

DECATUR PUBLIC SCHOOL DISTRICT #61  
BOARD OF EDUCATION  
AGENDA

Open Meeting & Work Session  
Keil Administration Building  
101 W. Cerro Gordo Street

December 15, 2020  
5:00 PM Special Open Meeting & Work Session  
Virtual Meeting: 1<sup>st</sup> Floor Board Room  
Closed Executive Session Immediately Following

---

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.

**IO 1.0 CALL TO ORDER**  
Roll Call

**AI 2.0 APPROVAL OF AGENDA, DECEMBER 15, 2020**

**IO 3.0 PUBLIC PARTICIPATION**

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

**AI 4.0 ROLL CALL ACTION ITEM**

- A. Employment of the Director of Research, Data and Accountability (**S4**)
- B. Approval of an Assistant Principal Contract (**S4**)
- C. Approval of a Labor Relations Analyst Contract (**S4**)

## **DI 5.0 BOARD WORK SESSION**

Welcome

1. Accomplishments
  - a. Review of Student Results from Strategic Objectives
  - b. Organizational Growth
  - c. Highlight of Wins
2. Next Steps
  - a. Immediate
  - b. Next School Year
3. Next Steps: Assignments
  - a. Dr. Lindsey Gunn
  - b. Executive Director
  - c. Superintendent of Schools
  - d. Board of Education

## **IO 6.0 IMPORTANT DATES**

### **NEXT MEETING**

The public portion of the next regular meeting of the Board of Education will be at 6:30 PM, Tuesday, January 12, 2021, at the Keil Administration Building.

## **AI 7.0 CLOSED EXECUTIVE SESSION**

The Board of Education will meet in Closed Executive Session to discuss employment and compensation of specific employees of the public body.

To: Dr Paul Fregeau, Superintendent  
From: Deanne Hillman, Director of Human Resources  
Date: December 15, 2020  
Re: Administrative Recommendation

The following person is recommended for the position of the Director of Research, Data and Accountability at the Professional Development Institute.

Dr. Jay Marino

**Education:**

2008	PHD	Educational Administration, Western Illinois University
2005	Ed.S.	Educational Leadership, Western Illinois University
1996	M.S.	Educational Administration, Arizona State University
1991	B.S.	Elementary Education, University of Northern Iowa

**Experience:**

2020-Current	Educational Consultant; Consortium for Educational Change; Lombard, IL
2007-Current	Educational Consultant; Dr. J. Jay Marino- International Educational Continuous Improvement Consultant, LLC; Chicago, IL
2007-Current	Educational Consultant; Klasse.Pro; The Netherlands/Lithuania
2014-2019	Superintendent; Antioch School District 34, Antioch, Illinois
2009-2014	Superintendent; Dunlap School District #323, Dunlap, Illinois
2008-2009	Associate Superintendent for Learning and Continuous Improvement; Cedar Rapids Community School District; Cedar Rapids, Iowa
2005-2008	Associate Superintendent for Accountability and Organizational Effectiveness; Cedar Rapids Community School District; Cedar Rapids, Iowa
2001-2005	Assistant Superintendent for Instruction & School Improvement; Rock Island School District; Rock Island, Illinois
2000-2001	Director of Instruction and Technology; Montcalm Area Intermediate School District; Stanton, Michigan
1999-2000	Director of Technology; Montcalm Area Intermediate School District; Stanton, Michigan
1997-1999	Assistant Principal/District Special Education Coordinator; Central Montcalm Public Schools; Stanton, Michigan
1992-1997	Elementary and Middle School Teacher; Tempe Elementary School District; second grade, fourth grade, sixth grade and sixth grade middle school

---

For payroll purposes only

Effective: December 15, 2020

Pro-rated Yes: ☒ No: ☐ Level 15 Step 26

Base: \$121,358 Number of full contract days: 261

Pro-rated contract  
Base: \$66,026.19

Number of pro-rated contract days: 142

Certified Number: 604859

Account Number:

Salary Approved \_\_\_\_\_

Date \_\_\_\_\_

**DIRECTOR OF RESEARCH, DATA AND ACCOUNTABILITY CONTRACT**  
**Fiscal Year 2020-2023**

This Contract made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2020, by and between the Board of Education of Decatur Public School District No. 61, Decatur, Illinois (hereinafter “the Board” or “the District”) and Dr. Jay Marino (hereinafter “the Director of Research, Data and Accountability”), ratified at the meeting of the Board held on December 8, 2020, as found in the minutes of that meeting.

**IT IS AGREED:**

**1. Employment.** The Director of Research, Data and Accountability is hereby hired and retained from December 15, 2020, to June 30, 2023, as Director of Research, Data and Accountability for the District.

**2. Duties.** The duties and responsibilities of the Director of Research, Data and Accountability shall be all those duties incident to the office of the Director of Research, Data and Accountability as set forth in the job description, a copy of which is attached as Exhibit A; those obligations imposed by the law of the State of Illinois upon a Director of Research, Data and Accountability; and to perform such other duties normally performed by a Director of Research, Data and Accountability as from time to time may be assigned to the Director of Research, Data and Accountability by the Superintendent of Schools or the Board. The work day, work year, contract year and holidays and holiday pay for the Director of Research, Data and Accountability shall be as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**3. Salary.** In consideration of the performance of the duties of the Director of Research, Data and Accountability, the Board shall pay to the Director of Research, Data and Accountability as base annual salary, the total sum of One Hundred Twenty-One Thousand Three Hundred Fifty-Eight and 00/100 Dollars (\$121,358.00) per year. For the period extending from December 15, 2020 to June 30, 2021, the Director of Research, Data and Accountability shall be paid the base salary of Sixty-Six Thousand Twenty-Six and 19/100 Dollars (\$66,026.19). Said salary shall be payable in substantially equal installments in accordance with the payroll procedures of the District. For the periods extending from July 1, 2021 to June 30, 2022 and July 1, 2022 to June 30, 2023, the Director of Research, Data and Accountability shall be paid such annual salary as may be agreed to by the Board and the Director of Research, Data and Accountability, pursuant to provisions described hereinbelow, but in no case less than One Hundred Twenty-One Thousand Three Hundred Fifty-Eight and 00/100 Dollars (\$121,358.00) per year. The Director of Research, Data and Accountability hereby agrees to devote such time, skill, labor and attention to his employment during the term of this Contract, except as otherwise provided in this Contract, and to perform faithfully the duties of Director of Research, Data and Accountability for the school district and the Board as set forth in this Contract. The annual salary shall be paid in substantially equal installments in accordance with the policy of the Board governing payment of salary to other licensed members of the professional staff. Any adjustment in salary made during the life of this Contract shall be in the form of an approved amendment and shall become a part of this Contract. It is provided, however, that by so doing, it shall not be considered that the Board has entered into a new Contract with the Director of Research, Data and

Accountability, nor that the termination date of this Contract has been in any way extended, unless so stated in the Board motion.

**4. Pension.** In addition to the salary of the Director of Research, Data and Accountability as set forth hereinabove in paragraph 3, the Board shall pay 9.8901% of the salary set forth in paragraph 3 (or 9% deducted from the resulting gross. The resulting gross shall be computed by adding the salary in paragraph 3 to 9.8901% of the salary paragraph 3) as an employer paid pension contribution consistent with the provisions of Internal Revenue Code section 414-h(2) and Tax Opinions 81-35 and 81-36. Such payments shall be consideration for this Contract, shall be creditable earnings for purposes of Teacher Retirement System pension calculations and the Director of Research, Data and Accountability did not have the option of choosing to receive such amount directly instead of having such contribution paid by the employer to the Teacher Retirement System of the State of Illinois.

**5. T.H.I.S.** From and out of the salary and pension payments of the Director of Research, Data and Accountability, as set forth hereinabove in paragraphs 3 and 4, the Board shall withhold any such amount as may be required by law, on behalf of the Director of Research, Data and Accountability to the Teacher Health Insurance Security Fund.

**6. Academic Improvement and Student Performance Goals.** This Contract is a performance-based Contract linked to student performance, academic improvement, and other district performance-based goals. The parties agree that in the initial year of this Contract, December 15, 2020 through June 30, 2021, the Director of Research, Data and Accountability shall develop with input from the Board of Education and the Superintendent, said performance goals, as well as indicators that define success criteria for the same. The above shall be submitted to the Board no later than July 1, 2021 for Board review and scheduled for Board approval thereafter not later than September 1, 2021.

**7. Evaluation.** Annually, but no later than March 1<sup>st</sup> of each year, the Superintendent or designee shall review with the Director of Research, Data and Accountability progress toward established goals and working relationships among the Superintendent, the District leadership team, principals, the faculty, the staff and the community, and shall consider the Director of Research, Data and Accountability's annual salary for the next subsequent year (if any). A summary of the evaluation will be provided to the Director of Research, Data and Accountability in writing within 30 days following the evaluation, pursuant to the district's evaluation plan for administrators.

**8. License.** The Director of Research, Data and Accountability shall furnish to the Board, during the term of this Contract, a valid and appropriate license to act as Director of Research, Data and Accountability in accordance with the laws of the State of Illinois and as directed by the Superintendent and Board.

**9. Other Work.** The Director of Research, Data and Accountability may undertake consultative work, speaking engagements, writing, lecturing, college or university teaching, and other professional duties and obligations with the permission of the Superintendent or his designee provided that these activities do not interfere with the effective performance of his duties as Director of Research, Data and Accountability.

**10. Discharge for Good Cause.** Throughout the term of this Contract, the Director of Research, Data and Accountability shall be subject to discharge for good cause provided, however, that the Board shall not arbitrarily or capriciously call for dismissal and that the Director of Research, Data and Accountability shall have the right to service of written charges, notice of hearing and a hearing before the Board. If the Director of Research, Data and Accountability chooses to be accompanied by counsel at such a hearing, all such personal expenses shall be paid by the Director of Research, Data and Accountability. Failure to comply with the terms and conditions of this Contract shall also be sufficient cause for purposes of discharge, as provided in this Contract.

**11. Termination by Contract.** During the term of this Contract, the Board and Director of Research, Data and Accountability may mutually agree, in writing, to terminate this Contract.

**12. Referrals to Director of Research, Data and Accountability.** The Board, collectively and individually, and the Superintendent shall promptly refer all criticisms, complaints, and suggestions called to its/their attention to the Director of Research, Data and Accountability for study and recommendation.

**13. Professional Activities.** The Director of Research, Data and Accountability shall be encouraged to attend appropriate professional meetings at the local, state, and national levels. Within budget constraints, such costs of attendance shall be paid by the Board upon receipt of a full, itemized account of such costs.

**14. Reimbursement for Use of Personal Car.** The Board shall pay the Internal Revenue Service rate to the Director of Research, Data and Accountability for vouchered reimbursable mileage expenses incurred by the Director of Research, Data and Accountability while using the Director of Research, Data and Accountability's personal vehicle for the conduct of approved District business. Reimbursement shall be pursuant to the District's policies, rules and regulations.

**15. Membership Dues.** The Board shall pay the cost of Director of Research, Data and Accountability's annual membership dues as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**16. Medical Insurance.** Director of Research, Data and Accountability shall be provided with medical insurance and medical insurance options as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**17. Life Insurance.** Director of Research, Data and Accountability shall be provided with life insurance as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**18. Vacation.** Director of Research, Data and Accountability shall be provided with vacation days as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**19. Sick Leave and Personal Leave.** Director of Research, Data and Accountability shall be provided with sick leave and personal leave days as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**20. Disability.** Should the Director of Research, Data and Accountability be unable to perform the duties and obligations of this Contract, by reason of illness, accident or other cause beyond the Director of Research, Data and Accountability's control and such disability exists after the exhaustion of accumulated leave days and vacation days during any school year, the Board, in its discretion, may make a proportionate deduction from the salary stipulated. If such disability continues for sixty (60) days after the exhaustion of accumulated leave days (including FMLA) and vacation days during any school year, or if such disability is permanent, irreparable or of such nature as to make the performance of the Director of Research, Data and Accountability's duties impossible, the Board, at its option, may terminate this Contract, whereupon the respective duties, rights and obligations of the parties shall terminate. The Director of Research, Data and Accountability shall provide medical evidence of his ability to perform the essential functions of her job to the Board President upon request.

**21. Criminal Records Check.** Pursuant to 105 ILCS 5/10-21.9, Boards of Education are prohibited from knowingly employing a person who has been convicted of committing or attempting to commit the named crimes therein. If the fingerprint-based criminal records check required by Illinois law is not completed at the time this Contract is signed, and any subsequent investigation or report reveals there has been such a conviction, this Contract shall immediately become null and void.

**22. Residency.** Director of Research, Data and Accountability's residency within the boundaries of the District was required at the time of his employment and shall be required during the entire term of his employment by the District. He shall establish residency within the political boundaries of the District prior to July 1, 2021. Failure to establish and maintain residency within the political boundaries of the school district shall be deemed material breach of Contract and shall be sufficient cause to terminate this Contract.

**23. Notice.** Any notice required under this Contract shall be in writing and shall become effective on the day of mailing thereof by first class, registered or certified mail, postage prepaid, addressed:

To the Board:

President, Board of Education  
Decatur School District No. 61  
Keil Administrative Center  
101 W. Cerro Gordo Street  
Decatur, Illinois 62523

To the Director of Research, Data  
and Accountability:

Dr. Jay Marino  
(address on file)

**24. Headings.** Paragraph headings and numbers have been inserted for convenience of reference only, and if there shall be any conflict between any such headings or numbers and the text of this Contract, the text shall control.



**25. Contract Extension.** At the end of any year of this Contract, the Board and Director of Research, Data and Accountability may mutually agree to extend the employment of the Director of Research, Data and Accountability for a multi-year period of up to five (5) years. In such event, the Board shall take specific action to discontinue this Contract and enter into a multi-year Contract of Employment as allowed by law. Notwithstanding the foregoing, prior to April 1 of the year in which this Contract expires, the Board shall take action to extend or not to extend the terms of this Contract for one additional year, and shall notify the Director of Research, Data and Accountability in writing of such action. Failure of the Board to take such action shall extend this Contract for one (1) additional year.

**26. Copies of Contract.** This Contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.

**27. Severability.** It is understood and agreed by the parties that if any part, term, or provision of this Contract is held by the courts to be illegal or in conflict with any law of the State of Illinois, the validity of remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Contract did not contain the particular part, term, or provision held to be invalid.

**28. Jurisdiction.** This Contract has been executed in the State of Illinois, and shall be governed in accordance with the laws of the State of Illinois in every respect.

**29. Complete Understanding.** This Contract contains all the terms agreed upon by the parties with respect to the subject matter of this Contract and supersedes all prior agreements, arrangements, and communications between the parties, whether oral or written.

**30. Relevant Law.** This Contract is authorized under the provisions of 105 ILCS 5/10-23.8a.

**IN WITNESS WHEREOF,** the parties have caused this Contract to be executed in their respective names; and in the case of the Board, by its President and attested to by its Secretary, on the day and year first above written.

\_\_\_\_\_  
**Director of Research, Data  
and Accountability**

**Board of Education  
Decatur Public School District No.61**

By: \_\_\_\_\_  
**President**

**ATTEST:**

\_\_\_\_\_  
**Secretary**

To: Dr Paul Fregeau, Superintendent  
From: Deanne Hillman, Director of Human Resources  
Date: December 15, 2020  
Re: Administrative Recommendation

The following person is recommended for the position of Assistant Principal.

**Stacy Witts**

Moving from Dean of Students (Level 13 at \$69,291) to Assistant Principal (Level 14 at \$72,665).

---

---

For payroll purposes only

Effective: July 27, 2020

Pro-rated Yes: No: ☒ X

Level 14 Step 5

Base: \$72,665

Number of full contract days: 195

Pro-rated contract  
Base:

Number of pro-rated contract days:

Salary Approved \_\_\_\_\_

Date \_\_\_\_\_

**ASSISTANT PRINCIPAL'S CONTRACT**  
**Fiscal Year 2020-2021**

This Contract made between the Board of Education of Decatur Public School District No.61, Decatur, Illinois (hereinafter "the Board") and **Stacy Witts**, (hereinafter "the Assistant Principal"), ratified at the meeting of the Board held on May 12, 2020 as found in the minutes of that meeting.

**IT IS AGREED:**

**1. Employment.** The Assistant Principal is hereby hired and retained from July 27, 2020 to May 27, 2021 as Assistant Principal (195 days) and assigned to early childhood.

**2. Duties.** The duties and responsibilities of the Assistant Principal shall be all those duties incident to the office of the Assistant Principal as set forth in the job description which is incorporated herein and a copy of which can be found in the employee's personnel file; those obligations imposed by the laws of the State of Illinois upon an Assistant Principal; and to perform such other duties normally performed by an Assistant Principal as from time to time may be assigned to the Assistant Principal by the Superintendent of Schools or the Board. The work day, work year, contract year and holidays and holiday pay for the Assistant Principal shall be as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**3. Salary.** The Board shall set the Assistant Principal's salary. For the 2020-2021 year the amount of the Assistant Principal's salary shall be **Seventy-Two Thousand Six Hundred Sixty-Five Dollars and no/100 (\$72,665.00)** per annum. The Assistant Principal hereby agrees to devote such time, skill, labor and attention to employment, during the term of this Contract, except as otherwise provided in this Contract, and to perform faithfully the duties of Assistant Principal for the school district and the Board as set forth in this Contract. The annual salary shall be paid in substantially equal installments in accordance with the policy of the Board governing payment of salary to other licensed members of the professional staff. Any adjustment in salary made during the life of this Contract shall be in the form of an approved amendment and shall become a part of this Contract. It is provided, however, that by so doing, it shall not be considered that the Board has entered into a new Contract with the Assistant Principal, nor that the termination date of this Contract has been in any way extended unless so stated by action of the Board.

**4. Pension.** In addition to the salary of the Assistant Principal as set forth hereinabove in paragraph 3, the Board shall pay 9.8901% of the salary set forth in paragraph 3 (or 9% deducted from the resulting gross. The resulting gross shall be computed by adding the salary in paragraph 3 to 9.8901% of the salary paragraph 3) as an employer paid pension contribution consistent with the provisions of Internal Revenue Code section 414-h(2) and Tax Opinions 81-35 and 81-36. Such payments shall be consideration for this contract, shall be creditable earnings for purposes of Teacher Retirement System pension calculations and Assistant Principal did not have the option of choosing to receive such amount directly instead of having such contribution paid by the employer to the Teacher Retirement System of the State of Illinois.

**5. T.H.I.S.** From and out of the salary and pension payments of the Assistant Principal as set forth hereinabove in paragraphs 3 and 4 the Board shall withhold any such amount as may be required by law, on behalf of the Assistant Principal to the Teacher Health Insurance Security Fund.

**6. Evaluation.** Annually, but no later than March 1<sup>st</sup> of each year, the Superintendent or designee shall review with the Assistant Principal progress toward established goals and working relationships among the Assistant Superintendent, the Superintendent, the District Leadership Team, the faculty, the staff and the community, and shall consider the Assistant Principal's continued employment

and annual salary for the next subsequent year (if any). A summary of the evaluation will be provided to the Assistant Principal in writing within 30 days following the evaluation pursuant to the district's evaluation plan for administrators.

**7. License.** The Assistant Principal shall furnish to the Board during the term of this Contract, a valid and appropriate license to act as Assistant Principal in accordance with the laws of the State of Illinois and as directed by the Board.

**8. Other Work.** With the permission of the Assistant Superintendent in advance, the Assistant Principal may undertake consultative work, speaking engagements, writing, lecturing, college or university teaching, and other professional duties and obligations provided that these activities do not interfere with the effective performance of duties as Assistant Principal.

**9. Discharge for Good Cause.** Throughout the term of this Contract, the Assistant Principal shall be subject to discharge for good cause provided, however, that the Board shall not arbitrarily or capriciously call for dismissal and that the Assistant Principal shall have the right to service of written charges, notice of hearing and a hearing before the Board. If the Assistant Principal chooses to be accompanied by counsel at such a hearing, all such personal expenses shall be paid by the Assistant Principal. Failure to comply with the terms and conditions of this Contract shall also be sufficient cause for purposes of discharge as provided in this Contract.

**10. Termination by Contract.** During the term of this Contract, the Board and Assistant Principal may mutually agree, in writing, to terminate this Contract. The termination and/or reclassification at the end of the term of this Contract shall be as provided by law.

**11. Referrals to Assistant Principal.** The Board collectively and individually and the Superintendent shall promptly refer all criticisms, complaints, and suggestions called to its/their attention to the Assistant Principal for study and recommendation.

**12. Professional Activities.** The Assistant Principal shall be encouraged to attend appropriate professional meetings at the local, state, and national levels. Within budget constraints, such costs of attendance shall be paid by the Board upon receipt of a full, itemized account of such costs.

**13. Reimbursement for Use of Personal Car.** The Board shall pay the Internal Revenue Service rate to the Assistant Principal for vouchered reimbursable mileage expenses incurred by the Assistant Principal while using the Assistant Principal's personal vehicle for the conduct of approved District business. Reimbursement shall be pursuant to the District's policies, rules and regulations.

**14. Membership Dues.** The Board shall pay the cost of Assistant Principal's annual membership dues as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**15. Medical Insurance.** Assistant Principal shall be provided with medical insurance and medical insurance options as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**16. Life Insurance.** Assistant Principal shall be provided with life insurance as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**17. Vacation.** Assistant Principal shall be provided with vacation days as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**18. Sick Leave and Personal Leave.** Assistant Principal shall be provided with sick leave and personal leave days as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**19. Disability.** Should the Assistant Principal be unable to perform the duties and obligations of this Contract, by reason of illness, accident or other cause beyond the Assistant Principal's control and such disability exists after the exhaustion of accumulated leave days and vacation days during any school year, the Board, in its discretion, may make a proportionate deduction from the salary stipulated. If such disability continues for sixty (60) days after the exhaustion of accumulated leave days (including FMLA) and vacation days during any school year, or if such disability is permanent, irreparable or of such nature as to make the performance of the Assistant Principal's duties impossible, the Board, at its option, may terminate this Contract, whereupon the respective duties, rights and obligations of the parties shall terminate. The Assistant Principal shall provide medical evidence of illness to the Board President upon request.

**20. Criminal Records Check.** Pursuant to 105 ILCS 5/10-21.9, Boards of Education are prohibited from knowingly employing a person who has been convicted of committing or attempting to commit the named crimes therein. If the fingerprint-based criminal records check required by Illinois law is not completed at the time this Contract is signed, and any subsequent investigation or report reveals there has been such a conviction, this Contract shall immediately become null and void.

**21. Residency.** Residency within the boundaries of the District was required at the time of his or her employment and shall be required during the entire term of his or her employment by the District. Failure to establish and maintain residency within the political boundaries of the school district shall be deemed material breach of contract and shall be sufficient cause to terminate this Contract.

**22. Notice.** Any notice required under this Contract shall be in writing and shall become effective on the day of mailing thereof by first class, registered or certified mail, postage prepaid, addressed:

To the Board:  
President, Board of Education  
Decatur School District No. 61  
Keil Administrative Center  
101 W. Cerro Gordo Street  
Decatur, Illinois 62523

To the Assistant Principal:  
Stacy Witts  
last known address

**23. Headings.** Paragraph headings and numbers have been inserted for convenience of reference only, and if there shall be any conflict between any such headings or numbers and the text of this Contract, the text shall control.

**24. Contract Extension.** At the end of any year of this Contract, the Board and Assistant Principal may mutually agree to extend the employment of the Assistant Principal for a multi-year period of up to five (5) years. In such event, the Board shall take specific action to discontinue this Contract and enter into a multi-year Contract of Employment as allowed by law. Notwithstanding the foregoing, prior to April 1 of the year in which this Contract expires, the Board shall take action to extend or not to extend the

terms of this Contract for one additional year, and shall notify the Assistant Principal in writing of such action. Failure of the Board to take such action shall extend this Contract for one (1) additional year.

**25. Copies of Contract.** This Contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.

**26. Severability.** It is understood and agreed by the parties that if any part, term, or provision of this Contract is held by the courts to be illegal or in conflict with any law of the State of Illinois, the validity of remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Contract did not contain the particular part, term, or provision held to be invalid.

**27. Jurisdiction.** This Contract has been executed in the State of Illinois, and shall be governed in accordance with the laws of the State of Illinois in every respect.

**28. Complete Understanding.** This Contract contains all the terms agreed upon by the parties with respect to the subject matter of this Contract and supersedes all prior agreements, arrangements, and communications between the parties, whether oral or written.

**29. Relevant Law.** This Contract is authorized under the provisions of 105 ILCS 5/10-23.8a.

**IN WITNESS WHEREOF**, the parties have caused this Contract to be executed in their respective names; and in the case of the Board, by its President and attested to by its Secretary, on the day and year first above written.

\_\_\_\_\_  
**Assistant Principal**

**Board of Education  
Decatur Public  
School District No.61**

By: \_\_\_\_\_  
**President**

**ATTEST:**

\_\_\_\_\_  
**Secretary**

To: Dr Paul Fregeau, Superintendent  
From: Deanne Hillman, Director of Human Resources  
Date: December 15, 2020  
Re: Administrative Recommendation

The following person is recommended for the position of Labor Relations Analyst.

Diana Hotwick

Moving from HR Analyst (Level 7 at \$48,149) to Labor Relations Analyst (Level 9 at \$60,541).

---

---

For payroll purposes only

Effective: December 8, 2020

Pro-rated Yes: X No: Level 9 Step 13

Base: \$60,541 Number of full contract days: 261

Pro-rated contract Number of pro-rated contract days: 142  
Base: \$34,097.80

Account Number:

Salary Approved \_\_\_\_\_

Date \_\_\_\_\_

## **LABOR RELATIONS ANALYST'S CONTRACT**

### **Fiscal Year 2020-2021**

This Contract made between the Board of Education of Decatur Public School District No.61, Decatur, Illinois (hereinafter "the Board") and Diana Hotwick, (hereinafter "the Labor Relations Analyst"), ratified at the meeting of the Board held on December 8, 2020 as found in the minutes of that meeting.

#### **IT IS AGREED:**

**1. Employment.** The Labor Relations Analyst is hereby hired and retained from December 8, 2020 to June 30, 2021, as Labor Relations Analyst in the Human Resources Department.

**2. Duties.** The duties and responsibilities of the Labor Relations Analyst shall be all those duties incident to the office of the Labor Relations Analyst as set forth in the job description, a copy of which can be found in the employee's personnel file; those obligations imposed by the law of the State of Illinois upon a Labor Relations Analyst in the Human Resources Department; and to perform such other duties normally performed by a Labor Relations Analyst as from time to time may be assigned to the Labor Relations Analyst by the Superintendent of Schools or the Board. The work day, work year, contract year and holidays and holiday pay for the Labor Relations Analyst shall be as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**3. Salary.** The Board shall set the Labor Relations Analyst's salary. For the 2020-2021 fiscal year the amount of the Labor Relations Analyst's salary shall be an annualized salary of Forty-Eight Thousand One Hundred and Forty-Nine Dollars and no/100 (48,149.00) from the first date of fiscal year 2020-2021 until December 7, 2020 and an annualized salary of Sixty Thousand Five Hundred Forty-One Dollars and no/100 (60,541.00) beginning on December 8, 2020 for the remainder of the 2020-2021 fiscal year. The Labor Relations Analyst hereby agrees to devote such time, skill, labor and attention to his employment, during the term of this Contract, except as otherwise provided in this Contract, and to perform faithfully the duties of Labor Relations Analyst for the school district and the Board as set forth in this Contract. The annual salary shall be paid in substantially equal installments in accordance with the policy of the Board governing payment of salary to other members of the professional staff. Any adjustment in salary made during the life of this Contract shall be in the form of an approved amendment motion and shall become a part of this Contract. It is provided, however, that by so doing, it shall not be considered that the Board has entered into a new Contract with the Labor Relations Analyst, nor that the termination date of this Contract has been in any way extended unless so stated in the Board motion.

**4. Pension.** Administrative Support employees shall be provided with an IMRF contribution as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**5. Evaluation.** Annually, but no later than March 1<sup>st</sup> of each year, the Superintendent or designee shall review with the Labor Relations Analyst progress toward established goals and working relationships among the District Leadership Team, Department, principals, the faculty, the staff and the community, and shall consider the Labor Relations Analyst's continued employment and annual salary for the next subsequent year (if any). A summary of the evaluation will be provided to the Labor Relations Analyst in writing within 30 days following the evaluation pursuant to the district's evaluation plan for administrative support employees.



**6. Other Work.** With the permission of the Superintendent in advance, the Labor Relations Analyst may undertake consultative work, speaking engagements, writing, lecturing, college or university teaching, and other professional duties and obligations provided that these activities do not interfere with the effective performance of her duties as Labor Relations Analyst.

**7. Discharge for Good Cause.** Throughout the term of this Contract, the Labor Relations Analyst shall be subject to discharge for good cause provided, however, that the Board shall not arbitrarily or capriciously call for dismissal and that the Labor Relations Analyst shall have the right to service of written charges, notice of hearing and a hearing before the Board. If the Labor Relations Analyst chooses to be accompanied by counsel at such a hearing, all such personal expenses shall be paid by the Labor Relations Analyst. Failure to comply with the terms and conditions of this Contract shall also be sufficient cause for purposes of discharge as provided in this Contract.

**8. Termination by Contract.** During the term of this Contract, the Board and Labor Relations Analyst may mutually agree, in writing, to terminate this Contract. The termination at the end of the term of this Contract shall be as provided by law.

**9. Referrals to Labor Relations Analyst.** The Board collectively and individually and the Superintendent shall promptly refer all criticisms, complaints, and suggestions called to its/their attention to the Labor Relations Analyst for study and recommendation.

**10. Professional Activities.** The Labor Relations Analyst shall be encouraged to attend appropriate professional meetings at the local, state, and national levels. Within budget constraints, such costs of attendance shall be paid by the Board upon receipt of a full, itemized account of such costs.

**11. Reimbursement for Use of Personal Car.** The Board shall pay the Internal Revenue Service rate to the Labor Relations Analyst for vouchered reimbursable mileage expenses incurred by the Labor Relations Analyst while using the Labor Relations Analyst's personal vehicle for the conduct of approved District business. Reimbursement shall be pursuant to the District's policies, rules and regulations.

**12. Membership Dues.** The Board shall pay the cost of Labor Relations Analyst's annual membership dues as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**13. Medical Insurance.** Labor Relations Analyst shall be provided with medical insurance and medical insurance options as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**14. Life Insurance.** Labor Relations Analyst shall be provided with life insurance as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**15. Vacation.** Labor Relations Analyst shall be provided with vacation days as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**16. Sick Leave and Personal Leave.** Labor Relations Analyst shall be provided with sick leave and personal leave days as provided in the document entitled Administrator and Administrative Support Staff Compensation and Benefits (May 12, 2020).

**17. Disability.** Should the Labor Relations Analyst be unable to perform the duties and obligations of this Contract, by reason of illness, accident or other cause beyond the Labor Relations Analyst's control and such disability exists after the exhaustion of accumulated leave days and vacation days during any school year, the Board, in its discretion, may make a proportionate deduction from the salary stipulated. If such disability continues for sixty (60) days after the exhaustion of accumulated leave days (including FMLA) and vacation days during any school year, or if such disability is permanent, irreparable or of such nature as to make the performance of the Labor Relations Analyst's duties impossible, the Board, at its option, may terminate this Contract, whereupon the respective duties, rights and obligations of the parties shall terminate. The Labor Relations Analyst shall provide medical evidence of illness to the Board President upon request.

**18. Criminal Records Check.** Pursuant to 105 ILCS 5/10-21.9, Boards of Education are prohibited from knowingly employing a person who has been convicted of committing or attempting to commit the named crimes therein. If the fingerprint-based criminal records check required by Illinois law is not completed at the time this Contract is signed, and any subsequent investigation or report reveals there has been such a conviction, this Contract shall immediately become null and void.

**19. Notice.** Any notice required under this Contract shall be in writing and shall become effective on the day of mailing thereof by first class, registered or certified mail, postage prepaid, addressed:

To the Board:  
President, Board of Education  
Decatur School District No. 61  
Keil Administrative Center  
101 W. Cerro Gordo Street  
Decatur, Illinois 62523

To the Labor Relations Analyst:  
Diana Hotwick  
last known address

**20. Headings.** Paragraph headings and numbers have been inserted for convenience of reference only, and if there shall be any conflict between any such headings or numbers and the text of this Contract, the text shall control.

**21. Contract Extension.** At the end of any year of this Contract, the Board and Labor Relations Analyst may mutually agree to extend the employment of the Labor Relations Analyst for a multi-year period of up to five (5) years. In such event, the Board shall take specific action to discontinue this Contract and enter into a multi-year Contract of Employment as allowed by law. Notwithstanding the foregoing, prior to April 1 of the year in which this Contract expires, the Board shall take action to extend or not to extend the terms of this Contract for one additional year, and shall notify the Labor Relations Analyst in writing of such action. Failure of the Board to take such action shall extend this Contract for one (1) additional year.

**22. Copies of Contract.** This Contract may be executed in one or more counterparts, each of which shall be considered an original, and all of which taken together shall be considered one and the same instrument.

**23. Severability.** It is understood and agreed by the parties that if any part, term, or provision of this Contract is held by the courts to be illegal or in conflict with any law of the State of Illinois, the validity of remaining portions or provisions shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Contract did not contain the particular part, term, or provision held to be invalid.

**24. Jurisdiction.** This Contract has been executed in the State of Illinois, and shall be governed in accordance with the laws of the State of Illinois in every respect.

**25. Complete Understanding.** This Contract contains all the terms agreed upon by the parties with respect to the subject matter of this Contract and supersedes all prior agreements, arrangements, and communications between the parties, whether oral or written.

**26. Relevant Law.** This Contract is authorized under the provisions of 105 ILCS 5/10-23.5.

**IN WITNESS WHEREOF,** the parties have caused this Contract to be executed in their respective names; and in the case of the Board, by its President and attested to by its Secretary, on the day and year first above written.

---

**Labor Relations Analyst**

**Board of Education  
Decatur Public  
School District No.61**

By: \_\_\_\_\_  
**President**

**ATTEST:**

---

**Secretary**



---

# Strategic Plan Board Work Session

December 15, 2020  
5:00 p.m. - 8:00 p.m.



# Welcome

## Overview of workshop

Dr. Fregeau, Dr. Gunn, Ashley

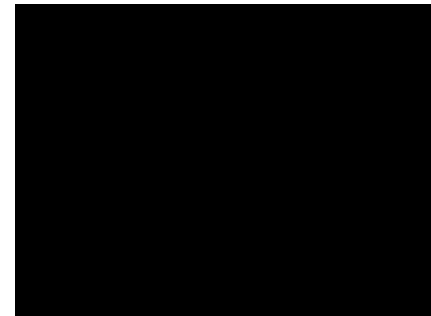
# Let's talk Organizational growth “Wins”

---

- Principal Testimonial

- Mary Anderson shared that “Since the inception of the Strategic Plan, she has witnessed several students make significant growth in multiple areas in her building. One particular student that had struggled with ADHD since preschool, thereby affecting his grades, now as a seventh grader, has straight As and continues to thrive. Principal Anderson credits this significant growth to the districts focus on developing the “Whole Student Strategy in the Strategic Plan.”

- Position created to focus on the Strategic Plan work
- T&L Re-design
- Expansion of Communications Department
- Expansion of Customer Care Program
- Development of Heart of the District Program
- Arts Equity Focus
- Mobile Health Clinic to Serve our Buildings
- Care Rooms Reformatted
- K-12 Alternative School
- Redesign of the Middle School
- BOLD Facility Updates





# Student Objectives

## FastBridge Reading

- Overall, up by 0.02
- Considering the 2019-2020 in-person instruction stoppage, this is promising
- 80% of Reading Cohort Groups increased from Winter 2020 assessment

## FastBridge Math

- Overall, down by 0.03
- Considering the 2019-2020 in-person instruction stoppage, this is promising also
- 40% of Math Cohort Groups increased from Winter 2020 assessment

Note: From the assessment data, students that tested have not suffered a significant loss due to the pandemic and stoppage of in-person instruction. Although promising, we caution the interpretation as we have to dive deeper into the actual students that tested and are they or are not among our most vulnerable student population.

## 4-Year Graduation Rate

- Increased by 5%
- State average increase was 2%
- DPS outpaced state average by 3%

Note: During the 2019-2020 in-person instruction stoppage, we held student harmless which may have contributed to the graduation rate increase. This may decrease during the 2020-2021 school year with a return to true grading practices. Failure rates have increased from student non-engagement during the first semester of the 2020-2021 school year.



## What do we do next?

- Immediate
- Semi-immediate
- Next School Year







# Continued Growth

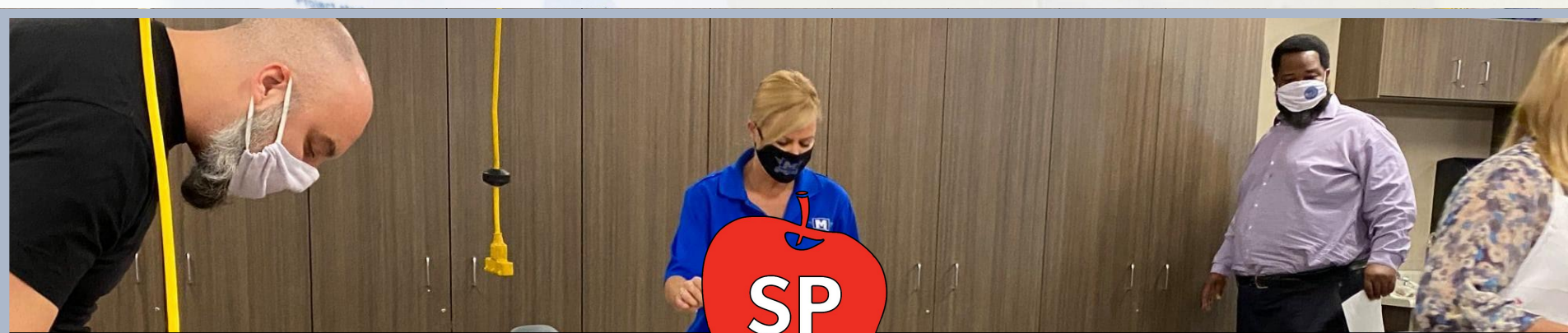
What ideas do we need to consider as we finalize the Plan for next steps?

1. Build capacity
2. Refresh the Plan fresh
3. Live the Plan
4. Shape the culture

A horizontal bar with a teal segment on the left and an orange segment on the right.

## Who does what next?

- Dr. Gunn
- Executive Director
- Superintendent
- BOE



QUESTIONS?

