



AGENDA
Special Meeting of the Board of Education
To be held at The Administration Center
1001 Leicester Rd. | Elk Grove Village, IL 60007
Monday, June 24, 2024

IMPORTANT NOTICE: If you plan to address the board, please use the sign up sheet on the table as you enter the boardroom. Only those who have signed up, prior to the start of the meeting, will be called to address the board, and speakers will be called in the order listed on the sign up sheet. To view the meeting via livestream visit ccsd59.org/boelive.

- 1.0 CALL TO ORDER – 6:00 P.M.** - TR Johnson, President
- 2.0 ROLL CALL** – Robert Mancilla, Secretary
- 3.0 PLEDGE OF ALLEGIANCE**
- 4.0 COMMENTS AND SUGGESTIONS FROM THE PUBLIC**
- 5.0 DISCUSSION ITEMS**
 - 5.01 Board Working Agreements
 - 5.02 Board Policy 2:230
- 6.0 CLOSED SESSION** for the discussion of:
 - A. To consider information regarding the appointment, employment, compensation, discipline, performance or dismissal of an employee or officer **5 ILCS 120/2(c)(1)**
- 7.0 RECONVENE**
- 8.0 ADJOURNMENT**

Individuals who require special accommodations because of a disability should contact the Educational Services Department at 847.593.4335.

To request translation services for the meeting, please email Miriam Rodriguez (rodriguez.miriam@ccsd59.org) at least 24 hours prior to the meeting start time.

Para solicitar servicios de traducción para la reunión, envíe un correo electrónico a Miriam Rodríguez (rodriguez.miriam@ccsd59.org) no menos de 24 horas antes de la hora de inicio de la reunión.

Aby zamówić usługi związane z tłumaczeniem na potrzeby spotkania, należy wysłać e-mail na adres rodriguez.miriam@ccsd59.org, co najmniej 24 godziny przed godziną rozpoczęcia spotkania.

The next meeting of the Board of Education will be held on
July 10, 2024 at the District 59 Administration Center,
1001 Leicester Road, Elk Grove Village, IL 60007

www.CCSD59.org

School District 59-Preparing Students to be Successful for Life

ROLL CALL

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59
Elk Grove Township Schools

Roll Call:

Meeting of Monday, June 24, 2024

Time: _____

Attendance:	Present	Absent
Dzak	<input type="checkbox"/>	<input type="checkbox"/>
Eddy	<input type="checkbox"/>	<input type="checkbox"/>
Espino	<input type="checkbox"/>	<input type="checkbox"/>
Johnson	<input type="checkbox"/>	<input type="checkbox"/>
Mancilla	<input type="checkbox"/>	<input type="checkbox"/>
Sagerer	<input type="checkbox"/>	<input type="checkbox"/>
Szczesny	<input type="checkbox"/>	<input type="checkbox"/>

DISCUSSION ITEMS



BOARD WORKING AGREEMENTS

This document reflects ongoing discussions by the Board of Education (the Board) about the roles and responsibilities; working agreements and communication; expectations and relationships; meeting structure and protocols; duties, and election of officers.

The Board and the Superintendent constitute a leadership team with all working toward effective governance, responsible management, supportive interaction, respectful communication, and establishment of clear direction.

Section I: Board of Education's Role and Responsibilities

1. Identify community values and stakeholder expectations
2. Clarify the district direction and goals through a strategic plan
3. Adopt, approve, and ensure implementation of policies
4. Operate openly within the framework of the Board meetings
5. Encourage collective decision-making and respect diverse viewpoints
6. Determine how goals will be measured and what information is required for understandable reporting
7. Adopt formal procedures to monitor and evaluate district programs
8. Use monitoring parameters and established financial performance principles and guidelines to budget for district spending and revenue
9. Respect the differences between the roles of Board Members and the Superintendent
10. Provide opportunities for our community (parents, staff, students, tax payers) involvement

Section II: Working Agreements & Communication

1. The Board of Education is a group of seven equal members.
2. The Superintendent is accountable to the full Board of Education not to individual board members. Direction to the Superintendent is given only at a legally convened meeting of the Board of Education.
3. All Board of Education members will respect the differences between the Board members; and between Board and Superintendent/staff roles.
4. The Board has one employee, the Superintendent. The Board does not direct or oversee other district staff.
5. Expectations for the Superintendent should be clear and concise.
6. The Superintendent should exhibit shared and supportive leadership toward the Board of Education and individual board members.



7. When individual Board Members request information she/he will email the Superintendent and copy the Board President. Any information resulting from the request will be provided to all Board members.
8. If a Board member requests information from the Superintendent which is estimated to take longer than 60 minutes of cumulative time to prepare, the Superintendent has the option of placing the request as a discussion item on the next Board meeting agenda.
9. When possible, any requests regarding information contained in a Board packet should be made prior to a meeting to allow staff time to prepare thorough answers. If requests regarding information contained in a Board packet are not made in advance, there should not be an expectation that ALL questions can be answered during open session. In the event that a board member's question is not answered in open session, the superintendent will facilitate a response in the aftermath of the meeting in a timely manner.
10. Board members will include the Superintendent in any pertinent conversations or questions with district staff by copying the Superintendent in the email.
11. If decorum is not maintained during a meeting, the Board President should attempt to reestablish decorum using the gavel to quiet all present, move to the next agenda item, or call for a recess. If Board discussions are not exhibiting respectful behavior, any Board member may make a motion for a recess.
12. Board members who have items to be put on the agenda should email the Superintendent and the Board president.
13. External Correspondence:
 - a. When the Board (not the Superintendent) is contacted (this includes in person, via email, social media, or any communication medium), the Board President will respond to the individual. Individual Board members may reply to the individual to acknowledge the inquiry; however, they should not respond to the content of the inquiry.
 - b. When the Board and the Superintendent are contacted, the Superintendent will respond to the individual. Individual Board members may reply to the individual to acknowledge the inquiry; however, they should not respond to the content of the inquiry.
 - c. When the Superintendent receives an external communication regarding a specific Board member, the Superintendent will contact that Board member for clarification of the issue before any further action.
 - d. If a Board member feels any inquiry or comment received (or observed) from any communication medium (email, social media, etc.) requires a response, an email should be sent to the superintendent with a copy to the Board president making them aware of the issue. It will be the responsibility of the superintendent to determine "if " and "how" a response will be provided.
 - e. For additional background regarding the Board's position on social media, [click here](#).



14. When a board member wishes to visit a school, the Superintendent should be notified in advance.
15. A comprehensive email update from the Superintendent to the Board is shared via email on a weekly basis.
16. The Board president is the designated liaison to the Board attorney. In the president's absence the vice-president assumes this responsibility. All questions for the board attorney should be collected by the liaison, who will send a written message to the Board attorney. The Board attorney's written response will be shared with all board members.
17. Board members will use only their District email account when communicating on District business.

Section III: Individual Board Member Expectations & Relationships

All board members are to be respectful of each other and will:

1. Demonstrate professionalism and responsible behavior including appropriate body language, facial expressions, and tone of voice.
2. Attend meetings well prepared for district business.
3. Share the common belief that each person brings a different expertise and has good intentions.
4. Solve problems through a collaborative process.
5. Abide by majority decisions of the board, while retaining the right to seek changes in such decisions through ethical and constructive channels.
6. Sincerely listen and seek to understand the viewpoints of others.
7. Serve on various district committees and report back to the full Board on discussions held at committee meetings.

Section IV: Working Together the Superintendent and all Members of the Board Will:

1. Employ and evaluate one person, the superintendent, and hold that person accountable for district performance and compliance with written board policy,
2. Act in the best interest of all students and stakeholders, and not any particular group,
3. Respect the confidentiality of the closed session,
4. Build trust through open and honest communication.
5. Board members may email or text the superintendent after regular business hours; however, there is no expectation that the superintendent will respond until business hours resume.
6. Direct the superintendent to speak on behalf of the District for media requests.
7. Redirect a concerned parent or community member to the following chain of command: teacher, principal, SLT member, Superintendent. Community members



may also address the Board of Education during the agenda item “Comments and Suggestions from the Audience” during a Board of Education meeting.

8. The board does not interact with the public during the Public Comments portion of the meeting. The board president will thank the individual making comments and determine whether further clarification is needed. The board president will direct the speaker to the superintendent if necessary.
9. Inform the superintendent via email or phone call if a Board member is aware of any individual(s) planning to address the Board of Education at a meeting.

Section V: Board of Education Meeting Protocols

1. Board meetings are meetings of the Board of Education held in public and are generally scheduled for the 2nd Monday of the month, with Committee of the Whole meetings on an as-needed basis. Check the [Board Calendar](#) for actual dates.
2. Robert’s Rules of order will be observed as a guide to facilitate Board of Education meetings.
3. The Board will encourage community involvement by allowing staff and community members to speak at a designated time during the meeting. [Public Comment Introduction](#).
4. All persons attending the meeting will be treated fairly and equally.
5. When someone speaks to the Board, members will listen carefully and then direct the Superintendent to help or further direct him/her to the appropriate person.
6. During Board discussions the President directs conversation so all members have equitable opportunity to speak and be heard.
7. Members will wait to speak until others have finished speaking. To help maintain order, the president will call on board members whose hands are raised to determine the order of speakers.
8. Make best efforts to stay on topic and encourage fellow board members to do so.
9. Policies and protocols related to board meetings will be reviewed and revised as needed but at least annually.
10. In any instance where the Board directs the Superintendent to convene a public forum or town hall meeting, the subject of the town hall meeting will be placed on the agenda of at least one subsequent board meeting for discussion and public comment prior to board action.

Section VI: Duties of Officers

1. The Board president will preside over Board meetings.
2. The Board president will confer with the superintendent on the agenda.
3. The Board vice president will preside over the meeting in the absence of the Board president.
4. The Board secretary will call the roll for all votes.



5. In the absence of the Board secretary, an alternate secretary will be selected by the Board president.

Section VII: Elections

1. Newly appointed members will recite the IASB ethics statement ([Code of Conduct](#)) at their first board meeting.
2. In accordance with the Illinois School Code and Board policies, the president, vice president, and secretary will be elected annually at the Board of Education organizational meeting.
3. A president pro-tem, selected by consensus of the current Board, will accept nominations for president.
4. Roll call voting will continue until one candidate receives a majority of the votes cast.
5. The newly elected president will continue the same procedure for the offices of vice president and secretary.
6. All board members will reaffirm the IASB ethics statement ([Code of Conduct](#)) at the annual organizational meeting of the Board.

Section 2 - BOARD OF EDUCATION

2:230 Public Participation at Board of Education Meetings and Petitions to the Board

For a maximum of 60 minutes during each regular and special open meeting of the Board, any person may comment to or ask questions of the Board (*public participation*), subject to the reasonable constraints established and recorded in this policy's guidelines below. The time limit for public participation at a meeting may be extended upon the majority vote of the Board members at the regular or special meeting. The Board listens to comments or questions during public participation; responses to comments to or questions of the Board are most often managed through policy 3:30, *Chain of Command*.

To preserve sufficient time for the Board to conduct its business, any person appearing before the Board is expected to follow these guidelines:

1. Address the Board only at the appropriate time as indicated on the agenda when recognized by the Board President, or when a majority of the Board members present concur with the request from the audience member during the meeting. This includes following the directives of the Board President to maintain order and decorum for all.
2. Use a sign-in sheet, if requested.
3. After their introduction, individuals shall be limited to three (3) minutes to allow more individuals the opportunity to speak. In unusual circumstances, and when an individual has made a request in advance to speak for a longer period of time, the Board President may allow a person to speak for more than three (3) minutes. If multiple individuals wish to address the Board on the same subject, the group is encouraged to appoint a spokesperson.
4. Respectfully request that members of the public not reference individual staff or students during public comment.
5. Observe, when necessary and appropriate, the Board President's authority to:
 - a. Shorten the time for each person to address the Board during public participation to conserve time and give the maximum number of people an opportunity to speak. Public comment may resume later during the meeting at the pleasure of the board; and/or
 - b. Determine procedural matters regarding public participation not otherwise covered in Board policy.
6. Conduct oneself with respect and civility toward others and otherwise abide by Board policy, 8:30, *Visitors to and Conduct on School Property*.

Petitions or written correspondence to the Board shall be presented to the Board of Education at the next regularly scheduled Board meeting.

LEGAL REF.:

[105 ILCS 5/10-6](#) and [5/10-16](#).

[5 ILCS 120/2.06](#), Open Meetings Act.

CROSS REF.: 2:220 (School Board Meeting Procedure), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: April 11, 2011

REVISED: March 12, 2018; September 9, 2019; August 8, 2022

CLOSED SESSION

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59

Elk Grove Township Schools

RESOLUTION: CLOSED MEETING

Background

Provisions of the Illinois Open Meetings Act (Ill. Rev. Stat., Chapter 102, Section 41, et. seq.) stipulate that all or part of a meeting may be closed to the public upon a majority vote of a quorum taken in any properly called open meeting. The minutes shall disclose the vote of each member on the question of entering closed session and shall state the specific statutory exception authorizing the closing of the meeting. A single vote may authorize a series of closed meetings on the same topic within a three-month period. Minutes shall be kept of all closed sessions and shall record the date, time, place of meeting, members present and absent, a summary of discussions of all matters proposed, discussed or decided, and a record of any votes taken. No final action may be taken in closed session.

Resolution

Time _____

Motion made by _____, seconded by _____ to adopt the following resolution:

BE IT RESOLVED THAT on the 24th day of June 2024, the Community Consolidated School District 59 Board of Education recess in a closed meeting for discussion of:

- A. To consider information regarding the appointment, employment, compensation, discipline, performance or dismissal of an employee or officer **5 ILCS 120/2(c)(1)**

Roll Call Vote:	Ayes	Nays	Absent	Abstain
Dzak	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eddy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Espino	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Johnson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mancilla	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sagerer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Szczesny	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AYES: _____ NAYS: _____ ABSENT: _____ ABSTAIN: _____

MOTION (approved/defeated) VOTE: ____ - ____ - ____ - ____

RECONVENE

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59
Elk Grove Township Schools

RESOLUTION: RECONVENE MEETING

Time: _____

Resolution

Motion made by _____, seconded by _____ to adopt the following resolution:

BE IT RESOLVED THAT on the 24th day of June 2024, the Community Consolidated School District 59 Board of Education meeting is reconvened.

Roll Call Vote:	Ayes	Nays	Absent	Abstain
Dzak	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eddy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Espino	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Johnson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mancilla	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sagerer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Szczesny	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AYES: _____ NAYS: _____ ABSENT: _____ ABSTAIN: _____

MOTION (approved/defeated) VOTE: _____ - _____ - _____ - _____

ADJOURN

COMMUNITY CONSOLIDATED SCHOOL DISTRICT 59
Elk Grove Township Schools

RESOLUTION: ADJOURN THE MEETING OF THE BOARD OF EDUCATION

Time: _____

_____ made a motion, seconded by _____ to adopt the following resolution:

BE IT RESOLVED THAT on the 24th day of June 2024, the Community Consolidated School District 59 Board of Education meeting is adjourned.

Roll Call Vote:	Ayes	Nays	Absent	Abstain
Dzak	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Eddy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Espino	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Johnson	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Mancilla	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sagerer	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Szczesny	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

AYES: _____ NAYS: _____ ABSENT: _____ ABSTAIN: _____

MOTION (approved/defeated) VOTE: _____ - _____ - _____ - _____