

Curriculum Board Meeting Minutes

Meeting Date: December 21, 2020

Attendance

✘	Yes		No	Norrell, Dr. Jennifer
✘	Yes		No	Campbell, Dr. Lori

✘	Yes		No	Miller, Ms. Avis
✘	Yes		No	Hatchett, Ms. Kimberly
✘	Yes		No	Sifuentes, Mr. Juan

Dr. Campbell opened the meeting at 6:00 p.m.

I. Hybrid In-person Plan

Presenters: Dr. Jennifer Norrell

- Dr. Norrell discussed the previous notification sent to parents regarding the plans to remain full remote through February 5th. She shared we are going to reexamine the positivity rate as well as our student performance. We will look at both of those variables to make a determination on whether or not we return to honor our hybrid model on February 8th. She added “We still have 86% of the population not willing to send their children back third quarter”. We would need to have e-learning because some classrooms will have as few as one child. We will come back to this committee at end of January with an update after reviewing new data.

II. EA Mentor Program

Presenter: Dr. Lori Campbell and Dr. Jennifer Norrell

- Dr. Campbell shared based on Illinois State Code, every school district is required to provide a mentor program to support teachers who are new to the district with two or less years of teaching experience. We currently have a program with 40 mentors and our teachers are being supported.
- Dr. Norrell added, we are realizing that at different points of administration transition in the district, few things were not presented to the Board of Education for formal approval, and the payment for the mentor program was one of those. Initially, this was funded through a grant, and when the grant ran out, we continued to fund this critical effort. To ensure compliance, our Board of Education will need to approve any payments to staff. We will proposal and request funding approval, for the mentor program, as an action item at the January 4th Board of Education Meeting.
- Mr. Sifuentes asked “Is this something that is going to be approved every year moving forward”? Dr. Norrell replied “Yes” Ms. Hatchett asked “Are they volunteering for this or are they being selected as a mentor”? Dr. Norrell replied “They fill out an internal application and they are selected”

III. Language Acquisition Support and Services

Presenters: Dr. Rita Guzman

- Dr. Guzman shared the Language Acquisition Support and Services Proposal. Rationale: the latest guidance document from the Illinois State Board of Education, in regards of remote learning, is recommending local school districts to consider providing multilingual students with additional language support opportunities, whether it be via phone, virtually, etc.
- The proposal is to support a total of 448 student’s k-12, from January 12th to February 4th, Tuesdays and Thursdays for an hour each day. The total cost will be \$16,502.72 for a four-week period. After the four-week period, we will measure growth and effectiveness to determine if we should come back to request additional time.

IV. Kindergarten Registration Overview

Presenter: Dr. Lori Campbell

- Dr. Campbell provided a summary of the district goals set for the FY22 registration process:
 - a. Register 70% of Kindergarten Students by the end of March 2021

- b. Register 80% of returning students by the end of April
- c. Efficiently use online registration to activate document submission as a new resource to complete the registration application from home
- She also shared the marketing and advertising strategies the District will use to advertise online registration: Every door direct mail postcard, distribute flyers, provide media advertising through our website, Facebook and twitter starting January 21st. Additionally, schools will update their marquee, provide phone blasts and schedule school events either in person or virtual, depending on state mitigation guidance.

V. Magnet Lottery Timeline and Overview

Presenter: Dr. Lori Campbell

- Dr. Campbell provided a summary of the application process and eligibility criteria for C.I. Johnson Elementary Magnet School and Fred Rogers Magnet Academy. The application and lottery process are outlined below:
 - a. February 22, 2020 at 8:00 a.m. online application available
 - b. March 22, 2020 at 3:00 p.m. is the deadline for online “Lottery Application” submission
 - c. March 26, 2020: Parent Notification of Eligibility Status
 - d. April 7, 2020: Lottery will be held at Johnson Magnet for the 75 3rd grades seats available
 - e. April 14, 2020: Parent notification of student selection or waitlist status
 - f. April 30, 2020: Deadline for parents to return the acceptance of enrollment form
- Lastly, Dr. Campbell provided a timeline for recruitment and public relations efforts.

VI. Chromebook: 1 to 1 Upgrades

Presenter: Andrew Allen

- Mr. Allen reminded the BOE the proposal presented by the IT department back in October to support our students better throughout remote learning. To be able to sustain the 1:1 initiative, we will need to start a device refresh cycle for school year 21-22. After researching the last couple of months and presenting our results to Dr. Norrell the plan is to start the refresh cycle as follows:
 - a. 6th grade-11 inch Chromebook-\$253 per unit. Total cost for 1144 units = \$289,810
 - b. 9th grade-14 inch Chromebook-\$272 per unit. Total cost for 1197 units = \$325,584
 - c. Chromebook license \$30
 - d. Estimated total for 6th & 9th grade devices plus licensing \$ 649,714
- Mr. Allen expressed to the board due to the national pandemic we need to purchase the devices as soon as possible to be able to have them on site by June 2021. The IT department will be back after winter break with a final proposal for the board to vote on. Dr. Norrell added “We are able to purchase the devices with technology grant dollars”.

VII. Attendance and Enrollment

Presenter: Dr. Lori Campbell

- Dr. Campbell presented the district attendance report. The average daily attendance is 92.70%. Based on the data, we are giving attention to the Middle Schools and Extension Campus to increase daily attendance. Mr. Sifuentes stated based on the circumstances the schools are doing good. Dr. Campbell agreed and stated we will continue to work to increase the daily average attendance.
- Dr. Campbell also shared we currently have 13,475 students enrolled.

X. Old Business- None

XI. New Business- None

XII. Public Comments- None

XIII. Adjournment- The meeting adjourned at 6:43 p.m.