

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 18, 2022 at 7:00 p.m. at Sandwich Middle School.

## **ROLL CALL**

Present: President Miller, Vice President Schroeder, Secretary Saitta, Englehart, Scharenberg, Wilson and Morse

President Miller welcomed the audience to the meeting and led the pledge of allegiance.

## **APPROVAL OF MINUTES AND FINANCIAL REPORTS**

Mr. Wilson moved, seconded by Dr. Englehart to approve the minutes of the December 14, 2021 board meeting and the current expenditures, payroll, and investment plans.

Ayes: Saitta, Englehart, Schroeder, Scharenberg, Wilson, Morse Nays: None Abstain: Miller  
MOTION CARRIED

## **APPROVE 2022-2023 CALENDAR / GRADUATION / PROMOTION DATES**

Mr. Schroeder moved, seconded by Mrs. Scharenberg to approve the 2022-2023 school calendar as presented setting the first day of school as August 17, 2022; the SHS Class of 2023 graduation date as May 21, 2023, 2:00 pm, and the 2022 8<sup>th</sup> grade promotion date as May 24, 2022 for those students that earned the necessary requirements prior to the ceremony.

Ayes: Saitta, Englehart, Schroeder, Scharenberg, Wilson, Morse and Miller Nays: None  
MOTION CARRIED

## **REPORT ON 2022-2023 REGISTRATION PROCEDURES**

2022-2023 online registration is set to begin January 24, 2022. All student Chromebooks will have a tab directing parents to the online sit. All necessary forms will be located online and school fees will remain the same for 2022-2023.

## **REPORT ON ONE SCHOOL – ONE BOOK PROGRAM**

The K-5 attendance centers will begin their annual one school-one book program promoting literacy. This program is designed to create a shared reading experience across an entire school community and in our case the entire k-5 population. This year we are reading The Adventures of a South Pole Pig by Chris Kurtz. This year the reading will be done by the teachers reading to the students.

Reading aloud:

- 1) Is the foundation for literacy development.
- 2) Provides a demonstration of phrased, fluent reading.
- 3) Develops interest in books.
- 4) Exposes the same experiences that fluent readers read on their own.

## **SCHOOL IMPROVEMENT REPORTS**

In written reports:

Dr. Darnell – Sandwich High School

Scheduling update - On Jan. 26, Future Freshman night will be held virtually. We are creating a website that has videos that explains important information about SHS, such as, an introduction by the Admin team, the course selection process, SHS clubs, and SHS athletics. In addition, parents will have additional information they can read and be able to sign up for their counselor meeting. SHS counselors will still meet with parents in small groups beginning in February. We hope to have all freshman registered by mid-February.

Habitudes - Jan. 21 students will participate on a lesson that deals with self-discipline

XELLO - Jan. 28 students will work on their personal learning style

Cognia - SHS will continue work on Cognia during our Jan. 14 institute day

The Sandwich Wrestling team won the Prairie Central Hawk Classic

Mr. Heilemeier – Sandwich Middle School

The SMS Cognia team is starting to put the finishing touches on our building plan. Our building team is working to collect the necessary artifacts for the final review. SMS is also starting our ELEOT tool data collection this month. Staff members will be visiting classrooms to fill out the ELEOT form. The SMS Cognia team is also working through our building self-evaluation and completing the narratives necessary for the review.

With the 3<sup>rd</sup> quarter underway, the SMS curricular committees will begin meeting to discuss the progress that has been made throughout the first semester. The SMS curricular committees are also in full swing. Our focus for the next two months will be to make sure that we are addressing deficient areas and creating a plan to make sure this material is covered before IAR testing starts taking place. IAR is set to begin on March 7, 2022. Students have also started our winter benchmarking for FastBridge. Over the next couple of weeks, students will be doing the FastBridge and SAEBRS testing.

Mrs. Ford – Herman E. Dummer School

Students have returned from break and have done well. We began giving the FastBridge tests this week to the students. This testing data will then be discussed in our MTSS Days coming up next week and will also be shared with the parents/guardians.

Evaluations are also in full swing. Professional Practice staff are on their 3<sup>rd</sup> evaluations with a few of the staff being complete and the Student Growth staff are giving their midterm tests and looking over their data to see how their student growth goals are coming along.

Teach to Lead Summit will take place February 11 and 12 in Normal, IL. Sandwich attended 2 years ago with a team that worked on Standards Based Grading. We were in full swing when Covid hit and the plan we had hoped to put into place came to a quick halt. We will be taking a team again this year to continue our work on standards based grading to help aid in our efforts throughout our district. Kindergarten through fifth grade is currently all doing standards based grading, but much work still needs to be completed. Communication to stakeholders, report card expectations, rubrics, transition work to middle school, etc. are all something that is being developed and revised.

Teachers have begun to do their ELEOT classroom walkthroughs. Each certified staff member will visit two other classrooms for 20 minutes each and document data on their ELEOT sheet on student engagement in seven

different domains. Not only does this give the staff a chance to be in other classrooms, they will also see and experience what the Cognia team will be doing and documenting when they come to do our external review at the end of this year. The data collected by our teachers on these visits will give our district an idea of how we are doing as a collective unit in these domains. We will then look at the data from the Cognia review and compare it to what our staff has documented. This will help to make goals for future years.

Since returning from break, students will be doing a plethora of testing. FastBridge, evaluation midterms for student growth goals, IAR, ISA, ACCESS and then FastBridge and student growth to finish out the year. Teachers are continuing to use the technology and all say that as bad as last year was, technology was a positive that came from it. With many absences (teachers and students), the teachers and students are able to stay updated on their work and move forward the best they can with the help from our Chromebooks and by team planning.

DARE began this week with the fifth grade classes and our Candor Health presentation will be presented to our fifth grade students this month as well.

Our social workers and psychologist continue to visit classrooms on a weekly basis doing an SEL lesson and then teachers fill in activities throughout the week that apply to the lessons that were presented.

#### Ms. Greenacre - Lynn G. Haskin

We are in the midst of our winter FastBridge benchmarking and have our next Data Day scheduled to look at the results. We will be looking to see how our students have progressed from fall to winter, adjust instruction, and determine necessary interventions. We are all anxious to see what the data shows.

Our building SEL Committee has coordinated our monthly activities. During January, we will be focusing on the pillar of Respect. The students utilize common stories and activities in their classrooms. For February, we are focusing on the pillar of Caring. This, along with the Second Step lessons being implemented by our Social Worker and Classroom Teachers, is assisting us with addressing the ever increasing needs of our students. We will continue to seek out resources and additional support/services for their social-emotional wellbeing.

ACCESS testing for the students in our Bilingual Program will be from January 12 – March 4, 2022. This assessment is for our English Language Learners and assesses the 4 language domains of Listening, Speaking, Reading, and Writing.

The Illinois Assessments of Readiness (IAR) are coming in March for our 3<sup>rd</sup> graders! We are interested in learning more about what these assessments will look like and how our students perform. The teachers are busy preparing the students for these assessments and are using many of the resources that have been developed. We will also be looking for areas of the curriculum that need to be focused on. The students will be taking the practice tests so that they are familiar with the format of the computer based test.

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

#### Franklin Mall Project 2021

Thank you to all that participated and for your generous contributions in making our Franklin Mall food drive a success! Haskin School collected MANY canned goods for the needy! We were the winner of the competition

between the schools and we have the trophy! We collected 1819 items this year! This was our biggest collection year yet!

### Mr. Ryan – Prairie View

Second semester here we come! Prairie View staff recently held their second MTSS/Data day of the school year. Our teachers, psychologist, social worker, reading specialists, and administration collaborated to make a game plan for the next six weeks. The team analyzed progress monitoring, observational, and student classroom performance data during this crucial time. Based on these conversations, the team developed a new schedule of services to ensure our students in the greatest need of extra support are receiving interventions focused on their specific skill deficits daily. We also celebrated students who have shown a positive response to tier-three intervention and decided to transition to a tier-two level of support during this time. In roughly six weeks, the team will again convene and look at the winter Fastbridge benchmarking scores and repeat this valuable practice.

The Prairie View staff has been working hard to meet the needs of our students who are unable to attend school. The team has provided learning opportunities both digitally and through paper and pencil for their absent learners. Parents/guardians have the opportunity to pick up materials and devices during the school day and have access to communicate with staff before and after school.

Our students and their parents/guardians have been working hard to complete their provided work at home and have had successful transitions back to the classroom after an extended absence. Our non-certified staff has also been doing an outstanding job of filling in when necessary for absent staff members. Our team of professionals has an all-hands-on-deck approach to making each day as successful as possible.

### SIP / Educational Goals / Cognia Progress:

- Develop and implement school-wide behavioral expectations for all common areas of the building.
  - The staff has nearly completed creating universal expectations for common areas. The following steps will be designing posters with appropriate images and then developing a process to implement/roll out lessons next fall. The budgeting process is also underway to ensure that signs will be purchased and hung on walls at the beginning of SY 22-23.
- Continue to foster and improve building-level committees and their impact on our school.
  - Currently, Prairie View is focusing on a Kindness program. Students are encouraged and highlighted daily for demonstrating kindness towards peers and adults. When a student is caught being kind, they receive a heart-shaped leaf for our school kindness tree. They also get their picture taken in front of our “be the I in Kind” display. The staff has worked diligently to make it a daily effort to reinforce kindness and recognize both students and staff. Check out the pictures below!
- Focus on the full implementation of ReadyGen and Foundations curriculums into ELA block.
  - Foundations curriculum has been a particular area of focus for grades K-2. Grade level teams are communicating regularly with their building peer and grade-level peers to improve upon the rollout of these curriculums. Focused SIP day agendas have helped teams through this process. Sharing resources, ideas, successes, and failures have been vital towards implementation efforts.

### Mrs. Kern – WW Woodbury

December went by fast! We were thankful to enjoy the festivities of the holidays with our students through winter activities, decorating our doors and hallways, and spending time reflecting on the year. As we head into January, we look forward to the New Year ahead and are hopeful for better health for our community. Our students continue to show us how extraordinary they are in their strength and resilience and are working so hard every day in their classrooms.

The following are the updates on school improvement goals for the 2021-2022 school year and are shared with Woodbury families. Our goals are concentrated on school climate and social emotional learning, providing intervention to students, and implementation of new systematic phonics, spelling and handwriting program, Foundations. It is important to us that the targeted work done behind the scenes in our little school be shared with our stakeholders.

Begin CHAMPS Implementation in every classroom:

GOALS:

- COMPLETE: All classrooms display CHAMPS definitions. (Conversation, Help, Activity, Movement, Participation, SUCCESS)
- COMPLETE: All classrooms utilize and implement voice level recognition (0-silent, 1-whisper, 2-talking voice, 3-strong speaker/teacher voice, 4- Recess Voice).
- IN PROGRESS: Once students become familiar begin to implement in common areas (bathrooms/hallways/lunch/recess)
- IN PROGRESS: Implement School Wide Recognition.
- CONTINUOUS REVIEW: Follow up on progress in ongoing staff meetings to make determinations about next steps and student recognition and determine targeted goals and areas of need.

Implementation of WIN TIME: WIN stands for “What I Need”, and refers to interventions and/or enrichment. During WIN time, some students receive intervention to work on specific math or reading skills and others might work on other learning tasks that appropriate for their individual level. Students might work with their classroom teacher, a paraprofessional, with a small group of other students, or a reading teacher during this time. This work and information is monitored over time should students need more support and services determined through our (MTSS) Multi-Tiered System of Supports review process.

GOALS:

- COMPLETE: Define 30 minutes of WIN time in classroom schedule.
- IN PROGRESS: Exploration and learning what works this year. Teachers and other staff or grade level teams collaborate and meet regularly to discuss intervention implementation. Use of interventions/enrichment may include Lexia or other web-based programs, individual or small group reteaching, classroom centers and more and are determined based on needs of students in each classroom.
- CONTINUOUS REVIEW: Grade level teams meet every 4 weeks to discuss WIN time implementation, define challenges and collaborating on ideas and what is working. Ongoing review of data and progress monitoring student performance for individual students as needed. Review progress at monthly whole staff meetings.

Implement Foundations at Grades K-2

Please click the link above to read more about Foundations.

GOALS:

- IN PROGRESS for the 2021-2022 school year: Full Implementation of Foundations at Grades K-1 2021-2022 school year. Modified Implementation at Grade 2 while monitoring progress and need of students.
- Collaboration with reading teachers to share progress, identify individual needs for reteaching and support.

Mr. Bloemker – Director of Technology

Technology regular updates – Over the past month, from August 1<sup>st</sup> through January 10<sup>th</sup>, we have closed over 1267 tickets which is about 60 less than last year during the same period. This is mostly due to the number of chromebook issues being down from last year. As of this writing, we have 40 open issues ranging from a few printing issues, chromebooks repairs (10/28), a few computer issues and a few project requests.

Chromebook Repairs and Support – At this time, chromebook repairs are being resolved in a very timely manner. Team members make daily visits to buildings to retrieve any devices with issues and to return devices that have been repaired. Since August 1<sup>st</sup>, there have been 267 chromebook repairs where 53 have been worked in the past month. Chromebook repairs consist of replacing screens and/or other internal parts, reseating of internal cables, power-washing devices are among the resolutions being performed. While repairs are being made, students have a loaner device to continue their learning and studies.

Application Updates – All applications seem to be operating normally, at this time. ISBE course assignments are being uploaded from Tyler to ISBE for students and teaching staff. All ISBE requirements are being met in a timely manner. We are currently entering data into the CRDC website for their data collection requirements for the 2020-2021 school year. This process should be completed in the next week or so. The second round of FastBridge student testing has begun. Rosters were uploaded before winter break so the most current data is being used.

SOPPA compliance is an ongoing process for the district. I continue working through the list obtained from late last school year as time permits and seeking approval for new requests that are received through the ticketing system. To date, the district has over 80 approved vendors with signed agreements.

ERATE: The FY22 Form 470 for all district internet access have completed the 28-day waiting period. The Form 471 has been filed. All FY21 form 471's and Form 486's have been approved by USAC/ERATE. We are considering whether to use some ERATE category 2 funds to purchase a replacement UPS unit for the server room at the High School.

MetroNet update: Since last writing, we now have the MetroNet service active and in use. It is not in its final state but operational and being used. The district internet connections are as follows, 1G symmetrical with Syndeo and MetroNet respectively and a 400M symmetrical connection with NIUNet. Comcast is in the process of being disconnected. The reason for this is their broadband connection does not have the ability to have symmetrical speeds but rather 40M up & 1G down. Last year with all of the Zoom sessions, Comcast could not handle that amount of internet traffic.

#### Mrs. Swan Gravatt – Director of Special Education

Our school nurses have been super busy with not only COVID but with normal operation and maintenance regarding all things school health. Last month, all immunization and physical reports have been uploaded to ISBE and to our student services webpage. With covid mitigations in place, hearing and vision screenings are in the process of being conducted across the district. With the help of upgraded vision and hearing machines our screenings are even more reliable to our school nurses and communications regarding results to our parents. Our nurses have also been busy with health evaluations for our students with disabilities not to mention the many IEP meetings our nurses participate in on a weekly basis.

As a district, we continue to serve a high incidence number of students with Autism. This past quarter, we have utilized again our partners from NIA for Autism Technical Assistance. They have provided us with feedback regarding our Autism programs and feedback/observations/and guidance regarding individual students in our Autism programs. We also have utilized NIA and BCBA (board certified behavior analyst) and their assessment services for FBA's (functional behavior assessment). Their expertise is vital for our Autism program teams and each time they are in our midst, we learn so much more about behavior and how to best serve our students!

We also have utilized specialized services for our students with disabilities this past quarter. Some of our students with disabilities require a bilingual school psychologist and bilingual speech pathologists to assess them to ensure the lack of English language proficiency is not a hindrance to the assessment process and results.

Another specialized evaluation that was conducted this past quarter was a special driving evaluation. Some of our students that receive occupational and/or physical therapy require a special evaluation to make determinations about “behind the wheel driving instruction”.

Other news is that we continue to chip away on a district improvement goal – MTSS. Our school improvement activities regarding MTSS are a district focus and our school psychologists are very much involved in committee work. The committee has met several times to discuss MTSS tools and processes. This work is crucial in order for the district to continue to serve our students with both academic and social – emotional difficulties.

### **AUDIENCE TO VISITORS**

Citizens provided their opinions and remarks regarding the dress code and masking.

### **ENTER CLOSED SESSION**

Mr. Schroeder moved, seconded by Ms. Saitta to enter closed session to discuss matters related to the appointment, employment, dismissal, compensation or performance of specific employees; collective bargaining, litigation, and the setting of price for sale or lease of property or whether a particular parcel should be acquired.

Ayes: Saitta, Englehart, Schroeder, Scharenberg, Wilson, Morse and Miller. Nays: None  
MOTION CARRIED Time: 7:35 pm

### **RETURN TO OPEN SESSION**

Ayes: Saitta, Englehart, Schroeder, Scharenberg, Wilson, Morse and Miller. Time: 9:30 pm

### **ADJOURNMENT**

Mr. Schroeder moved, seconded by Mrs. Scharenberg to adjourn the January 18, 2022 Board meeting.

Ayes: Saitta, Englehart, Schroeder, Scharenberg, Wilson, Morse and Miller. Nays: None  
MOTION CARRIED Meeting Adjourned at 9:30 pm

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President

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Secretary