

**Minutes of the Regular Meeting of the Board of Education
Community Unit School District #7
High School Cafeteria
612 Broadway Street
Gillespie, Illinois 62033
July 27, 2020**

The regular meeting of Community Unit District #7 School Board was called to order at 6:00 p.m. by President Hayes at the High School Cafeteria, 612 Broadway Street, Gillespie, IL 62033.

ROLL CALL: Hatlee, present; Dobrino, present; Hayes, present; Schmidt, absent;
Tiburzi, present; Alepra, present; Carter, present

Superintendent Owsley, Principals Jill Rosentreter, Tara Cooper, and Angela Sandretto attended the meeting. Jennifer Brown, Michelle Smith, Dave Ambrose, Micki Romanus, Casey Sholtis, Kellie Vesper, Jerry Balzraine, David Leggans, Tracy Petersen, Rick Spencer, Dana Tieman, and Justin Spencer also attended the meeting.

Motion made by Dobrino, seconded by Carter to approve the agenda as presented. Hatlee, yes; Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes. Motion carried.

Motion made by Hatlee, seconded by Tiburzi for Roll Call Vote to Adjourn to Closed Meeting at 6:01 p.m. for the following:

- A. Discussion of the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the District, pursuant to 105 ILCS 120/2(c)(1)
- B. Discussion of probable or imminent litigation, pursuant to 105 ILCS 120/2(c)(11)
- C. Discussion of student disciplinary cases, pursuant to 105 ILCS 120/2(c)(9)
- D. Discussion of collective negotiation matters between the public body and its employees or their representatives pursuant to 105 ILCS 120/2(c)(2).

Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes. Motion carried.

Motion made by Alepra, seconded by Carter for Roll Call vote to return to open session at 7:07 p.m. Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes. Motion carried

The Pledge of Allegiance was repeated.

Action on Closed Session Matters

Motion made by Carter, seconded Alepra to employ Michael Smith as a Full-Time Full Route Bus Driver. Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes; Hayes, yes. Motion carried.

Motion made by Carter, seconded by Alepra to post for the vacated High School Assistant Softball Coach position. Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes; Hayes, yes; Schmidt, absent. Motion carried.

Consent Agenda

Motion made by Dobrino, seconded by Tiburzi to approve the minutes of the regular meeting and the closed session minutes dated June 30, 2020, and the regular and executive minutes of the Special Meetings dated July

6, 2020 and July 20,2020. Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes. Motion Carried.

Motion made by Dobrino, seconded by Alepra to approve payment of the July 2020 bills as follows:

Education Fund	\$383,746.88
Operations & Maintenance Fund	\$ 28,602.69
Bond & Interest Fund	\$ 3,009.48
Transportation Fund	<u>\$ 7,495.45</u>
For a Grand Total of	\$422,854.30

Carter, yes; Hatlee, yes; Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes. Motion carried.

Freedom of Information Requests

No requests were received.

Recognition of the Public

Justin Spencer, Troy Boy Scout member, presented a proposal for his Eagle Scout Project. He showed a video proposing his request to construct a “Welcome to Gillespie – Home of the Miners” sign to be installed on the District’s Storage Shed Area which is on the north side of Route 16 which is the west side entrance to the City of Gillespie. He explained that there is a welcome sign on the other 2 entrances to the City of Gillespie (north and south) but not on the west entrance. The Board agreed for him to collaborate with Superintendent Owsley and District Maintenance Supervisor Rob Graham.

Superintendent’s Report

There was no “District Focus”.

There was no Union Report.

High School Principal Rosentreter gave the Administrative Report for all three Building Principals due to the three schools having basic similar plans for the school year caused by the Covid-19 Pandemic:

- Administrators have continuously updated the Remote Learning Plan, as well as the In-Person Plan.
 - Updates correspond with up to date ISBE guidelines
 - Updates are made while meeting with Union Leadership
 - Updates are made while meeting with groups of teachers and noncertified staff
- Administrators have met with a variety of teacher groups to discuss:
 - Daily schedules
 - Instructional expectations
 - Family communication
 - Safety protocols
 - Staff responsibilities
- Administrators have met with teachers to discuss the distribution process where students will receive laptops and classroom learning materials.
- Teachers have been actively involved in learning how to best use Microsoft Teams which will be the platform for instructing grades 4-12.
- Office staff have been working with Skyward and the modifications that need to be done with changing schedules (and in some cases, changing student rosters).

- MS/HS Athletic Coaches participated in a bi-annual CPR training, followed by the annual Coaches' meeting.
- Administrators have planned for the 3-day registration event:
 - Safety protocols
 - Physical organization to accommodate for safety/health of parents/guardians

Ben-Gil Elementary Distribution Plan: Monday, August 17 and Tuesday, August 18

- A student/parent will be scheduled to enter the building in an organized manner. Teachers will schedule times for each student/parent to meet with the classroom teacher.
- Once the schedule is created, it will be turned into the office so, the number of people in the building will be closely monitored.
- Students/parents will have to “pass” a symptom check which includes a temperature check before allowed to enter the building.
- All people (students, parents, staff) will be required to wear a face mask.
- Staff will also be offered gloves while distributing classroom materials to students.
- We will have paraprofessionals and other staff who help with directing hallway traffic and monitoring the entrances.
- Students/parents will follow signage on the floor and walls to allow for one-way traffic and social distancing.
- Only one student/parent will be allowed to enter your classroom at one time.
- Students will be asked to bring their book bags to carry all supplies.
- Laptops will be provided for 4th/5th students at this time. Along with the laptops, an instructional “manual” and a CUSD#7 1:1 policy will also be provided.
- Teachers will introduce themselves to their students/parents, provide academic materials, cover expectations, answer questions, etc.
- Students/parents will spend approximately 15 minutes.
- Students/parent will enter through the front doors (by the office) and exit through at the end of the grade level hallway.

Note: Changes could be made to these procedures based on MCHD guidelines. Hopefully, this will answer any questions concerning the distribution plan. This plan will also be used for distributions days throughout the remote learning period. I will work with grade levels to develop a schedule for distribution days in the future. Not all grade levels will have distribution day on the same day to reduce the number of student/parents coming to the building. I am open to any ideas for improvement.

**Teachers will be asked to mail their contract information and their first two days of assignments/activities to students the week of August 10th. Therefore, attendance will be taken for all students (through emails/phone calls/remind app) on August 17th and 18th. Assignments/activities will also be provided so that instruction will be provided on these dates.

Middle School Distribution Days

- Day 1 of Distribution:
 - 8:00AM – 11:00 AM = 7th Grade students
 - Recommended times (last names alphabetically)
 - 8:00-9:00 = A-H
 - 9:00-10:00 = I-P
 - 10:00-11:00 – Q-Z
 - Enter and exit through middle school main doors
 - 12:00 PM – 3:00 PM = 8th Grade students
 - Recommended times (last names alphabetically)
 - 12:00-1:00 = A-H

- 1:00-2:00 = I-P
 - 2:00-3:00 = Q-Z
 - Enter and exit through doors by nurse's office
 - Day 2 of Distribution: The building and staff are all brand new to 6th graders, so that is why more time is set aside for this grade level.
 - 8:00 AM – 11:00 AM = 6th Grade students
 - 12:00 PM – 2:00 PM = 6th Grade students
 - Recommended times (last names alphabetically)
 - 8:00-9:00 = A-E
 - 9:00-10:00 = F-J
 - 10:00-11:00 = K-O
 - 12:00-1:00 = P-T
 - 1:00-2:00 = U-Z
 - Enter through main entrance doors and exit through doors by the middle school playground
1. Staff members will be located at all entrance/exit doors and throughout the hallways to guide students.
 2. Students will be encouraged to bring bookbags to carry materials/texts.
 3. Only students will be allowed to come into the building (no parents/guardians). Approximately 25 students will be in the building at one time to follow health/safety guidelines.
 4. Students will enter the building in an organized fashion. A socially distanced line will form while waiting to enter the building.
 5. Staff members will be doing symptom and temperature checks upon student arrival. All students and staff will be required to wear masks. Hand sanitizer stations will be set up and health/safety signage will be posted. Gloves will be available for teachers.
 6. Students will receive a daily schedule and will go to their homeroom teacher first.
 7. Homeroom teachers will have devices and device instructional manuals/1:1 policy information to provide students.
 8. After meeting homeroom teachers, students will then continue to follow their daily schedule.
 9. Students will only meet with each teacher for about 3 minutes to introduce themselves and provide materials. Within these materials, teachers will provide instructional sheets explaining their remote learning platforms.
 10. Only one student will be allowed in a classroom at a time.
 11. When students have completed schedules, they will exit the building.

*Changes may be made to procedures based on MCPHD guidelines.

**Teachers will be required to mail and email their contact information and first two days of assignments to students the week of August 10. Attendance for all students will be taken on distribution days. Students will be completing assignments on these days as well.

Gillespie High School Distribution Plan: Monday, August 17 and Tuesday, August 18

1. Students will be schedules to enter the building in an organized fashion (grade levels and alphabetical). Freshmen will have a 3-hour window (8 a.m. – 11 a.m.), sophomores will have 3 hours (12:00 – 3:00 p.m.), and so on ...over a 2-day period.
 1. **Monday, August 17**
 1. **Freshmen A-G: 8-9 a.m., H-O: 9-10 a.m., P-Z: 10-11 a.m.**
 2. **Sophomores A-G: 12-1 p.m., H-O: 1-2 p.m., P-Z: 2-3 p.m.**
 2. **Tuesday, August 18**
 1. **Juniors A-G: 8-9 a.m., H-O: 9-10 a.m., P-Z: 10-11 a.m.**
 2. **Seniors A-G: 12-1 p.m., H-O: 1-2 p.m., P-Z: 2-3 p.m.**

2. Approximately 25 students will be allowed in the building at one time so everyone is “spread out” in a safe manner.
3. **Students will have to “pass” a symptom check which includes a temperature check before allowed to enter the building.**
4. Master schedules will be given to students at registration, but we will provide another schedule to students when they arrive at the door.
5. **All people (students and staff) will be required to wear a mask.**
6. Staff may wear gloves while distributing classroom materials to students.
7. We will have paraprofessionals and other staff who help with directing hallway traffic.
8. Students will follow signage on the floor and walls to allow for one-way traffic and social distancing.
9. Only one student will be allowed to enter a classroom at one time.
10. Students will be asked to bring their book bags to carry all supplies.
12. Laptops will be provided for every first period class to give to those specific students. Along with the laptops, there will be an instructional “manual” and a CUSD #7 1:1 policy, as well as student emails, logins and passwords.
13. Students will spend approximately 3 to 4 minutes in every classroom following their schedule (1st through 7th periods). I believe this brief time is critical for teachers and students to make a “connection” with one another and so students know the locations of their rooms. Students may spend a few minutes longer in 1st period.
14. Students will enter through the south breezeway door and exit through the south English hallway door.

**Please note that changes could be made to these procedures based on MCHD guidelines.

**Teachers will be asked to mail their contact information and their first two days of assignments to students the week of August 10th. Attendance will be taken for all students (through emails/Teams/phone calls) on August 17th and 18th. Assignments will also be provided so that instruction will be provided on these dates.

Superintendent Owsley attended a webinar last Thursday where he learned that District #7 will receive \$86,850 additional grant money to pay for the additional 80 laptops that were approved at last week’s special meeting. They will also be able to get an additional 26 laptops.

Superintendent Owsley reported that Miner facemasks for each teacher has been donated by Gillespie Sports Boosters.

Adam Tallman of Farmers Insurance Group donated sanitation wipes.

Attorney Rick Verticchio has offered to do Last Wills and Testaments and/or Power of Attorney documents free of charge to any District #7 employee.

UCB Bank made hundreds of registration packets free of charge for registration for District #7. UCB also donated a case of ink pens to be used for registration.

Superintendent Owsley thanked and complimented the principals for all their work and dedication it took to construct all plans for all phases of school both for remote and hybrid education plans. He also thanked and complimented Steve Compton and Mark Carpani of the IT Department for all the extra work they performed getting 600 additional laptops ready for students. Superintendent Owsley also thanked Michelle Smith and the Teachers Union for their cooperation and commitment to working out all the details for this change in instruction.

Superintendent Owsley reported that Tim Loy has finished their audit at the administration office Friday.

A Gillespie High School Graduate has taken the Art AP exam, scored 4 out of 5 which allows Art credit at any college or university the student plans to attend.

Old Business

Motion made by Alepra, seconded by Dobrino to approve the Second Reading and adopt Administrative Procedure Policy 4:180-AP-1 (Student/Staff Mask Policy) as presented. Hatlee, yes; Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes. Motion carried.

New Business

Motion made by Hatlee, seconded by Carter to accept the 2020-2021 Milk Bid from Prairie Farms, Inc. as presented. Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes. Motion Carried.

Motion made by Dobrino, seconded by Hatlee to accept the 2020-2021 Bread Bid from Aunt Millie's Bakeries as presented. Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes. Motion Carried.

Motion made by Carter and seconded by Alepra to accept the three year (2020-2021, 2021-2022, 2022-2023) bid for Trash Collection from Flowers Sanitation, Inc. as presented. Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes; Hayes, yes. Motion Carried.

Architect David Leggans of Graham-Hyde Architects of Springfield gave a presentation on the Shop Expansion Bids. Bids received came in over budget with R.W. Boeker Construction of Hamel, IL submitting the lowest bid. Bids ranged from \$529,300 to \$759,000 for the base bid work and \$779,120 to \$1,163,000 for the total combined bid of Alternate Bids 1, 2, 3 and 4. Discussion followed as to whether the Board wants the 30' addition or the 48' addition. The 48' addition would require moving and relocating the Greenhouse. Further discussion and decision as to which addition will be constructed will be under consideration.

Motion made by Carter, seconded by Hayes to accept the base bid from R.W. Boeker Company of Hamel, Illinois for the Shop Expansion Project as presented. Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes; Hayes, yes; Schmidt, absent. Motion carried.

Motion made by Carter, seconded by Dobrino to approve the 2020-2021 Coaches Handbook as presented. Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes. Motion carried.

Superintendent Owsley announced that the 2020 IASB/IASA/IASBO Joint Annual Conference has been cancelled.

Motion made by Alepra, seconded by Hatlee to adopt the Gillespie CUSD #7 2020-2021 Re-Opening Plans Resolution as presented. Carter, yes; Hatlee, yes; Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes. Motion carried.


Motion made by Dobrino, seconded by Tiburzi to approve the Intergovernmental Agreement with Jersey Community Unit School District No. 100 as presented. Hatlee, yes; Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes. Motion carried.

Motion made by Alepra, seconded by Dobrino to approve 2020-2021 School Fees as presented. Dobrino, yes; Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes. Motion carried.


Motion made by Alepra, seconded by Hayes to approve Unsatisfactory Summative Designation Appeals Process as presented. Hayes, yes; Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes. Motion carried.

Motion made by Carter, seconded by Dobrino to approve the First Reading of Press Plus Issue #104 as presented: Policy 7:40 Nonpublic School Students, Including Parochial and Home-Schooled Students; Policy 2:220 Board of Education Meeting Procedure; Policy 7:190 Student Behavior; Policy 7:340 Student Records; Policy 2:220-E9 Exhibit-Requirements for No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration; Policy 7:345 Use of Educational Technologies; Student Data Privacy and Security; Policy 4:180 Pandemic Preparedness; Management; and Recovery. Schmidt, absent; Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes; Dobrino, yes; Hayes, yes. Motion carried.

Motion made by Alepra, seconded by Hatlee to **adjourn** the meeting at 7:54 p.m. Tiburzi, yes; Alepra, yes; Carter, yes; Hatlee, yes; Carter, yes; Hayes, yes; Schmidt, absent. Motion Carried.



Mark Hayes, President



William J. Carter Jr., Secretary