

**Board of Education
Pawnee Community Unit School District #11
Wednesday, November 18, 2020
6:00 p.m. – Closed Session, Cafeteria
7:00 p.m. – Regular Session, Cafeteria**

Action 1. Call to Order and Roll Call

President Ward called the meeting to order at 6:02 p.m.

Members present: Howard, Kern, McTaggart (Zoom), Shelton (Zoom), Ward, Wort

Members absent: Starr

Administrators Present: Cameron, Hennemann, Kratochvil, and Recording Secretary Hamilton (Zoom) and Roseberry

Info 2. Request Closed Session to discuss the employment, compensation, resignation of specific employees of the District, collective bargaining matters between the District and its employees or their representative, student discipline and to discuss pending or probable litigation as provided by 5ILCS120/2(C)1,2,9, and 11.

Motion: Go into executive session for the stated purpose.

Motion: Wort

Second: Kern

Ayes: Howard, Kern, McTaggart, Shelton, Ward, Wort

President Ward declared the meeting open at 7:14 p.m.

Action PLEDGE OF ALLEGIANCE

Action 3. Communications

A Thank You card was received from Jill Hamilton.

Info 4. PTO and Student Council updates

None.

Action 5. Presentation of annual audit by Pehlman & Dold, P.C.

Motion: Approve the audit as presented by Robin Malloy of Pehlman & Dold, P.C.

Motion: Wort

Second: Howard

Ayes: Howard, Kern, McTaggart, Shelton, Ward, Wort

Info 6. Approval of Minutes

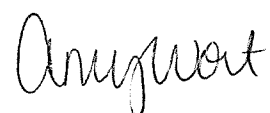
Action 6.1 Approve regular board meeting minutes of October 28, 2020 and special meeting minutes of October 29, 2020

Motion: Approve the regular board meeting minutes of October 28, 2020 and special meeting minutes of October 29, 2020.

Motion: Howard

Second: Kern

Ayes: Wort, Ward, Shelton, McTaggart, Kern, Howard



Info **7. Approval of Financial Reports and Expenditures**

Action 7.1 Consideration and approval of financial reports and expenditures

Motion: Approve the financial reports and expenditures of \$44,929.37 and addendum bills of \$221,845.61.

Motion: Kern

Second: Howard

Ayes: Wort, Ward, Shelton, McTaggart, Kern, Howard

Info **7.2 Presentation of annual tax levy and resolution**

The proposed 2020 Tax Levy was presented and discussed. The Levy has been based on an estimated 8% increase in EAV and therefore will require a Levy Hearing. The Hearing is required because the Proposed Levy compared to 2020/2021 collections exceeds 5%.

Info **8. Recognition of Visitors**

Steve Kirby reported on the new IESA and IHSA mandates for Winter sports.

Info **9. Administrative Reports**
Reports herein attached.

Hennemann reported: Pre-k through 2nd grade are back for in-person learning with no incidents; we have had some staff out due to Covid-19; there will be a monitoring pre-k visit sometime between January and May.

Mr. Kratochvil reported: Congratulations to Mae McTaggart and Kimber Linderman. They are the 7th and 8th grade Students of the Month; Congratulations to the following students for being selected to the Illinois Music Education Association District IV Music Festival: Junior Jordan Watts on Flute for Senior band, Junior Serenity White and Sophomore Claire Oliver as Sopranos for Senior Chorus, and 7th grader Emilee Elderton as Alto for Junior Chorus. These students will get to participate in virtual festivals this month with other music students from across the district; Debbie Copp was awarded a \$4,500 Back to Books Grant; finals will be conducted online.

Mr. Cameron reported: Pre-k through 2nd grade continue to be successful with in-person learning; November 13th was the Kindergarten Alphabet Fashion Show, great job by all the staff and students; letters from the school attorney and insurance company were presented regarding winter sports, it is his recommendation that sports are not played at this time; Health, Life Safety packets were presented to the Board. He would like to discuss the options of moving forward. A narrative on the transportation fleet was also included. Scott Howard, Steve Kern and Mr. Cameron are working on a date and time to meet to do a building walkthrough; A \$5,000 anonymous donation was made. The donor would like to see that money put towards a van for activities. An additional \$5,000 donation will be made once the approval for the activity van is made.

Info **10. Old Business**

None.

Info 11. New Business

Action 11.1 Consideration and approval of Memorandum of Understanding with Pawnee Teachers Union

Motion: Approve the Memorandum of Understanding with regard to Covid-19 as presented.

Motion: Ward

Second: Howard

Ayes: Howard, Kern, McTaggart, Shelton, Ward, Wort

Action 11.2 Establish tax levy/resolution hearing date and time

Motion: Set the Levy hearing for December 16, 2020 at 5:45 p.m.

Motion: Howard

Second: McTaggart

Ayes: Wort, Ward, Shelton, McTaggart, Kern, Howard

Action 11.3 Consideration and approval of volunteer assistant softball coach

Motion: Approve volunteer coach Ashley Sopich for HS Girls' softball.

Motion: Kern

Second: Howard

Ayes: Wort, Ward, Shelton, McTaggart, Kern, Howard

Action 11.4 Consideration and approval of maternity request leave

Motion: Approve the maternity leave request from Hannah West as presented.

Motion: Wort

Second: Ward

Ayes: Howard, Kern, McTaggart, Shelton, Ward, Wort

Motion: Return to Executive Session at 8:13 p.m.

Motion: Wort

Second: Ward

Ayes: Howard, Kern, McTaggart, Shelton, Ward, Wort

President Ward declared the meeting open at 10:18 p.m.

Motion: Seal the minutes of Executive Session.

Motion: Kern

Second: Howard

Ayes: Wort, Shelton, Kern, McTaggart, Ward, Howard

Action 12. Adjournment

Motion: Adjourn the meeting at 10:18 p.m.

Motion: Kern

Second: McTaggart

Ayes: Howard, Kern, McTaggart, Shelton, Ward, Wort

Next regular meeting of the Board of Education is scheduled for—
Wednesday, December 16, 2020
Pawnee School Cafeteria
5:45 p.m. – Levy Hearing
6:00 p.m.—executive session
7:00 p.m. - regular session

**Pawnee Grade School
Board Report: December 16, 2020**

Pawnee Grade School Enrollment									
PreK (PFA – ½ day)		PreK (fee)	Kdg	1 st	2 nd	3 rd	4 th	5 th	6 th
30		0	35	43	41	31	46	54	36
Sections:			3	2	2	2	3	3	2
Numbers shown are updated as of December 11.									

Good News:

- PK-2 is putting together a video of holiday songs in place of our Winter concert.
- PK-2 will have been in the building learning for 9 weeks as of the board meeting.

Personnel:

- Resignation of 1st grade teacher Dawn Kearney at the end of the 2020-2021 school year.
- Resignation of counselor Julie Meyer at the end of the 2020-2021 school year.

Administrative Report:

- No discipline to report.
- We have prepared for the upcoming Pre-K program compliance visit. We are still waiting for word on when the visit will happen.
- Failing students academic contract
- Evaluations:
 - 15/20 formal observations will be completed by December 18.



PAWNEE COMMUNITY UNIT SCHOOL DISTRICT #11

810 North Fourth Street, Pawnee, Illinois 62558

Scott Cameron

Superintendent

Phone: 217-625-2471

Timothy R. Kratochvil

Jr. High/High School Principal

Phone: 217-625-2471

W. Christopher Hennemann

Grade School Principal

Phone: 217-625-2231

Steven L. Kirby

Athletic Director

Phone: 217-625-2471

December 2020

Junior High/High School Principal's Report

Current Enrollment: High School-165 (171) Junior High-80(90) Total: 245(261)

7th- 42() 8th-38(45) 9th-43(45) 10th-41(45) 11th-38(45) 12th-43(44)

Good News:

- Elizabeth Rollins is the Student of the Month for October. She always has a positive attitude, participates in class and goes above and beyond.
- Madison Lowe is the Student of the Month for November. She's really thriving with remote learning. She's been more engaged in class and has really come a long way from the student she's been in the past.
- November Junior High Students of the Month at Pawnee Junior High! 8th Grader Kayla Megginson and 7th grader Evan Smith.
- Congratulations to Emma West!!! She signed a letter of intent to run cross-country at the University of Illinois at Springfield. Also congratulations to her parents and family. Good luck!
- Congratulations to Nyla Cooper as she has signed a letter of intent to play softball at LLCC.

Personnel:

- One resignation
- Art position posted, High School Track position posted, K-12 guidance position posted

Guidance Office Report: Number in parenthesis is last year's numbers

- High School High Honor Roll
 - 21(10) Seniors, 8(8) Juniors, 4(8) Sophomores, 2(4) Freshmen
- High School Honor Roll
 - 13(25) Seniors, 15(13) Juniors, 16(22) Sophomores, 24(24) Freshmen
- Totals For High School Honor Roll
 - 34(35) Seniors, 24(30) Juniors, 20(30) Sophomores, 26(28) Freshmen
- Junior High High Honor Roll
 - 7(8) 8th Graders, 5(N/A) 7th Graders
- Junior High Honor Roll
 - 15(18) 8th Graders, 23(N/A) 7th Graders
- Totals for Junior High Honor Roll
 - 22(26) 8th Graders, 28(N/A) 7th Graders

Activities:

- All activities are on pause.

Other:

- E-Learning Plan
- Finals Learning Plan
- Return to Learning Plan



PAWNEE COMMUNITY UNIT SCHOOL DISTRICT #11

810 North Fourth Street, Pawnee, Illinois 62558

Scott Cameron

Superintendent

Phone: 217-625-2471

Timothy R. Kratochvil

Jr. High/High School Principal

Phone: 217-625-2471

W. Christopher Hennemann

Grade School Principal

Phone: 217-625-2231

Steven L. Kirby

Athletic Director

Phone: 217-625-2471

ON-LINE JUNIOR HIGH/HIGH SCHOOL FINAL EXAMS

It is important to recognize that there will be bumps in the road for on-line final exams. Please make sure to stay in communication with your teachers as soon as possible should problems arise.

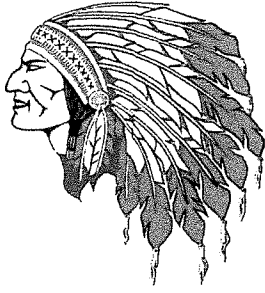
JUNIOR HIGH/HIGH SCHOOL FINAL EXAM SCHEDULE

Monday, 12/14	Tuesday, 12/15	Wednesday, 12/16	Thursday, 12/17	Friday, 12/18
1A-8:15-9:38	3A-8:15-9:38	Finals Make Up Day	1B-8:15-9:38	3B-8:15-9:38
2A-9:42-11:05	4A-9:42-11:05		2B-9:42-11:05	4B-9:42-11:05
Finals Make Ups in the Afternoon	Finals Make Ups in the Afternoon		Finals Make Ups in the Afternoon	Finals Make Ups in the Afternoon

Exams class periods will be 83 minutes

EXPECTATIONS

- **Students will need to Zoom during finals.**
 - Junior High Students will take their end of the semester tests on the above days.
- Students will need to show their face as soon as they check into Zoom. Once you show your face, your exam will be unlocked.
 - Failure to show your face or leave your camera on showing your face for the duration of the final will result in you being removed from the final exam and be required to come into school to take your exams.
- Teachers will post Zoom links for final exams on Edmodo.
- Students will need to complete the final exam during the exam period
- Students that have an IEP can come in during exam hours and take their exams. Please contact your resource teacher to make arrangements.
- A teacher may allow students to leave the Zoom session if they have completed the exam.
- Cheating is prohibited and will result in a zero. Teachers will record the Zoom session.
- If circumstances exist causing students not to be able to comply or take the exam on the assigned day, students are to contact teachers to make arrangements for an alternate final exam time.
 - If possible, please let the teacher know at least a week in advance unless the circumstance happens on finals day.
 - If you need an alternate final exam time, you must come into the building to take the exam in person during the week of finals.



PAWNEE COMMUNITY UNIT SCHOOL DISTRICT #11

810 North Fourth Street, Pawnee, Illinois 62558

Scott Cameron

Superintendent

Phone: 217-625-2471

Timothy R. Kratochvil

Jr. High/High School Principal

Phone: 217-625-2471

W. Christopher Hennemann

Grade School Principal

Phone: 217-625-2231

Steven L. Kirby

Athletic Director

Phone: 217-625-2471

COVID IN-PERSON LEARNING GUIDE

It is important to recognize that there will be bumps in the road as we return to in-person learning. It may be possible at any time because of COVID to return to remote learning. We ask for your patience and understanding as we transition back to in-person learning.

DAY TO DAY CLASSROOM INSTRUCTION

Expectations

- Junior High and High School Students will return to in-person learning starting on Tuesday, January 5, 2021.
- Students are expected to wear masks and practice social distancing while in the school building. Gator style masks are not approved by the IDPH and are prohibited.
- Students who have a medical note exempting them from wearing a mask are encouraged to continue with full time remote learning.
- Students may opt out of in-person learning and continue remote learning.
 - A survey will be sent in the near future giving you the opportunity to opt-out of in-person learning.
- School will be in-person with a 12:00 dismissal block schedule Monday, Tuesday, Thursday, and Friday.
 - Wednesday will be a remote learning(catch up) day.
 - There will be no new learning on this day
 - Assignments will not be due on this day.
 - Students will have the opportunity to contact their teacher for educational help.
 - Monday and Thursday will be A days and Tuesday and Friday will be B days.
- Wednesday teachers will hold office hours from 8:15am-3:15pm to give additional help to students.
 - Students must make an appointment with teachers if they need to come in for extra help.
- Teachers are expected to post assignments and any Zoom recordings to Edmodo.
- Teachers are not expected to be interactive during the class period with any students that have chosen to remain remote learners.
 - Teachers are to record their lessons for posting.

Attendance

- Students will need to enter the building through the designated doors in order to be checked for COVID symptoms or to present the self-certified form.
- Doors will open at 7:55am
 - Junior/Seniors
 - Enter from the High School South Doors into the Senior Hallway.
 - Freshmen/Sophomores
 - Enter from the High School Front Doors.
 - 8th Graders/7th Graders

Home of the Indians

- Enter from the side doors that enter into the hallway by Mrs. Meyer's office.
 - Bus Riders
 - Students who ride the bus will enter through door Q where they will be checked for COVID symptoms through self-certification paper or screening by staff.
- Students are expected to maintain social distancing in the hallways.
- If a student has any symptoms, they will immediately be sent home. The school will be in contact with parents/guardians with the next steps.
 - **Please do not send students to school with any COVID symptoms.**

In-Person Learning 12:00 Block Day Bell Schedule

- 1A or 1B 8:15–9:08 53
- 2A or 2B 9:12–10:05 53
- 3A or 3B 10:09–11:02 53
- 4A or 4B 11:06–12:00 54

Lockers

- Lockers will not be used.
- Students will be allowed to have book bags and are expected to carry their books from class to class

Classrooms

- Students will be separated as far as possible to maintain social distancing
- When possible, we will utilize alternate classrooms such as the gym, auditorium, or cafeteria for larger classes. A schedule will be made if needed.
- Students will have assigned seats and need to remain in those seats for the duration of the semester.
- Students will need to remain in masks during class.
- Group or partner work will be discouraged unless in a class that requires labs.
 - If lab work is necessary, every attempt will be made to maintain social distancing.
- Teachers are encouraged to stay 6 feet away from students for contact tracing purposes.
- Students will wipe down their desks and immediate area before the end of each class.
- Teachers will wipe down common areas after each class.

Passing Periods

- We will stagger release times for in between classes and the end of the school day
 - High School
 - Senior/Junior Hallway classes as well Shop Hallway classes will be released first
 - One minute later Sophomore Hallway classes, choir room and any other classes
 - Junior High School
 - East Side classrooms first
 - 1 minute later West Side classes
- There will be arrows on the floors for a proper one way flow of traffic and students will be shown how to follow those arrows and maintain as much distancing as possible.

Lunch

- The cafeteria will provide sack lunches for any students that sign up for them.

Physical Education Classes

- We will still have physical education classes.
- Students will not be allowed to change and dress into physical education clothing.
- Students are expected to wear to school clothing that will allow them to participate in physical education classes including proper footwear.

- Failure to wear clothing and footwear that allows for participating in physical education classes can result in participation academic consequences.

Band and Chorus

- Band and Chorus will be held
- All social distancing guidelines for these classes will be adhered to.

Sick Day

- We will return to the handbook policy in which if your student is sick, you must notify the office.

Edmodo

- Edmodo is the platform that we will use to share classroom information.
 - Teachers are still expected to post materials to Edmodo.

Google Classroom

- Teachers may use Google Classroom, but all links to Google Classroom will be posted in Edmodo.

Cell Phones

- Cell Phones are not allowed out in the classroom. If brought into the classroom, cell phones must be in book bags and turned off by 8:15am.

Zoom

- Zoom or another recording device will be used in the classroom to tape lessons and post to Edmodo.

Office Hours

- Teachers office hours will be from 1:30pm-3:15pm, Monday-Friday and Wednesday, from 8:15am-3:15pm.
- On Wednesday, teachers may allow you to come into school for one-on-one help.
 - This is up to teacher preference.
 - It will not be required that teachers allow students to come into school for office hours.
 - If students are allowed to come in, an appointment with the teacher needs to be made prior to coming to school
 - All social distancing rules will need to be followed and masks must be worn

Remote Learning Students

- Teachers will be providing remote learning instruction to remote learning students.
- Students that opt to continue remote learning will need to check Edmodo for all class materials.
- Zoom meetings might be set up but teachers will not be able to answer questions during the class time with any remote learning students..
- Remote learning students will need to ask questions during a teacher's office hours.

Chromebooks/Laptops

- If a student checked out a lap top they may keep it for the semester but will be required to bring it with them to school to use in the classroom.
- Students that have access to laptops or other technology are encouraged to bring them in to school to use in classroom instruction.
- Chromebooks/Laptops are to be charged for the day at home. Charging stations may not be available during the day.

Cleaning of Classrooms

- Students will wipe down their desks and immediate area before the end of each class.
- Teacher will wipe down common areas after each class.
- All classrooms will be disinfected at the end of the day.

End of School Release of Students

- Student release times will be staggered like between class periods.
- Students are expected to leave the building immediately.
- Bus riders are to proceed to the busses immediately.

Closure of School or Return to Remote Learning

- The school administration will monitor any COVID outbreaks in the school district.
- A decision to close temporarily and return to remote learning will be based on what is safest for all involved and on what is best for staff and students.

COVID-19 EXCLUSION GUIDANCE

- Send home or deny entry (and provide remote instruction) if **ANY** of the following symptoms are present: Fever (100.4 or higher), shortness of breath, cough, sore throat, vomiting, diarrhea, or abdominal pain.
- In addition, some individuals may present the following symptoms; Congestion or runny nose, new loss of taste and smell, nausea, fatigue, muscle and body aches.
- **MEDICAL EVALUATION AND TESTING IS STRONGLY RECOMMENDED FOR ALL PERSONS WITH COVID-19 SYMPTOMS.**

COVID GUIDELINES

- COVID-19 diagnostic test Positive (confirmed case) or COVID-like symptoms without COVID-19 testing and exposed to confirmed case (probable case)
 - May return after 10 days since symptom onset and at least 24 hours since resolution of fever and improvement of other symptoms
 - Or two negative test in a row with testing done at least 24 hours apart.
 - Release from isolation letter (if received from their LHD) provided by the parent/guardian or staff person, notification via phone, secure email or fax from the LHD to the school, OR other process implemented by your LHD.
- Symptomatic individual with a negative COVID-19 diagnostic test
 - Stay home until symptoms have improved/resolved per return-to-school criteria for diagnosed condition. Follow provider directions, recommended treatment and return to school guidance as per school policies and IDPH Communicable Diseases in Schools.
 - A negative RT-PCR COVID-19 test result or a healthcare providers note indicating the negative RE-PCR test result is required for return to school.
- Symptomatic individual with an alternative diagnosis without negative COVID-19 diagnostic test.
 - Stay home until symptoms have improved/resolved per return-school criteria for diagnosed condition. Follow provider directions, recommended treatment and return to school guidance as per-school policies and IDPH Communicable Disease in Schools.
 - If testing is not performed due to the clinical judgement of the healthcare provider, a medical note is needed to return to school/day care documenting that

there is no clinical suspicion for COVID-19 infection and indicate an alternative diagnosis with exclusion consistent with this diagnosis.

- Symptomatic individual without diagnostic testing or clinical evaluation
 - Stay home at least 10 calendar days from onset of symptoms AND for 24 hours with no fever (without fever-reducing medication) AND improvement of symptoms.
 - After the ten-day exclusion, a note from parent/guardian documenting that the ill student and/or household contacts are afebrile without fever-reducing medication and symptoms have improved.
- Asymptomatic individual who is a close contact to a confirmed or probably COVID-19 case.
 - 14 day quarantine from date of last contact. If COVID-19 develops, use the ten-day isolation period guidance for a COVID-19 case from the onset date. Testing is recommended.
 - Release from Quarantine letter (if received from their LHD) provided by the parent/guardian or staff member, LHD notification via phone, secure email or fax to the school OR other process implemented by your LHD.



PAWNEE COMMUNITY UNIT SCHOOL DISTRICT #11

810 North Fourth Street, Pawnee, Illinois 62558

Scott Cameron

Superintendent

Phone: 217-625-2471

Timothy R. Kratochvil

Jr. High/High School Principal

Phone: 217-625-2471

W. Christopher Hennemann

Grade School Principal

Phone: 217-625-2231

Steven L. Kirby

Athletic Director

Phone: 217-625-2471

December 16th, 2020

School Board Report

Superintendent Report

- Great News – We received the grant application for the student parking lot. I, at the time writing this, was working with the DCEO on getting the application completed. This grant is for \$100,000. Representative Mike Murphy was allowed 2 grants and he chose Pawnee as one that would receive the money.
- CTI will be here over winter break to work on the E-rate infrastructure build to add fiber throughout the building. The fiber is still on hold because of the COVID pandemic. We are hoping that the fiber is able to be delivered over break so that they can complete the project.
- I have included in the packet where we are at with our Health Life Safety projects. I would like to discuss with the board the options of moving forward. I have also included a narrative on the transportation fleet as well. Scott Howard, Steve Kern and I are also to meet on Monday December 14th to do a building walkthrough. I will plan on having a level of importance project list to the board by the board meeting.
- I have only received one bid so far for the MFSAB (small bus). It is from Southern Bus and Mobility. They currently have the state bid for this bus. I will wait to provide a complete list of bids once I have them collected.
- Contractually I have to advise the board by January 1st of your obligation to evaluate me by March 1st. I have included a copy of the evaluation in the board packet.