

## **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 20, 2015 at 7:00 p.m. at Sandwich Middle School.

## **ROLL CALL**

Present: Vice President Turney, Secretary Hamilton, Spartz, Miller, Stahl & Scharenberg.

Absent: Skorup

Vice-President Turney welcomed the Board and audience to the meeting.

## **PLEDGE OF ALLEGIANCE**

Lynn G. Haskin students Blake Blue, Nathan Hill, Brynn Ripsky, Nicolette Romano & Aleece Subat led the Board and audience in the Pledge of Allegiance.

## **STUDENT REPORTS**

Andrea Fiala Senior at SHS gave a summary of what has been happening at the high school. DCP/SAFE has been busy finishing up the Operation Teen Safe Driving program. They have distributed information to many community businesses to be displayed in their windows to promote the message of safe driving. They also distributed information and promotional items at Saturday's basketball game against Yorkville. The program will finish on February 5th. Then they will submit a Powerpoint displaying all of their hard work to I-D-O-T. The Powerpoint will be judged and if they place, SHS will receive prize money to use for post prom. National Honor Society is getting ready to schedule another blood drive. This after a successful blood drive on November 25, 2014. In November the goal was 68 units, but the actual total was 77 units. Student council is collecting pop tabs to recycle and donate for Ronald McDonald House Charities from January 19th through the 30th.

The science department is hosting the annual science fair at the high school on February 11th from 3-4. In honor of Martin Luther King, Mr. Sodaro read a short biography of MLK's life. In addition all classes watched a part of his "I Have a Dream" Speech. Each class then had a discussion about changes in race relations in America since the civil rights movement.

Last week Sandwich hosted our annual speech tournament. We had a great turnout and the following students placed:

Alex Mason	1 <sup>st</sup> place	Dramatic Interpretation
Charisse Keating & Cheyenne Flores	1 <sup>st</sup> place	Dramatic Duet Acting
Tom Moulding	1 <sup>st</sup> place	Radio Speaking
Drew Rebhorn	2 <sup>nd</sup> place	Impromptu Speaking
Sam Gilbert	2 <sup>nd</sup> place	Dramatic Interpretation
Sam Gilbert	3 <sup>rd</sup> place	Prose Reading
Samantha Collins	3 <sup>rd</sup> place	Oratorical Declamation
Drew Rebhorn	4 <sup>th</sup> place	Radio Speaking
Cheyenne Flores	5 <sup>th</sup> place	Original Comedy
Samantha Collins	6 <sup>th</sup> place	Informative Speaking
Sarah Dennis	6 <sup>th</sup> place	Oratorical Declamation

### **BOARD SALUTES**

To the following the Board salutes: Olaf Gjovik for his support of Sandwich Schools by providing a car to our Teacher of the Year Pam Reilly, to Tod Duy of Duy's shoes for his businesses support of the Sandwich CUSD #430 Learning Community and to Kathy Watros for being a he Dummer volunteer for many years helping in a 5<sup>th</sup> grade math class 3 times a week.

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

Mr. Stahl moved, seconded by Mr. Miller to approve the minutes of the December 16, 2014 Regular Board Meeting, current expenditures, payroll, and investment plans.

Ayes: Spartz, Miller, Stahl, Scharenberg, Hamilton, & Turney. Nays: None  
MOTION CARRIED

### **APPROVE FUEL BID**

Mr. Hamilton moved, seconded by Mr. Stahl to approve the bid of \$1.913 per gallon for unleaded fuel; and the bid of \$2.198 per gallon for diesel and soy diesel from Elburn Coop for the 2015-2016 school year.

Ayes: Miller, Stahl, Scharenberg, Hamilton, Spartz & Turney. Nays: None  
MOTION CARRIED

### **APPROVAL OF PARENT ADVISORY COMMITTEE**

Mr. Stahl moved, seconded by Mr. Miller to approve the following as members of the parent advisory committee: High School: Administration - Tom Sodaro, Micky Herzog & Lon Gerrish; Parent Rep – Lisa Saitta, Student Rep - Lexi Davis, Teacher Rep – Chad Hicks, Vida Martin. Middle School: Tim Gipe/Chair, Parent Rep – Sara Sullivan, Student Rep – Peyton Fordon, Teacher Rep - Betty Trost. HE Dummer: Administration – Lynette Ford, Teacher Rep – Caitlin Riley, Parent Rep – Karen Williams. Haskin: Administration – Dawn Greenacre, Parent Rep – Michelle Hemmingsen, Teacher Rep – Alison Mlot. Prairie View: Administration Sherrie Stricklin, Parent Rep – Rebecca Condon, Teacher Rep - Ellen Johnson. Woodbury: Administration - Shirley DeCorte, Parent Rep – Dawn Goodbred, & Teacher Rep – Deb Hartman.

Ayes: Stahl, Scharenberg, Hamilton, Spartz, Miller & Turney. Nays: None  
MOTION CARRIED

### **SCHOOL IMPROVEMENT REPORTS**

Ms. Greenacre, Mrs. Baggett, Mrs. Sartori and Mrs. Young of Lynn G. Haskin School shared information about the Bilingual program/Spanish Language Arts instruction for bilingual students.

In written reports:

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

On Jan. 5, the teaching staff returned to school and spent the day targeting building school improvement. At the high school, we met as a staff for the first hour and then the departments rotated through presentations and work sessions, depending on their needs.

The staff-wide presentation included a discussion on the building's progress on AdvancEd. Teachers took part in the discussion on where the high school is in the process and where we are going, including reviewing updated goals. Each department was given a task to complete based on the needs of the building plan, which will soon be finalized. After our work on AdvancEd, we had a preview of common assessments and current expectations. We looked at basic building expectations for common assessments with the understanding that each department will be able to modify these expectations with principal approval.

The remaining presentation topics and participants were as follows:

ACT Nights	Math, English, Science
Common Assessments	English, Social Studies, PE, Math, Science, Foreign Language, CTE
MLK Day	English, Social Studies, PE, Art
Pacing Guides	English, Social Studies, PE, Math, Science
STEM	Science, Math, CTE, Foreign Language
AdvancEd Activities	English, Social Studies, PE, Math, Science, Art
Black History Month	Social Studies, Librarian, Art
District Special Education Meeting	SPED

Each department is required to turn in a current list of all common assessments for each course. Each department is also required to provide the AdvancEd team with a list of activities they do to meet the adopted building goals. English, Math and Science also finalized their ACT review nights' schedule.

Students took the first of two ACT review tests on Jan. 12. The following ACT review schedule is under way:

Jan. 12	ACT Practice	Periods 1-4 (no writing) (mandatory)
Jan. 14	Math	5:30 p.m. – 7:00 p.m.
Jan. 21	English	5:00 p.m. – 6:30 p.m.
Jan. 26	Science	5:30 p.m. – 7:00 p.m.
Jan. 29	English & Writing	5:00 p.m. – 6:30 p.m.
Feb. 3	Science	5:30 p.m. – 7:00 p.m.
Feb. 4	Math	5:30 p.m. – 7:00 p.m.
Feb. 12	ACT Practice 2	TBA (mandatory)
Feb. 18	Math	5:30 p.m. – 7:00 p.m.
Feb. 23	Reading	5:00 p.m. – 6:30 p.m.
Feb. 24	Science	5:30 p.m. – 7:00 p.m.
March 3	ACT TEST	ALL DAY (mandatory)

### DCP/SAFE JANUARY NEWS - OPERATION TEEN SAFE DRIVING MESSAGE

DCP/SAFE would like to remind everyone once again about the importance of safe driving. We will be concluding our work with the Operation Teen Safe Driving program during the month of January. Be on the lookout for our information out in the community. The four main points to remember when you are on the road are to follow the speed limit, stay focused on your driving and don't get distracted by cell phones or other passengers, wear your seatbelt, and drive sober. Below is a "Rate Your Risk" Quiz on distracted driving. Take a moment to rate yourself and, if needed, make the effort to reduce your risk to keep yourself, your passengers and others on the road safe.☺

	Never	Sometimes	Freq.
Turn to talk to a friend in the back seat?.....	0.....0.....0		
Check messages on your cell phone?.....	0.....0.....0		
Make a call on your cell phone?.....	0.....0.....0		
Eat or drink?.....	0.....0.....0		
Change the radio station or CD?.....	0.....0.....0		
Shave, put on make-up or brush your hair?.....	0.....0.....0		
Do your homework or read?.....	0.....0.....0		
Dig for items in a backpack, purse, glove compartment or pockets?.....	0.....0.....0		
Goof around with friends in a car next to or ahead of you in traffic?.....	0.....0.....0		

Add the number of checkmarks in each column and write the totals below.

Never: \_\_\_\_\_

Sometimes: \_\_\_\_\_

Frequently: \_\_\_\_\_

### **SPEAKER ON SELF-EMPOWERMENT AND ANTI-BULLYING**

On Dec. 9, Sandwich High School welcomed Eddie Slowikowski to present to our entire school population. Students enjoyed Eddie's message of self-empowerment and working together to support one another and build each other up, as opposed to bringing another down. Eddie's focus is on Pullyng as opposed to Bullying. Through activities and stories, Eddie helped the students to appreciate how much we can focus on our strengths to make it through life's ups and downs as well as pulling together to help others. For more information, please go to [eddiespeak.com](http://eddiespeak.com).

### **SHARING THE MESSAGE OF BEING A SAFE PASSENGER WITH THE MIDDLE SCHOOL STUDENTS**

On Dec. 11, Sandwich High School DCP/SAFE joined the middle school students during their lunch to conduct an activity representing the importance of not distracting the driver when they are riding in a car. A student at each table was selected to be the "driver" and asked to sort a deck of cards. The first time, the other students at the table, the "passengers," were asked to stay quiet so the "driver" could focus. The next time, the "passengers" distracted the "driver." After both attempts were completed, the DCP/SAFE students conducting the activity discussed with the middle school students the difference of being distracted and not being distracted and how this can impact someone actually driving a car. At the end of the activity, each student was given an activity packet that included information and statistics on being a safe passenger.

### **Dresses Wanted!**

#### **Prom & Special Occasion Dress Sale –**

**Jan. 25 through Feb. 3**

The Sandwich High School Post Prom Committee is asking for dresses to sell at their 8<sup>th</sup> Annual Prom & Special Occasion Dress Sale. The sale will be held at Timber Creek Best Western located in Sandwich. The sale includes gently used prom, Homecoming and graduation dresses. The committee will be accepting items for the sale Sunday, Jan. 25, from 12-4 p.m.; and Monday, Jan. 26, through Wednesday, Jan. 28, from 5-8 p.m. All items must be in good, recently cleaned condition. Items should have been worn to an event within the past four years and the group has the right to refuse any item not in acceptable condition.

The sale is similar to a consignment contract. Sellers pay a \$5 (per dress) non-refundable handling fee due at drop-off. Each seller sets their price on each dress. Seventy percent of the selling price goes to the seller and the committee keeps the remaining 30%. Each dress-owner should be prepared to share the dress' history so we know the owner and when/where they attended prom (or other function).

The sale dates are the following four days: Thursday, Jan. 29, 5-8 p.m.; Friday, Jan. 30, 5-8 p.m.; Saturday, Jan. 31, 9 a.m.-4 p.m.; and Sunday, Feb. 1, 12-4 p.m. Dresses that do not sell can be picked up after the sale (Feb. 2 and 3 from 4-8 p.m.) or donated to girls who may not be able to afford a new dress for their prom.

In past years we've seen dresses from multiple suburbs near the city and as far south as Streator. We had more than 600 dresses last year, and hope to see as many this year. Funds raised at this sale will be used to ensure a safe post-prom for those attending this year's prom.

In order for the sale to be successful, we need parent volunteers. Please contact Mary Guilinger at 630-632-8681 for more information.

Mr. Richardson – Sandwich Middle School

NWEA MAPS testing is in progress. All grades will be completed by the end of January. In December we met as grade level academic areas to discuss the collection of data through partners 4 results, Aimsweb and MAPS. We began analyzing this data to determine what curricular adjustments need to be made in each subject area. We will meet monthly to review each subject during grade level Team time. Our objective is to triangulate data to determine how to best adjust the curriculum to address the weakness areas in each area and adjust instruction accordingly. We are in the process of studying our math curriculum at all grade levels. We are researching the efficacy of ability grouping this subject based on teacher observation, MAP scores, and Partners 4 Results. The discussions are preliminary as the research is gathered.

We have also begun the task of scheduling The PARCC exam. This exam will be administered electronically (computer) and will require a great deal of logistic scheduling. Several components are being examined for the entire school to complete this exam in the time allotted.

**6<sup>th</sup> Grade Students of the Month:** Emma Burnell, Garrett Peterson, Josie Ness, Erik Gottlieb, Seth Mitchell, Luke Plante

**7<sup>th</sup> Grade Students of the Month:** Paige Sartori, Shannon Murphy, Seth Mitchell, Eli Thielk

**8<sup>th</sup> Grade Students of the Month:** Judy Chen, Alexis Freeman, Ryan Budzyn, Cheyann Mitchell, Izzy Schultz, Kristina Stanko, Caroline Welte, James Noseworthy

Mrs. Ford – Herman E. Dummer School

BOE Salute/Recognition (Kathy Watros has been a Dummer volunteer for many years. Even though her children are no longer at our school, she continues to help in a 5<sup>th</sup> grade math class 3 times a week.)

SIP / Educational Goals / AdvancED Progress:

Fourth and fifth-grade are finishing up their Language Arts and Math Common Core binders as well as creating new assessments to test these skills on Partners4Results. Winter MAP and Aimsweb testing have begun, and the teachers will meet to go over these results on our data days scheduled for the first week in February. Interventions and teaching will be looked at closely to see how well things are going or if changes need to be made with instruction or intervention placement.

Dummer was awarded a grant from Delta Kappa Gama Society for our Kindness Campaign. We will be creating videos showing how the traits of Character Counts should look and will be posting them on our Facebook account. We will also be hanging pictures of our students showing what these character traits look like throughout our building. We continue to have our monthly Character Counts and Student of the Month recognition as well as our *Find a Fabulous Friend Friday!*. We are starting our *Find a Friendly Face* program this month where students who may need a little extra support, academically or socially, are paired with an adult in our school, other than their teacher, to give the students an adult that will show extra interest in them.

Ms. Greenacre - Lynn G. Haskin

We are continuing to work on refining the RtI process and Intervention process within our building. The teachers are getting more comfortable and familiar with the process. We are still looking at different math interventions to help our struggling math students.

Another area we are looking into is writing. The District Language Arts Committee has begun collecting information on writing within our district and will be looking at what is available. Haskin has different teachers and grade levels looking into different writing programs. We will continue to investigate and give input to the committee.

Our building Character Counts committee has coordinated our monthly assemblies and activities- for January, we are focusing on the pillar of Citizenship. Our 3<sup>rd</sup> grade students presented the assembly and did a trivia game. We continue to use the Bucket filling books and gold slips to recognize good character throughout the building.

The grade level teams have worked on developing math pacing guides for each grade level. They will begin the work of creating pacing guides for Reading/Language Arts. Teachers feel that this will help further align instruction, as well as provide information for teachers, and parents.

Our AdvancEd team has been working with the staff on guiding them through the school improvement process. We have a reading, math, and school climate/behavior goal.

- At Haskin, all teachers and staff will strive to have 75% of our school population meeting or exceeding the 50th percentile in reading/literacy from Fall to Spring AIMSweb Benchmarking scores to monitor student reading fluency.
- At Haskin, all teachers and staff will strive to have 75% of our school population meeting or exceeding the 50th percentile in math computation/number sense from Fall to Spring using AIMSweb benchmarking scores to monitor student progress.
- At Haskin, all teachers, staff, and students will engage in our Character Counts character education program.

#### **Academic / Extra Curricular Programs & Services Progress:**

Dojo Karate-1/22, 1/29, 2/5, 2/12

Report Cards home-1/23

SIP Afternoon-1/23, 2/13

Young Rembrandt's-1/26, 2/2

Parent-Teacher Conferences-2/6

Opera House-2/9

No School-2/16

#### **FIRST GRADE IS ADDING UP**

First graders at Lynn G. Haskin have been learning how to use counting chips to show adding with 5. Our current math topic is addition and subtraction facts to 12. We have been working with math manipulatives to help strengthen our understanding of how to make 2 different addition number sentences that have the same sum.

#### **HASKIN SCHOOL HAS CHARACTER**

Haskin Elementary learned about the Character Counts Pillar of Responsibility. Students learned what it looks and sounds like to make good responsible choices every day at home and school.

#### **KINDERGARTEN IS OUTDOORS WITH THE ANIMALS**

On a sunny day in December, Mrs. Schmitt's class visited Hoover Outdoor Education Center in Yorkville. They learned about native and non-native habitats as well as wild and domestic animals. The children participated in touch and animal sorting activities and went hiking in the woods looking for clues of animal habitats.

#### **Ms. Stricklin - Prairie View**

- AdvancED Goals:
  1. To increase reading fluency.
  2. To increase math fact fluency.
  3. To improve students' perception that parents and families are encouraged to attend and participate in educational activities.
  4. To initiate a school-wide positive behavior program.
- Power Standards/Instructional Objectives/Common Assessments/Common Core Standards:

As we complete the second quarter of the 2014-2015 school year, the teachers' lesson plans and instruction are wrapping up the second quarter instructional objectives. All K-3 grade level teachers reviewed and prepared to administer the second quarter common assessments in reading and math. Pacing guides for math instruction, which all include citations for the Common Core Standards, have been completed and submitted to administration for review.

- **Response to Intervention/Assessment**

Winter Benchmarking will be taking place January 12<sup>th</sup> through January 23<sup>rd</sup>. All K-3 students will be assessed in the areas of reading and math using the following testing instruments: AimWeb, MAP (Measure of Academic Progress) and the specific grade levels' Second Quarter Common Assessment. Data from the fall and winter benchmarks for AimsWeb and MAP will be reviewed to measure student growth. The common assessment results will indicate whether students have mastered the second quarter instructional objectives for each grade level. These objectives correlate with the Common Core. February 4<sup>th</sup> is the next Data Day where individual student progress will be reviewed and problem solving conducted to determine which students will receive specific interventions.

**Academic / Extra Curricular Programs & Services Progress:**

- The garland and ornaments have been put away, the cookies and treats all eaten, and the last strains of Jingle Bells from the annual building sing-a-long have faded away. Winter break was observed December 22<sup>nd</sup>-January 2<sup>nd</sup>. Students returned on January 6<sup>th</sup>, only to be granted another two days off on January 7<sup>th</sup> and 8<sup>th</sup> due to the winter warnings and extremely cold temperatures and wind chills.
- A building-level meeting kicked off the first Teachers' Institute of 2015 when teachers returned to school on January 6<sup>th</sup>. This meeting was followed by district-wide grade level meetings to review the common assessment and work on the math pacing guides.
- Several overflowing boxes of non-perishable items were collected and donated by faculty, staff, and students to the Franklin Mall Project.
- On Monday, January 12<sup>th</sup>, we had our kick-off assembly for the St. Jude Math-a-Thon. This year was extra special since one of our parent sponsors (Mrs. Christina Leonard) made arrangements for her sister, 12 year old Hanah (a cancer survivor and past St. Jude's patient) to attend and talk to the students. All monies raised from this project go directly to St. Jude's Children's Hospital. Our goal this year is \$1500.00.
- Martin Luther King Day will be celebrated through a variety of learning experiences on January 19<sup>th</sup>.

Kindergarten News - December was a flurry of fun! Kindergarten read If You Take a Mouse to the Movies, Tacky the Penguin, Bear Snores On, The Wild Reindeer, The Polar Express, and several different versions of The Gingerbread Man. We then did lots of exciting math and language activities based on these popular holiday books. Some examples are creating patterns with teddy bears, creative writing, and story sequencing. We also graphed what body part of a gingerbread cookie we took our first bites from!

First Grade News - In January, we will be using our FOSS Science Kits. FOSS is a "hands on" Science Kit full of lots of things to explore. We will be studying Matter-anything that takes up space. The three kinds of Matter we will explore are Solids, Liquids and Gases. We will also study Rocks. We will get a chance to examine them with our magnifying glasses and then do some experiments with them. We will chart our findings like real scientists.

Second Grade News - Second graders in Mrs. Clason's class and Miss Callahan's class are thankful for one another as they enjoy a fruit feast. Each of the students brought in a fruit to contribute to the wonderful feast.

Third Grade News - Third graders enjoyed the annual December tradition of constructing gingerbread houses using graham crackers, frosting, and an assortment of sugary toppings. Students also made special holiday cards and gifts in the week leading up to vacation.

Dr. DeCorte - W.W. Woodbury

**SIP / Educational Goals / AdvancED Progress:**

1. Students will improve their skills in Language Arts with sub skills of Reading Strategies and Writing.
2. Students will improve their skills in Number Sense.
3. We will increase the number of respondents to our AdvancEd surveys in order to have more family input in the governance of our learning community. We will offer more Common Core Curriculum information to our families to increase their knowledge base.

College Readiness Theme, Daily Fruit Program, FISH, Happiness Advantage, School Pen Pal Program, Expert Project, Gardens—have been pulled for the winter, Teacher's Book Club—"The Reading Zone", Whole School Book—You Are A Lion by Taeun Yoo, and after school activities including School Play, DoJo, Walking Program, Book Club, Clay Play, Artist Program, Zumba like exercise program, and other programs as suggested by families.

AdvancEd team will be focused on working on the building and district level goals. We continue to look at the data and implement interventions to assist all of our students. Staff will also assist with training other staff. Our areas of focus are reading, writing, and math. We will also be gaining a deeper understanding of the Common Core, implementing best teaching practices for critical thinking skills and development of assessments. Our next Community AdvancEd Meeting will be at 11:45 on Jan 27th.

Teachers Institute Day, Jan 5<sup>th</sup> found us working on AdvancEd Writing programs at our building and Math Pacing Guides and Assessment with all elementary programs.

**Academic / Extra Curricular Programs & Services Progress:**

Walking Club and Kids Book Club are after school Activities happening in Jan. Young Rembrandts starts again at end of the month. Pre-school screening on Jan 28. DeKalb Recycling programs will be presented in classrooms.

**Newspaper Articles:**

Woodbury first grade student Jannah Abdus Salaam won the VFW Ladies Auxiliary Coloring Contest. She was presented with a \$25 prize. Her mother Heather Swanson, and sisters, Krystal Swanson and Brooke Kerley were here for the presentation of check from VFW member Mary Murphy.

Woodbury School held our first annual Woodbury Night at the Sandwich Public Library this week. First every classroom visited the Library the week before Library Night, then all students and their parents were invited to come visit the library in the evening so that they could get library cards. Several activities were available for families to enjoy, a Library Treasure Hunt, Holiday Crafts, all the resources in the Sandwich Library and several of the Woodbury teachers read books to groups of children. Throughout our time at the library there was a video running for parents telling them more about Common Core Curriculum. The class with the most participates won a special additional visit to the Library with Story and Craft time with Miss Kyrie. The new library is beautiful, a great place for families to enjoy together. Thanks for hosting our first Annual Library night.



Mr. Marquardt – Curriculum Coordinator

As we start into the new year in Illinois education one thing is clear and that is that nothing is clear. I wish we could be certain about where we are headed but when the politicians are making educational decisions every election and change our direction. We have experienced a great number of changes as we struggle to conform to the changing laws that govern our profession. The teachers have dealt with the frustrations of a curriculum changes to meet the laws as well as anyone could expect. In an attempt to make educational curriculum common from state to state we have upset the apple cart and now find we are comparing apples to oranges more than ever. We are following state mandates in converting to the common core standards but a number of states have bailed out and gone back to past state and/or local standards.

We have been in the process of converting for a number of years now. We aligned with the Illinois State Standards from the beginning of NCLB to meet the Annual Yearly Progress requirements. Our State test scores have made steady progress over the years and as the Common Core Standards were introduced to align all states to common standards in English Language Arts and math we made the adjustments to follow the law with all schools in the state.

As we completed our last ISAT assessment we are still showing steady progress. Now we are geared to take the new PARCC assessment that will test according to how we are meeting the newly aligned common core standards. (also referred to as the New Illinois Standards) This has by all standards been a big undertaking for the district as we changed all of our Power Standards, Instructional Objectives, and our local quarterly assessments to measure the new common core. The teachers have worked diligently to comply with these changes even though the frustration level of being under what seems like constant change. Our curriculum committees in English Language Arts and math have been working through these changes. Some potential obstacles that we face are that all of our district textbooks are aligned to the old standards not the new common core. We have been utilizing supplemental materials to make the instructional changes needed but we have great needs to update textbooks. We have worked through the obstacle of technology issues with the help of the State Technology Loan program. We are looking forward to some State help with textbook needs but not sure if that is in the cards in the immediate future.

If all of the above is not operating under a caution flag we have a new governor who will be making wholesale changes with the Illinois State Board of Education. We will continue to follow the laws as they apply and hope that the common core remain the standards for Illinois as we so well know that the educational changes are directly proportional the political changes. We will need to keep our antenna's up for what is in the wind but until we are notified of any new changes we are gearing up for the PARCC exam that is coming soon.

Mrs. Swan-Gravatt – Director of Student Services

On January 5<sup>th</sup>, our entire special education department participated in Part I /CPI (Crisis Prevention Intervention) training presented once again by our school psychologist, John Devine. They will participate in Part II CPI on our next School Improvement day on January 23. Also on that same SIP day, we will be wrapping up our Diabetes training for our paraprofessionals. Further professional development is planned for all special education staff for the month of February and March as well.

ISBE presented all school districts this year with a new process for reporting “excess costs for special education”. While the IDEA excess cost is not a new requirement, the process for documenting and verifying our district’s excess cost threshold will now require a more concentrated focus on separating out specific special education costs for students K-8 vs. costs for students 9-12. This initial completion of this annual process initially generated many questions for our special education office and district office personnel. Both office personnel met in December to discuss the new requirement and the details of how we were going to go about accumulating the data and determining what “data” each office needed to gather in order to fill out the new

ISBE form, "Excess Cost Worksheet". The Excess Cost Worksheet is an excel spreadsheet that uses district specific data to calculate the excess cost threshold. This worksheet is very comprehensive but with teamwork, we will be able to meet our deadline of January 30<sup>th</sup>. This will be an ongoing yearly requirement for Sandwich.

Improving transition services for our high school special education students continues to be a focus for our SHS special education teachers and related service personnel. This week, a third meeting will occur between SHS special education teachers and administration in regard to improving transition services for our high school students. We are discussing adding a special education class next school year that emphasis a curriculum that enables our students to acquire job related skills during their Junior and Senior years. A few main topics for this class would include "Career Choice and Planning", "How to Find a Job", "Applying for a Job", and "Success on the Job". Currently, some of these topics are addressed concurrently in other general education or special education courses at SHS and on occasion, these topics can be covered by creating "Independent Study" courses at SHS on an individual basis; however, not all of our special education students have access to the aforementioned courses due to the type or severity of their disability.

#### Mr. Bloemker – Director of Technology

This past month continues to be very busy in the Technology Department. From August 11<sup>th</sup> through January 13<sup>th</sup>, we have closed 647 documented issues or an average of 30.8 issues per week. As of this writing, we have 15 open items needing attention including repairs of several devices and multiple little projects to complete. There continues to be some issues with group policies being applied to various groups. This is being researched when time can permit itself. Unfortunately, the opportunity has not been available due to the number of other items requiring more urgent attention.

During the winter break, we, in the Technology department were able to focus a little on some of the lingering issues. We did end up using air to blow out 90% of the computers in labs and classrooms as we had a couple of reports for 'loud' computer fans. We did move the Tyler Pulse application from an older server which was having a very slow-response issue to one of the newer servers donated by the Illincloud. This definitely improved the speed of accessing the information on the server. We were also able to bring a 2<sup>nd</sup> of the donated servers which is replacing the older print server. The conversion process is still ongoing but we hope to retire the older server soon as users complete the migration.

Trevor & I are ramping of the configurations and testing for PARCC. We have the 'proctor-caching' servers setup and ready to begin serving the student testing. We will be working with Woodbury later this week doing a 'practice' test in that building so the students & staff will know what to expect when the actual test period comes. The preparation for this online testing starts with making sure all computers used have the latest 'Java' update installed, the latest Microsoft updates installed, the 'shortcut' to the testing website is on the computer desktop and that all students are indeed in the PARCC testing database. Each building will have a designated person who will administer user accounts for access to setup the test sessions & monitor them.

The initial Form 470 for the next funding year which included the telecommunication & internet services was submitted on December 1<sup>st</sup>. So I will soon be submitting the form 471 for USAC approval. I hope to be entering an additional form 470 for new services and projects such as upgraded wi-fi and phone system throughout the district soon. Once this add'l form 470 has been submitted, we must wait 28-days before filing the next form 471. The final due date for filing the form 470 is mid-February in order to have time to complete the 28-day waiting period.

Thanks to some hard work and diligent efforts by some of the building secretaries, we have the Tyler online registration custom forms just about ready to go live. We just need to proof them to make sure they are what we are wanting since once they are 'live' nothing can be changed until next year.

Some tasks being completed in the near future are gathering information for filing of ERATE form 470 – category 2 projects, keeping the district operating at full capacity and getting all computers ready for PARCC testing.

### **AUDIENCE TO VISITORS**

Kay Jones addressed the Board regarding transportation procedures.

### **ENTER CLOSED SESSION**

Mrs. Scharenberg moved, seconded by Mr. Hamilton to adjourn to closed session to discuss matters related to the appointment, employment, dismissal, compensation or performance of 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 7:41 p.m.

Ayes: Spartz, Miller, Stahl, Scharenberg, Hamilton & Turney. Nays: None  
MOTION CARRIED

### **RE-ENTER REGULAR SESSION**

The Board re-entered the Regular Session at 9:50 p.m.

Roll call vote indicated the following:

Ayes: Spartz, Miller, Stahl, Scharenberg, Hamilton & Turney.

### **APPROVAL OF CLOSED SESSION MINUTES**

Mr. Hamilton moved, seconded by Mr. Stahl to approve the closed session minutes of the regular meeting of December 18, 2014 as presented.

Ayes: Spartz, Miller, Stahl, Scharenberg, Hamilton, & Turney. Nays: None  
MOTION CARRIED

### **STUDENT DISCIPLINE**

Mr. Stahl moved, seconded by Mr. Miller that student 1-20-15-1 be expelled from school for gross misconduct until the end of the 2015-2016 school year; provided, however, that said expulsion shall be reduced to the end of the first semester of the 2015-2016 school year on the condition that the student shall attend and complete both a drug and alcohol evaluation and abuse program and counseling program approved by the District; said counseling program to be commenced by February 6, 2015 and completed by March 31, 2015.

Ayes: Spartz, Miller, Stahl, Hamilton & Turney. Nays: Scharenberg.  
MOTION CARRIED

### **RESIGNATIONS**

Mr. Hamilton moved, seconded by Mr. Stahl to approve with regret the resignations of Kris Cassie – SHS Athletic Director and Liz Patterson – Transportation Dispatcher as presented.

Ayes: Spartz, Miller, Stahl, Turney, Scharenberg & Hamilton. MOTION CARRIED

**OTHER BUSINESS**

The public notice regarding the 60 acre parcel lease bid will be in the January 21, 2015 Sandwich Record.

The Gryer development has again approached the city; and the city "BUILD" program regarding fees was recently discussed at the city council.

The hospital will have some of their property re-assessed due to providing services without cost to patients that are higher than the EAV.

It was noted over one million dollars is owed to the district at this time and the state has been informing districts that State revenue is on a decline, state aid continues to be prorated, and second and third quarter payments more than likely will be delayed. Since the 60 acre parcel will be paid off next month, discussed was the need to again rely on a letter of credit if necessary to meet bills and payroll.

**ADJOURNMENT**

Mrs. Scharenberg moved, seconded by Mr. Hamilton to adjourn the Regular Board Meeting.

Ayes: Spartz, Miller, Stahl, Scharenberg, Hamilton, & Turney. Nays: None  
MOTION CARRIED

Meeting adjourned at 10:14 p.m.

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President

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Secretary