

MINUTES
REGULAR MEETING OF THE BOARD OF EDUCATION
BOARD OF EDUCATION, SCHOOL DISTRICT NO. 186, SPRINGFIELD,
SANGAMON COUNTY, ILLINOIS
Monday, August 19, 2024 (5:30 PM)

The Board of Education convened in Regular Session on August 19 A.D., 2024, at 5:30 p.m., there being present thereat:

Present: Micah Miller, President
Julie Hammers, Board Secretary

Erica Austin
Sarah Blissett
Ken Gilmore
Debra Iams
Buffy Lael-Wolf
Anthony Mares

Jennifer Gill, Superintendent
Phong Duong, Student Board Representative

CALL TO ORDER

1.1 Roll Call

President Miller called the meeting to order.

APPROVAL OF EXECUTIVE SESSION

Approval of Executive Session

Resolution: That the Board of Education approves adjournment to Executive Session to consider the following items:

- 2.1 Student Discipline and Other Matters Concerning Individual Students - 5 ILCS 120/2(c)(9, 10)
- 2.2 The Appointment, Employment, or Dismissal of Employees – 5 ILCS 120/2(c)(1)
- 2.3 Pending and Imminent Litigation - 5 ILCS 120/2(c)(11)

ORIGINAL - Motion

Member (**Sarah Blissett**) Moved, Member (**Micah Miller**) Seconded to approve the **ORIGINAL** motion 'That the Board of Education adjourns to Executive Session to consider the following matters: 2.1 Student Discipline and Other Matters Concerning Individual Students - 5 ILCS 120/2(c)(9, 10), 2.2 The Appointment, Employment, or Dismissal of Employees – 5 ILCS 120/2(c)(1), 2.3 Pending and Imminent Litigation - 5 ILCS 120/2(c)(11).'

Upon a roll call vote being taken, the vote was: Aye: 4 Nay: 0. The motion **Carried 4 - 0**.

Those voting "aye": Blissett, Gilmore, Lael-Wolf, Miller
Those voting "no": None

Adjournment to Executive Session

The meeting adjourned at 5:32 p.m. and reconvened at 6:49 p.m. Upon reconvening, it was noted that seven Board members were present as Ms. Austin joined the meeting at 5:34 p.m., Mr. Mares joined the meeting at 5:38 p.m. and Ms. Iams joined the meeting at 5:48 p.m.

PLEDGE OF ALLEGIANCE

3.1 Pledge of Allegiance

Mr. Miller asked those in attendance to rise for the Pledge of Allegiance. The Pledge of Allegiance was then recited.

APPROVAL OF AGENDA

4.1 Approve the Agenda for August 19, 2024

Resolution: That the Board of Education approves the agenda.

ORIGINAL - Motion

Member **(Anthony Mares)** Moved to approve the agenda. Member **(Sarah Blissett)** seconded to approve the ORIGINAL motion, 'That the Board of Education approves the agenda.'

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**.

Those voting "aye": Austin, Bissett, Gilmore, Iams, Lael-Wolf, Mares, Miller
Those voting "no": None

PRESIDENT'S REPORT

5.1 President's Comments

Mr. Miller read the following statement:

Public comments will occur during the Public Comments portion of the meeting. The Board will not allow interruption during the meeting. If you are interested in addressing the Board, fill out the required Public Participation form and submit it to Ms. Hammers. Alternatively, those wishing to participate via the telephone may email their name, phone number, and topic of discussion or agenda item number to boe@sps186.org.

Mr. Miller then welcomed students back to the new school year.

5.2 Student Board Representative Oath of Office

Mr. Miller introduced and welcomed the incoming Student Board Representative, Phong Duong, a Southeast High School senior. Mr. Miller asked Mr. Duong to stand for the oath. Mr. Miller then administered the oath of office as follows:

"I, Phong Duong, do solemnly affirm that I shall faithfully discharge the duties of District 186 student Board member; I shall serve as Board liaison to the student body; I shall represent student interests to the Board; I shall adhere to the highest ethical standards; and shall encourage and respect the free expression of opinion of all who come before this Board."

Mr. Duong introduced family and friends in attendance to support him.

5.3 Student Report

Mr. Duong reported that the first day of school went smoothly.

SUPERINTENDENT'S REPORT

6.1 Superintendent's Report

Celebrate 186

Superintendent Gill provided the bi-weekly Celebrate 186 presentation. Copies of the presentation have been filed with the Official Minutes. The report covered the following topics.

New School Year Update

Superintendent Gill reported that there were 13,004 students enrolled as of earlier in the day. The first day attendance rate was 89.03%. She thanked the District's Family and Community Engagement Coordinators for their work to connect with and support families with the start of the school year.

Next, Superintendent Gill reported that the district currently has only eleven teaching vacancies. The vacancies are spread out across the district and include Pre-K, Social Science, AVID, and a Spanish position. She indicated that there are also openings for Paraprofessionals. The District has a total of 309 Paraprofessionals and there are currently 64 vacancies. Of those 64 vacancies, 15 are classroom vacancies. The remainder are one-to-one vacancies.

Superintendent Gill then provided information regarding bus driver vacancies. She indicated that First Student needs thirteen drivers for the district's routes. She noted that seven individuals will be testing during the coming weeks to fill some of the vacancies with ten additional individuals currently in either driver or classroom training. She indicated that drivers are paid during their training. Individuals interested in becoming a driver or monitor are encouraged to contact First Student.

Welcome Back Teachers

Superintendent Gill shared photos from several schools from teachers returning for the school year. She welcomed teachers and staff back and provided information regarding how school teachers and staff prepared for students.

AVID District Path Training

Southeast High School and Jefferson Middle School teachers recently attended an AVID District Path training entitled, "Create Engaging and Rigorous Classrooms". The participants learned and experienced strategies to build connected classroom communities through relational capacity. The activities will help the teachers foster supportive and equitable learning spaces. Both schools are utilizing the AVID Center as a learning partner.

Family and Community Engagement Events

Superintendent Gill reported that the Family and Community Engagement team attended many events throughout the community this summer to support families with resources, registration, and more. She shared photos from a Back to School Event at Brandon Court where the team handed out books, flashcards for literacy, and more.

Meet the Teacher Night

Superintendent Gill reported that schools hosted Meet the Teacher Nights in the days prior to the first day of school. She shared photos from Ridgely Elementary's event.

Welcome Back 186!

Superintendent Gill reported that administrators, teachers, and staff were excited to welcome back students for the new school year. She reported that she and her cabinet members visited schools during the day. She shared photos from Laketown and Matheny Withrow Elementary Schools, Grant and Lincoln Middle Schools and Springfield High School.

Keep Kids in School Walk-in Clinic

The Keep Kids in School Coalition and the Sangamon County Department of Public Health will host a walk-in clinic for school physicals and immunizations on Wednesday, September 11, 2024, at the Department of Public Health's offices at 2833 South Grand Avenue East from 8:30 a.m. to 12:00 p.m. No appointment is needed for the clinic. Sports physicals will not be offered at this clinic. There will also be a clinic on Saturday, September 14. Appointments are needed for the clinic on September 14 and can be made by calling 217-535-3102.

Our Schools Our Future

Superintendent Gill provided an update on current construction projects. She shared photos from Springfield High School, including the Washington Wing. She reported that the Springfield High School Band will practice on the auditorium stage for now. She also shared photos from Lee School's multipurpose room.

DISCUSSION ITEMS

7.1 Old Business

There was no old business at this time.

7.2 New Business

Ms. Lael-Wolf reported that the Illinois Association of School Boards will host an Abe Lincoln Division meeting on October 3, 2024. The meeting will provide board members from across the area the opportunity to meet with and hear from State legislators from the area.

PUBLIC COMMENT

8.1 Public Comment

Mr. Miller asked if there was any public comment. There were no public commenters at this time.

PRESENTATIONS TO THE BOARD

There were no presentations to the Board at this time.

BUSINESS REPORT

10.1 Business Report

Board members were provided with the Business Office Report for August 19, 2024. Copies filed with the Official Minutes are available for public viewing [here](#).

Steve Miller, Director of Business Services reported that for July 2024, Education Fund revenues were approximately \$2.84 million. Expenditures for the fund totaled approximately \$2.77 million during the month. The Operations and Maintenance Fund revenues were approximately \$510,000 during July. Expenditures in the fund were approximately \$1.3 million during July.

Concerning the Investment Balances Report, Mr. Miller stated that as of July 31, 2024, the District had a combined cash balance of approximately \$86.6 million in the bank for all funds. For the operating funds only, which include the Education Fund, Operations and Maintenance Fund, Transportation Fund, and Working Cash Fund, the total cash in the bank was approximately \$56.9 million. Total investments are approximately \$93.9 million. The year-to-date earned interest on all cash accounts for the month was approximately \$179,000. The interest rate on all cash accounts on July 31, 2024, was 2.5% or 250 basis points. The total balance of cash and investments for all funds as of July 31, 2024, was approximately \$180.5 million. Again for the operating funds only, the balance was approximately \$56.9 million. The District also showed recorded County Sales Tax proceeds received during July of \$1.11 million. This is reflective of the April 2024 collection period. The total sales tax collected since 2019 is approximately \$59 million.

Next, Mr. Miller provided two graphs with expenditure and revenue data points for the fiscal year ending June 30, 2024. He noted that the data points represent expenditures and revenues that were received after June 30th but should be recorded for fiscal year 2024. He indicated that the FY24 spending percentage for the Education Fund was 95.7% of the actual revenues and for the Education, Operations and Maintenance, and Transportation Funds combined was 96.3%. He reported that the collection rate on property taxes had been more than was expected and included payments for property taxes from past years that had not been previously paid.

CONSENT ACTION ITEMS

11.1 Approval of Consent Action Items

Approval of consent action items as listed in the agenda.

Resolution: The Superintendent recommends approval of the consent action items 11.2 through 11.6 as described in the corresponding resolutions.

ORIGINAL - Motion

Member (**Micah Miller**) Moved, Member (**Erica Austin**) Seconded to approve the **ORIGINAL** motion 'The Superintendent recommends approval of the consent action items 11.2 through 11.6 as described in the corresponding resolutions'.

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**.

Those voting "aye":	Austin, Blissett, Gilmore, Iams, Lael-Wolf, Mares, Miller
Those voting "no":	None

11.2 Approval of the Minutes of the Executive Session and Regular Meeting of August 5, 2024

Resolution: WHEREAS, the Board of Education of Springfield School District 186 reviews the minutes of the regular session and the executive session of the previous Board Meetings; and

WHEREAS, copies of these sets of minutes were distributed to the Board in the board packet prior to this meeting;

NOW THEREFORE BE IT RESOLVED that the Board of Education approves the aforementioned sets of regular session and executive session minutes and directs the Secretary to include them in the official records of the Board of Education meetings.

11.3 Approval of Payroll and Bills Payable

Resolution: That the Board of Education approves payroll and bills payable as shown in the attached report.

11.4 Declaration of Surplus Property

Resolution: BE IT RESOLVED to declare the items on the attached document as surplus materials to be sold or disposed.

11.5 Approval of an Agreement Regarding the National SAM Innovation Project

The Wallace Foundation funded the creation of the National SAM (School Administration Manager) Innovation Project (NSIP) to provide a process for school principals and other school leaders to make more effective use of their instructional leadership time. NSIP, a 501c3 non-profit corporation, is the sole provider of SAM process services, tools, and materials.

Springfield Public Schools (SPS) has successfully implemented the SAM process in selected schools and district-level sites.

SPS will pay NSIP \$55,000 for a district site license and services described in contract for school leaders, district-level leaders, principals, assistant principals, instructional coaches, and any other leader the district selects.

Resolution: WHEREAS, The National SAM Innovation Project has the experience, knowledge, expertise, and ongoing research base that will benefit our district as we continue with this project; and

WHEREAS, the fee for service is \$55,000 for a district site license; and

WHEREAS, The National SAMS Innovation Project's fee for services is reimbursable through Title II funds;

NOW THEREFORE BE IT RESOLVED that the Board of Education approves the fee for services with the National SAM Innovation Project.

11.6 Approval of an ISBE Learning Partner Agreement for Dubois School with The Thoughtful Classroom

Dubois Elementary School is a school identified as a Comprehensive School in need of school improvement on the 2023 School Report Card. Grant funds are used in part to engage ISBE and district approved learning partners to support their school improvement work. Dubois has chosen Thoughtful Classroom, which is a school improvement support provided by Silver Strong & Associations, LLC. As a part of their partnership with Thoughtful Classroom, Dubois will have the opportunity to be provided these services: 1. An additional Needs Assessment to direct school improvement work, 2. Planning and Implementation Support for Leaders (One day onsite or six hours online), 3. Customized Online Professional Learning Suite and 2 Core Texts, 4. Leadership Coaching & Staff Workshops (Nine days

onsite), and 5. Additional Coaching & Support (Ten hours online). Thoughtful Classroom Online Professional Learning Suites are designed to help educators understand the what, the why, and the how of instructional concepts and acquire key tools and strategies that they can readily implement in their classrooms. These online, on-demand resources provide educators with guided video tutorials, planning and reflection forms, teacher and student organizers, and other supplemental resources to make implementing tools and strategies easier. Learning walks and leadership coaching with school Leaders and instructional coaches will be implemented to ensure that the school can better support teachers as they implement new tools and strategies. The Instructional Leadership Team will also receive coaching in how to present new tools and strategies to staff and how to tailor the tools to meet the staff and student needs.

Cost: \$53,000

Resolution: WHEREAS, Springfield Public School District 186 has developed Work Plans for School Improvement; and

WHEREAS, Dubois School has identified a need for support in identifying and using tools and strategies for solving problems of practice and raising student achievement; and

WHEREAS, The Thoughtful Classroom is an approved IL School Improvement partner that can provide these supports;

NOW THEREFORE IT BE RESOLVED that the Board of Education approves an agreement with The Thoughtful Classroom for a total amount of \$53,000 to be paid from Title I School Improvement 1003(a) funds.

ROLL CALL ACTION ITEMS

12.1 Approval of Personnel Recommendations

Resolution: The Superintendent recommends the adoption of the Personnel recommendations, as presented.

ORIGINAL - Motion

Member **(Anthony Mares)** Moved, Member **(Micah Miller)** Seconded to approve the **ORIGINAL** motion 'The Superintendent recommends the adoption of the Personnel recommendations, with one change.'

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**.

Those voting "aye": Austin, Blissett, Gilmore, Iams, Lael-Wolf, Mares, Miller
Those voting "no": None

12.2 Approval of Resolution Regarding Auditing Preparation Services

CHANGE.

Approval of an agreement with RSM US LLP to assist with consulting needs for the Fiscal Year 2024 Audit Preparation. The total cost is to not exceed \$119,900.

Resolution: NOW THEREFORE BE IT RESOLVED that the Board of Education of Springfield Public School District 186 approves the Audit Preparation Agreement with RSM US LLP for a total cost not to exceed \$119,900 and directs the Superintendent to execute the necessary documents.

ORIGINAL - Motion

Member **(Sarah Blissett)** Moved, Member **(Anthony Mares)** Seconded to approve the **ORIGINAL** motion 'NOW THEREFORE BE IT RESOLVED that the Board of Education of Springfield Public School District 186 approves the Audit Preparation Agreement with RSM US LLP for a total cost not to exceed \$119,900 and directs the Superintendent to execute the necessary documents.'

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**.

Those voting "aye": Austin, Blissett, Gilmore, Iams, Lael-Wolf, Mares, Miller
Those voting "no": None

12.3 Approval of a Resolution Regarding Expense Reimbursements

Resolution: WHEREAS, Section 10-20 of the School Code (105 ILCS 5/10-20) grants school boards other powers that are not inconsistent with their duties;

WHEREAS, Section 10 of the Local Government Travel Expense Control Act (50 ILCS 150/) provides that the School Board shall by resolution regulate the reimbursement of all travel, meal, and lodging expenses of officers and employees, including, but not limited to: (1) the types of official business for which travel, meal, and lodging expenses are allowed; (2) maximum allowable reimbursement for travel, meal, and lodging expenses; and (3) a standardized form for submission of travel, meal, and lodging expenses supported with minimum documentation;

WHEREAS, the Board regulates the types of expenses that are allowed in Board Policies 2:125, Board Member Compensation; Expenses and 5:60, Expenses;

WHEREAS, based upon the School District's budget and other financial considerations, the Superintendent has recommended to the Board a maximum allowable reimbursement amount of \$4,000 for Board members and District staff;

WHEREAS, based upon the School District's budget and other financial considerations, the Superintendent has recommended to the Board a meal per diem rate of \$70 for Board members and District staff;

WHEREAS, the Board requires submission of appropriate standardized expense forms supported with required written minimum documentation (50 ILCS 150/10 and 20);

WHEREAS, submitted expenses that exceed the Board's maximum allowable reimbursement amount may be approved by a roll call vote at an open meeting of the Board when an emergency or other extraordinary circumstance exists (50 ILCS 150/10 and 15);

WHEREAS, all Board member expenses must be approved by a roll call vote at an open meeting of the Board (50 ILCS 150/15);

THEREFORE, BE IT RESOLVED, that the Board hereby:

1. Defines and sets the types of allowable expenses through Board policies 2:125, Board Member Compensation; Expenses and 5:60, Expenses.

2. Sets the maximum allowable reimbursement for travel, meal, and lodging expenses to an amount not to exceed \$4,000, effective on August 19, 2024, until the Resolution is rescinded or replaced by the Board.
3. Sets the meal per diem rate at \$70, effective on August 19, 2024, until the Resolution is rescinded or replaced by the Board.
4. Requires use of Board exhibits 2:125-E1, Board Member Travel Approval Form; 2:125-E2, Board Member Expense Claim Form; 5:60-E1, Employee Request for Professional Leave Form; and 5:60-E2, Employee Travel or Meeting Expense Claim Form.
5. May approve expenses that exceed the Board's maximum allowable reimbursement amount by a roll call vote at an open meeting when an emergency or other extraordinary circumstance exists.
6. Must approve its members' expenses by a roll call vote at an open meeting.

ORIGINAL - Motion

Member (**Micah Miller**) Moved, Member (**Anthony Mares**) Seconded to approve the **ORIGINAL** motion 'WHEREAS, Section 10-20 of the School Code (105 ILCS 5/10-20) grants school boards other powers that are not inconsistent with their duties;

WHEREAS, Section 10 of the Local Government Travel Expense Control Act (50 ILCS 150/) provides that the School Board shall by resolution regulate the reimbursement of all travel, meal, and lodging expenses of officers and employees, including, but not limited to: (1) the types of official business for which travel, meal, and lodging expenses are allowed; (2) maximum allowable reimbursement for travel, meal, and lodging expenses; and (3) a standardized form for submission of travel, meal, and lodging expenses supported with minimum documentation;

WHEREAS, the Board regulates the types of expenses that are allowed in Board Policies 2:125, Board Member Compensation; Expenses and 5:60, Expenses;

WHEREAS, based upon the School District's budget and other financial considerations, the Superintendent has recommended to the Board a maximum allowable reimbursement amount of \$4,000 for Board members and District staff;

WHEREAS, based upon the School District's budget and other financial considerations, the Superintendent has recommended to the Board a meal per diem rate of \$70 for Board members and District staff;

WHEREAS, the Board requires submission of appropriate standardized expense forms supported with required written minimum documentation (50 ILCS 150/10 and 20);

WHEREAS, submitted expenses that exceed the Board's maximum allowable reimbursement amount may be approved by a roll call vote at an open meeting of the Board when an emergency or other extraordinary circumstance exists (50 ILCS 150/10 and 15);

WHEREAS, all Board member expenses must be approved by a roll call vote at an open meeting of the Board (50 ILCS 150/15);

THEREFORE, BE IT RESOLVED, that the Board hereby:

1. Defines and sets the types of allowable expenses through Board policies 2:125, Board Member Compensation; Expenses and 5:60, Expenses.
2. Sets the maximum allowable reimbursement for travel, meal, and lodging expenses to an amount not to exceed \$4,000, effective on August 19, 2024, until the Resolution is rescinded or replaced by the Board.
3. Sets the meal per diem rate at \$70, effective on August 19, 2024, until the Resolution is rescinded or replaced by the Board.
4. Requires use of Board exhibits 2:125-E1, Board Member Travel Approval Form; 2:125-E2, Board Member Expense Claim Form; 5:60-E1, Employee Request for Professional Leave Form; and 5:60-E2, Employee Travel or Meeting Expense Claim Form.
5. May approve expenses that exceed the Board's maximum allowable reimbursement amount by a roll call vote at an open meeting when an emergency or other extraordinary circumstance exists.
6. Must approve its members' expenses by a roll call vote at an open meeting.'

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**.

Those voting "aye": Austin, Blissett, Gilmore, Iams, Lael-Wolf, Mares, Miller
 Those voting "no": None

12.4 Approval of the Amended Electronic Device Policy Section in the Student and Family Handbook

The 2024-2025 Student and Family Handbook was previously approved on May 20, 2024. The attached section has been amended to incorporate additional guidelines regarding cell phones. This section will be incorporated in the Handbook on pages 51-53.

Resolution: BE IT RESOLVED that the Board of Education approves the attached amended section in the Springfield Public Schools 2024-2025 Student and Family Handbook regarding the Electronic Device Policy.

ORIGINAL - Motion

Member (**Sarah Blissett**) Moved, Member (**Anthony Mares**) Seconded to approve the **ORIGINAL** motion 'BE IT RESOLVED that the Board of Education approves the attached amended section in the Springfield Public Schools 2024-2025 Student and Family Handbook regarding the Electronic Device Policy.'

Upon a roll call vote being taken, the vote was: Aye: 7 Nay: 0. The motion **Carried 7 - 0**.

Those voting "aye": Austin, Blissett, Gilmore, Iams, Lael-Wolf, Mares, Miller
 Those voting "no": None

ANNOUNCEMENTS

13.1 Next Regular Meeting — Tuesday, September 3, 2024, at 5:30 p.m.

13.2 Upcoming District Events

September 2 - No School - Labor Day

13.3 Freedom of Information Report

ADJOURNMENT

With no further business to come before the Board, Mr. Miller declared the meeting adjourned until Tuesday, September 3, 2024. The meeting adjourned at 7:52 p.m.

Micah Miller, President

Julie Hammers, Board Secretary

Dated: September 3, 2024