

SPEED S.E.J.A. #802

OPERATING COMMITTEE MEETING MINUTES

Regular Meeting
SPEED Operating Committee
Zoom Teleconference
9:00 a.m.

August 19, 2021

CALL TO ORDER

At 9:05 a.m. Mr. Bean called the meeting to order.

ROLL CALL

On roll call the following members answered present: Mr. Hardmon, 144 (arrived at 9:17 a.m.); Dr. McAlister, 153; Dr. Smith, 161; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Coglianese, 201U; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Dr. Halliman, Superintendent was present as well as the following SPEED Staff: Ms. Brenda Murillo, Director of Business and Finance; Ms. Vanessa Duffin, Director of Human Resources; Dr. Maureen White, Director of District Services; Ms. Sue Janacek, Programs and Services; Mr. Gregory Furgason, Director of Technology and Principals; Ms. April Brown and Ms. Amina Payne.

Also present was Mr. Eric Grodsky, Attorney from Hauser, Izzo, Petrarca, Gleason & Stillman, LLC.

RECOGNITION OF VISITORS

Ms. Renada Hardy, Union President was in attendance.

SUPERINTENDENT'S REPORT

Administrative Retreat

Dr. Halliman reported that the leadership team participated in the Annual Administrator Retreat which was 3 days. The retreat was held in Oakbrook, IL. Each district administrator presented. Principals presented their 30-day plan. We also had a presentation by Dr. Courtney Orzel on Principal Evaluations and Best Practices as well as presentation from Attorney Robert Riley from Robbins and Schwartz on Employee Discipline.

The retreat agenda included two teambuilding activities that were a lot of fun. The first one was an onsite murder mystery. The second activity entitled, "The Art of Good Eating", was an onsite cooking activity. The team went to a facility as a group and actually prepared our own food to eat together.

We now have planned out all of our committees and district committees within the district. We included dates and times when things are going to take place. We are now in the process of putting in into an Excel spreadsheet for everyone to access.

Summer Learning Academy

Dr. Halliman gave kudos to Dr. White and her team as we hosted our first Learning Academy for our teachers. This was a three-day event prior to Institute Day on August 9 – 11, 2021. The focus this year was curriculum training which aligns with our district goals in which we are to consistently use Common Core Standards to ensure we are align our assessments. There were common core state standard offerings. We had also offered Unique Learning System training for teachers that teach our low incident students. There are built in assessments and staff are planning to attend assessment training on September 24, 2021.

Dr. Halliman reported that the Summer Academy was well attended.

- 14 teachers attended the Common Core State Standards
- 17 teachers attended the Unique training
- All Principals attended the trainings

Dr. White invited the district reps and principals to the trainings as well.

Opening Day

Dr. Halliman shared that the kick-off for our opening Institute Day was held August 12-13, 2021. Our new theme for this year is "Pivot with Purpose, Cultivating Growth Mindsets". Dr. Halliman shared that she addressed the staff on this theme focusing on our Goals and Outcomes for the year.

Fall Opening Plan

Dr. Halliman stated that the Operating Committee did not meet in July, but the Governing Board did meet. At this meeting, she presented tentative plans, at that time, which are now in place. The updated CDC Guidelines regarding masks, etc. have been incorporated. The only change is in the instances of Social Distancing, we are adhering to 3 feet vs. 6 feet and universal masking which is now a mandate.

Anticipated Enrollment

Dr. Halliman reported that we are just about at 300 students enrolled. We ended last year with 322 students. Out of the 300 students last year, we initially had 5 requests for remote learning due to medical reasons and 4 of those students are going to be on remote learning.

Dr. Smith asked is there was a more recent enrollment document other than the July 2021 document included in the Board Packet.

Dr. Halliman stated that because it goes by the last month processed, those are the numbers reported in August each year. These are our summer school numbers. At the next meeting, it will capture the August numbers. Dr. Halliman stated that she called to get real time numbers just this morning and it is roughly 298 students.

PRESENTATION – ESY RECAP

Ms. Sue Janacek – Program Supervisor, District Services

Ms. Janacek provided a recap of our Summer School program for the 2020/2021 school year. The Extended School Year (ESY) theme was "Under the Sea". Last summer ESY program was fully remote, and we had an enrollment of 120 remote students. This summer we had a hybrid model with some students in class for 2 days a week and some students fully remote. We had an enrollment of 165 students.

We began the ESY process in early Spring preparing the parents to accept the hybrid and provide them with the information. We also sent out reminder calls. We had remote registration through Google Forms and parents could also call in and have the program secretaries assist them. We sent out an ESY reminder robocall and we culminated with our staff orientation on June 3 in preparation for ESY.

Our student attendance dates were June 7 – July 8. The students were in attendance from 8:15 a.m. – 12:15 p.m., Monday through Thursday. We continued the hybrid model that we used in the Spring semester. We continued our social distancing. We had synchronous instruction and therapy with virtual and in-person students. We used a variety of curriculum this summer including the new curriculum that Speed started last year. McGraw Hill Reading Mastery, Corrective Reading and Number World. We also had the Unique Learning System and the Committee for Children 2nd Step Socio-emotional curriculums supplemented by the “Under the Sea” them activity.

The ESY theme this year, Under the Sea, included a variety of theme lessons to address ocean ecosystems and animals. The activities span from pre-K through 12 plus and transition differentiated for ability level. The activities included reading comprehension, writing and art. We offered hands-on ocean STEM activities. The students had the opportunity to create ocean slides and a jelly fish in a bottle. We also had a virtual field trip to the Maritime Aquarium, which is based out of Connecticut. The aquarium offered multiple sessions of various hands-on learning where the students could interact with the trainers and the animals themselves. There were two different sessions for our students. Meet the Animals allowed our students to interact with harbor seals and Aquarium Stars, which allowed the students to interact with the aquariums Tiger Sharks.

We continued the food delivery through the summer. We used the bus drivers and the Speed van deliver the items.

Ms. Janacek shared that the staff really enjoyed the program as well.

PRESENTATION – 2021/2022 BUDGET

Ms. Murillo share a PowerPoint presentation with the board which shared a breakdown of revenues:

- local funds 78%
- state 07%
- federal funds 14%.

Our biggest expenditures are comprised of salaries and benefits at 61%, purchased services at 23% and supplies and materials at 10%.

Ms. Murillo proposed a \$21,550,383 for the 2021-2022 school year which is \$332,276 less than the 2020-2021 school year budget.

Mr. Bean inquired as to what accounts for the decrease of \$300 from the prior year’s budget. Ms. Murillo indicated that we reduced supplies and materials and just a little bit everywhere. There was no major item responsible for the overall reduction in expenses.

Ms. Murillio presented a comparative analysis of the FY22 budget as compared to the FY21 budget stating that at the time of reporting we received 77% of our revenues and expensed 90%

of the budget. With deposits in transit and a few outstanding invoices, we will receive 82% of the budgeted revenues.

Our COVID related expenses were unbudgeted, and we spent approximately \$200,000. Our enrollment was also lower by approximately 100 students. That impact of having 100 less students is about \$2.6 million at our lowest program cost. Although our total revenues came in lower than our expenditures, our expenses came in \$2.2 million less than budgeted.

Ms. Murillo further explained that the proposed FY22 budget represent the revenues from district membership fees which have decreased due to the member district IDEA grant being slightly lower. We are not receiving additional funds from the early childhood grant or from FEMA. We are receiving \$1.4 million from ESSER III funds and we're anticipating a \$50k dollar per dollar match grant which is the School Maintenance Project Grant. Our salaries expenses are lower but that was shifted to purchase services for contractual individuals.

Overall, our FY22 expenses are about \$332K less than in the prior year.

Dr. Navarre asked if the salaries were lower because we did not fill all of the positions? Are we contracting out? Ms. Murillo stated this was correct. The vacancies that we could not fill were placed in purchased services with the hope that we will get them filled soon.

Dr. Halliman stated that some of the hard to fill positions have been open since she started with SPEED.

FINANCIAL REPORT

Budget Summary

At the end of July, we've expended 4% of the budgeted expenditures and received 3% of the budgeted revenues. Ms. Murillo stated that in some of the sources of revenues i.e., food sales or the vocation store, a zero was entered because we have not started these activities such as food sales or our vocational store.

We have \$186,650 of outstanding FY21 payments for tuition and other services. Each district has been contacted regarding their past due invoices.

Auditors

Ms. Murillo reported that our new auditing vendor, Miller Cooper has begun the auditing process. They were on site to meet everyone and will be returning soon.

Food Service

Ms. Murillo also reported that our new food service vendor, Preferred Meals, is no on site and that we communicate with them daily. The kitchen supervisor is Ms. Veronica Smith however for the first 30 days, the District Manager, Mr. Kendall Gant will also be on site.

Tuition Rates

Ms. Murillo stated that there is a 3% increase for all program tuition cost including Itinerant Service Minutes and 1:1 Aides. She further explained that the increase is in line with teacher salary increases and benefits. This is also consistent with what has been done in past several

years. The updated Appendix C of the Intergovernmental Agreement has also been updated with the new rates and will be sent to everyone tomorrow (August 20, 2021).

Dr. Smith questioned what the increase would be if it were a net zero and not a revenue increase for Speed? What would that tuition cost be? Dr. Smith said this information could be provided later.

ESSER III Preliminary Budget

Ms. Murillo informed the board that ESSER III funds for cooperatives are a subset of ESSER III dollars allotted to regular school districts. She further explained that we are regulated to spend these funds ONLY in three categories. Learning loss, after school programs and extended school year. The funds will be used for the following:

- Learning loss will focus on determining the student's academic functioning status by analyzing prior year assessments. It will also focus on tutoring and interventions.
- Summer Enrichment will target groups in grades K to 22 years of age who require targeted instruction to close the gap between what they know and what they are expected to know.
- After School will support social/emotional and academic development.
- Professional development will focus on improving student learning by providing meaningful, focused, improvement of instruction aligned with the common core learning standards.

Ms. Murillo share a few examples on how ESSER dollars will be spent. The funds will be used to purchase culturally responsive classroom libraries, upgrades to Smart Boards, iPads and Chromebooks for students, student subscriptions for Study Island and other personalized learning, student incentives, assessment materials and staff training, upgrades to the aquatic therapy room, staff improvement of instruction, improving classroom for social emotional learning usage and updates to the out of the classroom learning areas.

Dr. Halliman stated that these are this is our preliminary ESSER presentation. Additionally, they are still getting information out to us. She further pointed out that the member districts received ESSER III, but we have a subset. We are regulated to those three areas that Ms. Murillo reported on. She further stated that she specifically asked the grant supervisor, Tammy Greco about air quality and things of this nature but the answer was no. They did give a little leeway by allowing us to spend some of the ESSER III dollars on PPE and cleaning supplies which are related to the three buckets provided.

Mr. Bean asked Dr. Halliman if she understood the question Dr. Smith asked earlier. Dr. Halliman received clarification from Dr. Smith who stated that we are increasing tuition by 3% and the salaries are increasing by 3%, is that a net zero? How much is Speed making off of the tuition increase. Dr. Halliman we are actually in the negative. Dr. Smith said we did not have to answer at this time but is just looking for the number. Dr. Halliman stated that we do not charge randomly, we actually do program costs sheets and really what matters for Speed is enrollment. Dr. Halliman stated that in times past we were undercharging for what the program would actually cost. So, the key was to increase the enrollment so we could at least get the flat rate, so we are not dipping into other things at Speed. Dr. Smith asked how long we can continue just to do flat increases if a program cost is going to outpace those. Also, is it worth

looking at individual costs for programs and adjusting those individually based on a program that is more staff intensive could cost more than another one.

Dr. Halliman stated she agreed and when she first arrived at Speed we attempted to look at this problem. One program that caused Speed financial hardship was the Independence High School program. We only had 14 students but the cost to run the program was astronomical. Along with having to fix some of the services that we offered through that program, we had to temporarily close the program because it was not advantageous for us. One program we are keeping our eyes on now is the ALL transition program. Those numbers have decreased. We do need to look at if the fixed rate still advantageous for Speed or are there other avenues to pursue.

CLOSED SESSION

At 9:36 a.m., Dr. Smith moved, seconded by Dr. Navarre that pursuant to the Open Meetings Act Section 2(c)(1), Section 2(c)(10) and Section 2(c)(11) the Operating Committee goes into closed session to discuss the employment, compensation, and/or performance of a specific employee of SPEED and or matters regarding students. Any items needing approval will be voted on during open session.

On a roll call vote: Mr. Hardmon, 144; Dr. McAlister, 153; Dr. Smith, 161; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Coglianese, 201U; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Nays: None

CONSENT AGENDA

Dr. Leak moved, seconded by Dr. Smith that the Operating Committee approves the Consent Agenda items A, D and E as presented.

- A. Personnel Report**
- D. Approval of Non-Recurring and Recurring Bills**
- E. Imprest and Activity Funds**

On a roll call vote: Mr. Hardmon, 144; Dr. McAlister, 153; Dr. Smith, 161; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Coglianese, 201U; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Nays: None

Dr. Leak moved, seconded by Dr. Navarre that the Operating Committee approves the Consent Agenda items B and C as presented.

- B. Approval of Minutes of June 17, 2021**
- C. Approval of Closed Session Minutes of June 17, 2021**

On a roll call vote: On a roll call vote: Mr. Hardmon, 144 (arrived at 9:17 a.m.); Dr. McAlister, 153; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Coglianese, 201U; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Abstain: Dr. Smith, 161

NEW BUSINESS

Budget Approval

Dr. McAlister, 153 moved, seconded by Dr. Smith, 161 that the Operating Committee approve the That the Operating Committee approve the FY21-22 Budget for SPEED S.E.J.A. District #802 as recommended by the Superintendent.

On a roll call vote: Mr. Hardmon, 144; Dr. McAlister, 153; Dr. Smith, 161; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Coglianese, 201U; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Nays: None

SHIELD Illinois COVID-19 Screening Test

Dr. Smith, 161 moved, seconded by Dr. Navarre, 206 that the Operating Committee approve the COVID-19 testing support agreement between SPEED S.E.J.A. District 802 and the Board of Trustees of the University of Illinois.

On a roll call vote: Mr. Hardmon, 144; Dr. McAlister, 153; Dr. Smith, 161; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Coglianese, 201U; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Nays: None

Press Policy Updates

Dr. Navarre, 206 moved, seconded by Dr. McAlister, 153 that the Operating Committee approve the policy revisions to maintain legal compliance as outlined by the IASB PRESS Plus Policy Subscription Service as presented by the Superintendent.

On a roll call vote: Mr. Hardmon, 144; Dr. McAlister, 153; Dr. Smith, 161; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Coglianese, 201U; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Nays: None

Employment of Assistant Principal

Dr. Smith moved, seconded by Dr. McAlister that the Operating Committee approves the employment of Antoinette Williams for the position of Assistant Principal at the Early Learning Center (ELC).

On a roll call vote: Mr. Hardmon, 144; Dr. McAlister, 153; Dr. Smith, 161; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Coglianese, 201U; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Nays: None

Resignation after the Commencement of School Term

Dr. Leak, 168 moved, seconded by Ms. DeBruin, 172 that the Operating Committee does not approve the resignation of Mr. Matthew Williams commencing after the start of the 2021-2022 school year.

On a roll call vote: Mr. Hardmon, 144; Dr. McAlister, 153; Dr. Smith, 161; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Coglianese, 201U; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Nays: None

Resolution of Mid-Year Teacher Resignation

Dr. Leak, 168 moved, seconded by Dr. McAlister, 153 that the Operating Committee approves the resolution referring a mid-year teacher to the Illinois State Superintendent of Education.

On a roll call vote: Mr. Hardmon, 144; Dr. McAlister, 153; Dr. Smith, 161; Ms. Duskey, 162; Ms. Lindsay, 167; Dr. Leak, 168; Ms. DeBruin, 172; Dr. Coglianese, 201U; Dr. Navarre, 206 and Mr. Bean.

Absent: Dr. Davis, 162; Dr. White, 163; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Frusher, 194; Dr. Thomas, 227; Dr. Mansfield, 233.

Nays: None

OLD BUSINESS

NONE

INFORMATION ITEMS

Student Enrollment Report

AUDIENCE TO VISITORS

None


ADJOURNMENT

Mr. Bean adjourned the meeting at 10:15 a.m.



Dr. Gregory Jackson, Secretary
Cassandra Giles, Recording Secretary

Date: 11-2-21



Mr. Bean, President
SPEED Operating Committee

