

LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
REGULAR MEETING AGENDA  
THURSDAY, JANUARY 6, 2022 AT **7:30 PM**

BOARD OF EDUCATION  
**Kevin Daly**, *President*  
**Elaina Geraghty**, *Vice President*  
**John P. Vranas**, *Secretary*  
**Myra A. Foutris**  
**Jay Oleniczak**  
**Rupal Shah Mandal**  
**Peter D. Theodore**

ADMINISTRATION  
**Dr. Kimberly A. Nasshan**, *Superintendent of Schools*  
**Dr. David Russo**, *Assistant Superintendent for Curriculum and Instruction*  
**Courtney Whited**, *Business Manager/CSBO*

*Agenda of the Regular Meeting of the Board of Education of Lincolnwood School District 74,  
Cook County, Illinois, to be held in the Lincolnwood Village Hall - Council Chambers  
6900 North Lincoln Avenue  
Lincolnwood, Illinois 60712,  
on Thursday, January 6, 2022.*

**Bill Reviewers for the Month:** Kevin Daly and Rupal Shah Mandal

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE - (7:30 p.m.)

- Kevin Daly
- Myra A. Foutris
- Elaina Geraghty
- Rupal Shah Mandal
- Jay Oleniczak
- Peter D. Theodore
- John P. Vranas

ADMINISTRATIVE TEAM MEMBERS

- |  |   |
|--|---|
| <input type="checkbox"/> Dr. Kimberly A. Nasshan | <input type="checkbox"/> Dr. Dominick Lupio |
| <input type="checkbox"/> Dr. David L. Russo      | <input type="checkbox"/> Mark Atkinson      |
| <input type="checkbox"/> Courtney Whited         | <input type="checkbox"/> Chris Harmon       |
| <input type="checkbox"/> Jennifer Ruttkay        | <input type="checkbox"/> Erin Curry         |
| <input type="checkbox"/> Jordon Stephen          | <input type="checkbox"/> Christina Audisho  |
| <input type="checkbox"/> Renee Tolnai            |   |

2. AUDIENCE TO VISITORS

3. INFORMATION/ACTION: CONSENT AGENDA

(Any member of the Board wishing to vote separately on a Consent Agenda item should request removal of that item from the Consent Agenda.)

a. APPROVAL OF MINUTES

- I. Regular Board Meeting Minutes - **DECEMBER 2, 2021**

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b. EMPLOYMENT MATTERS

- I. Personnel Report

- II. FMLA Request

1. **Carol Krikorian**, School Secretary, Lincoln Hall, effective December 8, 2021, expected return January 10, 2022

- III. New Employment

1. **Una Ikanovic**, Full time Substitute, District Wide, effective December 6, 2021, Class 1 Level 1 \$51,190 prorated

- IV. Resignation
  - 1. **Sam Kott**, Information Technology Assistant, Todd Hall, effective December 3, 2021
- c. Policy
  - I. **Consent Only** - Policies Excluded from 1st Reading for Approval\*
    - \*These policies are excluded from 1st Reading because they only involve changes in citations or immediate compliance with the law or Illinois School Code.
    - 1. 4:120 Food Services 11
    - 2. 8:100 Relations with Other Organizations and Agencies 12
    - 3. 2:20 Powers and Duties of the Board of Education; Indemnification 13
    - 4. 3:40 Superintendent 15
    - 5. 3:50 Administrative Personnel Other Than the Superintendent í 6
    - 6. 3:60 Administrative Responsibility of the Building Principal
    - 7. 5:10 Equal Employment Opportunity and Minority Recruitment
    - 8. 2:105 Ethics and Gift Ban
    - 9. 2:110 Qualifications, Term, and Duties of Board Officers
    - 10. 2:120 Board Member Development
    - 11. 2:220 Board of Education Meeting Procedure
    - 12. 2:260 Uniform Grievance Procedure
    - 13. 4:170 Safety
    - 14. 4:175 Convicted Child Sex Offender; Screening; Notifications
    - 15. 5:185 Family and Medical Leave
- d. Mechanical Equipment Pre-Purchase for Todd Hall and Rutledge Hall
 

The Facilities Committee concurs with the Administration to recommend to the Board of Education to accept the proposal from Thermosystems, LLC for the Mechanical Equipment Pre-Purchase for Todd Hall and Rutledge Hall in the amount of \$61,800 for construction work to commence on June 20, 2022 and complete for occupancy by August 5, 2022.

Rationale: As part of the regular meeting, the Board of Education routinely approves minutes, personnel items, Board policies, and routine business matters.

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approves those items on the Consent Agenda as appears above.**

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

- 4. UNFINISHED BUSINESS
- 5. NEW BUSINESS
- 6. COMMUNICATION FROM BOARD MEMBERS
  - a. NTSE/District 807: **John P. Vranas/Kevin Daly**
  - b. IASB (Illinois Association of School Boards): **Elaina Geraghty/Myra A. Foutris**
  - c. Finance Committee: **Peter D. Theodore/Jay Oleniczak**
  - d. Facilities Committee: **John P. Vranas/Elaina Geraghty**
  - e. Policy Committee: **Rupal Shah Mandal/Myra A. Foutris**
    - I. 1st Reading by the Lincolnwood School District 74 Board of Education
      - 1. 4:60 Purchases
      - 2. 4:160 Environmental Quality of Buildings and Grounds
      - 3. 5:150 Personnel Records

- 4. 5:125 Personal Technology and Social Media; Usage and Conduct
- 5. 5:120 Employee Ethics; Conduct; and Conflict of Interest
- 6. 5:100 Staff Development Program

f. President's Report: **Kevin Daly**

7. COMMUNICATION TO THE BOARD OF EDUCATION

- a. LTA (Lincolnwood Teacher Association): **Travis DuPriest/Stacy Panoutsos (Co-Presidents)**
- b. LSSU (Lincolnwood Support Staff Union): **Tammer Gad (President)**

8. ADMINISTRATIVE REPORTS

- a. Superintendent's Report: **Dr. Kimberly A. Nasshan**
  - I. INFORMATION/DISCUSSION: District Updates
- b. Curriculum and Instruction, Assistant Superintendent's Report: **Dr. David L. Russo**
  - I. INFORMATION/DISCUSSION: Curriculum Department Update
- c. Business and Operations, Business Manager/CSBO: **Courtney Whited**
  - I. INFORMATION/DISCUSSION: Finance Report - **OCTOBER 2021**
  - II. INFORMATION/ACTION: Bills Payable in the Amount of \$2,404,041.93  
**Bills reviewed this month by:** Kevin Daly and Rupal Shah Mandal  
Rationale: The Board of Education routinely reviews and approves invoices and bills.

**Recommended Motion: I move that the Lincolnwood School District 74 Board of Education approve invoices and bills in the amount of \$2,404,041.93.**

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

9. AUDIENCE TO VISITORS

10. RECESS INTO CLOSED SESSION

I move that the Lincolnwood School District 74 Board of Education recess into Closed Session for the purposes of: **5 ILCS 120/2(c)(1), amended by P.A. 101-459 - Personnel and 5 ILCS 120/2(c)(2) - Collective Negotiating.**

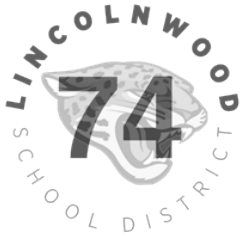
Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

11. ADJOURNMENT

Motion by member: \_\_\_\_\_ Seconded by: \_\_\_\_\_

**Dr. Kimberly A. Nasshan, Superintendent of Schools**

*Lincolnwood School District 74 is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of this meeting or facility, are requested to contact the District Office at 847-675-8234 promptly to allow Lincolnwood School District 74 to make reasonable accommodations for those persons.*



LINCOLNWOOD SCHOOL DISTRICT 74  
BOARD OF EDUCATION  
REGULAR MEETING MINUTES  
THURSDAY, DECEMBER 2, 2021 AT **7:30 PM**

BOARD OF EDUCATION  
Kevin Daly, *President*  
Elaina Geraghty, *Vice President*  
John P. Vranas, *Secretary*  
Myra A. Foutris  
Jay Oleniczak  
Rupal Shah Mandal  
Peter D. Theodore

ADMINISTRATION  
Dr. Kimberly A. Nasshan, *Superintendent of Schools*  
Dr. David Russo, *Assistant Superintendent for Curriculum and Instruction*  
Courtney Whited, *Business Manager/CSBO*

*Minutes of the Regular Meeting of the Board of Education of Lincolnwood School District 74, Cook County, Illinois, was held in the Lincolnwood Village Hall - Council Chambers 6900 North Lincoln Avenue, Lincolnwood, Illinois 60712, on Thursday, December 2, 2021.*

1. CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

President Daly called the Regular Meeting to order at 7:32 p.m. Roll call was taken and the Pledge of Allegiance was recited:

MEMBERS PRESENT

Kevin Daly  
Myra A. Foutris  
Elaina Geraghty  
Rupal Shah Mandal  
John P. Vranas

MEMBERS ABSENT

Peter D. Theodore

ADMINISTRATORS/STAFF PRESENT

Dr. Kimberly A. Nasshan	Erin Curry	Dr. Dominick Lupo
Dr. David Russo	Mark Atkinson	Jennifer Ruttkay
Courtney Whited	Jordan Stephen	Renee Tolnai
Chris Harmon	Christina Audisho	

2. DISTRICT RECOGNITION

a. ILMEA (Illinois Music Education Association)

On November 6, 2021, Lincoln Hall had three students compete against students from seventy-two other schools to earn a place in the coveted ILMEA Festival. The students honored were all accepted! Congratulations to:

Salwa M. | 8th Grade - Band  
Nishant C. | 7th Grade - Orchestra  
Fabian C. | 7th Grade – Orchestra

Lincoln Hall Band Director Max Greene introduced each of the honorees with a Lincolnwood School District 74 Board of Education District Recognition certificate. Congratulations to all!

3. AUDIENCE TO VISITORS

None

4. INFORMATION/ACTION: CONSENT AGENDA

a. APPROVAL OF MINUTES

- I. Regular Board Meeting Minutes - **NOVEMBER 4, 2021**
- II. Regular Board Meeting - Closed Session Minutes - **NOVEMBER 4, 2021**

b. EMPLOYMENT MATTERS

- I. Personnel Report

c. Anticipated Dates for the 2022 Lincolnwood School District 74 Board of Education Meetings.

The Lincolnwood School District 74 Board of Education must approve dates for the 2022 Regular Board of Education meetings. The meetings are held at Lincolnwood Village Hall at 7:30 p.m., unless otherwise noted.

Feedback from the community to any of these meeting dates is welcome.

January 6, 2022  
February 3, 2022  
March 3, 2022  
April 7, 2022  
May 5, 2022  
June 1, 2022 (Wednesday)  
June 23, 2022  
August 4, 2022  
September 1, 2022  
October 6, 2022  
November 3, 2022  
December 1, 2022

d. Policy

I. **Consent Only** - Policies Excluded from 1st Reading for Approval\*

\*These policies are excluded from 1st Reading because they only involve changes in citations or immediate compliance with the law or Illinois School Code.

1. 3:10 Goals and Objectives
2. 3:70 Succession Plan
3. 4:40 Incurring Debt
4. 4:140 Waiver of Student Fees
5. 5:140 Solicitations By or From Staff
6. 6:140 Education of Homeless Children
7. 6:180 Extended Instructional Programs
8. 7:285 Food Allergy Management Program
9. 8:70 Accommodating Individuals with Disabilities

e. Final Fiscal Year 2021 Audit by Lauterbach & Amen, LLP

The final Fiscal Year 2021 Lauterbach & Amen, LLP Audit Report is presented to the Lincolnwood School District 74 Board of Education for review at the December 2, 2021 Board of Education meeting, as recommended by the Finance Committee.

f. Upcoming Staff Development Opportunities

- I. Illinois Music Educators Conference (IMEC), January 27-29, 2022, in Peoria, IL for Rutledge Hall Music Teacher Hillary Schroer.

g. Termination of Two Elevator Service/Maintenance Agreements and Notice to Bid for Elevator Service/Maintenance on Two Elevators and Modernization of One Elevator

The Facilities Committee concurs with Administration to recommend to the Board of Education to terminate Elevator Service and Maintenance Agreements with TK Elevator and Otis Elevator on March 31, 2022 and to request sealed bids for the modernization of one elevator and the regular service and maintenance of two elevators beginning in April 2022.

h. Annual Renewal of Building Automated Systems (BAS) Maintenance and Support

The Facilities Committee concurs with the Administration to recommend to the Board of Education to accept this Agreement from Control Engineering Corporation to renew Annual BAS (Building Automated Systems)

Maintenance and Support in the amount of \$9,524 from January 1, 2022 through December 31, 2022.

i. Everyday Speech Subscription

The Finance Committee concurs with the Administration to recommend to the Board of Education to accept this Quote from Everyday Speech in the amount of \$1,127.96 from December 3, 2021 to December 2, 2022.

j. Explore Learning Gizmos Renewal

The Finance Committee concurs with the Administration to recommend to the Board of Education to accept this Proposal from Explore Learning for Gizmos in the amount of \$2,947.50 from January 1, 2022 to June 30, 2023.

k. Infinite Connections Inc. Agreement Renewal

The Finance Committee concurs with the Administration to recommend to the Board of Education to approve the Infinite Connections, Inc. Agreement for Consulting Services in the amount of \$4,400 for the dates between February 1, 2022 to January 31, 2023.

l. XtraMath Premium Subscription for the 2021-2022 School Year

The Finance Committee concurs with the Administration to recommend to the Board of Education to approve the XtraMath Premium Subscription, for Grades 3 through 5, in the amount of \$512.50 for the service dates from October 21, 2021 to October 21, 2022.

m. ZOOM Video Communications Inc. Subscription for the 2021-2022 School Year

The Finance Committee concurs with the Administration to recommend to the Board of Education to approve the ZOOM Video Communications Inc. Subscription in the amount of \$7,500 for the dates August 18, 2021 through August 17, 2022.

It was moved by Secretary Vranas and seconded by Member Foutris that the Lincolnwood School District 74 Board of Education approves those items on the Consent Agenda as appear above.

President Daly submitted the motion to a vote and the following vote was recorded:

Ayes: Geraghty, Vranas, Foutris, Oleniczak, Shah Mandal, Daly

Nays: None

Absent: Theodore

Motion passed.

5. UNFINISHED BUSINESS

None

6. NEW BUSINESS

None

a. Memorandum of Agreement (MOA) Regarding FMLA and Maternity Leave Between the Board of Education of Lincolnwood School District No. 74, Cook County, Illinois and Lincolnwood Teachers' Association (LTA), Local 1274, IFT/AFT

It was moved by Secretary Vranas and seconded by Vice President Geraghty that the Lincolnwood School District 74 Board of Education approve the Memorandum of Agreement (MOA) regarding FMLA and Maternity Leave between the Board of Education of Lincolnwood School District No. 74, Cook County, Illinois and Lincolnwood Teachers' Association (LTA), Local 1274, IFT/AFT, as presented.

Secretary Vranas indicated that there was revised language in the document presented for approval that was not in the document published in the Board packet. Those revisions did not substantively change the MOA.

President Daly submitted the motion to a vote and the following vote was recorded:

Ayes: Geraghty, Vranas, Foutris, Oleniczak, Shah Mandal, Daly

Nays: None

Absent: Theodore

Motion passed.

- b. Memorandum of Agreement (MOA) Regarding FMLA and Maternity Leave between the Board of Education of Lincolnwood School District No. 74, Cook County, Illinois and the Lincolnwood Support Staff Union (LSSU), Local 1274, IFT/AFT

It was moved by Secretary Vranas and seconded by Vice President Geraghty that the Lincolnwood School District 74 Board of Education approve the Memorandum of Agreement (MOA) regarding FMLA and Maternity Leave between the Board of Education of Lincolnwood School District No. 74, Cook County, Illinois and the Lincolnwood Support Staff Union (LSSU), Local 1274, IFT/AFT, as presented.

Secretary Vranas indicated that there was revised language in the document presented for approval that was not in the document published in the Board packet. Those revisions did not substantively change the MOA.

President Daly submitted the motion to a vote and the following vote was recorded:

Ayes: Geraghty, Vranas, Foutris, Oleniczak, Shah Mandal, Daly

Nays: None

Absent: Theodore

Motion passed.

## 7. COMMUNICATION FROM BOARD MEMBERS

- a. NTDSE/District 807: **John P. Vranas/Kevin Daly**

Secretary Vranas reported the NTDSE Governing Board did not meet in December.

Construction on the Molloy Education Center remodeling project has begun.

The NTDSE Governing Board is scheduled to meet on January 13, 2022 at 7:00 p.m.

- b. IASB (Illinois Association of School Boards): **Elaina Geraghty/Myra A. Foutris**

Vice President Geraghty reported 48% of Illinois School Districts were represented at the 2021 Delegates Assembly on November 20, 2021 where they took part in electronic voting.

The annual Triple I Conference took place on November 19-21, 2021, and was well-attended.

- c. Finance Committee: **Peter D. Theodore/Jay Oleniczak**

The Finance Committee last met on November 18, 2021.

- The Committee sent five items to the Consent Agenda:
  1. Explore Learning Gizmos Renewal
  2. Everyday Speech Subscription
  3. Infinite Connections Inc. Agreement Renewal
  4. XtraMath Premium Subscription for the 2021-2022 School Year
  5. ZOOM Video Communications Inc. Subscription for the 2021-2022 School Year
- The Final Fiscal Year 2021 Lauterbach & Amen, LLP Audit Report was presented to the Board of Education for review.
- As recommended by the Finance Committee, Lincolnwood School District 74's Final 2021 Property Tax Levy and Resolution Authorizing Final Aggregate Tax Levy for the Year 2021, Certificate of Tax Levy including Secretary's Certificate and Resolution Authorizing Life Safety Levy including Secretary's Certificate were presented to the Board for approval.

- The next Finance Committee meeting is scheduled for Thursday, January 20, 2022 at 6:30 p.m. The public is welcome.

d. Facilities Committee: **John P. Vranas/Elaina Geraghty**

The Facilities Committee last met on November 16, 2021.

- The Committee reviewed the timeline for the summer 2022 HVAC replacement project. Bids will be due on December 3, 2021. The Committee also reviewed the timeline for the bid packages that encompasses general summer 2022 work and for the Campus Running Track.
- The Committee reviewed the proposed designs for the track. They would like to use the existing sidewalk footprint as much as possible which reduces the loss of greenspace. The Administration will explore dimensions and surfacing of tracks in other Niles Township schools.
- The Committee reviewed options for increasing the number of parking spaces in the Todd Hall parking lot in conjunction with the planned resurfacing of that lot. They chose the option that does not require the relocation of the Pre-K playground and adds 15 spaces to the existing lot.
- The Committee concurred with the Administration's recommendation to terminate Elevator Service and Maintenance Agreements with TK Elevator and Otis Elevator on March 31, 2022, and to request sealed bids for the modernization of the Rutledge Hall elevator and the regular service and maintenance of both elevators beginning in April 2022.
- The Committee concurred with the Administration's recommendation to accept the Agreement from Control Engineering Corporation to renew Annual BAS (Building Automated Systems) Maintenance and Support as presented.
- The next Facilities Committee meeting is scheduled for Tuesday, December 14, 2021 at 6:00 p.m. The public is welcome.

e. Policy Committee: **Rupal Shah Mandal/Myra A. Foutris**

I. 1st Reading by the Lincolnwood School District 74 Board of Education

1. 4:100 Insurance Management

The Policy Committee last met on Friday, November 12, 2021.

- The Policy Committee sent nine policies to the Consent Agenda and one policy to 1<sup>st</sup> Reading by the Board of Education.
- The Committee continues to review District policies in between receipt of official Press Plus packets.
- The next Policy Committee meeting is scheduled for Friday, December 17, 2021 at 8:30 a.m. The public is welcome.

f. President's Report: **Kevin Daly**

President Daly shared important upcoming District dates and wished all a very Happy Holidays.

8. COMMUNICATION TO THE BOARD OF EDUCATION

a. LTA (Lincolnwood Teacher Association): **Travis DuPriest/Stacy Panoutsos (Co-Presidents)**

Co-president Travis DuPriest wished the Lincolnwood Learning Community a very Happy Holidays.

b. LSSU (Lincolnwood Support Staff Union): **Tammer Gad (President)**

No report.

9. ADMINISTRATIVE REPORTS

a. Superintendent's Report: **Dr. Kimberly A. Nasshan**

I. District Updates

- Superintendent Nasshan shared a small token of holiday appreciation with the Lincolnwood School District 74 Board of Education for their continued commitment on behalf of the Lincolnwood Learning Committee.



- Superintendent Nasshan also shared a big thank you to the entire Lincolnwood Community on working together to collect 2,714 food items for donation to the Niles Township Food Pantry before the Thanksgiving holiday.
- The Administrative Team remains grateful to the Lincolnwood Learning Community for their continued flexibility and collaboration as we work together through the COVID protocols and guidance.

b. Curriculum and Instruction, Assistant Superintendent's Report: **Dr. David L. Russo**

I. Assessment Report: Spring – Fall 2021 NWEA/MAP Data

Assistant Superintendent for Curriculum and Instruction Russo presented the Spring-Fall NWEA/MAP Data as a follow up to the November 4, 2021 Board of Education Assessment presentation.

c. Business and Operations, Business Manager/CSBO: **Courtney Whited**

I. Finance Report - **SEPTEMBER 2021**

Business Manager/CSBO Whited presented the September 2021 Finance Report.

II. Public Hearing and Adoption of the Final 2021 Property Tax Levy

President Daly confirmed with Business Manager/CSBO Whited that the 2021 Annual Tax Levy has been on the agenda for public knowledge since September 2021. No public inquiries were received electronically or in person as of December 2, 2021.

OPEN PUBLIC HEARING

It was moved by Secretary Vranas and seconded by Member Foutris that the Lincolnwood School District 74 Board of Education open a public hearing regarding adoption of the Final 2021 Property Tax Levy.

President Daly submitted the motion to a voice vote and the motion passed.

AUDIENCE COMMENTS

None

CLOSE PUBLIC HEARING

It was moved by Secretary Vranas and seconded by Member Shah Mandal that the Lincolnwood School District 74 Board of Education close the public hearing regarding adoption of the Final 2021 Property Tax Levy.

President Daly submitted the motion to a voice vote and the motion passed.

2021 PROPERTY TAX LEVY APPROVAL

It was moved by Secretary Vranas and seconded by Member Oleniczak that the Lincolnwood School District 74 Board of Education adopts the 2021 Property Tax Levy Resolutions as presented. The aggregate capped funds levy is \$23,789,277 which is a 1.74% increase over the previous year's amount. The debt service amount is \$1,731,689.61 which is a 0.78% increase over the previous year's amount. The total property taxes to be levied for 2021 are \$25,520,966.61. This represents a 1.67% increase over last year's total amount. The Board also directs the Business Manager, Courtney Whited, to file the Truth in Taxation Certificate of Compliance and all other documentation before the last Tuesday in December.

President Daly submitted the motion to a vote and the following vote was recorded:

Ayes: Geraghty, Vranas, Foutris, Oleniczak, Shah Mandal, Daly

Nays: None

Absent: Theodore

Motion passed.

III. Bills Payable in the Amount of \$1,544,477.83

**Bills reviewed this month by:** Kevin Daly and Rupal Shah Mandal

It was moved by President Daly and seconded by Member Shah Mandal that the Lincolnwood School District 74 Board of Education approve invoices and bills in the amount of \$1,544,477.83.

President Daly submitted the motion to a vote and the following vote was recorded:

Ayes: Geraghty, Vranas, Foutris, Oleniczak, Shah Mandal, Daly

Nays: None

Absent: Theodore

Motion passed.

10. AUDIENCE TO VISITORS

None

11. ADJOURNMENT

It was moved by Vice President Geraghty and seconded by Member Shah Mandal to adjourn the Regular meeting of the Lincolnwood School District 74 Board of Education.

President Daly submitted the motion to a voice vote and the motion passed at 7:59 p.m.

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Kevin Daly, President

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John P. Vranas, Secretary

# PRESS PLUS ISSUE #108 NOVEMBER 2021

## POLICY COMMITTEE MEETING DECEMBER 17, 2021

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 4 - Operational Services \

### *Document Status: 5-Year-Review - Needs Review*

#### Operational Services

#### **4:120 Food Services**

Good nutrition shall be promoted in the District's meal programs and in other food and beverages that are sold to students during the school day. The Superintendent shall manage a food service program that complies with this policy and is in alignment with School Board policy 6:50, *School Wellness*.

Food or beverage items sold to students as part of a reimbursable meal under federal law must follow the nutrition standards specified in the U.S. Dept. of Agriculture rules that implement the National School Lunch and Child Nutrition Acts. Schools being reimbursed for meals under these laws are *participating schools*.

The food service program in participating schools shall comply with the nutrition standards specified in the U.S. Dept. of Agriculture's *Smart Snacks rules* when it offers competitive foods to students on the school campus during the school day. *Competitive foods* are all food and beverages that are offered by any person, organization or entity for sale to students on the school campus during the school day that are not reimbursed under programs authorized by federal law. The food service programs in participating schools shall also comply with any applicable mandates in the Illinois State Board of Education's School Food Service rules implementing these federal laws and the Ill. School Breakfast and Lunch Program Act.

All revenue from the sale of any food or beverages sold in competition with the School Breakfast Program or National School Lunch Program to students in food service areas during the meal period shall accrue to the nonprofit school lunch program account.

#### LEGAL REF.:

B. Russell National School Lunch Act, [42 U.S.C. §1751](#) *et seq.*

Child Nutrition Act of 1966, [42 U.S.C. §1771](#) *et seq.*

[7 C.F.R. Parts 210](#) and [220](#), Nutrition Standards in the National School Lunch and School Breakfast Programs.

[105 ILCS 125/](#).

[23 Ill.Admin.Code Part 305](#), School Food Service.

CROSS REF.: 4:130 (Free and Reduced-Price Food Services), 6:50 (School Wellness)

ADOPTED: October 7, 2015

REVISED:

REVIEWED: June 3, 2021

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# PRESS PLUS ISSUE #108 NOVEMBER 2021 POLICY COMMITTEE MEETING DECEMBER 17, 2021

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 8 - Community Relations \

## *Document Status: 5-Year-Review - Needs Review*

### Community Relations

#### **8:100 Relations with Other Organizations and Agencies**

The District shall cooperate with other organizations and agencies, including the Illinois Emergency Management Agency (IEMA), local organizations for civil defense, and other appropriate disaster relief organizations concerned with civil defense

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 4:170 (Safety), 4:180 (Pandemic Preparedness: Management, and Recovery), 5:90 (Abused and Neglected Child Reporting), 7:150 (Government Agency and Law Enforcement Interviews of Students at School)

ADOPTED: January 16, 2007

REVISED: December 1, 2009

REVIEWED: May 3, 2018

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# PRESS PLUS ISSUE #108 NOVEMBER 2021

## POLICY COMMITTEE MEETING DECEMBER 17, 2021

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 2 - Board of Education \

### Document Status: Draft Update

#### Board of Education

#### 2:20 Powers and Duties of the Board of Education; Indemnification

The major powers and duties of the Board of Education include, but are not limited to:

1. Annually organizing the Board by electing officers and establishing its regular meeting schedule and, thereafter, taking action during lawfully called meetings to faithfully fulfill the Board's responsibilities in accordance with Board policy and State and federal law.
2. Formulating, adopting, and modifying Board policies, at its sole discretion, subject only to mandatory collective bargaining agreements and State and federal law.
3. Employing a Superintendent and other personnel, making employment decisions, dismissing personnel, including determining whether an employee has willfully or negligently failed to report an instance of suspected child abuse or neglect as required by [325 ILCS 5/](#), and establishing an equal employment opportunity policy that prohibits unlawful discrimination.
4. Directing, through policy, the Superintendent, in his or her charge of the District's administration.
5. Approving the annual budget, tax levies, major expenditures, payment of obligations, annual audit, and other aspects of the District's financial operation; and making available a statement of financial affairs as provided in State law.
6. Entering contracts using the public bidding procedure when required.
7. Providing, constructing, controlling, and maintaining adequate physical facilities; making school buildings available for use as civil defense shelters; and establishing a resource conservation policy.
8. Establishing an equal educational opportunities policy that prohibits unlawful discrimination.
9. Approving the curriculum, textbooks, and educational services.
10. Evaluating the educational program and approving School Improvement and District Improvement Plans.
11. Presenting the District report card and School report card(s) to parents/guardians and the community; these documents report District, School and student performance.
12. Establishing and supporting student behavior policies designed to maintain an environment conducive to learning, including deciding individual student suspension or expulsion cases brought before it.
13. Establishing attendance units within the District and assigning students to the schools.
14. Establishing the school year.
15. Requiring a moment of silence to recognize veterans during any type of school event held at a District school on November 11.
16. Providing student transportation services pursuant to State law.
17. Entering into joint agreements with other boards to establish cooperative educational programs or provide educational facilities.
18. Complying with requirements in the Abused and Neglected Child Reporting Act (ANCRA). Specifically, each individual Board member must, if an allegation is raised to the member during an open or closed Board meeting that a student is an abused child as defined in ANCRA, direct or cause the Board to direct the Superintendent or other equivalent school administrator to comply with ANCRA's requirements concerning the reporting of child abuse.
19. Notifying the State Superintendent of Education promptly and in writing of the name of a licensed teacher who was convicted of a felony, along with the conviction and the name and location of the court where the conviction occurred. [PRESSPlus1](#)
20. Notifying the Teachers' Retirement System (TRS) of the State of Ill. Board of Trustees promptly and in writing when it learns that a teacher as defined in the Ill. Pension Code was convicted of a felony, along with the name and location of the court where the conviction occurred, and the case number assigned by that court to the conviction. [PRESSPlus2](#)
21. Communicating the schools' activities and operations to the community and representing the needs and desires of the community in educational matters.

#### Indemnification

To the extent allowed by law, the Board shall defend, indemnify, and hold harmless School Board members, employees, volunteer personnel (pursuant to [105 ILCS 5/10-22.34](#), [10-22.34a](#) and [10-22.34b](#)), mentors of certified staff (pursuant to [105 ILCS 5/2-3.53a](#), [2-3.53b](#), and [105 ILCS 5/21A-5 et seq.](#)), and student teachers who, in the course of discharging their official duties imposed or authorized by law, are sued as parties in a legal proceeding. Nothing herein, however, shall be construed as

obligating the Board to defend, indemnify, or hold harmless any person who engages in criminal activity, official misconduct, fraud, intentional or willful and wanton misconduct, or acts beyond the authority properly vested in the individual.

LEGAL REF.:

[105 ILCS 5/10](#), [5/17-1](#), [5/21B-85](#), and [5/27-1](#).

[115 ILCS 5/](#), III. Educational Labor Relations Act.

[325 ILCS 5/](#), Abused and Neglected Child Reporting Act.

CROSS REF.: 1:10 (School District Legal Status), 1:20 (District Organization, Operations, and Cooperative Agreements), 2:10 (School District Governance), 2:80 (Board Member Oath and Conduct), 2:140 (Communications To and From the Board), 2:210 (Organizational School Board Meeting), 2:240 (Board Policy Development), 4:60 (Purchases), 4:70 (Resource Conservation), 4:100 (Insurance Management), 4:110 (Transportation), 4:150 (Facility Management and Expansion Programs), [4:165 \(Awareness and Prevention of Sexual Abuse and Grooming Behaviors\)](#), [4:175 \(Convicted Child Sex Offender: Screening: Notifications\)](#), 5:10 (Equal Employment Opportunity and Minority Recruitment), [5:30 \(Hiring Process and Criteria\)](#), 5:90 (Abused and Neglected Child Reporting), [5:120 \(Employee Ethics; Conduct; and Conflict of Interest\)](#), [5:150 \(Personnel Records\)](#), [5:210 \(Resignations\)](#), [5:290 \(Employment Termination and Suspensions\)](#), 6:10 (Educational Philosophy and Objectives), 6:15 (School Accountability), 6:20 (School Year Calendar and Day), 7:10 (Equal Educational Opportunities), 7:30 (Student Assignment), 7:190 (Student Behavior), 7:200 (Suspension Procedures), 7:210 (Expulsion Procedures), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: November 6, 2014

REVISED: January 9, 2020

REVIEWED: January 9, 2020

**Comments:** The District will now adopt the same look on all policies moving forward: ADOPTED: REVISED: REVIEWED:

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#### **PRESSPlus Comments**

PRESSPlus 1. Updated in response to 105 ILCS 5/21B-85(a). **Issue 108, November 2021**

PRESSPlus 2. Updated in response to 105 ILCS 5/21B-85(b). **Issue 108, November 2021**

# PRESS PLUS ISSUE #108 NOVEMBER 2021

## POLICY COMMITTEE MEETING DECEMBER 17, 2021

LINCOLNWOOD SCHOOL DISTRICT 74 \ SECTION 3 - General School Administration \

### Document Status: Draft Update

#### General School Administration

#### 3:40 Superintendent

##### Duties and Authority

The Superintendent is the District's executive officer and is responsible for the administration and management of the District schools in accordance with Board of Education policies and directives, and State and federal law. District management duties include, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by State and federal law, including the special reporting responsibilities in policy 5:90, *Abused and Neglected Child Reporting*. [PRESSPlus1](#)  
The Superintendent is authorized to develop administrative procedures to implement Board of Education policy.

The Superintendent may delegate to other District staff members the exercise of any powers and the discharge of any duties imposed upon the Superintendent by Board of Education policies or by Board vote. The delegation of power or duty, however, shall not relieve the Superintendent of responsibility for the action that was delegated.

##### Qualifications

The Superintendent must be of good character and of unquestionable morals and integrity. The Superintendent shall have the experience and the skills necessary to work effectively with the Board, District employees, students, and the community. The Superintendent must have and maintain a Professional Educator License with a superintendent endorsement issued by the Illinois State Educator Preparation and Licensure Board.

##### Evaluation

The Board of Education will evaluate the Superintendent's performance and effectiveness according to the terms contained in the Superintendent's employment contract. A specific time should be designated for a formal evaluation session with all Board of Education members present. The evaluation should include a discussion of professional strengths as well as performance areas needing improvement.

The Superintendent shall annually present evidence of professional growth through attendance at educational conferences, additional schooling, and in-service training.

##### Compensation and Benefits

The Board of Education and the Superintendent shall enter into a contract that conforms to this policy and State law. This contract shall govern the employment relationship between the Board of Education and the Superintendent. The terms of the Superintendent's employment agreement, when in conflict with this policy, will control

##### LEGAL REF.:

105 ILCS 5/10-16.7, 5/10-20.47, 5/10-21.4, [5/10-21.9](#), 5/10-23.8, 5/21B-20, 5/21B-25, 5/24-11, and 5/24A-3.

[5 ILCS 120/7.3, Open Meetings Act.](#)

[23 Ill.Admin.Code §§1.310, 1.705, and 25.355.](#)

CROSS REF: 2:20 (Powers and Duties of the Board of Education; Indemnification), 2:130 (Board-Superintendent Relationship), 2:240 (Board Policy Development), 3:10 (Goals and Objectives), [4:165 \(Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors\)](#), [4:175 \(Convicted Child Sex Offender; Screening; Notifications\)](#), [5:30 \(Hiring Process and Criteria\)](#), [5:90 \(Abused and Neglected Child Reporting\)](#), [5:120 \(Employee Ethics; Conduct; and Conflict of Interest\)](#), [5:150 \(Personnel Records\)](#), [5:210 \(Resignations\)](#), [5:290 \(Employment Termination and Suspensions\)](#)

ADOPTED: June 25, 2015

REVISED: January 7, 2021

REVIEWED: January 9, 2020

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#### PRESSPlus Comments

PRESSPlus 1. Updated in response to the General Assembly's focus on resolving Educator Misconduct. 105 ILCS 5/10-21.9(e-5), amended by P.A.102-552, requires these notifications and provides superintendents immunity from any liability, whether civil or criminal or that otherwise might result by complying with the statute. **Issue 108, November 2021**



















































