

SPEED S.E.J.A. #802

OPERATING COMMITTEE MEETING MINUTES

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

August 18, 2022

CALL TO ORDER

At 9:04 a.m. Mr. Bean called the meeting to order.

ROLL CALL

On roll call the following members answered present: Dr. Patterson, 144; Dr. McAlister 153; Ms. Duskey, 162; Dr. Leak, 168; Dr. Jackson, 169; Dr. Nall, 172; Dr. Frusher, 194; Ms. Janice Van Kuiken, 201U; Dr. Navarre, 205; Dr. Johnnie Thomas, 227 (arrived at 9:10 a.m.); Dr. Wakeley, 233 and Mr. Bean.

Absent: Dr. Smith, 161; Dr. White, 163; Ms. Bethany Lindsay, 167 and Mr. Amadio, 170.

Dr. Halliman, Superintendent was present as well as the following SPEED Staff: Ms. Brenda Murillo, Director of Business and Finance; Ms. Sonya Douglas, Director of Human Resources; Dr. Antonia Hill, Director of District Services; Ms. Sue Janacek, Programs and Services; Mr. Gregory Furgason, Director of Technology, Mr. Joseph Kekelik, Director of Buildings and Grounds and Principals: Ms. Amina Payne, Ms. April Spencer, Mr. Kevin Johns and Ms. Linda Wilson.

Also present was Mr. Eric Grodsky, Attorney from Petrarca, Gleason & Boyle and Izzo, LLC.

RECOGNITION OF VISITORS

Ms. Renada Hardy, SEA Union President

SUPERINTENDENT'S REPORT

Dr. Halliman welcomed the Operating Committee back to in-person meetings and updated the board on the following items:

Administrative Retreat

The leadership team took part in our annual Administrator Retreat on August 2 – 6 at the Oakbrook Hills Resort and Conference Center in Oakbrook, IL. We also include a Leadership Academy training for our leadership team annually at the retreat. This year's academy began with Dr. Sklar from the University of St. Francis who facilitated team building sessions. The principals also presented to the team on their 30 Plan as well as their School Improvement Plan. There was also training from each department (Technology, Business, Buildings and Grounds and Human Resources). We also enjoyed a fun time at bowling and the "Paint and Sip." The last day the team worked on planning and work groups. The Admin. Academy was on "Communication Strategies" and was presented by Dr. Courtney Orzel. This was a new session this year and was really good. Dr. Halliman stated that she highly recommends this session. Dr. Halliman shared that she will try to bring this session to South Cook Region IASA this semester.

Dr. Halliman stated that she was happy to announce that we have all of our administrator position filled. We hired four new administrators this year. They came in just before the retreat, so we had a full team for the retreat.

Opening Day Institute

Dr. Halliman shared that our opening Institute Days were August 11-12, 2022. Dr. Halliman stated that over the last few years we have started the year with intentional themes. The first year was: "Transformation Begins with You." The next year, our them was "Level Up." We went into COVID and maintained our theme to "Level Up 2.0"! Last year the theme was "Pivot with Purpose, Cultivating Growth Mindsets." Dr. Halliman shared that as a result of her accident, one thing she learned to give to herself in her healing process was grace. Upon her return to work, found herself engaging in conversation with her staff and others about extending grace to others or even themselves. As a result of these discussions, we landed on this year's theme: "Blooming with Grace, The Seeds You Plant Matter!" Dr Halliman reviewed her Opening Day presentation to the staff which included a high-level overview our Goals and Outcomes for the year, an expanded view of our theme saying that she took much of what she based the theme on from a commencement speech given by Dean of Harvard University in 2017 challenging the graduates to lead with grace. To top it off again, our keynote speaker Dr. Orzel presented on "Finding your Why." The day was well received, and we received positive feedback from staff. Dr. Halliman shared that there were several breakout sessions offered as well. The Technology Department offered a Google Bootcamp. Dr. Sklar provided some teambuilding exercises. Our principals did Data Collection specifically for our Paraprofessionals, District Services facilitated IEPs and for self-care will had a professional line dancer.

Assistant Principal – Independence Elementary

Dr. Halliman shared that our new Assistant Principal at Independence Elementary School is Ms. Emily Rylander. She also introduced the new Principal, Mr. Kevin Johns.

PRESENTATION – ESY RECAP

Ms. Sue Janacek – Program Supervisor, District Services

Ms. Janacek shared that the theme for ESY this year was "Gardening, It's Not Easy Being Green." The enrollment this was 177 students which is largest enrollment since the pandemic. The ALL program had nine students, ELC students had eighty-three students. Independence had twenty-two students and PAL had sixty-three students.

Ms. Janacek shared that last year we had a hybrid of students on and off campus but this year all students were physically present with the exception of occasional pauses if there were any COVID cases in the classroom. The majority of the ESY program was on campus.

ESY planning committee began meeting on April 6, 2022, to bring all of the components together. Online registration was from April 15 – mid-May. On June 1, we conducted staff orientation including housekeeping issues, related services met to develop their caseload and classroom set up time. June 2 was the first students. ESY ran from June 2 - July 2, 2022.

Ms. Janacek reviewed the curriculum and STEM activities that were offered. The student activities included homemade Chia pets, a rain cloud in a jar and built a bee habitat that they could hang outside. The ALL program had an extensive garden.

Ms. Janacek said that there are various pieces of curriculum that are standard amongst our programs namely, the McGraw Hill Reading Mastery, Corrective Reading and Number World. We also had the Unique Learning System and the Committee for Children 2nd Step.

Ms. Janacek reported that we do have data collection information namely staff attendance documentation and student information. In order to keep social distancing, staff would check in by a Google form when they arrived and when they checked out. This allowed the secretaries to check staff attendance safely and make sure that ESY was documented appropriately. We also kept up with the student logs via Google. These logs enable every team member to document activity in one place.

Ms. Janacek share photos of the students at work/play. The students really enjoyed ESY.

PRESENTATION – 2022/2023 BUDGET

Ms. Murillo share a PowerPoint presentation with the board which shared a breakdown of revenue sources which were:

- Local Funds 81%
- State 09%
- Federal Funds 10%.

Our biggest expenditures are made up of salaries and benefits at 71% which includes a 3% increase in salaries and a 10% increase in health benefits. Purchased services make up 19%, supplies and materials at 5%.

Ms. Murillo proposed a \$18,713,019 budget for the 2022-2023 school year.

FINANCIAL REPORT

Budget Summary

At the end of June, we have received 74% of our revenues and have spent 76% of the budget. At the end of the current month there were \$582k in outstanding invoices. An email to the district reps and superintendents were sent out on July 21st, 2022.

At the end of July, we have received 4% of the revenues and have spent 3% of the budget. Additionally, the FY23 Membership Dues billing was sent in July. The ESY billing will be sent at the end of August and the first tuition billing is scheduled for September.

Ms. Murillo reported on a new partnership with the University of Illinois Extension Educators through the SNAP program. They reached out to us to see if we would like to take part in a pilot food share program to help increase healthy eating and physical activity. We will receive free support and resources to run this program. The training was conducted yesterday (8/17). This program will begin at once upon receipt of the equipment. due and another \$1.3M that is currently due. Past due notices were sent in early June. Mr. Bean said that when we last met, the request was made to have these notices sent to the Superintendent as well. Mr. Bean then asked is this practice has been incorporated in the process. Mr. Murillo confirmed this practice is now in place.

In July we received free supplies. We were notified by our Director of Human Resources that there was an area giving out free supplies. Principal Payne, from the ALL Program, went out to pick up the supplies.

Lastly, TRS and Voya will be on site September 28, 2022. This is an afterwork event. TRS will be here to provide services to members and Voya will be here to supply information on the SSP.

Dr. Halliman stated that prior to the pandemic we had a TRS function. After speaking with a TRS representative herself, the representative said that they do not have the opportunity to come to the South Cook area very much to speak on retirement. At that point we immediately volunteer SPEED to be a host site. Many of our member district employees attended. When the flier is produced, we will be sure to share with your district reps. Any of your TRS employees may attend. The event will be held in the Independence Gym.

CLOSED SESSION

At 9:27 a.m., Dr. Navarre moved, seconded by Dr. Leak 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: Dr. Patterson, 144; Dr. McAlister 153; Ms. Duskey, 162; Dr. Leak, 168; Dr. Jackson, 169; Dr. Nall, 172; Dr. Frusher, 194; Ms. Janice Van Kuiken, 201U; Dr. Navarre, 205; Dr. Johnnie Thomas, 227; Dr. Wakeley, 233 and Mr. Bean.

Absent: Dr. Smith, 161; Dr. White, 163; Ms. Bethany Lindsay, 167 and Mr. Amadio, 170.

Nays: None

CONSENT AGENDA

Dr. Jackson moved, seconded by Dr. Patterson that the Operating Committee approves the Consent Agenda items A through E as presented.

- A. Personnel Report
- B. Approval of Minutes of June 16, 2022
- C. Approval of Closed Session Minutes of June 16, 2022
- D. Approval of Non-Recurring and Recurring Bills
- E. Imprest and Activity Funds

On roll call vote: Dr. Patterson, 144; Dr. McAlister 153; Ms. Duskey, 162; Dr. Leak, 168; Dr. Jackson, 169; Dr. Nall, 172; Dr. Frusher, 194; Ms. Janice Van Kuiken, 201U; Dr. Navarre, 205; Dr. Johnnie Thomas, 227; Dr. Wakeley, 233 and Mr. Bean.

Absent: Dr. Smith, 161; Dr. White, 163; Ms. Bethany Lindsay, 167 and Mr. Amadio, 170.

Nays: None

NEW BUSINESS

- 10A. Market Analysis and Realignment of Positions for Central Office Administrative Support Staff and Custodial Staff**

Dr. Halliman stated that this is the presentation a Speed salary analysis specifically for our secretarial group as well as for our custodial group. As previously mentioned to the Board our with our secretaries in particular, this is something that we started but had never been completely finished. This was one of the first charges that I gave to Ms. Douglas upon her entry into Speed. She will provide the data that she has so far for consideration for not only the salary adjustments but also for the realignment of titles and duties that the secretaries have in Central Office.

Ms. Douglas shared that employee retention is based on a complex range of factor and has never been as important as it is now.

Dr. Patterson interjected that the information that is presented for her district is incorrect and that it is important that the information being presented is accurate. Dr. Navarre stated that sometimes we should not assume that the high school people make more money because some of the salaries presented are more than his Executive Assistant. While she does not get a stipend, she receives overtime for the Board meeting.

Dr. Leak said that we have 15 member districts but only 4 of the 15 are represented. What happens here goes back to their home and if they aren't represented on the comparison then it is difficult to speak to her team in terms of here is the comparison within our district that contributing funds to Speed.

Dr. Patterson said that we should not mix Will County and Cook County. Dr. Leak said that she would prefer that only the member district data be presented.

Dr. Halliman asked for guidance on how to continue with the comparison. She further asked should the cooperatives be included as well. Dr. Leak said that it should only be the member districts. Dr. Halliman stated that we can come back to this. We will put a hold on this but secured the feed back of the board to make sure we have all the information need for them to decide. Dr. Patterson and Dr. Patterson if they can be contacted directly for the information. Dr. Leak asked if we could separate out if a person is receiving overtime or a stipend.

Dr. Navarre asked that when we vote on these items if they will be retro to the July 1 FY? The answer is yes.

Dr. Leak moved, seconded by Dr. Jackson that the Operating Committee table the Central Office Support Staff positions and the salary adjustments for the Central Office Administrative Support and Custodial Staff to the next meeting of the Operating Committee.

Motion carried by voice vote.

Nays: None

10B. Budget Approval

Dr. Thomas moved, seconded by Dr. Navarre that the Operating Committee approves the FY22-23 Budget for SPEED S.E.J.A. District #802 as recommended by the Superintendent.

On a roll call vote: Dr. Patterson, 144; Dr. McAlister 153; Ms. Duskey, 162; Dr. Leak, 168; Dr. Jackson, 169; Dr. Nall, 172; Dr. Frusher, 194; Ms. Janice Van Kuiken, 201U; Dr. Navarre, 205; Dr. Johnnie Thomas, 227; Dr. Wakeley, 233 and Mr. Bean.

Absent: Dr. Smith, 161; Dr. White, 163; Ms. Bethany Lindsay, 167 and Mr. Amadio, 170.

Nays: None

OLD BUSINESS

A. Food Service Contract Update

INFORMATION ITEMS

Student Enrollment ESY

AUDIENCE TO VISITORS

None

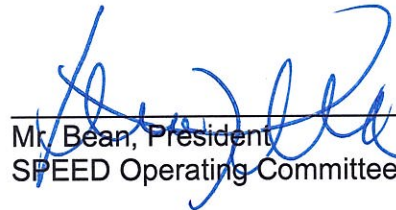
ADJOURNMENT

Mr. Bean adjourned the meeting at 10:13 a.m.



Dr. Gregory Jackson, Secretary
Cassandra Giles, Recording Secretary

Date: _____


Mr. Bean, President
SPEED Operating Committee