. Observe, when necessary and appropriate, the Board President's authority decision to:
  1. Shorten public comment to conserve time and give the maximum number of individuals an opportunity to speak; and/or
  2. Determine procedural matters regarding public participation not otherwise covered in Board of Education policy.
8. Questions raised shall be assigned by the President to someone for an answer if it is determined that the question merits an answer.
9. Minors will not be heard by the Board of Education unless they are accompanied by the parent or guardian.
10. Charges, complaints, or challenges against staff members of the District will not be heard in open meeting. They shall be made in writing and discussed in closed session.
11. ~~Observe the Board President's decision to determine procedural matters regarding public participation not otherwise covered in Board of Education policy.~~
12. Conduct oneself with respect and civility toward others and otherwise abide by Board policy 8:30, *Visitors to and Conduct on School Property*.

**Commented [OC4]:** Added to detail the proposed request process. Once approved, the Extended Public Participation Request Form will be created and will be available through Diane Stratton.

**Commented [OC5]:** This language has been moved to 7(2) above.

Petitions or written correspondence to the Board shall be presented to the Board of Education at the next regularly scheduled Board meeting.

LEGAL REF.:

105 ILCS 5/10-6 and 5/10-16.

5 ILCS 120/2.06, Open Meetings Act.

~~105 ILCS 5/10-6 and 5/10-16.~~

CROSS REF.: 2:220 (Board of Education Meeting Procedure)

ADOPTED: February 10, 2003

REVISED: August 8, 2011; July 13, 2021; November 9, 2021

# COMMUNITY UNIT SCHOOL DISTRICT 300

## HUMAN RESOURCES REPORT

June 1, 2022

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### ADMINISTRATORS

1. Recommend the following be employed by Community Unit School District 300 for the **2022 – 2023** school year and be compensated according to the Certified Administrator's and Supervisory Staff Compensation & Benefits Handbook:

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Annual Salary</b>	<b>Effective</b>
Anderson, Jonathan	Education Service Specialist	Dundee-Crown High School	\$92,978	July 1, 2022
Goudy, Elizabeth	Coordinator of Literacy	Central Office	\$91,154	July 1, 2022
Herrera, Nicholas	Associate Principal of Operations	Carpentersville Middle School	\$91,154	July 1, 2022
Kouri, Douglas	Principal	Dundee Highlands Elementary School	\$103,205	July 1, 2022
Munoz, Marlene	Principal	Liberty Elementary School	\$101,181	July 1, 2022
Randl, Jamie	Assistant Principal	Dundee-Crown High School	\$98,667	July 1, 2022
Schilling, Rachel	Principal	Lakewood Elementary School	\$101,181	July 1, 2022

### RESIGNATION - ADMINISTRATORS

1. Recommend approval of the following letter of resignation:

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective</b>
Smith, Michelle	Principal	Lake In The Hills Elementary School	June 30, 2022

### RETIREMENT - ADMINISTRATORS

None

### CERTIFIED PERSONNEL

None

### OTHER EMPLOYMENT - CERTIFIED PERSONNEL

None

Leave of absence requests are attached separately for Board of Education approval.

COMMUNITY UNIT SCHOOL DISTRICT 300

**HUMAN RESOURCES REPORT**

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**RESIGNATION – CERTIFIED PERSONNEL**

1. Recommend approval of the following letters of resignation:

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective</b>
Bero, Andrew	English	Dundee-Crown High School	End of the 2021-2022 school year
Graver, Jamie	ELA Interventionist	Wright Elementary School	End of the 2021-2022 school year
Henigman, Madilyn	7 <sup>th</sup> Grade Language Arts – ESL	Carpentersville Middle School	End of the 2021-2022 school year
Heredia, Priscilla	School Social Worker	Perry Elementary School	End of the 2021-2022 school year
Lis, Anthony	Guidance	Hampshire High School	June 3, 2022
McGill, David	English	Jacobs High School	End of the 2021-2022 school year
Partida, Nayeli	Science	Hampshire High School	End of the 2021-2022 school year
Santaniello, Krystal	Industrial Technology	Dundee-Crown High School	End of the 2021-2022 school year

**OTHER RESIGNATION - CERTIFIED PERSONNEL**

None

**RETIREMENT - CERTIFIED PERSONNEL**

None

**DISMISSAL – CERTIFIED PERSONNEL**

None

**SUPERVISOR/MANAGER – EDUCATIONAL SUPPORT PERSONNEL**

None

**RESIGNATION – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL**

None

Leave of absence requests are attached separately for Board of Education approval.

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**HUMAN RESOURCES REPORT**

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**RETIREMENT – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL**

None

**DISMISSAL – SUPERVISOR/MANAGER EDUCATIONAL SUPPORT PERSONNEL**

None

**EDUCATIONAL SUPPORT PERSONNEL**

1. Recommend employment of the following educational support personnel:

Name	Position	Location	Hourly Rate	Type
Pena-Brawdy, Derion	Night Custodian	Wright Elementary School	\$16.91	Replacement
Znoy, Laura	Night Custodian	Hampshire High School	\$16.91	Replacement

**RESIGNATION – EDUCATIONAL SUPPORT PERSONNEL**

1. Recommend approval of the following letters of resignation:

Name	Position	Location	Effective
Cooley, Sade	Paraeducator	Oak Ridge School	May 23, 2022
Etienne, Jabez	Principal's Secretary	Carpentersville Middle School	June 3, 2022
Garcia Salinas, Mariana	Academic Classroom Tutor	Liberty Elementary School	May 23, 2022
Medina Villagomez, Esquipulas	Paraeducator	Wright Elementary School	May 23, 2022
Oetjen, Sidney	Paraeducator	Neubert Elementary School	May 23, 2022
Rivera, Elvira	Paraeducator	Algonquin Middle School	May 23, 2022
Sprouse, Nicole	Paraeducator	Hampshire High School	May 23, 2022
Young, Shari	Paraeducator	Hampshire Middle School	May 24, 2022

Leave of absence requests are attached separately for Board of Education approval.

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**HUMAN RESOURCES REPORT**

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**DISMISSAL – EDUCATIONAL SUPPORT PERSONNEL**

None

**RETIREMENT – EDUCATIONAL SUPPORT PERSONNEL**

1. Recommend approval of the following request to retire:

<b>Name</b>	<b>Position</b>	<b>Location</b>	<b>Effective</b>
Pasholk, Steven	Night Custodian	Perry Elementary School	December 16, 2022

**COACHING/VOLUNTEER – EDUCATIONAL SUPPORT PERSONNEL**

None

COMMUNITY UNIT SCHOOL DISTRICT 300

HUMAN RESOURCES REPORT

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DISTRICT POSITION TRANSFERS

Current Class	Name	Current Position	Current Location	New Class	New Position	CBA/ Handbook	Lane/Step	New Location	Effective Date
NUG	August II, James	Technology Coordinator II	CO	Same	Technology Support Supervisor	NUG	14, 15	DCHS	May 23, 2022
ADMIN	Chleboun, Robert	Principal	LBES	Same	Principal	ADMIN	E, 16	LITH	July 1, 2022
ADMIN	Hammond, Angela	Assistant Principal	PES	Same	Assistant Principal	ADMIN	J, 3	LITH	July 1 2022

Leave of absence requests are attached separately for Board of Education approval.