WEST CHICAGO ELEMENTARY
SCHOOL DISTRICT 33
Kristina Davis, Ed.S., Superintendent
May 21, 2020 Board Briefs

Chad McLean, Board President
Rita Balgeman, Board Vice President
Tom Doyle, Board Secretary

Phebe Balzer, Board Member
Kalpesh Dave, Board Member
Christian Rivera, Board Member

The regular meeting of the Board of Education was held on Thursday,
May 21, 2020, virtually, beginning at 7:02 p.m.

Board Members in Attendance

Chad McLean, Rita Balgeman, Tom Doyle, Kalpesh Dave, and Phebe Balzer

*Christian Rivera arrived at 7:04 p.m.

Appoint New Board Member

Chad McLean, Board President administered the Oath of Office to Mrs. Felicia Gills to serve as a board member until April 2021, filing the unexpired term of Brenda Vishanoff who resigned on April 3, 2020.

Additions/Changes to the Agenda

No additions or changes at this time.

Shared Agreements:

1. *Make decisions according to what is best for ALL District 33 students.*
2. *Respect staff and other board members and their opinions.*
3. *Be willing to see things from the eyes of seven (7) people, not just one (1).*
4. *Allow everyone to complete their thoughts.*
5. *Commit to shared leadership.*
6. *Respect confidentiality.*
7. *Adhere to our belief in our students' full potential and successful future.*

Strategic Plan Goals

Goal #1 – Student Growth and Achievement
Goal #2 – High-Quality Staff
Goal #3 – Family and Community Engagement
Goal #4 – Effective and Efficient Use of Resources

Shared Agreements Reflection

At the July 18, 2013 meeting, the Board of Education finalized their "shared agreements" and agreed to begin each regular board meeting by reflecting on one agreement. The Board revised the shared agreements on November 6, 2014. The purpose of the agreement is to help maintain a positive environment in which to conduct board work. Christian Rivera reflected on Shared Agreement#2 *Respect staff and other board members and their opinions.* First of all, I want to thank you all for doing such great work for our school district. I would like to talk about the shared agreement of allowing everyone to share their thoughts and perspectives. It is healthy for all of us to listen and be respectful of everyone's inputs and ideas during our meetings. This healthy practice opens the opportunity to share this role in the making of the best decisions for our school district.

Recognition/Showcase/Presentation

Recognitions - Josephina Frankovich, Coordinator of Partnerships, along with Community School Coordinators, Ciara Thomas, Kathy Niedorowski, Sarah Norton, and Birth to 3 Supervisor, Katey Baldassano, shared their gratitude and appreciation for the Family Liaisons for all the hard work they are doing during this pandemic. There are family liaisons in the Birth to 3 program, Preschool, Elementary buildings and the Middle School. The following serve as family liaisons in our district:

Family Liaisons - May 2020 Elementary Schools – Sarah Norton, Community School Coordinator ● Currier - Natalie Cabral ● Gary - VACANT ● Indian Knoll - Ricardo Dominguez ● Pioneer - VACANT ● Turner - Teresa Ocon ● Wegner - Yvette Hernandez LMS – Ciara Burns, Community School Coordinator ● Crystal De La Huerta ● Lizzette Soto ● Angie Nieto ELC – Kathy Niederowski – Community School Coordinator ● Maddie Hatfield ● Perla Menchaca ● Monique Reynolds Birth to Three-Katy Baldassano, Supervisor ● Piedad Amad ● Ligia Barrera ● Diana Bejar Tirado ● Silvia Carrasco ● Anni Holm ● Fabiola Perez ● Esther Romo-Ortiz ● Evelyn Soberanis ● Maria Torres ● Gaby Cruz

The Board thanked all of the employees for their continued dedication to our district families and students.

E.T.A.W.C. Statement

Julie Garcia had the following statement for the Board from E.T.A.W.C: Teachers have been back in the buildings this week, packing up students' supplies and belongings as well as packing up their classrooms. While cleaning out desks and packing up rooms traditionally brings emotions of sadness and happiness to the surface, this year those feelings have been magnified. As we complete these tasks, our hearts are a little heavier as we reflect on this school year and the circumstances that have led to the difference in the way we are ending our time with our students.

We look forward to participating on the task force to help plan for the next school year so we can be prepared for multiple scenarios in regards to remote and in person teaching and learning.

Public Comment

No Public Comment at this time.

Superintendent News - Kristina Davis, Superintendent shared the COVID-19 Update by Department and she also had Gina Steinbrecher and Fred Cadena share current exciting things going on in the district. Fred Cadena, Director of Building and Grounds shared the beginning stages of construction, beginning with the bathrooms at Leman Middle School, the playgrounds being torn up, and the Gary School getting ready to add on to the office space. Gina Steinbrecher, Coordinator of Communications and Community Relations, shared with the board the links she had put in the Superintendent news regarding Evidence Based Funding and another video to promote All In in Illinois within our district. Sal Tamayo is helping with the video.

COVID-19 Update by Departments:

WEGO D33

Superintendent News

Dept. Updates

May 21, 2020

Department	Update
Teaching and Learning	-Meet with principals to finalize the plans for staff in cleaning out classrooms as well as student materials - Review survey from parents on Enhanced e-Learning with principals -Finalize summer professional development calendar for June/July -Creating online application, communication and plans for summer school programming -Create another week of enrichment e-Learning themes in cluster bands (K-2 and 3-5) -Collaboration and planning with team and admin on personalized learning and foreseen curriculum gaps next school year -Review GATE presentation with principals and GATE teachers and begin discussing next steps -MTSS Committee working on district-wide training for next year, along with reviewing Embrace MTSS for data collection

Technology	-Lead tech teachers continue to meet regularly with staff providing resources and support for online learning. -Device support/handout continues at LMS Tuesdays and Thursdays. -Working with LMS admin on student schedules for next year -Offering Tech Support 2 days a week in person at LMS along with virtual tech support. -Ordered hotspots for families in need of Internet access. Waiting to get confirmation of a delivery date. -Lead Tech Teachers created and continually update a Tech Support Resource document for staff and families. -Handed out over 1800 devices -Creating a Tech Resources/Support page for staff and families to provide information on support for devices and apps. -Providing guidelines for teacher/student contact -Working with Dept. for Learning on Registration packet mailings 4/9 -Sorted and assessed over 2300 devices (Chromebooks and iPads) to prepare for remote learning. -Working on securing 500 hotspots to provide families that do not have Internet access at home. -Developing plan to hand out devices to students in Grades K-5. -Purchased Securly content filter for iPads. Chromebooks have filtering through GoGuardian. 3/19 -Prepared 1400 Chromebooks for middle school students to take home last Friday. -Wiped down remaining 2900+ devices in the buildings

-Providing online/phone tech support to those that need it.

-Set up Virtual meetings (Cabinet, Ad Council, BOE) using Google Hangouts and GotoMeeting to be able to meet regularly.

-Working with Community Relations to update the District website with the latest information.

- Preparing for extended closure. We will need more devices to be ready for K-5th.

Student Services	Special Education Committee Meeting (district committee) on Monday and Wednesday Meeting with health staff to discuss protocols for end of year closing of files and medication pick up. Interviews & Reference Checks Medical Advisory Committee Guiding documents Preschool and Middle School IEP meetings Projection meetings with Gary and Pioneer Principal, Ad Council, Teaching & Learning, Cluster Grouping and Cabinet meetings.

Finance	Meals served to date:

3/30/2020	1758	1758
3/31/2020	1551	1551
4/1/2020	1555	1555
4/2/2020	1642	1642
4/3/2020	2259	2119
4/6/2020	1741	1641
4/7/2020	1842	1842
4/8/2020	1946	1946
4/9/2020	2029	2029
4/10/2020	2029	2029
4/13/2020	1754	1754
4/14/2020	1861	1861
4/15/2020	1906	1906
4/16/2020	1864	1864

Payroll, accounts payable and receivable, and state reporting remain intact during school closure.

Also, capital projects for summer 2020 were approved and work will begin on some projects in May.

Facilities	The custodial staff was sent home until the 18th due to the two week closure. Construction for the summer is quickly approaching with pre construction being done. Things like Floor protection, plastic coverings, fencing for construction around Gary School, Ect. Arcon is still working with the city and county for permits to be issued. Emergency Planning is still in the works as I have had a couple of meetings with Mike Buenrostro to keep us on track with our safety protocols.

Human Resources	● Hiring ○ Working on the interview and hiring process to fill the Principal vacancy at Gary School. ○ Have hired 42 new certified staff in addition to administrators (Exec. Dir. of HR conducts the final interview for all new hires) ○ Have conducted over 50 interviews for different positions ○ Recruitment via all social media platforms ● Onboarding ○ Researching how to move our onboarding process online. ○ Created an “I Said Yes to D33” Sign of our new staff to take pictures with. ○ Have ordered our welcome present for this year - messenger bag! ● Enrollment Projections ○ Monitoring student enrollment to determine staffing needs for next school year. ● Administrative Procedures Manual ○ As we completed the Policy Manual, we are now moving into updating and creating administrative procedures. This will be a 6-month project. ● Policy Manual ○ Reviewing recent policy updates from PRESS

- Meeting with Policy Sub-Committee in May

- Staff Engagement
  - Strategizing ways HR can connect with staff
    - D33 e-Learning Bingo Game
    - Chips and Salsa D33 Social

Community Schools	**WeGo Together for Kids/Wheaton Bible Church food drive** ● Held Saturday, May 9 at Wheaton Bible Church ● Received over 300 bags/boxes of food ● Video created by Wheaton Bible Church **WeGo Together for Kids food distributions** ● Held on Tuesday, May 12 ○ 10:00am at St. Andrew Lutheran Church ■ 200 families received food ● 130 families received food from food drive ● 70 families received food left over from Aramark distribution ○ 4:00pm at Gallery 200 ■ 50 families received food ■ Will host a second distribution at Gallery 200 next week - flyer will be shared soon **Weekly parent check-in survey** ● We continue to send weekly parent check-in surveys ● The survey asks about: ○ How families are doing health-wise ○ How families are doing with obtaining essential supplies ○ Employment status as a result of COVID019

Community Relations	"All In Illinois" Video Project The governor's office is asking students/schools to use creativity to make an "All In Illinois" video that shares how kids are making the most out of staying at home. And to invite others to pledge to be "All In" by staying home, staying safe and continuing to practice social distancing. Once the video is submitted, the governor's office and OKRP will review your video. If it's selected, it may be featured online and on local tv networks. Students from each school will be participating Sal Tamayo will be producing in the final video compilation of all the clips the students share. Evidenced Based Funding video produced by Stand for Children Illinois ● Recorded in February ● Highlights how D33 has benefitted from EBF ● Includes, Sandy Warner, Preschool principal; Ciara Burns, LMS Community School Coordinator; Maggie Sanchez, Instructional coach for preschool; Ashley Planning for Recognizing Retiring Staff End of the Year Communication

Consent Agenda

The Board of Education conducted the following business on a consent agenda as follows:

- Approved the regular board meeting minutes of April 9, 2020, April 23, 2020, and May 7, 2020 as presented;
- No list of bills was presented at this meeting.
- No approved payrolls were presented at this meeting;
- Approved the imprest account April 8, 2020 to May 13, 2020 in the amount of $0.00;
- Approved the personnel report:

  0 Administration:

  18 Certified: Brianna Hansen, Gen Ed. Teacher at Wegner School, effective 2020-2021 school year; Connor Peterson, GATE Teacher at Currier School, effective 2020-2021 school year; Janie Wilson, Gen. Ed. Teacher at Wegner School, effective 2020-2021 school year; Jennifer Carrillo, Math *T*eacher at Leman Middle School, effective 2020-2021 school year; Amy Matz, Math Interventionist at Turner School, effective 2020-2021 school year; Erin Bozue, Learning Behavior Specialist at Pioneer School, effective 2020-2021 school year; Stephanie Lithgow, Instructional Coach at Wegner School, effective 2020-2021 school year; Marilyn Zable, Dual Language Teacher at Gary School, effective 2020-2021 school year; Lisa Huerta, Dual Language Teacher at Turner School, effective 2020-2021school year; Angelica Villafuerte, Gen Ed. Teacher at Pioneer, effective 2020-2021 school year; Frank Pisano, Social Worker at Pioneer School, effective 2020-2021 school year; Jennifer Szwaya, Instructional Coach at Currier School, effective 2020-2021 school year; Natalie Rinaldi, Lead Technology Teacher at ESC, effective 2020-2021 school year; Dara Kappel, Lead Technology Teacher at ESC, effective 2020-2021 school year; Catherine Guerrero, Social Worker at Indian Knoll School, effective 2020-2021 school year; Elizabeth Foulkes, Social Emotional Learning Teacher at Gary School, effective 2020-2021 school year; Ruben Nino, Spanish-Foreign Language Teacher at Leman Middle School, effective 2020-2021 school year; and Lauren Dixon, LEA -Elementary at the District level, effective 2020-2021 school year;

  0 Classified:

  0 Transfer;

  1 Resignations: Ashley Lubrano, Learning Behavior Specialist at Pioneer School, effective June 10, 2020;

  0 Retirement;

  1 Termination: Javiar Camaro, ELS Paraprofessional at Currier School, effective June 10, 2020.

  0 Leave:

- Approved the disposition of audio tape of the Board of Education regular closed session meetings of October 18, 2018, November 1, 2018, and November 15, 2018 which are at least 18 months old, which meets the State criteria.

Financial Reports

- The Board of Education had no financial reports to review at this time. All financial reports will be reviewed at the June 18, 2020 meeting.

Discussion of New /Ongoing Business with Possible Action

- *Presentation(s) Follow-Up -* No presentation follow-up or follow up questions at this meeting.
- Appoint IASB (Illinois Association of School Boards) Governing Board Representative
- The Board discussed the position of the IASB Governing Board Representative. This person will represent our district at the IASB Joint Conference in November at the IASB Delegate Assembly. The Board will appoint a representative at the next board meeting, June 4, 2020.
- Retiree Recognition - Gina Steinbrecher, Coordinator for Communications and Community Relations shared with the Board how the District will honor the retirees. Yard signs, gifts, Bundt cakes, and being highlighted on social media will be how the retirees are honored. They will also be at the Virtual June 4, 2020 board meeting to be recognized as well.

Action Items

The Board of Education had no Action items at the time of the May 21, 2020 board meeting.

Information Items

The Board of Education received/reviewed/discussed the following informational items:

- Most current posting of available job positions in School District 33;
- The Board received the Comprehensive School Climate Inventory Report presented by the Department for Teaching and Learning. One of the strengths was that both students and parents feel supported by the District;
- Technology State of the District - Dave Venchus, Director of Technology shared with the district a video regarding the Technology State. He also shared with the Board how great of a team he has and that through this pandemic, it has been a whole district effort, starting with Administration, teachers and support staff. They are doing great things with the STEM labs. They will be adding Lead Technology teachers across the district. Looking to the future, they are going to look at online registration and a new website for District 33;
- Enhancing Learning and Summer Professional Development - Gloria Trejo, Assistant Superintendent for Teaching and Learning, shared with the Board that they are still sending out surveys, but that responses have dropped. Parents did express that they would like help navigating the platforms and possibly tutorials on how to use the different platforms. Summer professional development will look at the data for students and see the gaps and what needs are necessary. They look to continue using ARC and biliteracy strategies within literacy and that will help them develop professional development needs as well.
- The Board received the most recent Short term maternity leave report;
- Student Chronic Absenteeism had no report at this time due to COVID-19 and school closures.
- Student suspension report of April 2020, indicating 0 out of school suspensions, 0 in school suspension, 0 students in LMS Pause Room, and 0 bus suspensions. Report is through March 13, 2020 as that was the last day students were in the buildings due to COVID-19 School closures.
- Truancy referral report of April 2020 indicating 6 new students referred to the Regional Office of Education (ROE) and 23 students continue to be listed on the ROE truancy referral report. Report is through April 30, 2020 as that was the last day students were in the buildings due to the COVID-19 School closures.
- Freedom of Information Act report noting there was 1 new requests since the last board meeting;
- Special Education student report indicating 44 students placed out of district as of April 30, 2020;
- No suggested agenda items for future board meetings;
- Received School newsletters;
- Board outreach – No Board outreach at this time;
- Parking Lot item- No parking lot items at this time;

Report of District Committee Meetings

- SASED Board of Control - Kristina Davis reported on the meeting. She was unable to attend due to Board Vacancy interviews, but did discuss with SASED what happened at their meeting. Discussion was based on the reopening of schools and outplaced students. The difficulty they are encountering is each district uses a different platform or device and that makes it very difficult. They are looking to have all students on the same platforms and devices.
- Policy Sub Committee meeting was originally scheduled for May 21, 2020, but has been changed to June 4, 2020.
- Open Comments - No open comments at this time.

Upcoming Meetings/Events

The Board of Education members reviewed upcoming meetings and events.

Adjournment

The above review of action taken by the Board of Education at their regular meeting is provided in an attempt to keep you informed. If you have any questions regarding any of the information provided or wish to discuss any of the items, please do not hesitate to contact my office.

Respectfully,

Kristina Davis,
Superintendent of Schools

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