

**School District U-46**  
Elgin, Illinois

November 4, 2024

**The video of the November 4, 2024 meeting can be found here:**  
[November 4, 2024 BOE Meeting](#)

The Regular Meeting of the Board of Education was called to order at 5:45 p.m. at the Educational Services Center, 355 East Chicago Avenue, Elgin, Illinois.

A motion was made by Ms. Kerr, second by Ms. Martin to allow Ms. Khan to attend the November 4, 2024 meeting virtually due to personal illness or disability. Upon roll call yes votes: Ms. Kerr, Ms. Martin, Ms. Noland, Ms. Schwartz, Ms. Thommes, and President Owens. No votes 0. The motion was carried by a vote of 6-0.

The following Board Members answered roll call: Sue Kerr, Samreen Khan, Dawn Martin, Veronica Noland, Chanda Schwartz, Kate Thommes, and Melissa Owens.

President Owens requested a motion to move into Closed Session to discuss individual student disciplinary matters; pending, probable or imminent litigation; the appointment, employment, compensation, discipline, performance or dismissal of specific employees, specific individuals who serve as independent contractors in a park, recreational, or educational setting, or specific volunteers of the public, or legal counsel for the public body; the purchase or lease of real property for the use of the School Board; the setting of a price for the sale or lease of real property owned by the School Board; an internal audit, control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews; collective negotiating matters between the School Board and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees; review of Closed Session Minutes; and individual student matters.

The motion was made at 5:47 p.m. by Ms. Noland, second by Ms. Martin. Upon roll call yes votes: Ms. Kerr, Ms. Khan, Ms. Martin, Ms. Noland, Ms. Schwartz, Ms. Thommes, and President Owens. No votes 0. The motion was carried by a vote of 7-0.

A motion was made at 6:56 p.m. by Ms. Thommes, second by Ms. Martin, to reconvene into open session. Upon roll call yes votes: Ms. Kerr, Ms. Khan, Ms. Martin, Ms. Noland, Ms. Schwartz, Ms. Thommes, and President Owens. No votes 0. The motion was carried by a vote of 7-0.

Present for the business session were Board members Sue Kerr, Samreen Khan, Dawn Martin, Veronica Noland, Chanda Schwartz, Kate Thommes, Melissa Owens, Superintendent, Dr. Suzanne Johnson, and Chief Legal Officer, Trisha Olson. Also present was Student Board member Mahitha Ratakonda. The following were also present at the District's central office: Dr. Annette Acevedo, Celia Banks, Michele Chapman, Myka Kennedy, Amanda Leatherby, Ashlee McHaney,

Kevin McKenzie, Milena Nedeljkovic, Matt Raimondi, Dr. Leatrice Satterwhite, Brian Tennison, Dr. Ann Williams, Dr. Frank Williams, and Jim Wolf.

President Owens led the recitation of the Pledge of Allegiance.

A moment of silence was held in honor of two U-46 students, Emilio Garcia and Jess Kendall.

1. Accent on Achievement - Dr. Johnson

A. School Board Members Day

In recognition of School Board Members Day celebrated on November 15, 2024, Administration provided a Proclamation of Appreciation to Melissa Owens, the President of the U-46 Board of Education. School District U-46 has seven elected board members and one student advisor. School board members are volunteers serving as advocates striving for quality education opportunities for every student. They safeguard community's tax dollars and strive to create the best education environment possible with the resources available. U-46's Board of Education was recently honored with the 2024 School Board Governance Recognition for its effective governance behaviors and commitment toward obtaining the knowledge, skills, and abilities necessary to effectively lead the District.

2. Strategic Plan Report - Dr. Johnson (Board Policy 2:20 - Powers and Duties of the Board of Education; Indemnification)

A. School Report Card Data

Dr. Annette Acevedo, Assistant Superintendent of Schools, Brian Tennison, Assistant Superintendent of Teaching and Learning, and Matt Raimondi, Director of Assessment and Accountability, discussed the School Report Card Data with the Board of Education.

B. Alignment Collaborative for Education (ACE) and School District U-46 Explore 2024 Update

Nancy Coleman, Executive Director for Alignment Collaborative for Education, Terry Stroh, Director of Northern Kane County Region 110, and Myka Kennedy, Assistant Director of Post-Secondary Success, provided the Board of Education with an update on Alignment Collaborative for Education and the Explore 2024 event.

3. Comments from the Audience - Ms. Owens

A. Public Comments

Drew Piper spoke of Principal Matthew Palcer's kind demeanor and leadership.

Justin Kanthak advocated for the reinstatement of Mr. Palcer.

Tom Walsh shared his experiences with Mr. Palcer. He stated that Centennial Elementary School was lucky to have Mr. Palcer as their principal.

Mary Oloris stated that she is in support of Mr. Palcer and asked that he return as Centennial Elementary School's Principal. She further shared a statement made by an anonymous teacher.

Stephanie Beer spoke of the increased class size in the ILP program at Centennial Elementary School and shared concerns for the School.

Carla Wood spoke via Zoom. She shared concerns regarding Mr. Palcer's leave and support given to the ILP program.

Brandon Massey joined in the concern regarding Mr. Palcer's administrative leave and asked for greater transparency. He additionally asked to reinstate Principal Palcer and provide the school with the resources that it needs for a safe learning environment.

#### 4. Other Business - Board Member and Superintendent Update, If Necessary

##### A. Additional Information

Ms. Schwartz spoke about the policy committee meeting held earlier. The meeting is available on YouTube. She also reported that she attended the Skeleton Trot 5k and it was a lot of fun. She thanked the organizers.

Ms. Noland reported that she participated in one of the strategic planning meetings and it was a great opportunity to work with parents. She also attended the Skeleton Trot and said it was awesome.

Dr. Johnson thanked everyone involved with the Skeleton Trot.

##### B. FOIA Requests – 6

Dr. Johnson stated that there were six Freedom of Information Act requests, which would be available on BoardDocs and the District's website.

##### C. Report to Membership - 2024 IASB Delegate Assembly

The Board of Education to discussed the November 23, 2024 Delegate Assembly and how to advise the School District U-46 Board Delegate who will be representing the Board of Education at the 91st Annual Conference.

<b>Resolutions - Adopt</b>	<b>District Opinion</b>
Dual Language	Support
EBF Authorized Charter School Funding	Need more information
Tax Increment Financing (TIF) Accountability	Support
Faith's Law — Centralized State Agency for EHRs	Support
Heath Care Coverage	Support
Polling Place — Amendment to Position Statement 7.08	Support
<b>Resolutions – Do Not Adopt</b>	<b>District Opinion</b>
Cellphone Usage	Do not reconsider
Office of Inspector General	Do not reconsider
Faith's Law — EHRs for Current Employees	Do not reconsider
Criminal Background Check	Do not reconsider
<b>Constitutional Amendment</b>	<b>District Opinion</b>
Article XI, Section 5 - Parliamentary Practice	Support

5. Consent Agenda - Dr. Johnson

- A. Personnel Report and Workers' Compensation Cases
- B. Minutes of Board Meeting August 5, 2024
- C. Proposal - Curriculum and Instruction - Career and Technical Education Tooling U-SME
- D. Proposal - Communications and Plant Operations - Welcome Center Interior Graphic Installation
- E. Proposal - Plant Operations - Annual Fire Alarm Inspection and Testing Services
- F. Contract Renewal - Curriculum and Instruction - Wayside Publishing

Motion by Ms. Noland, second by Ms. Thommes, to approve the Consent Agenda items A-F as presented. Upon roll call yes votes: Ms. Kerr, Ms. Khan, Ms. Martin, Ms. Noland, Ms. Schwartz, Ms. Thommes, and President Owens. No votes 0. The motion was carried by a vote of 7-0.

6. Discussion/Action - Dr. Johnson

- A. Itemized Bills - November 4, 2024

Dr. Frank Williams, Assistant Superintendent of Finance, was available to respond to questions from the Board of Education regarding the List of Bills. Administration recommended the Board of Education approve the List of Bills in the amount of \$29,688,511.99.

Motion by Ms. Noland, second by Ms. Kerr, to approve the Itemized Bills in the amount of \$29,688,511.99. Upon roll call yes votes: Ms. Kerr, Ms. Khan, Ms. Martin, Ms. Noland, Ms. Schwartz, Ms. Thommes, and President Owens. No votes 0. The motion was carried by a vote of 7-0.

B. Proposal - Operations - Dundee Avenue Reconstruction Easement Offer

Dr. Ann Williams, Deputy Superintendent of Operations, presented the proposal summary and was available to respond to questions from the Board of Education. Administration recommended approval of the resolution and accompanying documents as submitted by the City of Elgin, totaling compensation to the District in the amount of \$5,500.00, and requested authorization for District administration to execute related documents.

Motion by Ms. Kerr, second by Ms. Thommes, to approve the Dundee Avenue easement offer.

Ms. Kerr asked if this would expand bus access space for Larsen Middle School. Dr. Ann Williams responded yes.

Ms. Martin asked what the \$5,500.00 was for. Dr. Ann Williams responded that it was for the land, the permanent easement is \$4,000.00 and the temporary easement is \$1,500.00.

Upon roll call yes votes: Ms. Kerr, Ms. Khan, Ms. Martin, Ms. Noland, Ms. Schwartz, Ms. Thommes, and President Owens. No votes 0. The motion was carried by a vote of 7-0.

C. Contract - Specialized Student Services - Special Education Staffing

Dr. Leatrice Satterwhite, Assistant Superintendent of Equity and Innovation, and Amanda Leatherby, Director of Specialized Student Services, presented the proposal summary and were available to respond to questions from the Board of Education. Administration recommended approval of the contract with The Stepping Stones Group, LLC. in an amount not to exceed \$37,520.00, and requested authorization for District administration to execute related documents. This expenditure will be charged to the Education Fund.

Motion by Ms. Noland, second by Ms. Schwartz, to approve the contract with The Stepping Stones Group, LLC. in an amount not to exceed \$37,520.00. Upon roll call yes votes: Ms. Kerr, Ms. Khan, Ms. Martin, Ms. Noland, Ms. Schwartz, Ms. Thommes, and President Owens. No votes 0. The motion was carried by a vote of 7-0.

7. Other Business - Dr. Johnson

A. Estimate of 2024 Tax Levy

Dr. Ann Williams, Deputy Superintendent of Operations, and Dr. Frank Williams, Assistant Superintendent of Finance, reviewed the Determination of the 2024 Tax

Levy and were available to respond to questions from the Board of Education. The following steps are required when filing a tax levy:

1. The Board of Education requests tax revenue through the annual tax levy process. The Board of Education estimates the amount of the annual tax levy at least 20 days prior to taking action on said levy.
2. The 2024 Estimated Tax Levy will be reviewed during the November 18, 2024 Finance Committee meeting. Additionally, a public hearing on the 2024 Tax Levy will be held during the regular Board meeting on Monday, November 18, 2024.
3. The proposed 2024 Tax Levy will be recommended to the Board of Education for adoption during the regular Board meeting on Monday, December 16, 2024. The tax levy must be filed with County Clerks by the last Tuesday in December.
4. The Township Assessor's determine property values. The County Clerks set the tax rates associated with property values. In order for the District to receive the maximum tax extensions, levy amounts must be estimated higher to account for the unknown factors in the process. Since the equalized assessed valuation (EAV) of property and new construction numbers are unknown at the time the levy is submitted, it is a common practice to establish a defensive levy. Regardless of the amount levied, the County Clerks will reduce levies as needed to ensure all taxing bodies comply with the Property Tax Extension Limitation Law. For Tax Year 2024, the District is entitled to an increase of 3.40% over the previous year for existing property.

8. Work Session - Dr. Johnson

A. Board Policy Updates

Trisha Olson, Chief Legal Officer, presented proposed changes to the following Board policies in the Board Policy Committee Meeting. Administration recommended adoption of the proposed changes.

IASB PRESS Issue 116 Updates:

2:260	Uniform Grievance Procedure
2:265	Title IX Grievance Procedure
5:100	Staff Development Program
7:20	Harassment of Students Prohibited
7:185	Teen Dating Violence Prohibited

9. Work Session - Bids/Proposals (Board Policy 4:60 - Purchases and Contracts)

A. Bid - Plant Operations - HVAC Filters

Ashlee McHaney, Assistant Director of Plant Operations, presented the proposal summary and was available to respond to questions from the Board of Education. Administration recommended award to the lowest responsible bidder, Filter King LLC., in the amount of \$382,081.70 and requested authorization for District administration to execute related documents. This expenditure will be charged to the Operations and Maintenance Fund. The cost is included in the budget for the 2024-2025 through 2026-2027 fiscal years.

B. Proposal - Information Services – Copiers

Jim Wolf, Director of Information Services, presented the proposal summary and was available to respond to questions from the Board of Education. Administration recommended approval of the proposal from ProvenIT, Inc., in the amount of \$127,725.36 annually for a total cost of \$638,626.80 over five years, and requested authorization for District administration to execute related documents. This expenditure will be charged to the Education Fund. The cost will be included in the budget for the 2024-2025 through 2028-2029 fiscal years.

C. Proposal - School Safety - Elementary Network Two-Way Radio Replacements

Kevin McKenzie, Security Operations Manager, presented the proposal summary and was available to respond to questions from the Board of Education. Administration recommended approval of the proposal from Alpha Prime Communications in the amount of \$126,225.00, and requested authorization for District administration to execute related documents. This expenditure will be charged to the Department of School Safety. The cost will be included in the budget for the 2024-2025 fiscal year.

10. Work Session - Contracts Over \$35,000.00 (Board Policy 4:60 - Purchases and Contracts)

A. Contract - Post-Secondary Success – SkillsUSA

Dr. Leatrice Satterwhite, Assistant Superintendent of Equity and Innovation, Michele Chapman, Director of Post-Secondary Success, and Myka Kennedy, Assistant Director of Post-Secondary Success, presented the proposal summary and were available to respond to questions from the Board of Education. Administration recommended approval of the contract with SkillsUSA, in the amount of \$200,423.00, and requested authorization for District administration to execute related documents. This expenditure will be charged to the Education Fund. This cost is included in the budget for the 2024-2025 fiscal year.

B. Contract Renewal - Post-Secondary Success - Universal Production Music

Dr. Leatrice Satterwhite, Assistant Superintendent of Equity and Innovation, Michele Chapman, Director of Post-Secondary Success, and Milena Nedeljkovic, Assistant Director of Post-Secondary Success for Gifted, Accelerated, and Magnet Programs, presented the proposal summary and were available to respond to questions from the Board of Education. Administration recommended approval of the contract renewal with Universal Music Production, in the amount of \$8,750.00, and requested authorization for District administration to execute related documents. This expenditure will be charged to the Education Fund. This cost is included in the budget for the 2024-2025 fiscal year.

C. Contract Renewal - Specialized Student Services - 5Star Interpreting

Dr. Leatrice Satterwhite, Assistant Superintendent of Equity and Innovation, and Amanda Leatherby, Director of Specialized Student Services, presented the proposal summary and were available to respond to questions from the Board of Education. Administration recommended approval of the contract renewal with 5Star Interpreting, in an amount not to exceed \$150,000.00, and requested authorization for District administration to execute related documents. This expenditure will be charged to the Education Fund. This cost is included in the budget for the 2024-2025 fiscal year.

D. Contract Renewal - Curriculum and Instruction – EdPuzzle

Brian Tennison, Assistant Superintendent of Teaching and Learning, and Celia Banks, Director of Curriculum and Instruction, presented the proposal summary and were available to respond to questions from the Board of Education. Administration recommended approval of the contract renewal with EdPuzzle, in the amount of \$77,571.00, and requested authorization for District administration to execute related documents. This expenditure will be charged to the Education Fund. This cost is included in the budget for the 2024-2025 fiscal year.

E. Contract Renewal - Plant Operations - Snow Removal

Dr. Ann Williams, Deputy Superintendent of Operations, and Ashlee McHaney, Assistant Director of Plant Operations, presented the proposal summary and were available to respond to questions from the Board of Education. Administration recommended approval of the contract renewal with TNT Landscape Construction, Inc. and Winter Services LLC., in the total amount of \$128,926.35, and requested authorization for District administration to execute related documents. This expenditure will be charged to the Operations and Maintenance Fund. This cost is included in the budget for the 2024-2025 fiscal year.

11. Adjournment - Ms. Owens

Motion by Ms. Martin, second by Ms. Noland, to adjourn the Board meeting of November 4, 2024, at 9:31 p.m. Upon roll call yes votes: Ms. Kerr, Ms. Khan, Ms. Martin, Ms. Noland, Ms. Schwartz, Ms. Thommes, and President Owens. No votes 0. The motion was carried by a vote of 7-0.

Approved this 13th day of January, 2025.

  
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President

  
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Secretary