

## **REGULAR MEETING**

The regular meeting of the Board of Education of Sandwich Community Unit School District #430, DeKalb, Kendall, and LaSalle Counties, Illinois was held on Tuesday, January 19, 2021 at 7:30 p.m. at Sandwich Middle School.

## **ROLL CALL**

Present: President Stahl, Vice President Miller, Secretary Schroeder, Englehart, Wilson, Scharenberg & Saitta.

President Stahl welcomed the Board and audience to the meeting.

## **PLEDGE OF ALLEGIANCE**

President Stahl led the Board and audience in the Pledge of Allegiance.

## **BOARD SALUTES**

The Board salutes Macie Chrestman, Lilian Meyer and Odessa Swanson for receiving a Silver Award in the 2020 STR Partners (District Architect) annual holiday card contest – Theme: “My Holiday Wish”; and Mrs. Kim Gudmunson, 2<sup>nd</sup> grade PV teacher for being recognized by the Farm Bureau as a supporter of AG in the classroom.

## **APPROVAL OF MINUTES, PAYROLL, EXPENDITURES, & INVESTMENTS**

Mr. Miller moved, seconded by Mr. Schroeder to approve the minutes of the December 10, 2020 Special Board Meeting and current expenditures, payroll, and investment plans.

Ayes: Englehart, Miller, Wilson, Schroeder, Scharenberg, Saitta & Stahl. Nays: None  
MOTION CARRIED

## **ADOPT IASB POLICY**

Ms. Saitta moved, seconded by Mr. Wilson to adopt IASB Policy Press Plus issue #106 as presented.

Ayes: Englehart, Miller, Wilson, Schroeder, Scharenberg, Saitta & Stahl Nays: None  
MOTION CARRIED

## **APPROVAL OF 2021-2022 CALENDAR**

The proposed calendar assumes returning to normalcy, and aligns with what was approved last January prior to the pandemic. It was noted due to the unknowns of the COVID-19 pandemic, the calendar may need to be adjusted/amended.

Mrs. Scharenberg moved, seconded by Dr. Englehart to approve the 2021-2022 school calendar as presented setting the first day of school as August 19, 2021; and the SHS Class of 2022 graduation date as May 22, 2022, 2:00 pm SHS gymnasium for those students that earned the necessary requirements prior to the ceremony.

Ayes: Englehart, Miller, Wilson, Schroeder, Scharenberg, Saitta & Stahl Nays: None  
MOTION CARRIED

## **SCHOOL IMPROVEMENT REPORTS**

As noted, the DeKalb County Health Department (DCHD) did not recommend an extension to the adaptive pause and we returned to in-person learning today with the B group in attendance. The A group returns tomorrow. We will continue following CDC and state guidelines such as wearing masks, social distancing, and practicing proper hygiene and disinfecting.

The DCHD has indicated educators will be in category 1B for vaccines and may begin providing vaccines soon to those that voluntarily choose the vaccine. The district did offer to host a vaccine site for staff, and the DCHD will consider, but did not commit.

It was noted approximately 80 percent of our students in each grade level are in-person learning; therefore the need to continue with hybrid instruction in order to follow CDC guidelines, especially social distancing.

In written reports:

### **Mr. Sodaro – Sandwich High School**

The Cognia Team has reconnected after winter break to gather data for the Cognia review taking place at the end of the year. We are in the process of assessing the results of the surveys that were sent out in the fall. Once the survey data is sufficiently analyzed, we will devise a plan for future improvement.

One concern we are addressing is the impact the pandemic has had on our plan and the way we pivoted to meet these new challenges. Some of our goals will not be met due to this shift in priorities.

The Math Department is working with the College Board to get approval to offer Advanced Placement Statistics. We will be following the guidelines and timeframe set by the College Board and will have the class ready to go in the fall.

As we begin the new semester, we are still on hold for all activities that require in-person meetings including sports and other extracurriculars. The Speech Team and Scholastic Bowl team are anticipating starting as soon as possible.

We continue to monitor the IHSA meetings and participate in I-8 sessions to get a handle on when we will be able to start activities again.

Freshmen Curriculum Night is scheduled for Feb. 2. It is clear that we will be unable to have an in-person event; instead, the departments are working on a virtual presentation that will be sent out on Feb. 2.

The counselors will be setting up in-person meetings with grade 8 students and their guardians. They will also schedule zoom meetings to take the place of the in-person meetings if safety concerns will hinder face-to-face sessions.

### **Mr. Heilemeier – Sandwich Middle School**

The SMS AdvancED/Cognia team is starting to put together the final touches on our building plan. Our building plan is put into the E Prove Strategies website, and we are finalizing the data that is entered. Our next step is to finish all of the narrative for the visit. We also have to complete the surveys along with the student engagement survey that is now required in place of Eliot. Our last step will be a self-evaluation on the performance standards using the i3 rubric. This, in itself, will be tedious because it requires us to identify our evidence.

With the 3<sup>rd</sup> quarter underway, the SMS curricular committees will begin meeting to discuss the progress that has been made throughout the first semester. One of the major goals of the committees will be to make sure that we are addressing deficient areas and creating a plan to make sure this material is covered before IAR testing starts taking place. IAR is set to begin on March 15, 2021

Mrs. Ford – Herman E. Dummer School

The staff has been very busy planning and delivering lessons to our students. They have been very flexible and have gone above and beyond to help our students and their families achieve success through A/B and Remote learning. Our 4<sup>th</sup> and 5<sup>th</sup> grade staff create daily video lessons for Math, Reading, Music, PE and various other subjects. These videos can be used for teaching, resource, and review. Since going fully remote, most teachers are teaching live while also supplying the daily videos for all to use. All staff, teachers and assistants, are helping small groups or individual students. I am so proud of our staff and how patient and creative they have been while working with our students. They have achieved so much since the beginning of the year and are doing an amazing job!

Starting January 25<sup>th</sup>, HE Dummer students will be taking FastBridge benchmarking tests in Reading and Math. The remote students will be given the opportunity to come into school to take the test or take it at home just like the last time it was given in the fall. The data collected will be used to see growth from fall to winter and to help with interventions and guide instruction. This data will also be used to report to ISBE for our state report card determination work that needs to be completed for our “CDW - Children With Disabilities” group. Since we do not have IAR data from last year, this is the only testing that is available to be used at this time for our district.

Due to Covid, ISBE/Illinois Empower has allowed schools an extra year to be added on to their school improvement plans, so instead of being 4 years, it will now be a 5 year process. Last year was Dummer’s planning year to prepare for changes to be put into place this year to help our “CDW” subgroup achieve success. Our initial school improvement plan carried us through the 2022-2023 school year, but with the new guidelines, it is now moved to the 2023-2024 school year. HE Dummer has been working with Cognia and the DeKalb County ROE to assist us with our plan.

Technology is used in all aspects of our day. IEP meetings and 504 meetings have been taking place via Zoom. They have gone very well. The technology component has improved since the beginning of the school year with less issues with connectivity, wifi, and various other problems. The technology department, along with Alison Kurtz, is doing a nice job of getting right back to our teachers and families when tickets are placed.

Ms. Greenacre - Lynn G. Haskin

The staff and students have been busy working throughout the “adaptive pause.” Their flexibility and adaptability have helped ease the transition to full remote. Teachers have been working with whole class, small groups, and individual students to help meet the needs of the students and build relationships between the students and staff. During full remote, it has been wonderful to see all of the interaction that has been taking place. Teachers have worked closely with the assistants in planning small group and individual activities for the assistants to carry out with students. This has been a wonderful support for the students, as well as the teachers. It has even helped develop confidence and skills in the assistants. They have been essential during this journey!

Our building level Cognia team is gearing up for the work that will be necessary for the external review in May. We will be working closely with the district team to prepare the materials required for the review and highlight all of the work on our school improvement goals that has been done during this last review cycle.

We will be benchmarking our students in Reading and Math using FastBridge during the first 2 weeks in February. We will be looking to see how our students have progressed from fall to winter, adjust instruction, and determine necessary interventions. We are all anxious to see what the data shows.

Because of the guidelines we have to follow right now, we have been restricted in what extra activities and events we can offer. We had fun with our Holiday Lights Drive-Through, which may become an annual event. Our Reading teachers are looking forward to and working hard on creating a district wide family literacy event. Keep your eyes and ears open!

#### Mr. Ryan – Prairie View

The Prairie View staff has done an excellent job adjusting to our adaptive pause. Overall, so too have our students and stakeholders. Our students' remote learning days have looked significantly different during our adaptive pause than remote learning days during blended learning. Teachers and Paraprofessionals have worked diligently to prepare student-specific materials in Ziploc bags for families to pick up each week. These materials are utilized to enhance/support digital learning with each student's Chrome device. Parents have done a great job of returning student work and picking up new work packets each Friday. Despite the dramatic change for students, staff, and parents, it has been a successful pause in blended learning. Similarly, our teachers and paraprofessionals have adjusted their daily roles to fit the needs of the student body. Individual, small group, and whole-class Zoom meets have been seamlessly schedules, often based on stakeholder input. Students and stakeholders have been given opportunities to seek help each week from their student's teachers. Overall, despite the many obstacles, it has been a success.

In the weeks leading up to Winter break, the staff has worked hard to make learning fun and create virtual environments that would mimic what it may be like in their classrooms in a traditional school year. Classroom bulletin boards in the background of Zoom meetings transformed into beautiful winter scenes, and teachers "decked their halls" (classrooms) with trees, lights, and ornaments. Staff dressed as Santa Claus and read books to their classes, and students were treated to daily updates from our reigning elves on the shelf (Candy and Cane). The students enjoyed having something new each day to look forward to when attending their daily Zoom meetings. Students had fun at home dressing up with staff during the two weeks leading up to break. These little extra efforts have helped us to keep our student remote learning experience fun and engaging. That being said, we are thrilled to be nearing the end of our adaptive pause and are excited to return to a blended format with students back in the building.

#### SIP / Educational Goals / COGNIA Progress:

- Building Instructional Technology committee has been meeting to begin planning for the future use of technology in a traditional school setting. The staff has been surveyed to gain data to help drive decision making. This committee is also working to support peers with Google Classroom and SeeSaw.
- Student recognition has been an area of focus for our building this year. Our "Lexia Links" has been an enormous success with over 500 earned. Our student recognition committee has been meeting to work on ways to recognize students for their efforts in various areas, including math, student interactions, attendance on remote learning days, etc.
- Winter benchmarking for math and reading will take place in the first and second weeks of February. This will provide our building with valuable data to determine growth in our students' learning since the Fall benchmark. Students will be completing these assessments on their Chrome devices while attending school on in-person days.

Mrs. Kern - W.W. Woodbury

We are wrapping up our adaptive pause and students are scheduled to return soon. Our staff has been working hard and have been very responsive throughout the pause to provide a balanced opportunity for all students to receive both video and in person instructional support. We feel positive about the adjustment made by both staff, students and families.

Staff are working together to both plan and distribute work for each week, set up support staff zooms in addition to teachers, provide feedback on Seesaw, as well as provide technical support as needed. We began a weekly work incentive for students. Completing all work for the week enter them into a drawing for a Mystery Reward. A lucky student(s) is drawn each Monday to win a Mystery Reward that can range from a pizza delivery to a goodie bag, lunch with a staff member, classroom reward, Scholastic book, or a silly act completed by the principal or other staff member. In our first week, we had 117/184 learners entered for the mystery reward.

Over break, we held a Winter Virtual Family Reading Night where students could log in from home. We were happy to see students log on to hear stories by their teachers, and students had access to several other holiday and winter themed text to visit, as they were able. We hope to continue to offer more virtual events while we continue learning in this fashion to help keep students and families engaged. Happy New Year!

Mrs. Swan-Gravatt – Director of Student Services

Second Step is a Social-Emotional curriculum that focuses on different skills for learning such as; focusing attention, following directions, using positive self-talk, being assertive, being empathetic by understanding feelings in ourselves and others, learning how to manage emotions and how to problem solve with others.

The School Social Workers and Psychologists in the district met multiple times to form a plan on how Second Step would be implemented this unique school year. The plan included grade levels being divided between personnel, and that the lessons would be provided virtually through a video each week. Teachers were contacted by each professional in order to collaborate on the best method of pushing out the lessons for students. We are using a variety of ways including uploading and sending out the videos through both Seesaw, Google Classroom and Loom. A district letter regarding implementation was sent to families in October 2020 prior to the program starting.

Second Step has been a great resource for adapting lessons to remote learning. They have provided videos, songs and pictures of the lessons to use remotely. These resources can be easily accessed through the website. Each week the designated professionals have provided a video lesson to their given grade level and supplemental student activities to practice are provided for upper elementary grades. Students are then able to access the video lesson to watch during remote learning. Teachers are also given activities to help support lessons in the program.

Second Step contains 21-22 lessons (depending on grade level). As of the week of January 4-8th, lessons have been delivered up to lesson 7-10 (depending on grade level). During the Adaptive Pause, some elementary grade-levels have been having weekly open “SEL Zooms” as an additional opportunity for students to connect and reinforce SEL.

In addition to Second Step delivery for sixth and seventh graders, Habitudes has been utilized for students in eighth grade. Habitudes by Tim Elmore combines images, relatable stories, and experiences into leadership development curriculum and lesson plans that resonate with today’s young adults, equipping them to navigate through life’s challenges and opportunities. This curriculum is being delivered to students through Google Classroom and presented by their P.E. teachers.

Feedback has been positive from teachers, parents and students. It has been a learning experience but through it a great impact can be made for our students. The social workers and psychologists are very grateful for the SEL curriculum and supports this year and look forward to further developing implementation of Tier 1 SEL supports in the coming year.

Mr. Bloemker – Director of Technology

Technology regular updates – An update from the Technology arena! From August 1<sup>st</sup> through January 11<sup>th</sup>, we have closed over 1327 documented issues or an average of 66.4 issues per week. This is an increase of 264 reported issues over last year. I firmly believe this increase is due to chromebook issues. Granted, we are able to resolve most of the issues in-house with a few having to be sent away for repairs. As of this writing, we have 50 reported issues to take care of. The issues currently open are chromebook issues needing repairs (38/50), along with a few project requests, desktop computer issues, hardware requests and a few others.

During the winter break, we did some cleanup of our area, moved the door access system for Central office and the SMS to a new updated server, moved a Mitel phone switch in the Haskin building to a better location and performed server maintenance both physical cleaning and software updates.

Applications/ISBE Updates – The next steps in the ISBE arena is to keep the student data updated and figure out any anomalies. Teacher and student course assignments have been uploaded to ISBE. The only part left for this is to check for any discrepancies for missing items.

Other items – I will be conducting a training session for all secretaries and administration on 1/13 focusing on the Tyler data grid and its usage and navigation. We continue to do our best to keep the district fully operational at all times.

**ENTER CLOSED SESSION**

Mr. Miller moved, seconded by Mr. Schroeder to adjourn to closed session to discuss matters related to the appointment, employment, dismissal, compensation or performance of specific employees; collective bargaining, student discipline and other matters relating to individual students, and setting of price for sale or lease of property or whether a particular parcel should be acquired. TIME 7:50 p.m.

Ayes: Englehart, Miller, Englehart, Schroeder, Scharenberg, Saitta & Stahl. Nays: None  
MOTION CARRIED

**RE-ENTER REGULAR SESSION**

The Board re-entered the Regular Session at 8:40 p.m.

Roll call vote indicated the following:

Ayes: Englehart, Miller, Wilson, Schroeder, Scharenberg, Saitta & Stahl. Nays: None

**APPROVAL OF CLOSED SESSION MINUTES**

Mr. Wilson moved, seconded by Mr. Miller to approve the closed session minutes of the special meeting of December 10, 2020 as presented.

Ayes: Englehart, Miller, Wilson, Schroeder, Scharenberg, Saitta & Stahl. Nays: None  
MOTION CARRIED

**MEETING DATE**

The parent advisory committee will begin meeting next month remotely to review parent/student handbooks for the 2021-2022 school year. The same committee of parents, students, teachers and administrators have agreed to serve again.

A special meeting was set for February 4, 2021 at 5:30 pm in the middle school LRC.

**ADJOURNMENT**

Dr. Englehart moved, seconded by Mr. Schroeder to adjourn the Regular Board Meeting.

Ayes: Englehart, Miller, Wilson, Schroeder, Scharenberg, Saitta & Stahl. Nays: None  
MOTION CARRIED

Meeting adjourned at 8:42 p.m.

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President

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Secretary