AGENDA

Pearl City Community Unit School District #200　　　　　Wednesday, July 20, 2022
Pearl City, IL 61062　　　　　　　　　　　　　　　　6:30 P.M. – High School Library

Public access to this meeting will be in-person at the Pearl City JH/HS Library. Individuals wishing to speak during public forum may make their public comment during the public comment section in-person at the regular scheduled meeting.

A. Call to Order

B. Roll Call of Members

C. Approve the Agenda

D. Recognition of Guests & Public Comment

E. Consent Agenda
　　1. Approval of June 15, 2022 Public Hearing Minutes
　　2. Approval of June 15, 2022 Regular & Closed Session Board Meeting Minutes
　　3. Approval of Bills and Payroll through July 15, 2022
　　4. Approval of Facility Use – parking lot August 27, 2022
　　5. Approval of Facility Use – gyms August 27, 2022

F. Communications
　　1. Teacher vacancies

G. New Business
　　1. Approval of the Health, Dental, & Vision Insurance premiums for 2022-2023 – Potential Action Item
　　2. Review of the 2021-2022 District Goals – Informational Item
　　3. Discussion & Approval of the 2022-2023 District Goals – Potential Action Item
　　4. Approval of new and amended policies: 2.230- Public Participation at School Board Meetings and Petitions to the Board; 3.70- Succession of Authority; 4.10- Fiscal and Business Management; 4.70- Resource Conservation; 4.180- Pandemic Preparedness, Management, Recovery; 5.40- Communicable and Chronic Infectious Disease; 5.70- Religious Holiday; 5.80- Court Duty; 5:110- Recognition for Service; 5:140- Solicitation By or From Staff; 5:240- Suspension; 6:70- Teaching about Religions; 6:80- Teaching about Controversial Issues; 6.140- Education of Homeless Children; 6.290-Homework; 6.330- Achievement and Awards; 7:15- Student and Family Privacy Rights; 7.270- Administering Medicine to Students; 7:285 Anaphylaxis Prevention Management Program- Potential Action Item
　　5. Approval of NIA Director of Special Education & Member-at-large – Potential Action Item
　　6. Approval to seek fuel bids for the period of August 17, 2022 – June 30, 2023 – Potential Action Item
　　7. Approval to seek bids for a Greenhouse for the Science & Agriculture program – Potential Action Item
　　8. Approval of Threat Assessment Procedures – Potential Action Item
　　9. Approval of the Return to School Plan for 2022-2023 – Potential Action Item

H. Closed Session
　　1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity 5 ILCS 120/2(c)(1), amended by P.A. 99-646, and

　　2. Litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that

an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes. 5 ILCS 120/2 (c)(11).

I.   Possible Action Items From Closed Session
1. Approval of Resignation of JH/HS Teachers – Potential Action Item
2. Approval of Volunteers for Fall 2023 Extra Curricular Programs - Potential Action Item
3. Approval of Asst. Director for Fall Play- Potential Action Item
4. Approval of Asst. Cook – Potential Action Item
5. Approval of Elementary Paraprofessional – Potential Action Item
6. Approval of Van Driver – Potential Action Item
7. Approval of JH/HS Business Teacher – Potential Action Item

J. Adjourn

***Copies of the agenda and public documents can be picked up at the District Administrative Office at 100 S. Summit St, Pearl City, IL 61062 during its regular business hours.

Mr. Johnson, Vice-President, called the public hearing to order at 6:20 p.m. Roll call found the following members present: Mr. Crackenberger, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf. Also present were Superintendent Schiffman, Secondary Principal Ben Asche, Elementary Principal Brent Chrisman, and DJ & Sandy Scott.

The board recognized guests and public comments were allowed. No comments were made.

Dr. Schiffman addressed the board about the changes to the Amended Budget.

Mr. Pauley motioned to adjourn the public hearing at 6:22 p.m. Mrs. Tessendorf seconded the motion, which passed unanimously.

REGULAR BOARD MEETING

Mr. Johnson, Vice-President, called the regular board meeting to order at 6:30 p.m. Roll call found the following members present: Mr. Crackenberger, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf. Also present were Superintendent Schiffman, Secondary Principal Ben Asche, Elementary Principal Brent Chrisman, and DJ & Sandy Scott.

Mrs. Tessendorf motioned to approve the agenda. Mrs. Sheffey seconded the motion, which passed unanimously.

The board recognized guests and public comments were allowed. No comments were made.

Mrs. Sheffey motioned to approve the consent agenda. Mr. Pauley seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

In communications, Dr. Schiffman shared with the board that Cheyenne Handsaker, Brianna Stager, and Brea Musser were awarded All-State honors for Softball. Also Kim Williams, District Nurse, was recognized for winning the Regional Illinois Principal Award for her leadership, compassion, and dedication to the school district.

Mrs. Tessendorf motioned to approve Dr. Schiffman to review, accept, and sign-off on the financial statements for the district. Mr. Crackenberger seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mrs. Sheffey motioned to approve Mike Smith as Treasurer and for the Treasurer Bond for 2022-2023. Mrs. Tessendorf seconded the motion. Voting aye was: Mr.

Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mr. Pauley motioned to approve the 2021-2022 Amended Budget. Mr. Crackenberger seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mrs. Tessendorf motioned to approve the resolution to transfer interest earned from the Working Cash Fund to the Education Fund. Mr. Pauley seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mrs. Sheffey motioned to approve the resolution to abate $150,000 from the Working Cash Fund to the Education Fund. Mrs. Tessendorf seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mr. Crackenberger motioned to approve the resolution to transfer $200,230.82 from the Capital Projects Fund to the Operation & Maintenance Fund. Mr. Pauley seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mrs. Tessendorf motioned to approve the Liability & Workers Comp Insurance for the 2022-2023 school year. Mr. Pauley seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mr. Pauley motioned to approve becoming a member of the Equalis Group. Mrs. Sheffey seconded the motion. Voting aye was: Mr. Crackenberger, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf. Voting nay was: Mr. Johnson

Mrs. Tessendorf motioned to seek bids for HVAC work in the school district. Mr. Pauley seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

The board held a first reading of new and amended policies: 2.230- Public Participation at School Board Meetings and Petitions to the Board; 3.70- Succession of Authority; 4.10- Fiscal and Business Management; 4.70- Resource Conservation; 4.180- Pandemic Preparedness, Management, Recovery; 5.40- Communicable and Chronic Infectious Disease; 5.70- Religious Holiday; 5.80- Court Duty; 5:110- Recognition for Service; 5:140- Solicitation By or From Staff; 5:240- Suspension; 6:70- Teaching about Religions; 6:80- Teaching about Controversial Issues; 6.140- Education of Homeless Children; 6.290-Homework; 6.330- Achievement and Awards; 7:15- Student and Family Privacy Rights; 7.270- Administering Medicine to Students; 7:285 Anaphylaxis Prevention Management Program.

Mrs. Sheffey motioned to enter closed session at 7:01 p.m. Mr. Crackenberger seconded the motion, which passed unanimously.

Mrs. Tessendorf motioned to enter open session at 7:35 p.m. Mrs. Sheffey seconded the motion, which passed unanimously.

Mrs. Sheffey motioned to approve the resignations of the following Elementary Teachers and Paraprofessional: Katelyn Pickard & Sophi Edwards-teachers, Alicia Kwallek-paraprofessional. Mr. Crackenberger seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mr. Pauley motioned to approve the hiring of Hannah Maurer as an Elementary Special Education Teacher. Mrs. Tessendorf seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mrs. Sheffey motioned to approve the resignations of the following coaches: Todd Brinkmeier – Bass Fishing, and Zack Downs – HS Boys Track. Mr. Pauley seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey and Mrs. Tessendorf.

Mrs. Tessendorf motioned to approve the hiring of the following coaches for the spring of 2022-2023: JH Track – Head coach-Heather Tessendorf, Asst. Sarah Boyer, Softball – Head coach-Jacey Ensor, JV-Joe Shippy, Baseball – Head coach-Ryne Plager, Asst. Coach-Derrick Allen. Mrs. Sheffey seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mr. Pauley motioned to approve the hiring of Scott Gallentine as Asst. HS Football Coach. Mr. Crackenberger seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mrs. Tessendorf motioned to approve hiring Britney Kieselhorst as EPC Speech Coach. Mrs. Sheffey seconded the motion. Voting aye was: Mr. Crackenberger, Mr. Johnson, Mrs. Keltner, Mr. Pauley, Mrs. Sheffey, and Mrs. Tessendorf.

Mr. Pauley motioned to adjourn the meeting at 7:38 p.m. Mrs. Tessendorf seconded the motion, which passed unanimously.

Respectfully submitted,

Janis Sheffey, Recording Secretary

Chad Bremmer, Board President

Pearl City Community Unit School District #200
All Facilities are Smoke and Alcohol Free

Date(s)
Requested: August 27, 2022
Facility Requested: HS & Elementary gyms
Room Desired: ↓
Time Requested from: 7:00 AM to 5:00 PM
Facility requested for the following purpose:
Jr. Class Fundraiser / 3 on 3 Tourney

Custodian/Building Attendant is not permitted to grant use of any facilities or equipment.
Special
Comments:

_____

_____

HOLD HARMLESS CAUSE

I/We do hereby stipulate and agree to indemnify and hold harmless Pearl City CUSD #200, in whole or in part, with respect to any claims, and expenses incurred by reason of any claims, for personal injury or property damage arising in connection with the use by such organization of the facilities of said Pearl City CUSD #200, and shall, if required by the Board of Education of said School District, obtain public liability insurance.
I/We agree to assume personal responsibility for the proper use of the above names facilities subject to conditions of rental adopted by the Pearl School District.

Signature: _____ Date: 7.12.22
Time: 11:30 am
Print Name: Jen Petta
Organization: Class of 2024
Address: _____
Phone: 815.238.3183 Work: _____
Additional Name & Phone #:
Kim Williams 815.541.9591 / Megan Spahr 815.291.4305

Pearl City Community Unit School District #200
All Facilities are Smoke and Alcohol Free

Date(s) Requested: _August 27th 2022_

Facility Requested: _Parking Lot_

Room Desired: _Parking Lot_

Time Requested from: _8:00 AM_ to _10:00 PM_

Facility requested for the following purpose:

Boulevard Bash

Custodian/Building Attendant is not permitted to grant use of any facilities or equipment.

Special
Comments:

_____

_____

HOLD HARMLESS CAUSE

I/We do hereby stipulate and agree to indemnify and hold harmless Pearl City CUSD #200, in whole or in part, with respect to any claims, and expenses incurred by reason of any claims, for personal injury or property damage arising in connection with the use by such organization of the facilities of said Pearl City CUSD #200, and shall, if required by the Board of Education of said School District, obtain public liability insurance.

I/We agree to assume personal responsibility for the proper use of the above names facilities subject to conditions of rental adopted by the Pearl School District.

Signature: _M Schiff Lions Club_ Date: _7/11/22_

Time: _10:00 AM_

Print Name: _Mike Schiffman_

Organization: _Lions Club_

Address: _300 Station St. Pearl City_

Phone: _____ Work _443-2715_

Additional Name & Phone #:
Jeff Thomas - President

FOR OFFICE USE ONLY Reserved By: _____

Deposit - Check #: _____

Cash/Check #: _____

Total fee paid: $_____ Collected By: _____

Date paid: _____

Approved by: _____

Gallagher

Pearl City CUSD #200
Medical | Fully-Insured Renewal | Effective 09/01/2022

	CURRENT		NEGOTIATED RENEWAL		$1,500 Deductible PPO Option	
Carrier Name	BlueCross and BlueShield of Illinois		BlueCross and BlueShield of Illinois		BlueCross and BlueShield of Illinois	
Plan Name	MPSC1807	NPP73423	MPSC1807	NPP73423	MPSC1807	MIBPP2070
PLAN DESIGN*	BlueEdge HSA	BluePrint PPO	BlueEdge HSA	BluePrint PPO	BlueEdge HSA	BluePrint PPO
In-Network Benefits						
Deductible Type	Aggregate	Embedded	Aggregate	Embedded	Aggregate	Embedded
Calendar Year (CY) Deductible (Individual / Family)	$2,500 / $5,000	$500 / $1,500	$2,500 / $5,000	$500 / $1,500	$2,500 / $5,000	$1,500 / $4,500
Out-of-Pocket Max Type	Aggregate	Embedded	Aggregate	Embedded	Aggregate	Embedded
CY Out-of-Pocket Max (Individual / Family)	$5,000 / $10,000	$2,500 / $7,500	$5,000 / $10,000	$2,500 / $7,500	$5,000 / $10,000	$3,500 / $10,500
Coinsurance (member pays after deductible)	0%	20%	0%	20%	0%	20%
Preventive Care	Covered 100%	Covered 100%	Covered 100%	Covered 100%	Covered 100%	Covered 100%
Primary Care Visit	0% after deductible	$20 Copay	0% after deductible	$20 Copay	0% after deductible	$30 Copay
Specialist Visit	0% after deductible	$40 Copay	0% after deductible	$40 Copay	0% after deductible	$50 Copay
Telehealth	0% after deductible	20% after deductible	0% after deductible	20% after deductible	0% after deductible	Copay
Urgent Care	0% after deductible	20% after deductible	0% after deductible	20% after deductible	0% after deductible	20% after deductible
Emergency Room	0% after deductible	$150 Copay (Copay waived if admitted)	0% after deductible	$150 Copay (Copay waived if admitted)	0% after deductible	$150 Copay (Copay waived if admitted)
Inpatient Hospital	0% after deductible	20% after deductible	0% after deductible	20% after deductible	0% after deductible	20% after deductible
Outpatient Surgery	0% after deductible	20% after deductible	0% after deductible	20% after deductible	0% after deductible	20% after deductible
Chiropractic (visit limits may apply)	Covered (30 visits)	Covered (30 visits)	Covered (30 visits)	Covered (30 visits)	Covered (30 visits)	Covered (30 visits)
Phys/Occ/Speech Therapy (visit limits may apply)	0% after deductible	20% after deductible	0% after deductible	20% after deductible	0% after deductible	20% after deductible
Diagnostic Test (X-ray, blood work)	0% after deductible	20% after deductible	0% after deductible	20% after deductible	0% after deductible	20% after deductible
Imaging (CT/PET scan, MRI)	0% after deductible	20% after deductible	0% after deductible	20% after deductible	0% after deductible	20% after deductible
Prescription Drug Benefit						
Retail	30 Days	30 Days	30 Days	30 Days	30 Days	30 Days
Tier I / Tier II / Tier III / Tier IV	0% after deductible	$15 / $30 / $50	0% after deductible	$15 / $30 / $50	0% after deductible	$0/$10/$50/$100 (Preferred Pharmacy)*
Specialty (Preferred / Non-Preferred)	0% after deductible	Covered	0% after deductible	Covered	0% after deductible	$150 / $250
Mail Order	90 Days	90 Days	90 Days	90 Days	90 Days	90 Days
Tier I / Tier II / Tier III	0% after deductible	$30 / $60 / $100	0% after deductible	$30 / $60 / $100	0% after deductible	$0 / $20 / $100 / $200
Out-of-Network Benefits						
Deductible Type	Aggregate	Embedded	Aggregate	Embedded	Aggregate	Embedded
CY Deductible (Individual / Family)	$2,500 / $5,000	$1,000 / $3,000	$2,500 / $5,000	$1,000 / $3,000	$2,500 / $5,000	$3,000 / $9,000
Out-of-Pocket Max Type	Aggregate	Embedded	Aggregate	Embedded	Aggregate	Embedded
CY Out-of-Pocket Max (Individual / Family)	$5,000 / $10,000	$5,000 / $15,000	$5,000 / $10,000	$5,000 / $15,000	$5,000 / $10,000	$10,500 / $31,500
Coinsurance (member pays after deductible)	20%	40%	20%	40%	20%	40%

COST ANALYSIS

PEPM Rates - Enrollment per [Renewal 2022]	Plan 1	Plan 2	MPSC1807	NPP73423	MPSC1807	NPP73423	MPSC1807	MIBPP2070
Employee (EE) Only	9	31	$633.02	$726.06	$710.59	$806.88	$710.59	$765.47
EE + Spouse	1	0	$1,365.30	$1,565.96	$1,423.76	$1,616.63	$1,423.76	$1,533.70
EE + Child(ren)	0	8	$1,354.49	$1,553.57	$1,501.37	$1,704.76	$1,501.37	$1,617.31
EE + Family	1	1	$2,086.77	$2,393.47	$2,214.52	$2,514.53	$2,214.52	$2,385.55
Total Enrollment	**11**	**40**						
Estimated Monthly Premium			$9,149	$37,330	$10,034	$41,166	$10,034	$39,054
Estimated Annual Premium			$109,791	$447,959	$120,403	$493,991	$120,403	$468,643
Dollar Difference from Current					$10,612	$46,032	$10,612	$20,685
Percent Change from Current					9.67%	10.28%	9.67%	4.62%

Total Combined Annual Cost

	CURRENT	NEGOTIATED RENEWAL	$1,500 Deductible PPO Option
Estimated Annual Premium	$557,750	$614,394	$589,046
Dollar Difference from Current		$56,644	$31,297
Percent Change from Current		10.16%	5.61%

PLAN PROVISIONS

	CURRENT	NEGOTIATED RENEWAL	$1,500 Deductible PPO Option
Rate Guarantee	1 Year rate guarantee ending 08/30/2022	1 Year rate guarantee ending 08/30/2023	1 Year rate guarantee ending 08/30/2023
Required Employer Contribution	25% minimum	25% minimum	25% minimum
Eligibility	FTE 30HRS/WK	FTE 30HRS/WK	FTE 30HRS/WK

District Strategic Plan for 2022-2023

Areas of District Focus	Strategic Plan Objectives	Implementation Plan/Action	Performance Measures
Student Performance and Achievement All students will be prepared for college, careers, and life in a globally competitive world	1) To provide a guaranteed and viable curriculum that is rigorous, relevant, and engaging for all students 2) Provide a well-rounded, and student centered classroom that allows for 21st Century teaching and learning 3) Develop, analyze and utilize standards-based assessments to modify instruction and provide effective feedback	1) Continue to implement the Illinois Learning Standards in all areas of study 2) Prepare students for the local and state assessments with a focus on ELA, Math and Science, through the use of the IL Learning Standards and new curriculum. 3) Align IEP plans to the Illinois Learning Standards 4) Provide training and monitor the inclusive practices and LRE (Least Restrictive Environment) for all staff 5) Develop and enhance staff/student mental health awareness, character awareness and anti-bullying program 6) Continue to research new curriculum based on curriculum timeline 7) Implement 21st Century teaching strategies of Blended Learning to close the achievement gap for the at risk population of the district 8) Continue to analyze standards-based assessments (Aims-Web; IAR; SAT; MAP) for ELA and Math using the District Data protocol at all levels to utilize MTSS (Multi Tier System of Support) 9) Implement new Science, Agriculture, Foreign Lang. Curriculum	1) The percent of students meeting and exceeding state assessments will increase annually over the next five years 2) At least 90% of students will show growth in English and Math as measured by MAP and/or AimsWeb 3) Graduation rate will be maintained or increased annually over the next five years. 4) Percent of students scoring an overall equivalent of an 875 on the SAT will continue to increase over the next five years 5) PCSD will use multiple sources of data to track the progress of positive SEL programs 6) PCSD will research and adopt new curriculum in Fine Arts and Business 7) PCSD will provide Blended Learning Professional Development throughout the year during Faculty Meetings/SIP days 8) PCSD will provide training and implement components of the district MTSS process Pre-K-12th grade by the end of the school year 9) PCSD administration will monitor inclusive practices through teacher evaluations, grade and department level discussions, data and observations. 10) PCSD will provide training and implement new Science, Ag. And Foreign Language Curriculum and the Curriculum will be utilized 100% of the time

District Strategic Plan for 2022-2023

Finance
Fiscally responsibility to effectively realize school district objectives

1) Increase the Fund balance to revenue ratio- This indicator reflects the overall financial strength of the school district

2) Create an overall balanced budget

3) Increase Days cash on hand- This indicator provides a projected estimate of the number of days a district could meet operating expenses provided no additional revenues were received

4) Monitor administrative expenses

1) Maintain Fund Balance to Revenue Ratio

2) Return to operating fund spending to no more than received in the operating funds and work to rebuild operating fund balances

3) Identify areas to decrease expenses

4) Identify areas of increase revenue through grants, donations, State and Federal Funding

1) PCSD will increase/maintain the overall state fund rating to Financial Recognition within three years

2) District leadership will analyze and work to rebuild the operating fund balances by 2% for the next three years (Ed., OM, Trans)

3) District leadership will investigate ways to be more efficient and effective with both expenses and revenues in the district by maintaining a balanced budget

Building and Grounds/Transportation
To provide a safe and effective learning environment for all students

1) Continue to optimize, explore, and implement programs that foster operational efficiency

2) Develop an annual project list for school maintenance and/or facility development

3) Review/Update/Implement security plan

4) Monitor the Transportation Dept. for efficiency and effectiveness

1) Continue with the recycling program

2) Continue to find ways to save funding on fuel and other utilities

3) Utilize Federal Grant funds for capital projects

4) Investigate more ways to share equipment and services with other local government agencies

5) Investigate and complete HVAC project and Greenhouse

1) Utilize student SS class to recycle and bring environmental awareness to the district students

2) Review 10 year HLS plan and ensure we are in compliance by 2023

3) Administration will investigate and form a capital project list utilizing Federal Funds

4) Follow state mandated trainings throughout the school year for safety plans

5) JH/HS HVAC project and greenhouse will be completed by Fall of 2023

District Strategic Plan for 2022-2023

Technology

To prepare students to be safe, responsible and innovative digital citizens while extending student learning beyond the walls of the classroom.

1) Educators will engage in a process of review and assessment of specific instructional strategies with the potential to allow for 21st century teaching and learning

2) Educators will identify, prioritize, and incorporate the use of technology to achieve learning objectives in all disciplines within each schools' curriculum

3) Students will use technology to access and analyze information from a wide variety of digital sources

1) Teachers will provide and investigate opportunities for students to develop 21st century skills using Chromebooks, Google Apps for Education and other available web tools

2) Teachers will investigate and demonstrate the use of Blended Learning to support technology instructional strategies in order to address the needs of multiple learning styles of all students

3) Educators will share successful integration practices with colleagues via peer PD and other sources throughout the school year

4) District Tech. Dir. will provide internet and cyber security lessons and technology teaching lessons.

5) School/district leadership will integrate technology to ensure sound educational progress, financial integrity and comprehensive facility management

1) Teachers will demonstrate the use of technology through lesson plans or classroom walkthroughs in all subject areas with emphasis in the digital learning curriculums

2) Through lesson plans and observations all teachers will use instructional technologies to assist students with the attainment of concept development, higher-order thinking, critical thinking, and applied problem solving skills demonstrated through projects and assessments throughout the school year

3) School/district leadership will provide PD for all educators on Blended Learning throughout the year through facility meetings, SIP days, and other resources

4) Tech. Dir. will present lessons on cyber security, cyber bullying and internet safety to students in grades 3-12.

5) Technology will provide lessons on use of technology lessons in the classroom.

District Strategic Plan for 2022-2023

Community/Communication
Family and community relationships will be cultivated, sustained, and strengthened through timely and transparent communication

1) Align communication needs and tools with district policies, requirements, and procedures

2) Share goals and objectives together with stakeholders as a means of nurturing stronger public relationships and support for the schools, which will lead to increased academic achievement

3) Optimize the use of technology tools and partners to increase accessibility to information

4) Explore and develop meaningful collaborative opportunities for parents and other family members directly with the district

1) Bring back community/parents into the school district

2) Guarantee that stakeholders have opportunities to communicate at all levels of the school district organization

3) Utilize social media as one of the most efficient and preferred means of electronic communication

4) Establish student leadership group

5) Investigate and look to establish an Alumni Group

6) District will share community resources with parents

1) Superintendent will hold several Community Forums and also be visible in the community throughout the school year

2) Superintendent will create a Student Leadership group with students in various levels

3) District will continue to maintain social media sites

4) District will allow volunteers and guests back into the district

5) The district will provide resources to parents through school reach social media and use of the school website

Revisions to Policies, Administrative Procedures, and Exhibits

Number and Title	Revision Descriptions	
2:150-AP, Superintendent Committees	The procedure is updated in response to: 1. 105 ILCS 5/2-3.182, added by P.A. 102-664, requiring districts to adopt or update a policy to prevent and manage anaphylaxis prevention and medical emergencies. The Anaphylaxis ~~Food Allergy~~ Prevention, Response, and Management Committee is renamed. 2. 105 ILCS 5/2-3.130(e), added by P.A. 102-339, requiring districts to develop and implement a plan for reducing and eventually eliminating the use of isolated time out, time out, and physical restraint. A new committee, Time Out and Physical Restraint Oversight Team, is added.	☐
2:230, Public Participation at School Board Meetings and Petitions to the Board	The policy and footnotes are updated in response to subscriber feedback regarding time minimums and maximums for public participation during school board meetings and for continuous improvement. Minimum time periods are deleted in the policy. Footnote 1 is updated in response to the Empowering Public Participation Act, 5 ILCS 850/, added by P.A. 102-348, and a new option to insert a time limit for public participation is added to footnote 2. Footnote 4 is updated in response to recent legal updates concerning public comment periods. A style change is made to the Legal References.	☐
3:70, Succession of Authority	The policy is unchanged.	☐
4:10, Fiscal and Business Management	The policy is updated in response to continuous improvement changes. A style update is made to the Legal References. The footnotes are updated in response to 105 ILCS 5/17-2A, amended by P.A. 102-671, extending the time period during which a district may transfer money from specified funds for any purpose through 6-30-24, and for continuous improvement. The Cross References are updated to add policy 4:20, *Fund Balances*, and policy 4:60, *Purchases and Contracts*. The Administrative Procedure Cross References are updated to reflect a title change.	☐
4:60-AP4, E1, Internal Procedures for Procurement Transactions	The exhibit is updated in response to a five-year review.	☐
4:70, Resource Conservation	The Legal References and footnote 5 are updated in response to a five-year review.	☐
4:110-AP2, Bus Driver Communication Devices; Pre-Trip and Post-Trip Inspection; and Bus Driving Comments	The procedure and footnote 2 are updated in response to a five-year review.	☐
4:170-AP1, E1, Accident or Injury Form	The exhibit is updated in response to a five-year review.	☐
4:170-AP1, E2, Memo to Staff Members Regarding Contacts by Media About a Crisis	The exhibit is updated in response to a five-year review.	☐
4:170-AP4, National Terrorism Advisory System	The procedure is updated in response to a five-year review.	☐
4:180, Pandemic Preparedness; Management; and Recovery	The policy is unchanged. The footnotes are updated in response to the Health Care Right of Conscience Act, 745 ILCS 70/13.5, added by P.A. 102-667, and continuous improvement updates.	☐
4:180-AP1, School Action Steps for Pandemic Influenza or Other Virus/Disease	The procedure and footnotes are updated for continuous improvement.	☐

5:40, Communicable and Chronic Infectious Disease	The policy is unchanged. Style updates are made to the Legal References. The footnotes are updated in response to continuous improvement changes. Footnote 2 is updated in response to EEOC Guidance, *What You Should Know about COVID-19 and the ADA, Rehabilitation Act, and Other EEO Laws* (updated 12-14-21). The Cross References are updated to add policy 4:180, *Pandemic Preparedness; Management; and Recovery.*	☐
5:40-AP, Communicable and Chronic Infectious Disease	The procedure is updated in response to EEOC Guidance, *What You Should Know about COVID-19 and the ADA, Rehabilitation Act, and Other EEO Laws* (updated 12-14-21) and continuous improvement changes.	☐
5:70, Religious Holidays	The policy is unchanged. Style updates are made to the Legal References.	☐
5:80, Court Duty	The policy, footnotes, and Legal References are updated in response to a five-year review.	☐
5:110, Recognition for Service	The policy is unchanged. Footnote 1 is updated in response to a five-year review.	☐
5:130-AP, Email Retention	The procedure is updated in response to a five-year review.	☐
5:140, Solicitations By or From Staff	The policy is unchanged.	☐
5:220-E, Unsatisfactory Performance Report for Substitute Teachers	The exhibit is updated in response to a five-year review.	☐
5:240, Suspension	The policy is unchanged. Style updates are made to the Legal References. The footnotes and Cross References are updated in response to a five-year review.	☐
5:270-E, Notice of Employment	The exhibit is updated in response to a five-year review.	☐
6:70, Teaching About Religions	The policy is unchanged. Footnote 2 is updated in response to a five-year review.	☐
6:70-AP, Teaching About Religions	The procedure is updated in response to a five-year review.	☐
6:80, Teaching About Controversial Issues	Legal References are added and footnote 2 is updated in response to a five-year review.	☐
6:120-AP3, Service Animals	The procedure and Legal References are updated in response to a five-year review.	☐
6:120-AP3, E1, Guidelines for Service Animals in School Facilities	The exhibit is updated in response to a five-year review.	☐
6:140, Education of Homeless Children	The policy, footnotes, and Cross References are updated in response to a five-year review. Style updates are made to the Legal References.	☐
6:140-AP, Education of Homeless Children	The procedure is updated in response to a five-year review.	☐
6:250-E, Resource Person and Volunteer Information Form and Waiver of Liability	The exhibit is updated in response to a five-year review.	☐

6:290, Homework	The policy and footnotes are updated, and a Cross Reference is added, in response to a five-year review.	☐
6:330, Achievement and Awards	The policy is unchanged. The footnotes are updated in response to a five-year review.	☐
7:10-AP1, Accommodating Transgender, Nonbinary, Students or Gender Non-Conforming Students	RENAMED. The procedure is updated for continuous improvement.	☐
7:10-AP2, Accommodating Breastfeeding Students	The Legal References and footnote 1 are updated in response to a five-year review.	☐
7:15, Student and Family Privacy Rights	The policy, Legal References and footnotes are updated in response to a five-year review. Footnote 13 now includes a discussion of the interplay between the Protection of Pupil Rights Act, 20 U.S.C. § 1232h, the Children's Privacy Protection and Parental Empowerment Act, 325 ILCS 17/, and the Student Online Personal Protection Act, 105 ILCS 85/.	☐
7:60-AP2, Establishing Student Residency	The procedure is updated in response to a five-year review and 105 ILCS 5/10-22.5a, amended by P.A. 102-126, giving military personnel up to 60 dayssix months to submit documentation proving their child's residency.	☐
7:140-AP, Use of Metal Detectors and Searches for Student Safety	RENAMED. The procedure is updated in response to a five-year review.	☐
7:270, Administering Medicines to Students	The Legal References are updated in response to the Compassionate Use of Medical Cannabis Program Act, 410 ILCS 130/, amended by P.A. 101-363. The footnotes and Cross References are updated in response to 105 ILCS 5/2-3.182, added by P.A. 102-413, requiring districts to adopt or update by 8-17-22 an anaphylaxis policy addressing prevention of and response to anaphylaxis in accordance with ISBE's model policy, titled *Anaphylaxis Response Policy for Illinois Schools*. Other continuous improvement updates are also made to the footnotes.	☐
7:270-AP1, Dispensing Medication	The procedure is updated in response to 105 ILCS 5/2-3.182, added by P.A. 102-413, requiring districts to adopt or update by 8-17-22 an anaphylaxis policy addressing prevention of and response to anaphylaxis in accordance with ISBE's model policy, titled, *Anaphylaxis Response Policy for Illinois Schools*, and for continuous improvement.	☐
7:270-AP2, Checklist for District Supply of Undesignated Asthma Medication, Epinephrine Injectors, Opioid Antagonists, and/or Glucagon	The procedure is updated for the reasons stated in 7:270-AP1, *Dispensing Medication,* above.	☐
7:270-E1, School Medication Authorization Form	The exhibit is updated for the reasons stated in 7:270-AP1, *Dispensing Medication,* above.	☐
7:285, Anaphylaxis Prevention, Response, andFood Allergy Management Program	RENAMED. The policy, Legal References, footnotes, and Cross References are updated for the reasons stated in 7:270-AP1, *Dispensing Medication,* above.	☐

7:285-AP, ~~Implementing a Food Allergy~~Anaphylaxis Prevention, Response, and Management Program	**RENAMED.** The procedure is updated for the reasons stated 7:270-AP1, *Dispensing Medication*, above.	☐
7:300-E1, Agreement to Participate	The exhibit is updated in response to a five-year review. The hold harmless language in the agreement is now limited to students 18 years or older and their parents/guardians.	☐
7:300-E3, Authorization for Medical Treatment	The exhibit is updated in response to a five-year review.	☐
7:340-AP1, E2, Using a Photograph or Video Recording of a Student	The exhibit is updated in response to a five-year review.	☐
7:340-AP1, E5, Biometric Information Collection Authorization	The exhibit is updated in response to a five-year review.	☐
8:20-E, Application and Procedures for Use of School Facilities	The exhibit is updated in response to a five-year review.	☐

PRESS Issue 109 Trivia

161 PRM pages • 222 footnotes • 40,474 words

NORTHWESTERN ILLINOIS ASSOCIATION

SUBREGION _II_ BALLOT

EXECUTIVE BOARD

BALLOT INSTRUCTIONS

According to the Articles of Agreement for the Northwestern Illinois Association, the Directors of Special Education and the At-large Members shall be elected within each subregion by the Boards of Education of the member districts in even numbered years.

Each Board of Education shall cast one (1) vote for Director of Special Education and one (1) vote for a Member-at-Large.

VOTE FOR ONE DIRECTOR OF SPECIAL EDUCATION:

☐ Theresa Montalbano-Owen, Belvidere #100
    Director of Special Education

☐ _____
    WRITE IN – Director of Special Education

VOTE FOR ONE MEMBER-AT-LARGE:

☐ Melissa Geyman, North Boone #200
    Member-at-Large

☐ _____
    WRITE IN – Member-at-Large

NOTE: Ballots will be counted in the NIA Administrative Office.

PLEASE USE THE ENVELOPE PROVIDED TO RETURN THIS BALLOT BY AUGUST 10, 2022

NORTHWESTERN ILLINOIS ASSOCIATION

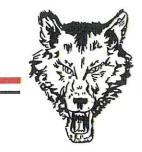## BIOGRAPHICAL SKETCH – EXECUTIVE BOARD CANDIDATE – SUBREGION II

DIRECTOR OF SPECIAL EDUCATION

Theresa Montalbano-Owen is the Director of Special Education in Belvidere D100. Prior to Belvidere, Theresa served Rockford Public Schools in multiple Key administrative roles for 13 years. Theresa has committed her professional life to advocating for students with disabilities to be meaningfully involved in school and society regardless of their difference. She supports professionals in the development of individualized plans and supports students to ensure they may meet their goals. She has a B.S. Ed, from Illinois State University, and an M.S.Ed., from Northern Illinois University.

MEMBER-AT-LARGE

Melissa Geyman is currently serving as the Director of Business Services and Transportation for North Boone School District #200. Prior to her current position, Ms. Geyman worked in the field of special education for 14 years working as a teacher of the visually impaired and Director of Special Education. Ms. Geyman earned a degree in special education, instructional technology, administration and an MBA. Ms. Geyman serves as the Vice-Chair of the Special Education: Administration & Finance Professional Development Committee for IASBO.
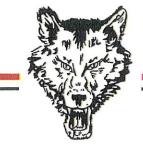
PUBLIC NOTICE

TRANSPORTATION FUEL BIDS

Pearl City School District 200 is soliciting fuel bids for the period of August 17, 2022 – June 31st, 2023. Conditions of the bid:

1)   The bidder will supply both diesel fuel and gasoline to Pearl City School District 200.

2)   The District reserves the right to reject any or all bids and to waive any informalities or irregularity in any of the bids received whenever such rejection or waiver is in the best interest of the District.

3)   Bid specifications may be obtained from the Pearl City District Office; 100 S. Summit Pearl City, IL 61062.

Bids are due in the District Office by 10:00 a.m. on Wednesday, August 3rd, 2022.

PEARL CITY C.U.S.D. #200

100 S. Summit   Pearl City, Illinois 61062   815-443-2715   Fax - 815-443-2237

www.pcwolves.net

DR MICHAEL SCHIFFMAN	**MR BEN ASCHE**	**MR BRENT CHRISMAN**
Superintendent	JH/HS Principal	Elementary Principal

July 21, 2022

To Whom It May Concern:

RE: Transportation Fuel Bids

Pearl City School District is requesting transportation fuel bids for the period of August 17, 2022 – June 30, 2023.

Fuel Bid Specifications are attached. As Pearl City School District strives to get the best economical price for any of our bid requests, the District also wishes to invite and include any local business person to participate in the bidding process if they are able.

When at all possible or feasible, Pearl City School District wishes to keep our business within our local communities. The District reserves the right to reject any or all bids and to waive any informalities or irregularity in any of the bids received whenever such rejection or waiver is in the best interest of the District.

If you have any questions regarding the enclosed bid specifications, please feel free to contact the District Office. We will try to answer any questions you may have.

Thank you for your consideration.

Sincerely,

Dr. Mike Schiffman, Superintendent

Threat Assessment Flowchart

When a threat to self or others occurs, staff member calls an administrator immediately.
The staff member may need to escort the student to the office.
At no time should the student be left unattended.
If the threat poses an imminent danger to others, immediately contact 911 or
Local Law Enforcement

↓

Following a threat of violence, the Administrator completes
Initial Risk Assessment
1. **Initial Statement Interview** (IRA110)
2. **Assessing Level of Threat Checklist** (IRA 120)
Use this information to determine the Level of Threat
Steps may not be fluid, depending on situation

LOW Level of Threat
Unfounded Concern
Parent Notification Checklist (IRA 140)
monitor and provide needed supports

MEDIUM or **HIGH** Level of Threat
Go to: **Detailed Assessment**

↓   ↓

Detailed Assessment
3. Assemble the Crisis Team and assign responsibilities
4. **Parent Notification Checklist** (IRA 140)
5. **Data Collection Sheet** (DA 250)
6. **Teacher Information Forms** (DA 251)
Give Notice. Mental Health Professional conducts:
7. **Student Interview** (DA 260)
8. **PETRA** if age 11 or older (Schneller, 2005)
9. **Parent Interview** (DA 265)
10. Functional Behavior Assessment

Contact Law Enforcement if imminent
danger to others, or if team
determines need
Call 911 or local law enforcement

↓

Does the student have an IEP?
←YES   NO →

Relevant Members of IEP Team conduct a
**Manifestation Determination for threat
to others (more than ten days OSS).**
Develop a **Behavior Intervention Plan**
and monitor student behavior.

Develop a
Student Action Plan (SAP 312)
within 24 hours and
Monitor student behavior

INITIAL RESPONSE

If the threat poses an imminent danger to others, contact Law Enforcement:
911 or local police

Following a threat of violence, the Administrator completes
Initial Risk Assessment

1. *Initial Statement Interview (IRA 110)*
2. *Assessing Level of Threat Checklist (IRA 120)*

Use this information to determine the Level of Threat.

Low Level of Threat
Unfounded concern

Parent Notification Checklist (IRA 140)
Monitor and provide needed supports

Medium or **High** Level of Threat

Go to: **In-Depth Assessment**

TASKS TO COMPLETE

Call Law Enforcement immediately if the threat poses an imminent danger to others.

❑ **Gather information regarding threat**

- Administrator (and/or Crisis Team member) interviews the at-risk student and available witnesses using the *Initial Statement Interview Guide (IRA 110)*.

❑ **Assess the Level of Threat**

- Administrator completes the *Assessing Level of Threat Checklist (IRA 120)*.

➤ If threat is **Low Level**:

- ◆ Administrator completes the *Parent Notification Checklist (IRA 140)*.
- ◆ Monitor the student and provide needed supports.

➤ If threat is **Medium or High Level**:

- ◆ Conduct an In-Depth Assessment

INITIAL RESPONSE

Initial Response:

Initial Risk Assessment to determine the Level of Threat (Low, Medium or High) and need for In-Depth Assessment.

Step One   Gather Information Regarding Threat
School Administrator, with Crisis Team support

The administrator gathers an initial statement from the reporter of the threat, the identified at-risk student, and additional witnesses. They use the ***Initial Statement Interview Guide** (Form IRA 110)* when speaking with the identified at-risk student.

Step Two   Assess the Level of Threat
School Administrator, with Crisis Team support

The administrator completes the ***Assessing Level of Threat Checklist** (Form IRA 120)* to make an initial judgment about the level of the at-risk student's threat. Teacher input should also be considered. The threat is rated as **Low**, **Medium** or **High** Level.

Low Level of Threat
Further assessment is **not** needed. The administrator should:
- Notify parents and complete the ***Parent Notification Checklist** (Form IRA 140).*
- Continue to monitor the situation.
- Provide the student with any needed supports.
- Follow up and review the situation after *one week*.
- The administrator should take appropriate disciplinary actions that are in compliance with school board policies.

Medium or High Level of Threat
Further assessment is needed. The administrator should:
- *Contact Law Enforcement if the threat is High Level and/or presents an imminent danger to others.*
  - *911 or local law enforcement*
- Proceed to conduct a **Detailed Assessment**.

DETAILED ASSESSMENT- For Medium to High Level of Threat

Detailed Assessment

3. Assemble the Crisis Team and assign responsibilities.
4. *Parent Notification Checklist (IRA 140)*
5. *Data Collection Sheet (DA 250)*
6. *Teacher Information Forms (DA 251)*

Give notice. Mental Health Professional conducts:

7. *Student Interview (DA 260)*
8. *PETRA* if age 11 or older (Schneller, 2005)
9. *Parent Interview (*DA 265)
10. Functional Behavior Assessment

IEP Student
IEP Team holds a Manifestation Determination.
Develop a *Behavior Intervention Plan*
and monitor student behavior.

Non-IEP Student
Develop a *Student Action Plan*
and monitor student behavior

TASKS TO COMPLETE

*If the threat poses an imminent danger to others, contact **911 or local police***

❑ **Assemble the Crisis Team and assign responsibilities.**

❑ **Notify parents of intent to complete further in-depth assessment.**

- Document on the *Parent Notification Checklist (IRA 140)*.

❑ **Collect pertinent background and in-depth assessment data.**

- Use the *Data Collection Sheet (DA 250)*
- Appropriate teachers complete *Teacher Information* forms (DA 251)
- Designated mental health professional completes *Student Interview* and *PETRA (Schneller, 2005) (*if student is 11 years or older)
- Mental health professional completes *Parent Interview (DA 265)*
- Mental health professional conducts a Functional Behavior Assessment
- Contact law enforcement, if they haven't been notified already

❑ **IEP Student:**

- IEP Team conducts a *Manifestation Determination* to determine whether the student's behavior was a manifestation of his/her disability
- IEP Team develops a *Behavior Intervention Plan* as part of the student's IEP. Behavior is monitored as part of the IEP process

❑ **Non-IEP Student**

- Develop a *Student Action Plan* and monitor student performance
- Implement the plan with clear assignment of responsibilities for monitoring
- Review and evaluate the effectiveness of the plan after 2 weeks, or earlier if warranted (use the *Student Action Plan Review Form*)

DETAILED ASSESSMENT

Detailed Assessment:

A threat that is considered to be Medium or High Level is further evaluated by the Crisis Team for an in-depth assessment of factors that may contribute to the student's risk for engaging in violent or dangerous behavior.

Step Three   Assemble Crisis Team and Assign Responsibilities

The School Administrator or case manager identifies and notifies all Crisis Team members and assigns data collection duties.

Assessment at this level requires a more "clinical" approach to searching out information about emotional reactions, interactions/relationships over time, and behavioral issues beyond those that may have been apparent at school.

The Crisis Team is comprised of all available members, including the following:
- School Administrator
- Guidance Counselor
- School Social Worker
- School Psychologist

Note: The following Steps are not sequential and may be interchanged.

Step Four   Notify Parent(s) & Contact Sheriff's Office

School Administrator, with Crisis Team support

Administrator or case manager notifies parent(s) of data to be collected and the impending meeting to develop a *Student Action Plan*. Parent notification must be completed except in extraordinary circumstances. Multiple efforts to contact parents should be documented. Parent contact information is documented on the **Parent Notification Checklist** *(Form IRA 140).*

Further data to be collected by a mental health professional include:
- ➤ *Teacher Information Forms Student Interview*
- ➤ *Psychosocial Evaluation & Threat Risk Assessment* (PETRA) (Schneller, 2005)
- ➤ *Parent Interview* (when possible)
- ➤ *Functional Behavior Assessment*

If law enforcement has not yet been contacted, call the sheriff's office and report the incident.

Step Five   Collect Background Data
School Administrator, with Crisis Team support

Administrator or case manager gathers reviews the student's cumulative file and disciplinary records. This information is documented on the **Data Collection Sheet** *(Form DA 250)*.

Step Six   Interview Teachers
School Administrator, with Crisis Team support

Administrator or Crisis Team member interviews the student's teachers, using the **Teacher Information Form** *(Form DA 251)* as a guide. Efforts should be made to have a form completed by *each* of the student's teachers.

Steps 7-11   Student & Parent Interviews
*The following interviews must be completed by a school district **mental health professional** (e.g., school social worker, school psychologist, or guidance counselor)*

7. **Student Interview** *(Form DA 260)*- completed at the same time as #8.
8. **Psychosocial Evaluation & Threat Risk Assessment (PETRA)** (Schneller, 2005). Note: this is a standardized protocol (not a district form).

9. **Parent Interview** *(Form DA 265)*- should be completed whenever possible.

10. **Adolescent and Child Urgent Threat Evaluation (ACUTE)** (Copeland, 2005) Note: this is a standardized protocol (not a district form).

11. **Functional Behavior Assessment (FBA)** Mental health professional conducts an FBA to identify the hypothesized function of the behavior.

PLAN DEVELOPMENT AND FOLLOW-UP

Step Twelve (a)   IEP Student: Manifestation procedures and BIP
Relevant IEP Team members including LEA, case manager and parent
- IEP team follows procedures for conducting a Manifestation Determination to determine whether the student's actions are considered to be a manifestation of his/her disability.
- The team develops a Behavior Intervention Plan as part of the student's IEP.
- The student's performance is monitored and data is collected as part of the student's IEP.

Step Twelve (b)   Non-IEP Student: Develop a *Student Action Plan*
All Crisis Team members, student and parents

- Within *24 hours* of the incident, hold a meeting to develop a **Student Action Plan** *(Form SAP 312)*. All relevant Crisis Team members (including the student and parents) must be present at the meeting and sign-off on the plan.
- After a designated interval of plan implementation (approx. 2 weeks, or earlier if warranted), the **Plan of Action Review Form** *(Form SAP 313)* is completed. Participants should include the same individuals who developed the Student Action Plan.

Step Thirteen   Maintenance of Records
Administrator and case manager

The screening packet becomes a part of the student's records. The packet should be securely maintained in an assigned administrator's office, separate from the student's cumulative file. A flag, indicating the existence of an administrative file, should be placed in the student's cumulative file.

Pearl City Community School District 200

RETURN-TO-SCHOOL PLAN

2022-2023

Introduction
Guiding Principles

SECTION ONE: DISTRICT SOLUTIONS
     Return to School Plan

SECTION TWO: SAFETY OF STUDENTS, STAFF, AND VISITORS
     RETURN TO FULL TIME IN PERSON LEARNING
     EMPLOYEE AND STUDENT SAFETY
          VISITOR RESTRICTIONS
          TRAVEL RESTRICTIONS
          EMPLOYEE AND STUDENT SCREENING AND PROTOCOLS
          HEALTH PROTOCOLS EMPLOYEE AND STUDENTS
          GUIDANCE IF EXPOSED- EMPLOYEE AND STUDENT
          SOCIAL DISTANCING
          STUDENT ARRIVAL AND DISMISSAL TO HELP WITH SOCIAL DIST.
          PERSONAL PROTECTIVE EQUIPMENT (PPE)
          PERSONAL WORKSPACE/CLASSROOM
          SHARED WORKSPACE
          FACILITIES CLEANING
               GENERAL DISINFECTION MEASURES PROTOCOL
          DEEP CLEANING AND DISINFECTION PROTOCOL
          SIGNAGE
          FOOD DELIVERY/CAFETERIA USAGE
          PREVENTIVE MATERIAL INVENTORY
          BUS DRIVERS/BUS PROTOCOLS/TRANSPORTATION
          RESTROOM USAGE DURING THE WORK DAY
          LOCKER ROOMS
          RECESS
          SOCIAL-EMOTIONAL WELL-BEING OF STUDENTS AND STAFF
          STAFF TRAINING

II   ACADEMICS
          GRADING AND ATTENDANCE
          COMPLETION PROTOCOLS
          ONLINE INSTRUCTION

INTRODUCTION

This Return to School Plan has been developed in accordance with the ARP Act and the Illinois State Superintendent of Education declaration of July 9, 2021; is aligned with guidance provided by the Illinois Department of Public Health (IDPH) and the Centers for Disease Control and Prevention (CDC); and addresses adjustments needed in response to evolving COVID-19 pandemic circumstances. The Return to School Plan was discussed at the June 20th school board meeting. The plan has been displayed on the website since the June meeting. The final plan will be discussed and approved at the July 20th school board meeting. The approved plan will also be made publicly available on the district's website. School strategies in this plan may be removed based upon local conditions, levels of community transmission (i.e., low, moderate, substantial, or high), local vaccine coverage, use of screening testing to detect cases in K-12 schools, and consultation with local public health officials to determine the prevention strategies needed.

We have created this plan to aid in navigating the re-establishment of our school where employees, students, and families feel safe and to come back to full in-person learning. The guidelines referenced in this plan are based on guidance from the Centers for Disease Control and Prevention (CDC), Illinois Department of Public Health (IDPH), Illinois State Board of Education (ISBE), Pearl City Administration.

**Regular updates have the potential of being made to this plan based on information provided by the CDC, IDPH and ISBE.**

GUIDING PRINCIPLES
In order to ensure the continued well being of our employees and students the following guiding principles have been put in place:
1. CONTINUE FULL IN-PERSON LEARNING
2. EMPLOYEE AND STUDENT SAFETY MEASURES
3. HEALTH GUIDELINES

SECTION ONE: DISTRICT WIDE SOLUTION FOR RETURN TO SCHOOL PLAN FOR 2022-2023

Pre-K-12- In-Person instruction Monday - Friday all day
- *Pearl City CUSD #200 schools will be open fully for in-person learning for all student attendance days for the 2022-23 school year. Students will be in school from 8:00am-3:10pm. Remote instruction will only be made available for students* under quarantine for COVID and/or extended medical leaves with approval by administration (Students may not utilize remote learning for personal days off, vacation, or short illnesses. School administration must approve remote learning use)

- *Absent an order from the Illinois State Board of Education Office, Pearl City CUSD #200 schools will be in operation in accordance with the CDC's updated (June 2022) Guidance for COVID-19 Prevention in Kindergarten (K)-12 Schools, also adopted by the IDPH on June 2022. These guidelines include the following:*

Strategies for In-Person for everyday instruction:

- Students will be in-person learning for the Fall of 2022-2023. Students will be in school from 8:00am-3:10pm.
- Mask Use:
    - Anyone who chooses to wear a mask should be supported in their decision to do so at any COVID-19 Community Level, including low. At a medium COVID-19 Community Level, people who are immunocompromised or at risk for getting very sick with COVID-19 should talk to their healthcare provider about the need to wear a mask and take other precautions (for example, avoiding high-risk activities). Since wearing masks or respirators can prevent spread of COVID-19, people who have a household or social contact with someone at risk for getting very sick with COVID-19 (for example, a student with a sibling who is at risk) may also choose to wear a mask when the COVID-19 Community Level is medium.
    - At a high COVID-19 Community Level, universal indoor masking in schools and ECE programs is recommended, as it is in the community at-large. When the COVID-19 Community Level is high, people at risk for getting very sick with COVID-19 should also wear masks or respirators that provide greater protection, such as N95s or KN95s.
- Preventative measures taken to attempt to keep supplies with only one student
- Typical in-person instructional practices to take place (whole group, small group, peer instruction, etc.) with social distancing when possible
- Students will attend Art and Music in the Special's classroom.
- Breakfast and lunch will be served in the Cafeteria
- Students in grades 2-12 will continue to have and utilize an individual chromebook. K-1 will have chromebooks in the classroom.
- School staff are to help students commit to physical distancing as much as possible by:
    - arranging furniture, play spaces and naptime materials to model and reinforce physical distancing and movement;
    - providing assigned seating for students and encourage students to remain in these seats to the greatest extent possible
- Parents will be self-monitoring their child(s) health before getting on the bus or coming to school for COVID and any illnesses
- Signage will be posted throughout all buildings to help remind students of hygienic behavior.
- The district will be in continuous contact with the Stephenson County Health Department for guidance and reporting purposes.

Remote Learning

- **_Remote instruction will only be made available for students_ under quarantine for COVID and/or extended medical leaves with approval by administration**
- **Students may not utilize remote learning for personal days off, vacation, or short illnesses. School administration must approve remote learning use**

Alignment to Priorities

Priorities	How they are addressed / considered
In-Person Learning	This plan allows for full in-person learning, while also trying to remain safe and cautious. This plan also would allow for a transition to an emergency day if needed.
Student & Staff Safety	We follow IDPH guidelines with the exception of strict social distancing for in-person instruction.
Social-Emotional Health of Students & Staff	This plan provides students and staff with the greatest potential for social-emotional connection and health.
Academic Achievement	The curriculum will be able to be covered in full. In-person learning will be available for all students. The grading policy will be enforced
Ability to be agile	In this modality, we can easily flip to the whole group or individual Remote Learning if necessary. This also allows to easily transition into Remote Learning

SECTION TWO: SAFETY OF STUDENTS, STAFF, AND VISITORS

EMPLOYEE AND STUDENT SAFETY

VISITOR RESTRICTIONS
- Once school resumes, visitors will need to self-monitoring before entering the building
- Classroom volunteers (reading, parties, etc.) will be allowed as long as they have self-monitored before entering the building
- Classroom guest speakers will be allowed as long as they have self-monitored before entering the building

TRAVEL RESTRICTIONS
- Pearl City may limit staff travel to conferences and workshops until further notice unless pre-approved by the office of the Building Administrator or Superintendent

EMPLOYEE AND STUDENT SCREENING AND PROTOCOLS
- To help prevent the spread of COVID-19 and reduce the potential risk of exposure to our employees and students, we will be asking employees and students to complete self-screening before coming to school or getting on the bus each day a set of questions related to COVID-19 and other illness symptoms including:
  - Cough
  - Shortness of breath or difficulty breathing
  - Chills
  - Repeated shaking with chills

- o Muscle pain
- o Vomiting
- o Fatigue
- o Headache or Body Aches
- o Sore throat
- o Loss of taste or smell
- o Feeling feverish or a measured temperature greater than or equal to 100.4 degrees Fahrenheit
- o Known close contact with a person who is lab confirmed to have COVID-19

HEALTH PROTOCOL EMPLOYEE AND STUDENT

- If an employee or student becomes ill at school or if another person is exhibiting symptoms of COVID19 at work, they may be asked to take a COVID test, leave work and go home or to the nearest health center.
- Fully vaccinated and asymptomatic persons are not required to quarantine if named as a close contact to a known case of COVID-19. Individuals should self-monitor for symptoms for 10 days after their last exposure to the case during the case's infectious period.
- Employees and students returning to school from an approved medical leave should contact the building administrator. You may be asked to submit a healthcare provider's note before returning to work or school.

If you have been diagnosed with COVID19, you may return to school when all criteria are met:
1. Quarantine for 5 days from symptom onset or positive test
2. At least 24 hours have passed since overall recovery (no fever without the use of fever-reducing medications); no vomiting or upset stomach
3. You have improvement in overall symptoms (cough, shortness of breath, etc)
4. Wearing of mask for additional 5 days

- If you have symptoms that could be COVID19 and do not get evaluated by a medical professional or tested for COVID19, it is assumed that you have COVID19 and may not return to work or school until the three criteria listed above have been met.

GUIDANCE IF EMPLOYEE EXPOSED

While we all hope to avoid exposure to illness from COVID19, we need to be prepared for that possibility. If you or someone you've been in contact with has been exposed to the virus, our first concern is for your health and safety and those around you. In this rapidly changing situation, healthcare providers should have the most up-to-date information from the CDC. Fully vaccinated and asymptomatic persons are not required to quarantine if named as a close contact to a known case of COVID-19. Individuals should self-monitor for symptoms for 10 days after their last exposure to the case during the case's infectious period. Please do the following if you have been vaccinated:
1. Contact your building administrator
2. If you have any symptoms refrain from coming into work and/or take a COVID test
3. Negative tested individuals can come to work if symptoms have improved.
Please do the following if you have not been vaccinated:
1. Quarantine yourself in a specific room away from others in your home
2. Contact the following (in order of priority), let them know you have been exposed to COVID19, then follow their instructions.
   a. Your healthcare provider
   b. District Office

   c. Your building Principal
 3. Your Principal will work with the Nurse and Health Dept. to determine appropriate next steps.
 4. In case of an emergency, call 911 and let them know you have been exposed to COVID19, then follow their instructions.

GUIDANCE IF STUDENT EXPOSED

A student may come to school if asymptomatic, but should notify the district office, administration or school nurse of exposure. If they start experiencing symptoms following exposure, they will need to quarantine for 5 days from symptom onset or test for COVID.
Fully vaccinated and asymptomatic persons are not required to quarantine if named as a close contact to a known case of COVID-19. Individuals should self-monitor for symptoms for 10 days after their last exposure to the case during the case's infectious period and recommended to wear a mask.

Individual students who show symptoms should be immediately separated from the rest of the school population. Quarantine area will be set-up by the Nurse's office. Individuals may then take a COVID test, may be sent home, or could return to class. If emergency services are necessary, call 911. When interacting with students that are sick, nurses and personnel should follow CDC guidance on standard and transmission based precautions.

A student may be COVID tested at school if approval is provided by a parent or guardian.

If the student tests negative the student may be sent back to class if they do not have a temperature or if they feel capable to return to class.

If the student tests positive the school district will follow the guidance of the local health department for the next steps. Parents of students that were also affected will be contacted by the school district after direction from the Health Dept.

The school will then provide cleaning for the areas that possibly were affected by students.
- Close off areas
- Open windows
- Wait 24 hours to clean according to CDC; if not possible wait as long as possible
- Clean other areas possibly affected by students
- Areas can reopen once cleaned

SOCIAL DISTANCING
Social distancing is an effective way to prevent potential infection. PC employees, students, parents, and visitors should practice social distancing in large groups. Social distancing will be practiced to every extent possible

- Hallway use may be limited to every extent possible by having modified schedule, controlled dismissals and limited hallway locker use
- Restrooms may have a limited capacity (2 or 3 at a time)

STUDENT ARRIVAL AND DISMISSAL TO HELP WITH SOCIAL DISTANCING
- Students will enter right at 7:45am
- Breakfast students will be allowed in the cafeteria at 7:30am and will eat in the Cafeteria
- All students should go directly to homeroom or first hour class

- Students may take backpack with them through the day
- Students at the end of the day will be dismissed in a controlled manner

PERSONAL PROTECTIVE EQUIPMENT (PPE)
In order to minimize exposure to COVID-19, PPE may be needed to prevent certain exposures. PPE can include:
Masking:

- Anyone who chooses to wear a mask should be supported in their decision to do so at any COVID-19 Community Level, including low. At a medium COVID-19 Community Level, people who are immunocompromised or at risk for getting very sick with COVID-19 should talk to their healthcare provider about the need to wear a mask and take other precautions (for example, avoiding high-risk activities). Since wearing masks or respirators can prevent spread of COVID-19, people who have a household or social contact with someone at risk for getting very sick with COVID-19 (for example, a student with a sibling who is at risk) may also choose to wear a mask when the COVID-19 Community Level is medium.
- At a high COVID-19 Community Level, universal indoor masking in schools and ECE programs is recommended, as it is in the community at-large. When the COVID-19 Community Level is high, people at risk for getting very sick with COVID-19 should also wear masks or respirators that provide greater protection, such as N95s or KN95s.

Gloves: Touching your face with contaminated hands, whether gloved or not, poses a significant risk of infection. Wearing gloves does not diminish the need to wash your hands. Please remember to wash your hands properly as it is the number-one defense against any virus. Additionally, the proper removal of gloves reduces the risk of being exposed to contamination.
- Not required but will be used by custodial staff when cleaning

In addition to using PPE, please remember to:
- Wash your hands often with soap and water for at least 20 seconds. Use hand sanitizer with at least 60% alcohol if soap and water are not available
- Avoid touching your eyes, nose, and mouth
- Cover your mouth and nose with a tissue when you cough or sneeze or use the inside of your elbow

PERSONAL WORKSPACE/CLASSROOM
Employees are encouraged to disinfect their own personal workspace (teacher desk, student desk between periods, phone, etc) throughout the day, giving special attention to commonly touched surfaces.
- Teachers may be asked to help clean student desks in between periods with controlled dismissals
- Teachers may be asked to clean manipulatives or find a method to have individual bins for students
- Classrooms will be cleaned during the day and evening with disinfectant spray and materials
- Teacher lounge may be used, but individuals are responsible for cleaning up the eating area when done.

Classrooms may be modified by teachers to allow for spacing. Flexible seating may be modified by teachers.

- Teachers may utilize small group tables and grouping when necessary for in-person instruction.
- Try to keep kids in their space as much as possible
- Specials will take place in the special's classroom
- Assign textbooks and materials to individuals and keep in the classroom when possible

SHARED WORKSPACES

Employees are encouraged to disinfect their own workspace multiple times throughout the day, giving special attention to commonly touched surfaces. PC has alcohol-based hand sanitizers throughout the workplace and in common areas. Cleaning sprays and wipes are also available to clean and disinfect frequently touched objects and surfaces such as telephones and keyboards. The PC Custodial Team will clean all workspaces at their designated cleaning time.

Please note that proper equipment such as acceptable disinfectant and PPE should be used when cleaning individual workspaces.

There will be limited access to certain workspaces to reduce exposure to risks and ensure employee and student safety. Workspace usage is as follows:

Capacity– PC will be monitoring the number of employees and students in the offices while the risk of infection exists and begins to diminish.

Conference Rooms– Certain conference rooms may be closed or limited. Signage indicating closure/capacity limits will be placed on conference room doors. Meetings are encouraged to use Google Meets as a virtual option even for employees in the office or school.

Breakrooms or Teacher Lounge/Multipurpose Room–These spaces are open, however, these spaces could be closed for use at different times of the year. This includes the use of shared appliances such as coffee machines, refrigerators, and microwaves. While open please clean after each use.

Copy Room – There may be limited access to the copy room. Signage indicating restrictions will be posted as each phase is implemented.

FACILITIES CLEANING

The safety of our employees and students is a top priority. Upon reopening, our schools have been completely cleaned and disinfected and we will continue to adhere to all necessary safety precautions. In addition to the deep clean of the office and school before employees and students return, the cleaning steps outlined below are to be taken to disinfect workplace surfaces, chairs, tables, etc. to protect employees and reduce the risk of spread of infection. We will require employees to maintain this safety standard by continuously cleaning and disinfecting based on the frequency stated below.

GENERAL DISINFECTION MEASURES

Category	Area	Frequency
Workspaces	Classrooms, Offices	At the beginning and/or end of each use/day
Appliances	Refrigerators, Microwaves,	Daily

	Coffee Machines	
Electronic Equipment	Copier machines, Shared computer monitors, TV's, Telephones, keyboards	At the end and/or beginning of each use/day
General Used Objects	Handles, light switches, sinks, restrooms	Throughout the day and evening cleaning hours
Buses	Bus seats, handles/railing, belts, window controls	At the end of each use/day
Common Areas	Cafeteria, Library, Conference rooms, Gyms, Common Areas	At the end of each use/day; between groups

We will continue to use CDC and IDPH guidelines for cleaning. Restrooms will be cleaned throughout the day and may be closed for scheduled cleanings.

The Elementary Computer Lab will be open with cleaning completed after each class. JH/HS computers will be cleaned after each use. IMC computers will be available with cleaning after each use.

Cafeteria will be in full use and tables will be cleaned in between each grade level or lunch period.

DEEP CLEANING AND DISINFECTION PROTOCOL
Deep cleaning is triggered when an active employee or student is identified as positive for COVID 19 based on testing. Deep cleaning should be performed as soon as the confirmation of a positive test, as practical. While the scope of deep cleaning is presumed to be the full site, sites may reduce the footprint to be deep cleaned if there is sufficient rationale to do so, and they gain consensus of the superintendent and the COVID19 Crisis Team.

SIGNAGE
Signage recommended by CDC, ISBE, and IDPH will be provided when school begins
- Maximum Capacity
- Please Practice Social Distancing
- Floor signs
- Wash your hands

FOOD DELIVERY/ CAFETERIA USE
Lunch may be brought from home. However, there will be no sharing of food or drinks. Snack items, candy, and drinks for school events should be store bought or wrapped until further notice.

Breakfast and lunch will take place in the cafeteria
- Students will not be able to hand pick their items
- Students can go through line
- Disposable utensils and trays may be used throughout the year
- Tables will be cleaned after each use

PREVENTIVE MATERIAL INVENTORY
- Confirm school district has an adequate supply of soap, disinfectant, hand sanitizer, paper towels, and tissues
- Confirm a supply of gloves and other protective gear
- Touchless thermometers on-site for employee and student screening

Promoting Vaccination
- Respectful of peoples' varying levels of vaccine confidence, those who want to get vaccinated against COVID-19 can visit vaccines.gov to find out where they can get vaccinated in our community.

BUS DRIVER/BUS PROTOCOLS/TRANSPORTATION
Bus drivers or custodial staff should disinfect the buses at a minimum:
1. Right after the morning and/or afternoon routes
2. Right after the use of a bus for an after-school activity

Bus drivers must not report to work if they suspect they are sick or if they have symptoms such as fever or difficulty breathing, or have been in contact with a household member who is experiencing symptoms that may be associated with COVID or a household member/close contact who has tested positive for COVID.
- Families will sit in one seat when possible
- Spread out students to every extent possible. Try one per seat
- Parents will do a self-check of student at home
- Seating charts are required

RESTROOM USAGE DURING THE SCHOOL DAY
Establish maximum capacity for the facility that allows for social distancing. Provide supplies for employees to clean up after themselves in staff only restrooms.

LOCKER ROOMS
While in locker rooms, students should try to physical distance from others as a normal practice. While in locker room avoid anyone who is coughing, sneezing or appears to be sick.
- Locker rooms will be used for physical Education and after school activities
- Lockers will need to be individually assigned by spacing out students in each class.

RECESS
Recess will be allowed with the use of the playground equipment.

SOCIAL-EMOTIONAL WELL-BEING OF STUDENTS AND STAFF
The district/campus counselors may develop videos and resources for parents and teachers to access. The counselors will work with students individually or in small groups to address any well-being needs.

PLAN REVIEW
Through September 30, 2023, this plan will be reviewed no less frequently than every six months and revised as appropriate after seeking and considering public input. Revisions will address the most recently updated safety recommendations by the CDC and made publicly available on the district's website.

SECTION THREE: ACADEMICS

Grading and Attendance
To receive credit and attendance for the courses for this school year students are expected to complete the assignments and follow in-person protocol. There will NOT be any social promotion this school year.

Completion Protocols
Students not making progress, not completing academic packets or opting not to participate in assigned work or in-person learning, will be eligible for summer school. For promotion to the next grade level or passing of the course, students will need to have completed the requirements outlined in the grading policy.

ONLINE INSTRUCTION/REMOTE LEARNING
Google Meets will be our online component to help deliver remote learning when needed. Remote learning is only available to students who fall into both of the categories below:
- To fully utilize remote learning
  - Student is under quarantine for COVID and/or extended medical leaves with approval by administration
- Students may not utilize remote learning for personal days off, vacation, or short illnesses. School administration must approve remote learning use.