



DECATUR PUBLIC SCHOOL DISTRICT #61
BOARD OF EDUCATION
AGENDA

Regular Meeting
Keil Administration Building
101 W. Cerro Gordo Street
Decatur, IL 62523

February 22, 2022
5:00 PM Open Session
Closed Session Immediately Following
6:30 PM Open Session Continuing

Legend: AI = Action Item DI = Discussion Item IO = Information Only

Strategic Plan Mission:

The mission of Decatur Public Schools, the destination district of our community, is to unlock students' unique and limitless potential to achieve their personal aspirations as fully prepared, contributing citizens in a global society through learning experiences distinguished by:

- *commitment to the whole person resulting in student growth and confidence*
- *relevant, innovative, personalized academic pathways that promote passion and pride*
- *a learning environment that fosters curiosity and the thirst for achievement and discovery*
- *a culture of diversity, adaptability, and resilience*
- *meaningful and lasting relationships*
- *extraordinary school and community connections*

The Board of Education Parameters that Guide Our Work:

- We will make decisions in the best interest of all students.
- We will treat all people with dignity and respect.
- We will seek input and collaboration throughout our diverse community.
- We will practice responsible stewardship of all our resources.

AI 1.0 CALL TO ORDER

CALL FOR EXECUTIVE SESSION

The Board of Education will meet in Closed Executive Session to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, the purchase or lease of real property for use of the public body, and discussion of collective negotiating matters between the Board and representatives of its employees.

Roll Call

IO 2.0 PLEDGE OF ALLEGIANCE

AI 3.0 APPROVAL OF AGENDA, FEBRUARY 22, 2022

IO 4.0 PUBLIC PARTICIPATION

- Identify oneself and be brief.
- Any public comments received will be read during this time.
- Comments should be limited to 3 minutes.

IO 5.0 STUDENT AMBASSADORS' REPORT

BOARD DISCUSSION

AI 6.0 ROLL CALL ACTION ITEMS

- A. Resolution: Ratification of the Macon-Piatt Special Education District (MPSED) Teaching Assistant's Suspension Without Pay that was previously Adopted by the MPSED Executive Board on February 17, 2022
- B. Personnel Action Items
- C. Employment of an Assistant Superintendent Effective February 23, 2022, Subject to Approval by the Parties to Terms of the Employment Contract
- D. Roofing Contract for the Harris Learning Academy
- E. Roofing Contract for the Buildings and Grounds Truck Garage

AI 7.0 CONSENT ITEMS

- A. Minutes: Open/Closed Session Meetings February 08, 2022
- B. Financial Conditions Report (Corrected Report for January 2022)
- C. Treasurer's Report (Corrected Report for January 2022)
- D. Resolution Authorizing Recycling of Technology Equipment
- E. Job Descriptions:
 - a) District Truancy/Homeless Liaison (restructure)
 - b) Student Interventionist (update)
 - c) Transition and Family Engagement Supervisor (restructure)

IO 8.0 ANNOUNCEMENTS

The Board of Education and Administration sends condolences to the families of:

Daniel F. Alves Jr. who passed away Thursday, February 10, 2022. Mr. Alves was the father of Alicia Alves, Teacher at Hope Academy.

David Rohman, who passed away Sunday, February 13, 2022. Mr. Rohman was the father-in-law of Ann Rohman, Accounts Payable Analyst in Decatur Public Schools.

Don Meyer, who passed away Monday, February 14, 2022. Mr. Meyer was the father-in-law of Doug Sprague, Health Teacher at Stephen Decatur Middle School.

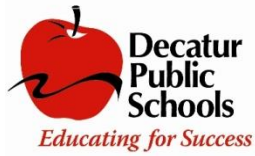
IO 9.0 IMPORTANT DATES

March 07 Casimir Pulaski Holiday – **SCHOOL IS IN SESSION**
 11 Parent/Teacher Conferences **NO SCHOOL FOR STUDENTS**
 14 – 18 Spring Break Week
 – **NO School for Students and District Offices are Open**

NEXT MEETING

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, March 08, 2022 at the Keil Administration Building.

AI 10.0 ADJOURNMENT



Board of Education Decatur Public School District #61

Date: February 22, 2022	Subject: Resolution Authorizing Issuance of Notice of Suspension Without Pay for a Macon-Piatt Special Education District Employee
Initiated By: Kathy Horath, Director of Macon-Piatt Special Education	Attachments: Resolution
Reviewed By: Jason Hood, Director of Human Resources, Bobbi Williams, Interim Superintendent and Dr. Rochelle Clark, Superintendent	

BACKGROUND INFORMATION:

A MPSED educational support person has been given notice and progressive discipline.

CURRENT CONSIDERATIONS:

On February 17, 2022, the Macon-Piatt Special Education District Board voted to authorize and direct the Decatur Public Schools Board of Education to issue a notice of suspension without pay for two (2) days for a specific educational support person.

FINANCIAL CONSIDERATIONS:

N/A

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education adopt/approve the Macon-Piatt Special Education District Resolution that was previously adopted/approved by the Macon-Piatt Executive Board on February 17, 2022 as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____

**RESOLUTION AUTHORIZING ISSUANCE OF
NOTICE OF SUSPENSION WITHOUT PAY**

WHEREAS, the Executive Board of Macon Piatt Special Education District Illinois, has the responsibility to manage and operate the schools of said District; and

WHEREAS, the Executive Board, through its administrative District, has the power to suspend, without pay, employees for sufficient cause pursuant to Section 5/10-23.5 of The School Code; and

WHEREAS, the Executive Board has received and reviewed information, reports and recommendations from its administrative staff regarding the conduct of Alexis Jackson, an educational support person, which indicate that her conduct has been in violation of Board Policy; and

WHEREAS, the Executive Board has heretofore determined that such information, reports and recommendations state causes and reasons regarding the conduct of Alexis Jackson which, if not removed, constitute causes and reasons for suspension, without pay, from the educational support personnel staff of the school district; and

WHEREAS, in a closed session hearing before the Executive Board on February 17, 2022, the Executive Board offered Alexis Jackson an opportunity to respond to the allegations that her conduct has been unsatisfactory; and

WHEREAS, the Executive Board hereby finds and determines that the best interests of the School District require the suspension, without pay, of Alexis Jackson based upon the charges set forth in the Notice of Suspension Without Pay, attached hereto and made a part hereof; and

WHEREAS, the Executive Board directs the Board of Education of Decatur Public School District No. 61 to take action on its behalf as Administrative District of Macon Piatt Special Education District;

NOW, THEREFORE, BE IT RESOLVED by the Executive Board of Macon Piatt Special Education District, Macon and Piatt Counties, Illinois, as follows:

Section 1: Alexis Jackson shall be and is hereby suspended, without pay, for a period of two calendar days, for the reasons and causes set forth in the Notice of Suspension Without Pay, a copy of which is attached hereto and incorporated by reference herein.

Section 2: The Executive Director of Macon Piatt County Special Education District is hereby directed to serve upon the Secretary of the Board of Education of Decatur Public School District, its administrative District, a true and correct copy of this Resolution Authorizing Issuance of Notice of Suspension Without Pay, by personal delivery.

Section 3: This Resolution shall be in full force and effect forthwith upon its adoption.

ADOPTED this 17th day of February 2022 by the following vote:

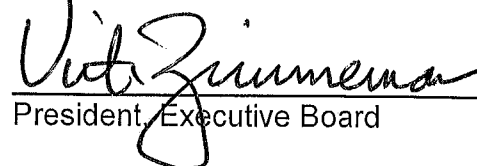
(9) AYES: Jones, Greenwood, Heck, Clark, Kahler, Zimmerman, Roundcourt, Meadows, Warner

(0) NAYS:

(3) ABSENT: Robinson, Geary, Pygott

Executive Board of
Macon Piatt Special Education District
Counties of Macon and Piatt
State of Illinois

By:


President, Executive Board

ATTEST:


Board Secretary

NOTICE OF SUSPENSION WITHOUT PAY

February 23, 2022

TO: Alexis Jackson

You are hereby notified that at a duly convened meeting of the Executive Board of Macon Piatt County Special Education District, Macon and Piatt Counties, Illinois, held on February 17, 2022, a resolution was duly adopted by a majority of the Executive Board providing for your suspension, without pay, as an educational support person in the District based upon your conduct.

NOTICE OF CHARGES

The following are the specific charges which the Board has determined to be sufficient reasons and causes for your suspension without pay:

1. You acted unprofessionally, in that on November 11, 2021, November 15, 2021, November 17, 2021, November 23, 2021, December 10, 2021, December 14, 2021, December 15, 2021, December 20, 2021, December 21, 2021, and January 10, 2022, you did not follow procedures for reporting absences and/or arrived late/left early from your workplace.
2. You acted unprofessionally, in that on November 10, 2021, November 17, 2021, December 15, 2021 you did not comply with staff directives.

Executive Board of
Macon Piatt Special Education District
Counties of Macon and Piatt
State of Illinois

By: _____

President, Executive Board

ATTEST:

Board Secretary

I received the Notice of Suspension without Pay
by personal delivery on
February __, 2022

Alexis Jackson

RESOLUTION AUTHORIZING NOTICE OF SUSPENSION WITHOUT PAY

WHEREAS, the Executive Board of Macon Piatt Special Education District has the responsibility to manage and operate the schools of said District; and

WHEREAS, The Board of Education of Decatur Public School District No. 61 is the Administrative District of Macon Piatt Special Education District; and

WHEREAS, the Executive Board of Macon Piatt Special Education District, through its administrative district, has the power to suspend, without pay, employees for sufficient cause pursuant to Sections 5/10-23.5 of The School Code; and

WHEREAS, the Executive Board of Macon Piatt Special Education District has issued and delivered to the Secretary of the Board of Education of Decatur Public School District No. 61, as Administrative District for Macon Piatt Special Education District, a Notice Authorizing Issuance of Notice of Suspension Without Pay to Alexis Jackson; and

WHEREAS, the Board of Education of Decatur Public School District No. 61, as Administrative District for Macon Piatt Special Education District, shall adopt and issue said Notice of Suspension Without Pay.

NOW, THEREFORE, Be It Resolved by the Board of Education of Decatur Public School District No. 61, County of Macon, State of Illinois, as Administrative District of Macon Piatt Special Education District, as follows:

Section 1: Alexis Jackson shall be given a Notice of Suspension Without Pay, said Notice to be substantially in the form of, and for the causes and reasons set forth in, the Exhibit attached to the Resolution Authorizing Issuance of Notice of Suspension Without Pay adopted by the Executive Board of Macon Piatt Special Education District,

a copy of which is attached hereto, incorporated herein, and marked as an Exhibit.

Section 2: The Director of Macon Piatt Special Education District is hereby authorized and directed to send said Notice of Suspension Without Pay to Alexis Jackson by certified mail, return receipt requested.

Section 3: The Director of Macon Piatt Special Education District or her designee shall also personally attempt to deliver a copy of said Notice to such employee.

Section 4: This Resolution shall be in full force and effect immediately upon its passage.

ADOPTED this _____ day of February, 2022, by the following vote:

AYES: _____

NAYS: _____

ABSENT: _____

President, Board of Education
Decatur Public School District No. 61
As Administrative District for
Macon Piatt Special Education District

ATTEST: _____

Secretary, Board of Education



Board of Education Decatur Public School District #61

Date: February 22, 2022	Subject: Personnel Action
Initiated By: Jason M. Hood, Director of Human Resources, and the Human Resources Department	Attachments: 6 Pages of Personnel Action
Reviewed By: Bobbi Williams, Interim Superintendent and Dr. Rochelle Clark, Superintendent	

BACKGROUND INFORMATION:

Per Board Policy 5:30: Hiring Process and Criteria – The District hires the most qualified personnel consistent with budget and staffing requirements and in compliance with School board policy on equal employment opportunities and minority recruitment.

CURRENT CONSIDERATIONS:

All offers of employment are contingent upon the approval of the Board of Education. Accordingly, anyone who is offered and begins employment prior to the approval of the Board of Education understands that they will do so as a substitute. If the approval of the Board of Education is obtained, these substitutes will then be made whole retroactive to their first day of employment.

FINANCIAL CONSIDERATIONS:

These positions are in the budget.

STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education approve all Personnel Action Items as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION:_____

To: Board of Education
From: Jason M. Hood
Director of Human Resources
Date: February 18, 2022
Board Date: February 22, 2022
Re: Personnel Action

EMPLOYMENT RECOMMENDATIONS

TEACHERS:

Name	Position	Effective Date
Katana Baker	Middle School Counselor, Johns Hill (<i>Rehire/Retirement MOU</i>)	Start of the 2022-2023 School Year
Katelyn Voce	Grade 3, Dennis Mosaic (<i>Pending Licensure</i>)	Start of the 2022-2023 School Year

Pending Licensure- will begin as a Substitute Teacher in the position until Illinois Teacher Licensure is received.

TEACHING ASSISTANTS:

Name	Position	Effective Date
Dylan Austin	Special Ed Assistant, American Dreamer, 6 hours per day	February 15, 2022
Serita Carman	Care(Calm)/Recovery Room Assistant, Hope Academy, 6.5 hours per day	February 14, 2022
Leslee Finney	Special Ed Assistant, Stephen Decatur, 6.25 hours per day	February 22, 2022
Amanda Landgrebe	Special Ed Assistant, Baum, 6 hours per day	February 22, 2022
Dante Ridgeway	Alternative Ed Assistant, William Harris, 6.25 hours per day	February 14, 2022

CUSTODIAN:

Name	Position	Effective Date
Ryan Walker	2nd Shift Custodian, All Schools, Buildings & Grounds	February 22, 2022

SCHEDULE B:

Name	Position	Effective Date
Benny Phillips	Girls Track And Field Assistant Coach, Eisenhower	February 1, 2022

SECURITY PERSONNEL:

Name	Position	Effective Date
Mark Thomas	School Security Officer, Hope Academy	February 7, 2022

OFFICE PERSONNEL:

Name	Position	Effective Date
Stacy Standley	Claims & Statistical Information Analyst, Business Office	February 22, 2022

OUTREACH PERSONNEL:

Name	Position	Effective Date
Tianna Link	Family School Liaison, Muffley, 4.5 hours per day	February 16, 2022
Jennifer Mahannah	Hourly School Nurse, South Shores/Garfield Pre K/Pershing	February 28, 2022

TRANSFERS**TEACHERS:**

Name	Position	Effective Date
Whitney Brown	From Grade 2, Hope Academy to Grade 2, American Dreamer	February 28, 2022
Ashley Robinson	From Middle School Math, Dennis Mosaic to Grade 6, Muffley	February 18, 2022

TEACHING ASSISTANT:

Name	Position	Effective Date
Brenda Bickers	From Alternative Ed Assistant, William Harris, 6.25 hours per day to Library Media Assistant, Montessori Academy, 6 hours per day	March 7, 2022

ADMINISTRATIVE SUPPORT:

Name	Position	Effective Date
Matthew Forbes	From Educational Media Support I, IT to Educational Media Support II, IT	February 14, 2022

OFFICE PERSONNEL:

Name	Position	Effective Date
Stacey Boline	Pre K-8 Secretary, William Harris, 4 hours per day, 190 days to Pre K-8 Secretary, William Harris/South Shores, 8 hours per day, 190 days	Start of the 2022-2023 School Year
Sarah Monette	Pre K-8 Secretary, Franklin Grove, 4 hours per day, 190 days to Pre K-8 Secretary, Franklin Grove/Parsons, 8 hours per day, 190 days	Start of the 2022-2023 School Year
Marla Russell	Pre K-8 Secretary, Baum, 4 hours per day, 190 days to Pre K-8 Secretary, Baum/Muffley, 8 hours per day, 190 days	Start of the 2022-2023 School Year

RESIGNATIONS:**TEACHERS:**

Name	Position	Effective Date
Ashley Swanson	Special Ed SED, Stephen Decatur	End of the 2021-2022 School Year
Bryce Wagner	Elementary Physical Education, Dennis Kaleidoscope	End of the 2021-2022 School Year
Olivia Wernecke	Grade 6, Parsons	End of the 2021-2022 School Year

Kawaiola Wong	Music, Parsons	February 9, 2022
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OFFICE PERSONNEL:

Name	Position	Effective Date
Gabrielle Ramsey	Small Learning Community Secretary, Eisenhower	February 25, 2022

CUSTODIAN:

Name	Position	Effective Date
Latrell Phillips	2nd Shift Custodian, Eisenhower	February 15, 2022

OFFICE PERSONNEL:

Name	Position	Effective Date
Patti Janes	Pre K-8 Secretary, South Shores	End of the 2021-2022 School Year

LEAVE OF ABSENCE

TEACHING ASSISTANTS:

Name	Leave	Effective Date
Arianna Guerrero	Family Care Leave	January 19, 2022
Candice Murray	Family Care Leave	February 14, 2022

RETURN FROM LEAVE

TEACHING ASSISTANT:

Name	Leave	Effective Date
Kathy Hendricks	Return from Leave	Start of the 2022-2023 School Year

RETIREMENTS

ADMINISTRATIVE:

Name	Position	Effective Date
Todd Covault	Chief Business Officer, Business Office	March 8, 2022

Deanne Hillman	Director of Labor Relations, Human Resources	June 30, 2022
Ann Mathieson	K-8 Assistant Principal, Montessori Academy	June 21, 2022
Barbara Morrow Werthing	K-8 Assistant Principal, Hope Academy	June 16, 2022
Kenneth Rufener	Assistant Principal, Eisenhower	June 30, 2022
Angela Wetzel	Coordinator, Health Services	June 16, 2022

TEACHER:

Name	Position	Effective Date
Theresa Boynton	Cross Categorical, Dennis Kaleidoscope	End of the 2021-2022 School Year

ADMINISTRATIVE SUPPORT:

Name	Position	Effective Date
Gwen Burrows	Senior Research Analyst, Research	June 30, 2022

COMPENSATION RECOMMENDATIONS:

- The following staff members should be compensated **\$16.66** for participating in Professional Development on January 25, 2022 at Hope Academy:

Alexandria Pomorin	Cheryl Remmert
Stacey Williams	Tonyan Young
Mary Evans	Brandon Jelks
Kandice Michener	Sean Lee
Tara Lueras	Brittany Williams
Brandan Abbott	Lindsey Kasza
Datrice Weathers	Susie Conway
Timothy Koslofski	Christine Lowe
Marcina Fuller	Kara Campbell
Lyndsay Lemanczyk	Alicia Alves
Marcy Braden	Carla Giberson
Terri Ellis	
- The following staff members should be compensated **\$1,500.00** for participating in Dual Credit Transfer from August- December 2021 at Eisenhower:

Rick Koetje	Seth McMillan
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- The following staff member should be compensated **\$4,250.00** for participating in Three Circles on February 4, 2022 Keil:

Hannah Sawyer

- The following staff members should be compensated **\$100.00** for participating in August 9th Summer Retreat on August 9, 2021 at Baum:

Joni Grubbs

Judi Funston

Katie Hill

Aimee Coverstone

Jewel Grady

James Dawson

Raymond Hoffman

Robert Winters

Skyler Harford

Lindsey Trager

Jennifer Thomas

Destiney Kramer

Michelle Vanderberg

Janet Brownfield

Tonya Bales

Karen Moore

Robin Hodge

Anna Tano

Sara Barnett

- The following staff members should be compensated for participating in Leadership Meetings on During First Semester at Baum:

Katie Hill \$166.70

Tonya Bales \$166.70

Joni Grubbs \$166.70

Karen Moore \$133.36

Jennifer Thomas \$166.70

Anna Tano \$33.34

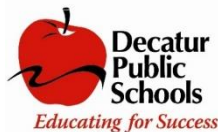
Larry Eastin \$133.36

Jewel Grady \$166.70

Destiney Kramer \$166.70

- The following staff member should be compensated **\$3,000.00** for the X-Step for her years of service to Decatur Public Schools:

Gwen Burrows



Board of Education Decatur Public School District #61

Date: February 22, 2022	Subject: Award of Roofing Improvements for: William Harris Learning Academy – Bid Package E2
Initiated By: Kent Metzger, Director of Buildings and Grounds	Attachments: Bid Tabulation Letter and Form from BLDD Architects dated Jan. 27, 2022 and Email from Coleman & Associates
Reviewed By: Dr. Michael Curry, Chief Operational Officer, Bobbi Williams, Interim Superintendent and Dr. Rochelle Clark, Superintendent	

BACKGROUND INFORMATION:

On an ongoing basis, the roofs of the DPS facilities have reached and/or exceeded their serviceable lives. The DPS buildings and their associated roofs are critical assets to the educational process. As roof improvements are costly, DPS has opted to prioritize projects through a continuing effort to inventory and document the condition of roofs on all buildings. Prioritization will continue and additional roofing projects will be required in the future.

CURRENT CONSIDERATIONS:

Considering the various roofs throughout DPS, the priority projects included in this bid package dated January 10, 2022, included work at MacArthur High School, Pershing Early Learning Center, South Shores Elementary, B&G Truck Garage and William Harris Learning Academy. B&G worked with BLDD Architects to develop bidding documents to improve the roofs on these buildings either partially or entirely. The bidding documents allowed the contractor to provide either Tremco Roofing and/or Garland Roofing products as both manufacturers provide high quality and comparable roofing systems. Contractors were considered which are qualified to install either, or both, of the manufacturer's systems. The specified Tremco Roofing system carries a 20-year warranty, and the Garland Roofing system carries a 30-year warranty. Prior to, and during, the bidding process, concerns about supply-chain delays were considered and became an important component in planning the project and evaluating the bids. Bids were received from three (3) qualified roofing contractors, bidding eleven (11) distinctive line items to allow DPS the opportunity to determine the most cost and time effective approach to accomplishing the projects. BOE opted to remove the action item from the February 2, 2022 meeting agenda. At the February 8, 2022, Administration made recommended award of bids based on criteria beyond the lowest bid. BOE requested Administration to revise the coversheet to reflect Administration was seeking acceptance of the lowest responsible bid which also provided the best value to DPS as follows:

Bid Package E2: William Harris Learning Academy - Top Quality Roofing using Garland products - \$1,530,000.00 which was the lowest bid and it provides a 30-year warranty

Depending on supply chain issues beyond the control of the contractors, the projects are slated for completion by August 19, 2022. MBE considerations have been vetted by Coleman & Associates with their determination attached herein.

FINANCIAL CONSIDERATIONS:

Services covered by these bids will be paid for under the CARES Act funding.

STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education accept and approve the bid as detailed above. The awarded amount to Top Quality Roofing of Mt. Zion, IL will be \$1,530,000.00 for William Harris Learning Academy.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____



February 2, 2022

Decatur Public School District 61
101 W. Cerro Gordo Street
Decatur, IL 62523

Re: DPS 2022 Roof Repairs and Replacements
BLDD Project # 216EX40.402
BID TABULATION

Enclosed is a Bid Tabulation Form showing the results of the bids opened on 1/27/2022 for the above-referenced project. We have reviewed the bids and it appears they are all in order.

Please advise if the Owner intends to accept the Base Bid as submitted by any of the contractors shown below as the apparent low bidder for each package. Numbers following bid package letters distinguish roof system components provided by differing manufacturers. As such, only one bid should be accepted per facility.

Bid Package	Project Facility Name	Base Bid	Apparent Low Bidder
A	MacArthur High School	\$8,950	Lakeside Roofing
B1	Pershing Early Learning Center - Tremco	\$1,178,461	Lakeside Roofing
B2	Pershing Early Learning Center- Garland	\$1,266,000	Top Quality Roofing
C1	South Shores Elementary - Tremco	\$1,186,147	Lakeside Roofing
C2	South Shores Elementary - Garland	\$1,207,839	Henson Robinson
D1	Truck Garage - Tremco	\$239,000	Top Quality Roofing
D2	Truck Garage - Garland	\$224,100	Top Quality Roofing
E1	William-Harris Learning Academy - Tremco	\$1,617,000	Top Quality Roofing
E2	William Harris Learning Academy - Garland	\$1,530,000	Top Quality Roofing


One additional bid was received as a combination bid (F1) inclusive of bid packages B1, C1, D1, and E1. However, the above individual bids were lower in cost than the combination bid received. As such, it is our recommendation to not award bid package F1. No bids were received for bid package F2 which was also a combination bid. F2 included bid packages B2, C2, D2, and E2.

We also recommend maintaining a construction contingency of approximately 5% of the bid amount to cover unforeseen conditions that may occur during construction.

Please notify us of the board's actions concerning this bid, as well as your time frame for establishing a pre-construction conference and issuing a Notice to Proceed.

Sincerely,

BLDD Architects, Inc.


Kimberly A. Kurtenbach, AIA, NCARB, LEED AP®, REFP
Associate

Enclosure

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Bid Tabulation Form

DATE: 1/27/2022
TIME: 10:00 a.m.

PROJECT NAME: DPS 2022 Roof Repairs and Replacements
CLIENT: Decatur Public Schools
LOCATION: via zoom
BLDD PROJECT: 216EX40.402

Bid Packages			Henson Robinson	Lakeside Roofing	Top Quality Roofing
Bid Bond			X	X	X
Addendum 1 & 2 Received			X	X	X
Bid Package A: MacArthur High School			\$ 22,296.00	\$8,950.00	\$25,200.00
Completion Date:			8/19/2022	8/19/2022	8/19/2022
Bid Package B1: Pershing Early Learning Center			\$ 1,428,000.00	\$1,178,461.00	\$1,360,200.00
Completion Date:			TBD	Summer 2023	8/19/2022*
Bid Package B2: Pershing Early Learning Center			\$ 1,318,000.00	N/A	\$1,266,000.00
Completion Date:			TBD	N/A	8/19/2022*
Bid Package C1: South Shores Elementary			\$ 1,240,900.00	\$1,186,147.00	\$1,290,000.00
Completion Date:			TBD	Summer 2023	8/19/2022*
Bid Package C2: South Shores Elementary			\$ 1,207,839.00	N/A	\$1,270,000.00
Completion Date:			TBD	N/A	8/19/2022*
Bid Package D1: Truck Garage			\$ 274,500.00	\$272,173.00	\$239,000.00
Completion Date:			TBD	Winter 2022	8/19/2022*
Bid Package D2: Truck Garage			\$ 239,559.00	N/A	\$224,100.00
Completion Date:			TBD	N/A	8/19/2022*
Bid Package E1: William Harris Learning Academy			\$ 1,900,000.00	\$1,910,186.00	\$1,617,000.00
Completion Date:			TBD	Summer 2023	8/19/2022*
Bid Package E2: William Harris Learning Academy			\$ 1,780,000.00	N/A	\$1,530,000.00
Completion Date:			TBD	N/A	8/19/2022*
Bid Package F1: Combination Bid including B1, C1, D1, and E1			N/A	\$4,541,128.00	N/A
Completion Date:			N/A	Summer 2023	
Bid Package F2: Combination Bid including B2, C2, D2, and E2			N/A	N/A	N/A
Completion Date:			N/A		

*pending no material delivery issues



February 14, 2022

Mr. Kent Metzger
Director of Buildings and Grounds
Decatur Public School District #61
101 W. Cerro Gordo Street
Decatur, IL 62523

RE: Minority Business Enterprise (MBE) Goal Achievement—2022 Roof Repairs and Replacement—
Specific Bid Packages—Bid Package D2 and Bid Package E2--Project 216EX40.402

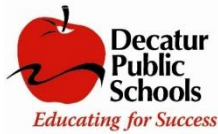
Dear Mr. Metzger,

Top Quality Roofing appears to be the low apparent bidder for Bid Package D2: Truck Garage and Bid Package E2: William Harris Learning Academy. Top Quality checked the Good Faith Effort box and submitted documentation of their good faith effort with their bid and subsequently in follow-up after the bid opening. Based on both sets of documents and seeking confirmation of their outreach to potential MBE vendors and suppliers, Top Quality Roofing's good faith effort appears reasonable and valid

My recommendation is that Top Quality Roofing Company is eligible to move forward in the bid and award process.

Respectfully,

Fred Coleman III, Ph.D.
MBE Consultant to DPS #61
C: Kim Kurtenbach, AIA, BLDD



Board of Education Decatur Public School District #61

Date: February 22, 2022	Subject: Award of Roofing Improvements for: B&G Truck Garage – Bid Package D2
Initiated By: Kent Metzger, Director of Buildings and Grounds	Attachments: Bid Tabulation Letter and Form from BLDD Architects dated Jan. 27, 2022 and Email from Coleman & Associates
Reviewed By: Dr. Michael Curry, Chief Operational Officer, Bobbi Williams, Interim Superintendent and Dr. Rochelle Clark, Superintendent	

BACKGROUND INFORMATION:

On an ongoing basis, the roofs of the DPS facilities have reached and/or exceeded their serviceable lives. The DPS buildings and their associated roofs are critical assets to the educational process. As roof improvements are costly, DPS has opted to prioritize projects through a continuing effort to inventory and document the condition of roofs on all buildings. Prioritization will continue and additional roofing projects will be required in the future.

CURRENT CONSIDERATIONS:

Considering the various roofs throughout DPS, the priority projects included in this bid package dated January 10, 2022, included work at MacArthur High School, Pershing Early Learning Center, South Shores Elementary, B&G Truck Garage and William Harris Learning Academy. B&G worked with BLDD Architects to develop bidding documents to improve the roofs on these buildings either partially or entirely. The bidding documents allowed the contractor to provide either Tremco Roofing and/or Garland Roofing products as both manufacturers provide high quality and comparable roofing systems. Contractors were considered which are qualified to install either, or both, of the manufacturer's systems. The specified Tremco Roofing system carries a 20-year warranty, and the Garland Roofing system carries a 30-year warranty. Prior to, and during, the bidding process, concerns about supply-chain delays were considered and became an important component in planning the project and evaluating the bids. Bids were received from three (3) qualified roofing contractors, bidding eleven (11) distinctive line items to allow DPS the opportunity to determine the most cost and time effective approach to accomplishing the projects. BOE opted to remove the action item from the February 2, 2022 meeting agenda. At the February 8, 2022, Administration made recommended award of bids based on criteria beyond the lowest bid. BOE requested Administration to revise the coversheet to reflect Administration was seeking acceptance of the lowest responsible bid which also provided the best value to DPS as follows:

Bid Package D2: B&G Truck Garage - Top Quality Roofing using Garland products - \$224,100.00 which was the lowest bid and it provides a 30-year warranty

Depending on supply chain issues beyond the control of the contractors, the projects are slated for completion by August 19, 2022. MBE considerations have been vetted by Coleman & Associates with their determination attached herein.

FINANCIAL CONSIDERATIONS:

Services covered by these bids will be paid for under Fund 60.

STAFF RECOMMENDATION:

The Administration respectfully requests the Board of Education accept and approve the bids as detailed above. The awarded amounts to Top Quality Roofing of Mt. Zion, IL will be \$224,100.00 for the B&G Truck Garage.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____



February 2, 2022

Decatur Public School District 61
101 W. Cerro Gordo Street
Decatur, IL 62523

Re: DPS 2022 Roof Repairs and Replacements
BLDD Project # 216EX40.402
BID TABULATION

Enclosed is a Bid Tabulation Form showing the results of the bids opened on 1/27/2022 for the above-referenced project. We have reviewed the bids and it appears they are all in order.

Please advise if the Owner intends to accept the Base Bid as submitted by any of the contractors shown below as the apparent low bidder for each package. Numbers following bid package letters distinguish roof system components provided by differing manufacturers. As such, only one bid should be accepted per facility.

Bid Package	Project Facility Name	Base Bid	Apparent Low Bidder
A	MacArthur High School	\$8,950	Lakeside Roofing
B1	Pershing Early Learning Center - Tremco	\$1,178,461	Lakeside Roofing
B2	Pershing Early Learning Center- Garland	\$1,266,000	Top Quality Roofing
C1	South Shores Elementary - Tremco	\$1,186,147	Lakeside Roofing
C2	South Shores Elementary - Garland	\$1,207,839	Henson Robinson
D1	Truck Garage - Tremco	\$239,000	Top Quality Roofing
D2	Truck Garage - Garland	\$224,100	Top Quality Roofing
E1	William-Harris Learning Academy - Tremco	\$1,617,000	Top Quality Roofing
E2	William Harris Learning Academy - Garland	\$1,530,000	Top Quality Roofing


One additional bid was received as a combination bid (F1) inclusive of bid packages B1, C1, D1, and E1. However, the above individual bids were lower in cost than the combination bid received. As such, it is our recommendation to not award bid package F1. No bids were received for bid package F2 which was also a combination bid. F2 included bid packages B2, C2, D2, and E2.

We also recommend maintaining a construction contingency of approximately 5% of the bid amount to cover unforeseen conditions that may occur during construction.

Please notify us of the board's actions concerning this bid, as well as your time frame for establishing a pre-construction conference and issuing a Notice to Proceed.

Sincerely,

BLDD Architects, Inc.


Kimberly A. Kurtenbach, AIA, NCARB, LEED AP®, REFP
Associate

Enclosure

H:\C\216EX40.402 DPS 2022 Roofing Projects\Correspondence\Owner\216EX40.402- Bid Tab Ltr.docx

Bid Tabulation Form

DATE: 1/27/2022
TIME: 10:00 a.m.

PROJECT NAME: DPS 2022 Roof Repairs and Replacements
CLIENT: Decatur Public Schools
LOCATION: via zoom
BLDD PROJECT: 216EX40.402

Bid Packages			Henson Robinson	Lakeside Roofing	Top Quality Roofing
Bid Bond			X	X	X
Addendum 1 & 2 Received			X	X	X
Bid Package A: MacArthur High School			\$ 22,296.00	\$8,950.00	\$25,200.00
Completion Date:			8/19/2022	8/19/2022	8/19/2022
Bid Package B1: Pershing Early Learning Center			\$ 1,428,000.00	\$1,178,461.00	\$1,360,200.00
Completion Date:			TBD	Summer 2023	8/19/2022*
Bid Package B2: Pershing Early Learning Center			\$ 1,318,000.00	N/A	\$1,266,000.00
Completion Date:			TBD	N/A	8/19/2022*
Bid Package C1: South Shores Elementary			\$ 1,240,900.00	\$1,186,147.00	\$1,290,000.00
Completion Date:			TBD	Summer 2023	8/19/2022*
Bid Package C2: South Shores Elementary			\$ 1,207,839.00	N/A	\$1,270,000.00
Completion Date:			TBD	N/A	8/19/2022*
Bid Package D1: Truck Garage			\$ 274,500.00	\$272,173.00	\$239,000.00
Completion Date:			TBD	Winter 2022	8/19/2022*
Bid Package D2: Truck Garage			\$ 239,559.00	N/A	\$224,100.00
Completion Date:			TBD	N/A	8/19/2022*
Bid Package E1: William Harris Learning Academy			\$ 1,900,000.00	\$1,910,186.00	\$1,617,000.00
Completion Date:			TBD	Summer 2023	8/19/2022*
Bid Package E2: William Harris Learning Academy			\$ 1,780,000.00	N/A	\$1,530,000.00
Completion Date:			TBD	N/A	8/19/2022*
Bid Package F1: Combination Bid including B1, C1, D1, and E1			N/A	\$4,541,128.00	N/A
Completion Date:			N/A	Summer 2023	
Bid Package F2: Combination Bid including B2, C2, D2, and E2			N/A	N/A	N/A
Completion Date:			N/A		

*pending no material delivery issues



February 14, 2022

Mr. Kent Metzger
Director of Buildings and Grounds
Decatur Public School District #61
101 W. Cerro Gordo Street
Decatur, IL 62523

RE: Minority Business Enterprise (MBE) Goal Achievement—2022 Roof Repairs and Replacement—
Specific Bid Packages—Bid Package D2 and Bid Package E2--Project 216EX40.402

Dear Mr. Metzger,

Top Quality Roofing appears to be the low apparent bidder for Bid Package D2: Truck Garage and Bid Package E2: William Harris Learning Academy. Top Quality checked the Good Faith Effort box and submitted documentation of their good faith effort with their bid and subsequently in follow-up after the bid opening. Based on both sets of documents and seeking confirmation of their outreach to potential MBE vendors and suppliers, Top Quality Roofing's good faith effort appears reasonable and valid

My recommendation is that Top Quality Roofing Company is eligible to move forward in the bid and award process.

Respectfully,

Fred Coleman III, Ph.D.
MBE Consultant to DPS #61
C: Kim Kurtenbach, AIA, BLDD

**DECATUR DISTRICT 61 BOARD OF EDUCATION
REGULAR MEETING MINUTES**

DATE/TIME: February 08, 2022

4:30 PM

LOCATION: Keil Administration Building
101 W. Cerro Gordo Street
Decatur, IL 62523

PRESENT: Dan Oakes, President
Alana Banks (arrived 4:53 PM)
Jason Dion (4:35 PM)
Al Scheider

Andrew Taylor, Vice President
Kevin Collins-Brown
Regan Lewis

STAFF: Interim Superintendent Bobbi Williams, Board Secretary Melissa Bradford, Attorney Brian Braun and others

President Oakes called the meeting to order at 4:30 PM.

TOPIC	DISCUSSION	ACTION
Call for Closed Executive Session	President Oakes called the meeting to order and moved to Closed Executive Session to conduct an employee discipline hearing, to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, the purchase or lease of real property for the use of the public body and discussion of collective negotiating matters between the Board and representatives of its employees, seconded by Vice President Taylor.	Board moved to Closed Executive Session at 4:30 PM.
	Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Taylor, Oakes, Scheider, Collins-Brown, Lewis Nay: None Absent: Banks (arrived 4:53 PM) and Dion (arrived 4:35 PM) Roll Call Vote: 5 Aye, 0 Nay, 2 Absent	
Return to Open Session	President Oakes moved to return to Open Session, seconded by Vice President Taylor. All were in favor.	Returned to Open Session at 6:34 PM.
Open Session Continued	President Oakes noted that the Board of Education had been in Closed Executive Session to conduct an employee discipline hearing, to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the public body, the purchase or lease of real property for the use of the public body and discussion of collective negotiating matters between the Board and representatives of its employees. No action was taken during Closed Executive Session.	Information only.
Pledge of Allegiance	President Oakes led the Pledge of Allegiance. President Oakes stated to the listening audience, "Because of the COVID 19 crisis and the Governor's disaster declarations, this meeting was not fully open. A fully in-person meeting was not practical or prudent because of COVID 19."	

TOPIC	DISCUSSION	ACTION
	Please note: The Board of Education had returned to “in-person” Board meetings while following the CDC and IDPH guidelines regarding mask requirements and social distancing.	
Approval of Agenda, February 08, 2022	Interim Superintendent Williams recommended the Board approve the February 08, 2022 Open Session Board Meeting Agenda as presented. Vice President Taylor moved to approve the recommendation, seconded by Mr. Dion. All were in favor.	Agenda was approved as presented.
DPS Proud Moment	Ashley Grayned, Executive Director of Innovative Programs and Strategic Planning, presented a Prep Academy Program update (attached). The program produces a degree and diploma in four years for students, “Imagine, Just Imagine.” This is free education for students to receive an associate’s degree and is aligned with Strategy #1 of the Strategic Plan. DPS thanked Richland Community College for the collaboration.	Information only.
Public Participation	<p>President Oakes noted that during Public Participation, the Board of Education asked for the following:</p> <ul style="list-style-type: none"> • Identify oneself and be brief. • Any public comments received will be read during this time. • Comments should be limited to 3 minutes. <p>For our listening audience, please note that during any Board of Education meeting and public participation, Board Members do NOT respond and/or comment to public comments; ALL COMMENTS ARE REFERRED TO ADMINISTRATION. Furthermore, the Board refrains from referring to specific students or staff members by name, and requests that public commenters refrain from doing so as well. The request that you omit names was made to protect you from allegations of libel or slander or from violations of the Illinois School Student Records Act. It was not intended to shield an employee from criticism.</p> <p>Jacob Jenkins, Community Members, spoke to the Board regarding his belief of how the District engaged in systematic racist practices, lack of equity and disenfranchisement of African-American staff and not hiring Jeff Dase as an Interim Superintendent. He shared his reasons on why Michael Gaal and Dr. Malika Savoy-Brooks were not considered for the position of Superintendent of Schools for DPS 61. Dr. Brooks was clearly the best choice, but was denied because of white fear and fragility. He noted that the one job of the Board of Education was to hire a superintendent. He asked President Dan Oakes to consider resigning.</p> <p>Larry Noble, Parent of EHS Student, noted that he knows what DPS could do for students. He stated that his son was lied to in regards to the Prep Academy and was told by his counselor that his electives were in-valid. He was concerned with band because his son was told that he could not take it and enroll in the Prep Academy</p>	Information only.

TOPIC	DISCUSSION	ACTION
Public Participation Continued	<p>Program. Mr. Noble was asked to leave his contact information with Ms. Bradford, Board Secretary.</p> <p>Mark Welford, Graduate of DPS 61, spoke to the Board regarding the tabling of the Resolution on Racism and the current health crisis of racism. He noted the following:</p> <ul style="list-style-type: none"> Whereas, there is a long history of racism, discrimination, and segregation within our country, beginning over 400 years ago when enslave human beings from African countries and of African descent were brought to what would become the United States. Whereas, this history has negatively impacted health, educational, and economic outcomes for many racial groups, and specifically black. Whereas, extensive peer-reviewed research demonstrates that this history has had a lasting detrimental impact on the educational outcomes of black students and other students of color through curriculum, discipline, and school climate; and Whereas, racism has been determined to be a social determinant of health inequities through its direct physiological impact on individual and population health, as well as indirectly through its impact on educational, socioeconomic, and other social structures which can lead to negative long-term health outcomes; and Whereas, the Board acknowledges that our students are a diverse body of which 47% are Black; 35.6% are White; 4.1% are Latinx; 0.6% are Asian; 12.3% are Multi-Racial; 0.4% identify as another race, all with diverse experiences. Similarly, our DPS 61 employees are a diverse body of which 15.7% are Black; 81.4% are White; 0.9% are Latinx; 1.16% are Asian; 0.7% are Multi-Racial; 0.15% identify as another race, all with diverse experiences. Finally, our Decatur community is a diverse body of which 20.5% are Black; 71.4% are White; 2.8% are Latinx; 0.9% are Asian; 6.2% are Multi-Racial; 0.3% identify as another race, all with diverse experiences. <p>He noted that there was racism through indifferences where you act like you do not care about the students. Racism is very real through indifferences.</p> <p>Datrice Weathers, Teacher at Hope Academy, spoke to the Board regarding her relocation to Decatur and her advocacy for the youth. She also noted the video, <i>"This is Decatur and We are Limitless."</i> This has recruited people/outsideers to Decatur. She stated that Dr. Rochelle Clark was dedicated to serving all mankind. She thanked the Board for hiring her. She was looking forward to seeing Dr. Clark serve in our community.</p> <p>Please see the attached letters that were read during public participation</p>	Information only.
Student Ambassadors	Daniel Flores, MHS Student Ambassador, stated that two students performed in the All-State Orchestra in Peoria, IL and three wrestling students from MHS and two from EHS advanced to the Sectionals.	Information only.

TOPIC	DISCUSSION	ACTION
Board Discussion	<p>Dr. Collins-Brown proposed a joint meeting with the City Council, DPS School Board and the Chamber of Commerce to help bridge some gaps between the School Board and the community and possibly open doors for students who enter internships and the workforce. Mrs. Lewis replied that there was an Intergovernmental Committee that included the Decatur Park District, two School Board Members and the City of Decatur along with others. The committee had not met in a while due to COVID and this would be a good time to reconvene. More information forthcoming.</p> <p>Dr. Collins-Brown noted that he would email Kathy Horath, Director of Macon-Piatt Special Education District, his other question. Mrs. Horath could not attend this meeting.</p>	Information only.
Reports from Admins	President Oakes noted that for the record, Reports from Administration Letter C. Staffing Report for 2022-2023 School Year was pulled from the February 08, 2022 Board Meeting Agenda.	Information only.
Data Update	<p>Jeff Dase, Assistant Superintendent of P12 Teaching and Learning, presented an Assessment Data update (attached). This update showed beginning of the year data through winter data.</p> <p>The State Assessment window will be March 21 – April 15, which is after our spring break. Administration asked for parents to ask their home school for instructional materials for their student or students to work on during spring break. This would help them prepare for the State Assessment.</p> <p>The FAST Family Report is a tool that can be used by parents. It would give helpful tips on increasing their skills in reading and math. Also, teachers, students and parents could contact the Department of Teaching and Learning for additional supports and/or feedback.</p> <p>Due to the pandemic, there was still progress (minimum).</p>	Information only.
Summer School 2022 Update	<p>Marques Stewart, Director of P12 Teaching and Learning, presented a Summer School 2022 update (attached).</p> <p>Summer School dates will be as follows:</p> <ul style="list-style-type: none"> • June 6 – June 30, 2022 <ul style="list-style-type: none"> ○ Monday – Thursday Each Week ○ 8:00am to 12:00pm OR ○ 9:00am to 1:00pm <p>Please note: This is ALL dependent upon transportation.</p> <p>Summer School registration will be from February 09 – March 09, 2022 in Skyward (family access).</p>	Information only.

TOPIC	DISCUSSION	ACTION
Draft DPS 61 2022-2023 Calendar	Deanne Hillman, Director of Labor Relations, presented a first read on the 2022-2023 Decatur Public School District 61 Calendar update (attached). This was a collaboration of administration and union leadership.	Information only.
	Mr. Scheider asked if it was possible to move the calendar back because he was concerned that one school year, we may start in July. Mrs. Hillman replied that this was not a concern during previous discussions with the union leadership, but she will mention this to them.	
	For the record, Roll Call Letter I. Roofing Contract for MacArthur High School, Pershing Early Learning Center, South Shores Elementary, Harris Learning Academy and Truck Garage was pulled from the February 08, 2022 Open Session Board Meeting Agenda.	
Possible Discipline or Dismissal	Interim Superintendent Williams recommended the Board Approve the Thirty (30) Working Days Suspension Without Pay for Constance Palmer, Secretarial (DESPA) Employee as presented.	Motion carried. 30 Working Days Suspension Without Pay for Constance Palmer was approved as presented.
	Mrs. Lewis moved to approve the recommendation, seconded by Vice President Taylor. Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Dion, Oakes, Taylor, Lewis, Scheider Nay: Collins-Brown Abstain: Banks Roll Call Vote: 5 Aye, 1 Nay, 1 Abstain	
Personnel Action Items	Interim Superintendent Williams recommended the Board Approve the Personnel Action Items listed in the Memo from Jason Hood, Director of Human Resources, as presented.	Motion carried. Personnel Action Items were approved as presented.
	Ms. Banks moved to approve the recommendation, seconded by Mr. Dion. Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Oakes, Collins-Brown, Scheider, Lewis, Taylor, Dion, Banks Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	
Appointment and Approval of Contract for Supt. of District 61	Interim Superintendent Williams recommended the Board Appoint and Approve the Contract for Dr. Rochelle Clark for the position of Superintendent of Schools for Decatur Public School District 61, as presented.	Motion carried. Dr. Rochelle Clark was appointed and approved for Supt. of District 61 as presented.
	Ms. Banks moved to approve the recommendation, seconded by Mr. Dion.	
	Dr. Collins-Brown noted that he gave permission for the Board of Education to move forward with the interview with Dr. Rochelle Clark, since he was out of the country. He asked to table this item because he wanted a community forum before the Board vote. He had the additional following concerns:	

TOPIC	DISCUSSION	ACTION
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- Dr. Clark applied after the deadline and was interviewed by the Board of Education.
- Two other internal candidates applied before the deadline and were not interviewed by the Board of Education.
- Dr. Brooks was suddenly perceived as desperate because she still showed interest with DPS.
- Dr. Clark's resume was splotchy with not a lot of superintendent experience.
- He wants Dr. Clark to be successful and afraid she was being set-up to not be successful.
- If not tabled, he will vote no.

President Oakes replied that they discussed having a forum via a webinar with Dr. Clark before the end of the month. He does not remember a deadline for the posting, even though, HYA had one. Dr. Savoy-Brooks requested a 7-0 vote, but was not in the position to receive that, which was why she was not considered.

Hearing no questions, President Oakes called for a Roll Call Vote:

Aye: Banks, Oakes, Lewis, Scheider, Taylor, Dion

Nay: Collins-Brown

Roll Call Vote: 6 Aye, 1 Nay, 0 Absent

Dr. Rochelle Clark thanked everyone and noted that she would do what was best for kids.

Interim Superintendent Williams thanked Dr. Clark and noted how the staff and community members trusted her. Her and the Admin team would do great things.

Mrs. Lewis apologized for the cloudiness due to the perception of some and that the process with this selection was flawed. Dr. Clark had nothing to do with this process. She welcomed and congratulated her publicly.

**Skyward
Software
Service
Agreement**

Interim Superintendent Williams recommended the Board Approve the Three (3) Year Skyward Software Service Agreement as presented.

Dr. Jay Marino, Director of Research, Data and Accountability, noted that this also consists of training. Implementations of this magnitude could take a couple of years and additional features and modules were being utilized.

Vice President Taylor moved to approve the recommendation, seconded by Ms.

Banks. Hearing no questions, President Oakes called for a Roll Call Vote:

Aye: Taylor, Collins-Brown, Dion, Scheider, Banks, Oakes, Lewis

Nay: None

Roll Call Vote: 7 Aye, 0 Nay, 0 Absent

Motion carried.
3 Year
Skyward
Software
Agreement was
approved as
presented.

TOPIC	DISCUSSION	ACTION
Robertson Charter School Contract Renewal	Interim Superintendent Williams recommended the Board Approve the Renewal for the Robertson Charter School Contract Agreement, effective July 01, 2022 through June 30, 2027 as presented. Ms. Banks moved to approve the recommendation, seconded by Mrs. Lewis. Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Banks, Oakes, Lewis, Scheider, Taylor, Collins-Brown Nay: Dion Roll Call Vote: 6 Aye, 1 Nay, 0 Absent	Motion carried. RCS Contract Renewal07/01/22-06/30/27 was approved as presented.
Mowing Equipment and Accessories for Buildings and Grounds	Interim Superintendent Williams recommended the Board Approve and Award the Bid for the New Commercial Mowing Equipment and Accessories for the Building and Grounds Department as presented. Ms. Banks moved to approve the recommendation, seconded by Mr. Dion. Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Lewis, Oakes, Banks, Collins-Brown, Taylor, Scheider, Dion Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	Motion carried. Mowing Equipment for B&Gs was approved as presented.
Modifications for BLDD Architects for American Dreamer STEM Academy	Interim Superintendent Williams recommended the Board Approve the Contract Modification (Amendment) for BLDD Architects for work at American Dreamer STEM Academy as presented. Ms. Banks moved to approve the recommendation, seconded by Vice President Taylor. Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Scheider, Oakes, Collins-Brown, Dion, Banks, Lewis, Taylor Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	Motion carried. Modifications for BLDD Architects for ADSA were approved as presented.
Modifications for BLDD Architects for MacArthur High School Football Field	Interim Superintendent Williams recommended the Board Approve the Contract Modification (Amendment) for BLDD Architects for work on the MacArthur High School Football Field as presented. Dr. Collins-Brown moved to approve the recommendation, seconded by Mrs. Lewis. Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Banks, Dion, Oakes, Collins-Brown, Taylor, Lewis, Scheider Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	Motion carried. Modifications for BLDD Architects for MHS Football Field were approved as presented.
Amend COVID-19 Emergency Contract – Food Management Services/Vended Meals	Interim Superintendent Williams recommended the Board Approve the Amended COVID-19 Emergency Contract – Food Management Services/Vended Meals Services as presented. Ms. Banks moved to approve the recommendation, seconded by Mr. Scheider. Hearing no questions, President Oakes called for a Roll Call Vote:	Motion carried. Amended COVID-19 Emergency Contract was

TOPIC	DISCUSSION	ACTION
	Aye: Collins-Brown, Banks, Oakes, Lewis, Scheider, Taylor, Dion Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	approved as presented.
Option for the City of Decatur to Purchase Durfee School for Future Development	Interim Superintendent Williams recommended the Board Approve for the City of Decatur to Purchase Durfee School (old Garfield) for Future Development as presented. Vice President Taylor moved to approve the recommendation, seconded by Dr. Collins-Brown. Vice President Taylor thanked the City of Decatur for their assistance with this project. Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Taylor, Collins-Brown, Dion, Scheider, Banks, Oakes, Lewis Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	Motion carried. City of Decatur to Purchase Durfee School (old Garfield) was approved as presented.
Consent Items	Interim Superintendent Williams recommended the Board approve the Consent Items as presented: A. Minutes: Open/Closed Session Meetings January 25, 2022 and Special Closed Meeting January 31, 2022 B. Freedom of Information Report C. Bills D. Financial Conditions Report E. Treasurer's Report F. Millikin Library Grant G. DESPA Job Descriptions (updates-see cover sheet for titles) H. Job Description: Digital Multimedia & Special Projects Coordinator (update) Ms. Banks moved to approve the recommendation, seconded by Mrs. Lewis. Hearing no questions, President Oakes called for a Roll Call Vote: Aye: Dion, Banks, Oakes, Lewis, Scheider, Taylor, Collins-Brown Nay: None Roll Call Vote: 7 Aye, 0 Nay, 0 Absent	Consent Items were approved as presented.
Announcements	The Board of Education and Administration sends condolences to the families of: Myron Wright, who passed away Tuesday, January 18, 2022. Mr. Wright was the father of Marva Wright, Science Teacher at Hope Academy.	Information only.

____TOPIC_____DISCUSSION_____ACTION_____

Wayne Dean Robison, who passed away Saturday, January 29, 2022. Mr. Robison was the father of Anne Cooper, Athletic Director and Physical Education Teacher at Stephen Decatur Middle School.

Alice Lambrick, who passed away Monday, January 31, 2022. Mrs. Lambrick was the mother of Mary Evans, First Grade Teacher at Hope Academy.

Important Dates

February 16 Early Release Day

21 President's Day Holiday

– **NO SCHOOL and District Offices are Closed**

Information
only.

March 07 Casimir Pulaski Holiday – **SCHOOL IS IN SESSION**

11 Parent/Teacher Conferences **NO SCHOOL FOR STUDENTS**

14 – 18 Spring Break Week

– **NO School for Students and District Offices are Open**

NEXT MEETING

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, February 22, 2022 at the Keil Administration Building.

Adjournment

President Oakes asked for a motioned to adjourn. Ms. Banks motioned, seconded by Dr. Collins-Brown. All were in favor.

Board
adjourned at
8:19 PM.

Dan Oakes, President

Melissa Bradford, Board Secretary

From: Melanie Ishmael <melanieishmael@icloud.com>

Date: Monday, February 7, 2022 at 3:21 PM

To: We Listen <WeListen@dps61.org>

Subject: Board Meeting letter

Dear DPS Board of Education:

There is no denying the search for a superintendent has been difficult. Narrowing the search down to two candidates and finding out one was not qualified was no doubt frustrating.

When the decision was made that the remaining qualified candidate would not be chosen, why wasn't there a new posting? The search firm had the job posted with a deadline of October 24, 2021. To my knowledge there was not another job posting for the superintendent position. How did the current candidate apply when there was no posting and the search had closed? Yes, we all knew there was a vacancy, but typically people only apply when the job opening is posted and within the open search period. Did anyone else apply several months after the posting was closed?

Throughout this process the board has promised and encouraged community involvement. The community came out with over 300 members attending the candidate forum. Why not allow them to be involved now? Why not release the name? Why not allow a forum or some means of getting to know the candidate?

I understand that being a board member can be overwhelming and I'm sure this is one of those times. However, I feel like it is time to take a step back and examine the big picture. Hear the community. Give us an opportunity to see why the board chose her. Set her up for success - because unfortunately, the flaws in this process have already affected the community's views and trust in her.

I firmly believe the majority of the board genuinely cares about the kids and doing the right thing. I've heard it in their voices. Unfortunately, it does not appear that the board leader shares these feelings. Many of the decisions that have been made lately seem to be continuing a broken pattern. The role of leadership is to guide, not dictate. This was an issue for the last board and unfortunately, it appears to be an issue again. There are seven board members – all with the same amount of power and voting ability. Even though there are named roles among the board, no one member is more important than the others.

It is said insanity is doing the same thing over and over again and expecting different results. Perhaps it is time for new board leadership to give us some much needed sanity, transparency, and collaborative respect among ALL stakeholders.

Sincerely,
Melanie Ishmael
DPS Parent

February 8, 2022

To: DPS 61 Board Members, President Dan Oakes, Vice-President Andrew Taylor, Regan Lewis, Alana Banks, Al Scheider, Jason Dion, Kevin Collins-Brown.

From: Leara Evans, 649 Arthur Ct., Decatur, Illinois. 62526

RE: Superintendent Hiring

My name is Leara Evans, a former Teacher of DPS. I have submitted this correspondence via email because I am currently out of state and could not be present in person to deliver in person. First, I would like to say I am disappointed in this Board for some of the decisions that have been made since you took over, the Superintendent selection Process taking first place. I am appalled but not surprised how you have handled the process of filing the Superintendent of Schools position.

Because of the 3 minute limit I'm going to skip over all the steps the HYA firm took during the process to deliver 17 candidates, of which only 2 internal candidates, one of them got an interview and one didn't. However, you held Interviews and narrowed it down to two Final Candidates. I don't know but I thought final meant last, done, finished???? I thought through the interview process you get a consensus of all Board members to find the Candidate or Candidates, in this case the two finalist, that you wanted to choose from. One of the finalist Mr. Michael Gaal defaulted because of a Certification issue with the State of Illinois and therefore dropped. Then Dr. Malika Savoy-Brooks was dropped because you took another consensus vote. WHY? She should have been granted the job. If you don't grant her the job I feel you owe all the Stakeholders including the Community and Dr. Savoy-Brooks an valid explanation. More than the numerous lies that Dan gave to the Newspaper.

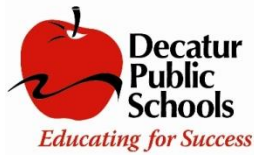
So I guess my questions are:

1. What does Finalist mean to this board?
2. What does consensus mean to this Board?
3. What does Default mean?
4. How did Rochelle Clark obtain an interview?
5. Was the Superintendent Position posted again?
6. Did Dan or other Board Members seek Rochelle for the interview?
7. Were other qualified Internal Applicants approached or allowed to apply?
8. Did you choose Rochelle because she will help deceive the truth from the public?
9. Did you choose her because she will help you coverup the racial discrimination that is happening in the district?

This process has been flawed and foul since the beginning when you brought Bobbi Williams back as Interim. This job should have been given to Dr. Malika Savoy-Brooks. This is the very reason along with many others, why this district cannot get qualified Black educators to come. The way you are treating the ones that apply and the ones you already have is shameful and unfair.

If you make this decision tonight to complete this process as presented you have proven that your actions are causing division as well as unfair practices. I urge you to Think Before You Vote.

REMEMBER the taxpayers have spent over \$125,000.00 dollars (\$100,000.00 plus to bring back Interim Supt. Bobbi Williams and \$25,950.00 for HYA Search Firm) to end with an Internal Employee that didn't apply originally. WE WON'T FORGET NOR WILL WE LET YOU FORGET!!!!



Board of Education Decatur Public School District 61

Date: February 22, 2022	Subject: Monthly Financial Conditions Report (Corrected Report for January 2022)
Initiated By: Dr. Mike Curry, Chief Operational Officer	Attachments: Financial Conditions Report (Corrected Report for January 2022)
Reviewed By: Bobbi Williams, Interim Superintendent and Dr. Rochelle Clark, Superintendent	

BACKGROUND INFORMATION:

The attached corrected report illustrates the District's year-to-date revenues and expenditures and provides an explanation of the financial conditions of the Decatur Public School District and Macon-Piatt Special Education District.

CURRENT CONSIDERATIONS:

The report has been corrected since Board approval on February 8, 2022. The only correction made was to the interest. The prior report submitted only accounted for December interest that was posted to January due to the month of December being closed in the iVisions program. December and January interest are now reflected on this report.

As the District completes January, the seventh month of FY22, the Macon-Piatt Special Education District has expended 46.86% of its overall budget; Decatur 61 has expended 44.55% of its overall budget.

As of February 16, 2022 the State Comptroller is holding FY22 ISBE vouchers in the amount of \$2,794,692 of which \$2,548,412 is associated with Evidence Based Funding.

The District's January 2022 month-end, Education Fund balance is \$34,922,274; the January 2021 month-end Education Fund balance was \$30,203,454.

FINANCIAL CONSIDERATIONS:

n/a

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the Corrected Monthly Financial Conditions Report for January 2022 as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____

2021-2022 Decatur Public S.D. #61
Fund Balance Summary - January 31, 2022

<u>Fund</u>	<u>Fund Balance 07/01/21</u>	<u>Revenues Year to Date</u>	<u>Expenditures Year to Date</u>	<u>Net Cash Flow</u>	<u>Change in Fund Balance</u>	<u>Balance 01/31/22</u>	<u>Estimated Balance 06/30/22</u>
DISTRICT # 61							
Education	\$9,407,063	\$81,743,911	\$56,228,700	\$25,515,211	\$0	\$34,922,274	\$ 12,781,894
Operation & Maintenance	\$1,212,830	\$3,521,292	\$4,127,620	(\$606,328)	\$0	\$606,502	\$ 1,077,330
Debt Service	\$7,407,911	\$7,157,051	\$4,810,098	\$2,346,953	\$0	\$9,754,864	\$ 8,172,052
Transportation	\$3,928,749	\$3,811,821	\$2,456,592	\$1,355,229	\$0	\$5,283,978	\$ 2,036,909
IMRF	\$1,047,320	\$2,086,529	\$1,524,420	\$562,109	\$0	\$1,609,429	\$ 1,501,560
Social Security/Medicare	\$1,359,204	\$1,974,467	\$1,158,496	\$815,971	\$0	\$2,175,175	\$ 1,250,185
Capital Projects Fund	\$16,911,799	\$2,536,918	\$10,045,136	(\$7,508,218)	\$0	\$9,403,581	\$ 6,218,945
Working Cash	\$5,561,871	\$344,569	\$0	\$344,569	\$0	\$5,906,440	\$ 5,900,571
Tort Immunity/Judgment	\$3,720,380	\$3,211,605	\$953,901	\$2,257,704	(\$102,045)	\$5,876,039	\$ 4,210,443
Fire Prevention/Safety	\$13,819,980	\$362,328	\$5,984,050	(\$5,621,722)	\$0	\$8,198,258	\$ 1,241,905
<i>Totals District 61</i>	<i>\$64,377,107</i>	<i>\$106,750,491</i>	<i>\$87,289,013</i>	<i>\$19,461,478</i>	<i>(\$102,045)</i>	<i>\$83,736,540</i>	<i>\$44,391,794</i>
Macon-Piatt Special Ed District	\$5,181,615	\$8,991,968	\$8,545,825	\$446,143	\$0	\$5,627,758	\$ 5,181,615

Macon-Piatt Special Education District
Report Date: January 2022
Financial Condition as of January 31, 2022

Percent of year passed: 58%

	Revenues	Budget	Actual Y-T-D	Percent Received/Used
12	Education	18,237,268	8,991,968	49.31%
22	Operation & Maintenance	-	-	0.00%
42	Transportation	-	-	0.00%
52	IMRF	-	-	0.00%
	Total Revenues	18,237,268	8,991,968	49.31%

	Expenditures			
12	Education	16,585,642	7,888,340	47.56%
22	Operation & Maintenance	356,320	8,608	2.42%
42	Transportation	21,750	4,245	19.52%
52	IMRF	1,273,556	644,632	50.62%
	Total Expenditures	18,237,268	8,545,825	46.86%

	Net Cash			
	Total Revenues	18,237,268	8,991,968	49.31%
	Total Expenditures	18,237,268	8,545,825	46.86%
	Net Cash	-	446,143	

	Fund Balances	Actual
12	Education	5,627,758

Decatur Public School District #61
Report Date: January 2022
Financial Condition as of January 31, 2022

Percent of year passed: 58%

				FY 21 Percent Received/Used As Of 01/31/2021
	Revenues	Budget	Actual Year to Date	Percent Received/Used
10	Education	144,998,774	81,743,911	56.38%
20	Operation & Maintenance	6,768,000	3,521,292	52.03%
30	Debt Service	8,129,229	7,157,051	88.04%
40	Transportation	4,258,200	3,811,821	89.52%
50	IMRF	2,889,915	2,086,529	72.20%
51	Social Security	1,983,400	1,974,467	99.55%
60	Capital Projects	3,132,714	2,536,918	80.98%
70	Working Cash	338,700	344,569	101.73%
80	Tort Immunity/Judgment	3,112,500	3,211,605	103.18%
90	Fire Prevention/Safety	356,300	362,328	101.69%
	Total Revenues	175,967,732	106,750,491	60.66%

Expenditures

10	Education	141,623,943	56,228,700	39.70%	51.81%
20	Operation & Maintenance	6,903,500	4,127,620	59.79%	46.52%
30	Debt Service	7,365,088	4,810,098	65.31%	96.92%
40	Transportation	6,150,040	2,456,592	39.94%	22.25%
50	IMRF	2,435,675	1,524,420	62.59%	55.03%
51	Social Security	2,092,419	1,158,496	55.37%	44.59%
60	Capital Projects	13,825,568	10,045,136	72.66%	56.41%
70	Working Cash	-	-	0.00%	0.00%
80	Tort Immunity/Judgment	2,622,437	953,901	36.37%	63.20%
90	Fire Prevention/Safety	12,934,375	5,984,050	46.26%	33.68%
	Total Expenditures	195,953,045	87,289,013	44.55%	57.51%

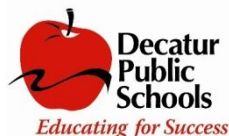
Net Cash

Total Revenues	175,967,732	106,750,491	60.66%
Total Expenditures	195,953,045	87,289,013	44.55%
Net Cash	(19,985,313)	19,461,478	

Fund Balances

	Actual
10 Education	34,922,274
20 Operation & Maintenance	606,502
30 Debt Service	9,754,864

40	Transportation	5,283,978
50	IMRF	1,609,429
51	Social Security	2,175,175
60	Capital Projects	9,403,581
70	Working Cash	5,906,440
80	Tort Immunity/Judgment	5,876,039
90	Fire Prevention/Safety	8,198,258
	Total Funds	<u>83,736,540</u>



Board of Education Decatur Public School District #61

Date: February 22, 2022	Subject: Treasurer's Report (Corrected Report for January 2022)
Initiated By: Dr. Mike Curry, Chief Operational Officer	Attachments: Treasurer's Report (Corrected Report for January 2022)
Reviewed By: Bobbi Williams, Interim Superintendent and Dr. Rochelle Clark, Superintendent	

BACKGROUND INFORMATION:

The attached corrected Treasurer's report details the District's investments and the status of the District's cash as of January 31, 2022.

CURRENT CONSIDERATIONS:

This report has been corrected since Board approval on February 8, 2022. The only correction made was to the interest column to incorporate January interest. The prior report submitted only accounted for December interest that was posted to January due to the month of December being closed in the iVisions program. December and January interest are now reflected on this report.

FINANCIAL CONSIDERATIONS:

N/A

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve the Corrected Treasurer's Report for January 2022 as presented.

RECOMMENDED ACTION:

☒ Approval
☐ Information
☐ Discussion

BOARD ACTION: _____

DECATUR PUBLIC SCHOOL DISTRICT #61					
TREASURER'S REPORT					
JANUARY 2022 CORRECTION					
	Cash/Investments				Cash/Investments
	as of				as of
	11/30/21	Receipts	Disbursements	Change/Interest	01/31/22
Education	38,702,845.58	22,275,319.08	25,176,509.31	11,926.76	35,813,582.11
Operations & Maintenance	1,818,350.93	153,375.19	1,366,312.54	287.78	605,701.36
Debt Service	11,304,369.19	4,146,267.50	5,697,177.00	1,403.77	9,754,863.46
Transportation	4,749,790.55	2,076,771.39	1,632,023.89	1,161.77	5,195,699.82
IMRF	2,081,087.65	63,162.34	534,998.83	178.15	1,609,429.31
Social Security	2,533,634.62	55,846.91	414,615.41	308.76	2,175,174.88
Capital Projects	8,561,390.68	2,343,386.60	1,505,837.32	4,641.34	9,403,581.30
Working Cash	5,896,497.93	8,775.02	0.00	1,167.34	5,906,440.29
Tort/Judgment Immunity	6,043,855.84	79,080.48	247,862.07	658.01	5,875,732.26
Fire Prevention & Safety	8,237,976.42	8,775.02	49,883.55	1,390.21	8,198,258.10
Macon-Piatt Special Education	6,383,083.34	2,436,845.79	3,194,181.35	1,259.87	5,627,007.65
Activities	531,513.03	43,784.13	83,393.52	104.51	492,008.15
	96,844,395.76	33,691,389.45	39,902,794.79	24,488.27	90,657,478.69
				Dr. Michael Curry	02/16/22

Board of Education Decatur Public School District #61

Date: February 22, 2022	Subject: Student Services Job Descriptions: <ul style="list-style-type: none"> • District Truancy/Homeless Liaison • Student Interventionist • Transition and Family Engagement Supervisor
Initiated By: Lawrence Trimble, Director of Student Services	Attachments: Student Services Job Descriptions: <ul style="list-style-type: none"> • District Truancy/Homeless Liaison • Student Interventionist • Transition and Family Engagement Supervisor
Reviewed By: Dr. Rochelle Clark, Superintendent and Bobbi Williams, Interim Superintendent	

BACKGROUND INFORMATION:

The Department of Student Services seeks to reorganize to meet the behavioral and social and emotional needs of this district, aligning with the Department of Teaching and Learning. Student Services has been working with Teaching and Learning and the Superintendent's office to develop a Multi-Tiered System of Support, as well as provide staff who help facilitate student interventions. Since the Pandemic, student infractions have increased, and the need for more intensive intervention and support has risen.

CURRENT CONSIDERATIONS:

As part of the Department of Student Services, three positions are being presented to the Board of Education. First, the Transition & Family Engagement Supervisor is a consolidation of positions, with the scope of work including leveraging parent voice, ensuring fidelity of MTSS implementation, serving as liaison to Alternative Education, decreasing dropout rates, and serving as the designee for the Director of Student Services. Second, the Student Interventionist position is a title change. Third, The District Truancy/Homeless Liaison is an update of the current Parent Liaison position with updates to the scope of work.

Position Title	Changes/Updates
District Truancy/Homeless Liaison	Position Update & Title Change
Student Interventionist	Title Change
Transition & Family Engagement Supervisor	Position Consolidations & Title Change

FINANCIAL CONSIDERATIONS:

These positions will weave funding from the Director of Student Services budget, Macon County Mental Health Board Funding, Title 1, and Cares funding.

STAFF RECOMMENDATION:

The Administration respectfully requests that the Board of Education approve these job descriptions as presented.

RECOMMENDED ACTION:

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION: _____

TITLE: District Truancy/Homeless Liaison

QUALIFICATIONS: Bachelor's Degree preferred

REPORTS TO: Director of Student Services

MAINTAINS LIAISONS WITH:

1. Parents/Families/Students
2. Administration, Faculty and Staff

ESSENTIAL FUNCTIONS:

The following are the essential fundamentals included, but are not limited to the following job duties:

- Coordinate activities that promote and/or drive parent involvement
- Attend annual PD on McKinney Vento and/or Truancy initiatives
- Train designated school staff on McKinney Vento and how to recognize signs of homelessness
- Assist unaccompanied youth in their efforts to attend school
 - Residency
 - Medical needs
 - Graduation needs
 - Supplies
 - Clothes
 - Transportation
- Serves as an intermediary between school and home for the resolve of emergent situations which would negatively influence student progress toward meeting the developed content standards
- Promote, encourage, facilitate, and document opportunities for parent participation
- Work closely with teachers of at-risk students in order to develop parent partnerships for the mutual benefit of the student
- Take an active role in increasing school-home communication relating to student accomplishment and concerns
- Serve as a resource and provide referrals to community agencies as appropriate
- Be available to meet with parents as mutual scheduling permits.
- Provide parenting education programs, and participate in building parent organizations
- Coordinate tutoring opportunities for students and encourage mentoring programs
- Encourage parent participation in the evaluation of the Title I program, development of standards, analysis of performance, and development of plans and parent contacts supporting student progress toward meeting the developed standards (How is this done)
- Facilitate and monitor Action Plans for chronically absent and truant students
- Maintain a database for homeless students and interventions provided
- Assist with truancy paperwork at the building level and assist with truancy court when available
- Other duties as assigned

TERMS OF EMPLOYMENT: 190 days, 6 hours per day

PENDING BOE APPROVAL 2/22/2022

GRADE LEVEL:

EVALUATION:

Performance of this job will be evaluated in accordance with the provisions of the Board's policy on Evaluation of Professional Personnel.

PHYSICAL DEMANDS, MENTAL DEMANDS and WORKING ENVIRONMENT:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential position functions.

PHYSICAL DEMANDS:

The employee must be able to handle work which deals mostly with people, objects, equipment in a general setting; depth perception and field of vision are important. The employee is required to read, write, and type in performing essential duties of the job. Employee must recognize differences in sound, such as voices/noises that are loud and playful instead of angry and combative; ability to differentiate tones and volumes in conversation.

MENTAL DEMANDS:

The employee must ensure that children are supervised at all times, and that children are involved in safe and appropriate activities. There may be a number of situations happening at once, and the employee must be prepared to handle accidents and emergencies at any time. The employee must also be able to handle students dealing with different situations, managing time and resources appropriately.

WORK ENVIRONMENT:

The employee will be working in a busy and occasionally noisy environment. There may be a number of activities and situations happening at once, and the employee will have to supervise, or make sure students are supervised at all times. The employee must have a valid driver's license and may be required to drive to sites outside the school setting.

The statements describe the general purpose and responsibilities assigned to this position and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

Decatur Public Schools is an equal employment opportunity employer with an affirmative action plan.

Title: Student Interventionist

Purpose:

- To provide prevention and intervention behavioral plans for identified at-risk elementary, middle, and high school students including the implementation and monitoring of plans
- To provide intervention support to school social workers, teachers, staff, students and parents

Qualifications:

1. A bachelor's degree in human services, counseling, psychology, social work, education or other related services
2. A Master's degree or license in social work or counseling is preferred
3. A demonstrated ability to carry out multiple responsibilities ranging from counseling in a one-on-one setting to family meetings to presenting workshops for students and families
4. Proven ability to build relationships with diverse racial, ethnic and socioeconomic students and families
5. Strong verbal, written and listening skills allowing one to establish trust and build rapport in diverse settings
6. Ability to develop personal/social skills plans for individual students (e.g. character education, motivation, goal setting, conflict management, etc.)
7. Demonstrated time and project management skills in a fast-paced environment
8. Demonstrated commitment to teamwork and collaboration with diverse groups of people
9. Proficiency in the use of Microsoft Office programs and current technology skills
10. Reliable transportation

Reports to: Director of Student Services

Maintains Liaison with:

Building Principals
Problem Solving Teams
School Social Workers
School Counselors
Macon-Piatt Special Education
Identified Students and their families

Duties:

1. Collaborate with the Problem Solving/Behavioral Intervention Team and Grade Level teams as needed for the purpose of conveying/gathering information concerning identified students that are struggling academically due to behaviors in and/or outside of the classroom setting.
2. Collect, maintain and submit data records, reports and assignments promptly and efficiently for evaluation and assessment of the program.
3. Collect, maintain, and submit data records to help identify and monitor students needing behavioral support at all tiers of MTSS.

PENDING BOE APPROVAL 2/22/2022

4. Keep the Director abreast of information pertaining to the progress or concerns of identified students.
5. Communicate with Administration, support staff, and teachers regarding identified students' performance before, during, and after interventions have been provided.
6. Provide progress monitoring information to parents and school to make recommendations regarding individualized student intervention as it relates to the behavioral side of MTSS.
7. Provide teachers with classroom management strategies and support.
8. Understand and execute interventions for students from a culturally competent and culturally diverse/equitable lens.
9. Conduct home visits as needed to address the needs of identified students.
10. Develop and implement individual and small group intervention and prevention strategies to decrease behavioral challenges in school.
11. Provide individualized behavioral support to identified students to improve classroom interactions. This can be in the form of Check-in/check-out, intervention plans, adjusted schedules, etc.
12. Provide and serve as facilitator for wraparound service support plans for identified students.
13. Serve as participant of the Alternative Education transition team.
14. Maintain confidential case files, case notes, and records.
15. Meet with identified students and/or families on a regular basis to develop, discuss, behavioral goals/plans and support systems (you have 2 job descriptions working on attendance)
16. Provide behavioral strategies to identified students and families.
17. Serve as coach, counselor, guide, problem-solver and case manager for identified students.
18. Utilize local agencies and resources to enhance the services to identified students
19. Perform such other related tasks and responsibilities as assigned by the supervisor, or designee.

Terms of Employment: 220 days

Grade Level: 8C

Evaluation:

Performance of this job will be evaluated in accordance with the provisions of the Board's policy on the Evaluation of Professional Personnel.

PHYSICAL/MENTAL DEMANDS AND WORKING ENVIRONMENT:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential position functions.

PHYSICAL DEMANDS:

The employee is required to read, write, and type in performing the essential duties of the job. The employee is regularly required to sit, talk, and hear. The employee is required to use hands to write and arms to reach. The employee is regularly required to bend, stoop, twist, turn,

PENDING BOE APPROVAL 2/22/2022

reach, lift, carry, pull, push, climb, and kneel. The employee is required to walk and stand approximately 50-75% of school day. The employee must occasionally lift and/or move up to 40 pounds. The employee must recognize differences in sound, such as voices/noises that are loud and playful instead of angry and combative.

MENTAL DEMANDS:

The employee works mostly with people, objects, and equipment in a school setting. The employee must ensure that students are supervised at all times, and that students are involved in safe and appropriate activities. There may be a number of situations happening at once, and the employee must be prepared to handle accidents and emergencies at any time.

WORK ENVIRONMENT:

The employee will be working in a busy and occasionally noisy environment. The employee must have a valid driver's license and may be required to drive to sites outside the school setting.

The statements describe the general purpose and responsibilities assigned to this position and are not an exhaustive list of all responsibilities, duties, and skills that may be required.

Decatur Public Schools is an equal employment opportunity employer with an affirmative action plan.

TITLE: Transition/Family Engagement Supervisor

QUALIFICATIONS: Bachelor's Degree in Human Services, Social Work, Criminal Justice, Education, or any Social Service-related degree

REPORTS TO: Director of Student Services

MAINTAINS LIAISONS WITH:

1. Central Office Administrators
2. Truancy Caseworkers
3. TAOEP Caseworkers
4. Building Principals
5. Social Workers
6. Counselors

PERFORMANCE RESPONSIBILITIES:

The following are the essential fundamentals included, but are not limited to the following job duties:

- Serves as Department leader in the absence of the Director of Student Services
- Attend staff meeting when needed (If available)
- Assist with training needs at the building level as it relates to restorative practices and alt ed.
- Assist with providing resources for families to strengthen their knowledge base of District policies and/or school rules.
- Assist with parent-to-parent connections to build protective factors for the student(s) and promote the well-being of students.
- Assist families with resources outside of the school setting such as, but is not limited to,
 - Transportation
 - Medical
 - Food
 - Childcare
- Collaborate with Teaching and Learning in developing, implementing, and progress monitoring behavioral strategies for at risk students
- Create and/or assist with training programs for truancy and dropout prevention
- Provide a weekly update or summary of Drop-out Prevention activities to include scheduled activities, trainings, meetings, programs, presentations and community involvement
- Assist with truancy and attendance initiatives
 - Provide guidance and oversight for District Attendance Goals
 - Provide guidance and implement processes for student attendance
 - Develop building level processes for entry and withdrawal of students
 - Drop-out
 - Juvenile Detention
 - Department of Correction
- Liaison for Alternative Education to include monitoring students and facilitating transitions to and from their home school
- Serve as Facilitator for the student body committees
- Liaison for McKinney Vento, Foster Care, and Foreign Exchange services, maintain database of students in each subgroup, and coordinate efforts in removing barriers to school

- Liaison for Truancy Alternative Optional Education Program (TAOEP)
- Be able to visit families outside of normal working hours
- Work with various community organizations/agencies to develop and maintain a directory of resources for families and our youth
- Oversee trainings and support at the building level relative to homelessness, foster care, attendance and community engagement
- Assist with obtaining outside funding for programs that support the functions of the department
- Serve as the liaison for students in foster care as it relates to academic barriers
- Other duties as assigned

TERMS OF EMPLOYMENT: 261 days

GRADE LEVEL:

EVALUATION:

Performance of this job will be evaluated in accordance with the provisions of the Board's policy on Evaluation of Professional Personnel.

PHYSICAL DEMANDS, MENTAL DEMANDS and WORKING ENVIRONMENT:

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this position. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential position functions.

PHYSICAL DEMANDS:

The employee must be able to handle work which deals mostly with people, objects, equipment in a general setting; depth perception and field of vision are important. The employee is required to read, write, and type in performing essential duties of the job. The employee is occasionally required to stand and walk. The employee must frequently lift and/or move up to 20 pounds.

MENTAL DEMANDS:

While performing the duties of this job, the employee regularly is required to compare, analyze, communicate, coordinate, instruct, synthesize, evaluate, use interpersonal skills, compile, and negotiate. The employee frequently is required to compute. The employee occasionally is required to copy.

WORK ENVIRONMENT:

The noise level in the work environment is usually moderate. The job is performed under minimal temperature variations and generally hazard free environments.

Decatur Public Schools is an equal employment opportunity employer with an affirmative action plan.

PENDING BOE APPROVAL 2/22/2022