

PCCS Board of Director's Meeting
AGENDA

Thursday, October 29, 2015 7:00 PM
Comstock Bldg. – Muir Hall
1591 Jones Point Road
Grayslake, IL 60030

- | | |
|---|-------------------------------|
| Call to Order | President Dean Thorson |
| Pledge of Allegiance | |
| Recognition & Appreciation: Dean Thorson | Executive Director |
| Mission Moment: Attendance at PCCS | Executive Director |
| Motion to Adjourn – Sine Die | |
| Seating of Incoming Board Members | Past President Dean Thorson |
| Roll Call to Constitute a Quorum | Former Secretary – Ed Jamison |
| Motion to Approve Parent Elect Candidate for Board Appointed Position | |
| Election of New Board Officers | Facilitated by Past President |
| Oath of Office | |
| Review and Sign Documents | |
| Resolution to Adopt Policies and Procedures of Former Board of Directors | |
| Resolution to Employ Legal Counsel: | |
| • Franczek Radelet P.C. | |
| Motion to Approve PCCS Holdings, LLC Managers - John Wylie, Bob Helle and Eve Lee. | |
| Motion to Approve Agenda | |
| Discussion Agenda | |
| 1. Welcome of New Board Members | |
| 2. Legal Bills: Franczek Radelet: Sept: GSL/SPED: \$ 3,451.00 Woodland Lawsuit: \$4278.50 | |
| Oct: GSL/SPED: \$ 1,551.40 Woodland Lawsuit: \$9487.50 | |
| 3. FY15 Audit (Tentative upon receipt) | |
| 4. 2 nd Policy Reading – 500 Series | |
| 5. 1 st Policy Reading 500.12, .16, .17, .18, .19, .21, and 900.6 | |
| 6. Sub-consultant Agreement(s) – NSSD | |
| 7. ROE Health/Life Safety Report | |
| Public Comment | 10 Minutes |

Closed Session

Discussion Related to 5ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity

8. Employment of Staff Member(s)
 - After Care
 - Office/SPED Assistant
 - Substitute Teacher(s)

Discussion related to 5ILCS 120/2(c) 21-Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi annual review of the minutes mandated by Section 2.06

9. Review Closed Session Minutes of Previous Board Meetings.

Discussion related to 5ILCS 120/2(c) (2) Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

10. Merit Pay Addendum to CBA Contract

Consent Agenda

11. Director's Report - includes School Team and Business Manager's Report
12. Financial Statements, September 2015
13. Treasurer's Report
14. President's Report
15. PSO Report
16. Motion to Approve Open Session Minutes of Previous Board and Committee Meetings
17. Motion to Accept Reports on Consent Agenda

Public Comment

10 Minutes

Action Agenda – New Business

- 2A – Authorize Payment of Legal Bills- GSL \$5,008.40 Woodland Lawsuit \$ 13,766
- 3A – Approve FY 15 Audit from Clifton Larson Allen
- 4A – Adopt Policy #'s 500.26 through 500.46
- 6A – Sub-consultant Agreement with NSSD for a NTE \$ 11,680
- 8A – Approve Employment of Staff Member(s)
- 9A – Approve Closed Session Minutes of Previous Board and Committee Meetings
- 10A – Approve Merit Pay Addendum to CBA

Adjourn

Thank you for attending the meeting of the PCCS Board of Education. You are asked to limit your remarks to the Public Comment opportunities and to fewer than four minutes. Respect and courtesy toward everyone present is expected. Public comment by any person acknowledged is not to be interrupted by anyone else. Individual board members do not respond to public comment, nor does the board at its business meeting engage in discussion with the public.

For questions or comments, please e-mail the Board at board@pccharterschool.org. Board e-mails are received and responded to by the Board President as soon as possible, usually within a week. Other board members are also informed of these correspondences prior to each monthly board meeting. The PCCS Board of Directors:

Dean Thorson –Out Going
Marcelo Chiodi - Incoming
Nick Kotzamanis

Jeff Barhorst
Sean Daw
Sue Ross

Brian Conlon – Incoming 2nd Term
Ed Jamison
Dan Fedor

A copy of the board documents for this meeting is available for viewing on the school web site.

Discussion Agenda

FRANCZEK RADELET

ATTORNEYS & COUNSELORS

300 SOUTH WACKER DRIVE, SUITE 3400 | CHICAGO, IL 60606
T: 312.986.0300 | F: 312.986.9192 | WWW.FRANCZEK.COM

RESPICIO F. VAZQUEZ
312.786.6134
rfv@franczek.com

September 17, 2015

Geoff Deigan
Executive Director
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

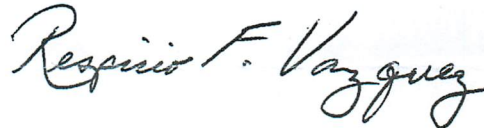
**Re: September 2015 Invoices
General School Law
Woodland v. PCCS Illinois Appellate Court Appeal
Case No. 2014CH08573**

Dear Geoff:

Enclosed please find our invoice Nos. 163581 and 163582 for services rendered in August, 2015 for the above-captioned matters.

Please do not hesitate to call me if you have questions.

Sincerely,



Respicio F. Vazquez

RFV:imp
Enclosure

FRANCZEK RADELET

ATTORNEYS & COUNSELORS

300 SOUTH WACKER DRIVE, SUITE 3400 | CHICAGO, IL 60606
T: 312.986.0300 | F: 312.986.9192 | WWW.FRANCZEK.COM

FEIN 36-3924177

PERSONAL AND CONFIDENTIAL / ATTORNEY-CLIENT PRIVILEGED

Invoice Date: September 16, 2015

Invoice No. 163581

Matter No. 01907.107001

Geoff Deigan
Executive Director
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

FOR PROFESSIONAL FEES AND EXPENSES INCURRED THROUGH 08/31/15:

<u>Matter No.</u>	<u>Description</u>	<u>Fees</u>	<u>Expenses</u>	<u>Total</u>
01907.107001	General School Law	\$3,245.00	\$206.00	\$3,451.00
Total		\$3,245.00	\$206.00	\$3,451.00
Fees				\$3,245.00
Costs Advanced and Expenses Incurred				\$206.00
CURRENT INVOICE DUE				\$3,451.00

FRANCZEK RADELET

ATTORNEYS & COUNSELORS

300 SOUTH WACKER DRIVE, SUITE 3400 | CHICAGO, IL 60606

FEIN 36-3924177

T: 312.986.0300 | F: 312.986.9192 | WWW.FRANCZEK.COM

PERSONAL AND CONFIDENTIAL / ATTORNEY-CLIENT PRIVILEGED

Invoice Date: September 16, 2015

Invoice No. 163582

Matter No. 01907.115001

Geoff Deigan
Executive Director
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

FOR PROFESSIONAL FEES AND EXPENSES INCURRED THROUGH 08/31/15:

<u>Matter No.</u>	<u>Description</u>	<u>Fees</u>	<u>Expenses</u>	<u>Total</u>
01907.115001	Woodland v. PCCS Illinois Appellate Court Appeal Case No. 2014CH08573	\$4,262.50	\$16.00	\$4,278.50
Total		\$4,262.50	\$16.00	\$4,278.50

Fees \$4,262.50
Costs Advanced and Expenses Incurred \$16.00

CURRENT INVOICE DUE

\$4,278.50

FRANCZEK RADELET

ATTORNEYS & COUNSELORS

300 SOUTH WACKER DRIVE, SUITE 3400 | CHICAGO, IL 60606

FEIN 36-3924177

T: 312.986.0300 | F: 312.986.9192 | WWW.FRANCZEK.COM

PERSONAL AND CONFIDENTIAL / ATTORNEY-CLIENT PRIVILEGED

Invoice Date: October 9, 2015

Invoice No. 164035

Matter No. 01907.115001

Geoff Deigan
Executive Director
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

FOR PROFESSIONAL FEES AND EXPENSES INCURRED THROUGH 09/30/15:

<u>Matter No.</u>	<u>Description</u>	<u>Fees</u>	<u>Expenses</u>	<u>Total</u>
01907.115001	Woodland v. PCCS Illinois Appellate Court Appeal Case No. 2014CH08573	\$9,487.50	\$0.00	\$9,487.50
Total		\$9,487.50	\$0.00	\$9,487.50
Fees				\$9,487.50
Costs Advanced and Expenses Incurred				\$0.00
CURRENT INVOICE DUE				<u>\$9,487.50</u>

FRANCZEK RADELET

ATTORNEYS & COUNSELORS

300 SOUTH WACKER DRIVE, SUITE 3400 | CHICAGO, IL 60606

FEIN 36-3924177

T: 312.986.0300 | F: 312.986.9192 | WWW.FRANCZEK.COM

PERSONAL AND CONFIDENTIAL / ATTORNEY-CLIENT PRIVILEGED

Invoice Date: October 9, 2015

Invoice No. 164033

Matter No. 01907.107001

Geoff Deigan
Executive Director
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

FOR PROFESSIONAL FEES AND EXPENSES INCURRED THROUGH 09/30/15:

<u>Matter No.</u>	<u>Description</u>	<u>Fees</u>	<u>Expenses</u>	<u>Total</u>
01907.107001	General School Law	\$1,182.50	\$66.40	\$1,248.90
Total		\$1,182.50	\$66.40	\$1,248.90

Fees	\$1,182.50
Costs Advanced and Expenses Incurred	\$66.40
CURRENT INVOICE DUE	<u>\$1,248.90</u>

#3

The FY 15 Audit will be hand carried pending receipt from CLA-

The delay is the Covenant Waiver needed from Lake Forest Bank and Trust

4

Second reading of 500 Series Policies

All changes from previous board meetings have been incorporated and are reflected in the attached.



Board of Director's Policy Section 500: Students

500.26 - Equal Educational Opportunities

Equal educational and extracurricular opportunities shall be available for all students without regard to color, race, nationality, religion, sex, sexual orientation, ancestry, age, physical or mental disability, gender identity, status of being homeless, order of protection status, actual or potential marital or parental status, including pregnancy. Further, the School will not knowingly enter into agreements with any entity or any individual that discriminates against students on the basis of sex or any other protected status, except that the School remains viewpoint neutral when granting access to school facilities to the community. Any student may file a discrimination grievance by using Board Uniform Grievance policy.

Sex Equity

No student shall, based on sex, sexual orientation, or gender identity be denied equal access to programs, activities, services, or benefits or be limited in the exercise of any right, privilege, advantage, or denied equal access to educational and extracurricular programs and activities.

Any student may file a sex equity complaint by using Board Uniform Grievance policy. A student may appeal the Board's resolution of the complaint to the Regional Superintendent (pursuant to 105 ILCS 5/3-10) and, thereafter, to the State Superintendent of Education (pursuant to 105 ILCS 5/2-3.8).

Administrative Implementation

The Executive Director shall appoint a Nondiscrimination Coordinator. The Executive Director and Dean of Students shall use reasonable measures to inform staff members and students of this policy and grievance procedure.

LEGAL REF.:

42 U.S.C. §11431 et seq., McKinney Homeless Assistance Act.

20 U.S.C. §1681 et seq., 34 C.F.R. Part 106; Title IX of the Educational Amendments.

29 U.S.C. §791 et seq., Rehabilitation Act of 1973.

775 ILCS 35/5, Religious Freedom Restoration Act.

Ill. Constitution, Art. I, §18.

Good News Club v. Milford Central School, 121 S.Ct. 2093 (2001).

105 ILCS 5/3.25b, 3.25d(b), 10-20.12, 10-22.5, and 27-1.

775 ILCS 5/1-101 et seq., Illinois Human Rights Act.

23 Ill.Admin.Code §1.240 and Part 200.

ADOPTED: XXX



Board of Director's Policy Section 500: Students

500.27 – Student and Family Privacy Rights

Surveys

All surveys requesting personal information from students, as well as any other instrument used to collect personal information from students, must advance or relate to the School's educational objectives or assist students' career choices. This applies to all surveys, regardless of whether the student answering the questions can be identified and regardless of who created the survey.

Surveys Created by a Third Party

Before a school official or staff member administers or distributes a survey or evaluation created by a third party to a student, the student's parent(s)/guardian(s) may inspect the survey or evaluation, upon their request and within a reasonable time of their request.

This section applies to every survey: (1) that is created by a person or entity other than a School official, staff member, or student, (2) regardless of whether the student answering the questions can be identified, and (3) regardless of the subject matter of the questions.

Survey Requesting Personal Information

School officials and staff members shall not request, nor disclose, the identity of any student who completes any survey or evaluation (created by any person or entity, including the School) containing one or more of the following items:

1. Political affiliations or beliefs of the student or the student's parent/guardian.
2. Mental or psychological problems of the student or the student's family.
3. Behavior or attitudes about sex.
4. Illegal, anti-social, self-incriminating, or demeaning behavior.
5. Critical appraisals of other individuals with whom students have close family relationships.
6. Legally recognized privileged or analogous relationships, such as those with lawyers, physicians, and ministers.
7. Religious practices, affiliations, or beliefs of the student or the student's parent/guardian.
8. Income other than that required by law to determine eligibility for participation in a program or for receiving financial assistance under such program.

The student's parent(s)/guardian(s) may:

1. Inspect the survey or evaluation upon, and within a reasonable time of, their request, and/or
2. Refuse to allow their child or ward to participate in the activity described above. The school shall not penalize any student whose parent(s)/guardian(s) exercised this option.

Instructional Material

A student's parent(s)/guardian(s) may inspect, upon their request, any instructional material used as part of their child/ward's educational curriculum within a reasonable time of their request. The term "instructional material" means instructional content that is provided to a student, regardless of its format, printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Physical Exams or Screenings

No school official or staff member shall subject a student to a non-emergency, invasive physical examination or screening as a condition of school attendance. The term "invasive physical examination" means any medical examination that involves the exposure of private body parts, or any act during such examination that includes incision, insertion, or injection into the body, but does not include a hearing, vision, or scoliosis screening.

The above paragraph does not apply to any physical examination or screening that:

1. Is permitted or required by an applicable State law, including physical examinations or screenings that are permitted without parental notification.
2. Is administered to a student in accordance with the Individuals with Disabilities Education Act (20 U.S.C. §1400 et seq.).
3. Is otherwise authorized by Board policy.

Selling or Marketing Students' Personal Information Is Prohibited

No school official or staff member shall market or sell personal information concerning students (or otherwise provide that information to others for that purpose). The term "personal information" means individually identifiable information including: (1) a student or parent's first and last name, (2) a home or other physical address (including street name and the name of the city or town), (3) a telephone number, (4) a Social Security identification number or (5) driver's license number or State identification card.

The above paragraph does not apply: (1) if the student's parent(s)/guardian(s) have consented; or (2) to the collection, disclosure or, use of personal information collected from students for the exclusive purpose of developing, evaluating or providing educational products or services for, or to, students or educational institutions, such as the following:

1. College or other postsecondary education recruitment, or military recruitment.
2. Book clubs, magazines, and programs providing access to low-cost literary products.
3. Curriculum and instructional materials used by elementary schools and secondary schools.
4. Tests and assessments to provide cognitive, evaluative, diagnostic, clinical, aptitude, or achievement information about students (or to generate other statistically useful data for the purpose of securing such tests and assessments) and the subsequent analysis and public release of the aggregate data from such tests and assessments.
5. The sale by students of products or services to raise funds for school-related or education-related activities.
6. Student recognition programs.

Under no circumstances may a school official or staff member provide a student's "personal information" to a business organization or financial institution that issues credit or debit cards.

Notification of Rights and Procedures

The Executive Director or designee shall notify students' parents/guardians of:

1. This policy as well as its availability upon request from the general administration office.
2. How to opt their child or ward out of participation in activities as provided in this policy.
3. The approximate dates during the school year when a survey requesting personal information, as described above, is scheduled or expected to be scheduled.
4. How to request access to any survey or other material described in this policy.

This notification shall be given parents/guardians at least annually, at the beginning of the school year, and within a reasonable period after any substantive change in this policy.

The rights provided to parents/guardians in this policy transfer to the student when the student turns 18 years old, or is an emancipated minor.

LEGAL REF.:

Protection of Pupil Rights, 20 U.S.C. §1232h

Children's Privacy Protection and Parental Empowerment Act, 325 ILCS 17/1 et seq.

105 ILCS 5/10-20.38.

ADOPTED: XXXX



Board of Director's Policy Section 500: Students

500.29 – Release Time for Religious Instruction/Observance

A student shall be released from school, as an excused absence, to observe a religious holiday or for religious instruction. The student's parent/guardian must give written or verbal notice to the School Administration at least 5 calendar days before the student's anticipated absence(s). This notice shall satisfy the School's requirement for a written excuse when the student returns to school.

The Executive Director shall develop and distribute to teachers appropriate procedures regarding student absences for religious reasons and include a list of religious holidays on which a student shall be excused from school attendance, how teachers are notified of a student's impending absence, and the State law requirement that teachers provide the student with an equivalent opportunity to make up any examination, study, or work requirement.

LEGAL REF.:

Religious Freedom Restoration Act, 775 ILCS 35/
105 ILCS 5/26-1 and 5/26-2b.

ADOPTED: XXX



Board of Director's Policy Section 500: Students

500.31 – Student Rights and Responsibilities

All students are entitled to enjoy the rights protected by the U.S. and Illinois Constitutions and laws for persons of their age and maturity in a school setting. These rights include the right to voluntarily engage in individually initiated, non-disruptive prayer that, consistent with the Free Exercise and Establishment Clauses of the U.S. and Illinois Constitutions, is not sponsored, promoted, or endorsed in any manner by the school or any school employee. Students should exercise these rights reasonably and avoid violating the rights of others. Students who violate the rights of others or violate School policies or rules will be subject to disciplinary measures.

LEGAL REF.:

20 U.S.C. §7904.

105 ILCS 20/5.

Tinker v. Des Moines Independent School District, 89 S.Ct. 733 (1969).

ADOPTED: XXXX



Board of Director's Policy Section 500: Students

500.33 – Agency and Police Interviews

The Executive Director or designee shall manage requests by agency officials or police officers to interview students at school through procedures that: (1) recognize individual student rights and privacy, (2) minimize potential disruption, (3) foster a cooperative relationship with public agencies and law enforcement, and (4) comply with State law.

LEGAL REF.:

55 ILCS 80/, Children's Advocacy Center Act.

325 ILCS 5/, Abused and Neglected Child Reporting Act.

720 ILCS 5/31-1 et seq., Interference with Public Officers Act.

725 ILCS 120/1, Rights of Crime Victims and Witnesses Act.

ADOPTED: XXXX



Board of Director's Policy Section 500: Students

500.34 – Vandalism

The Board of Education will seek restitution from students and their parents/guardians for vandalism or other student acts that cause damage to school property.

LEGAL REF.:
740 ILCS 115/.



Board of Director's Policy Section 500: Students

500.36 – Exemption from Physical Activity

In order to be excused from participation in physical education, a student must present an appropriate excuse from his or her parent/guardian or from a person licensed under the Medical Practice Act. The excuse may be based on medical or religious prohibitions. State law prohibits a Board of Education from honoring parental excuses based upon a student's participation in athletic training, activities, or competitions conducted outside the auspices of the School.

Special activities in physical education will be provided for students whose physical or emotional condition, as determined by a person licensed under the Medical Practice Act, prevents their participation in the physical education courses.

LEGAL REF.:
105 ILCS 5/27-6.
225 ILCS 60/, Medical Practice Act.
23 Ill.Admin.Code §1.420(p).

ADOPTED: XXXXX



Board of Director's Policy Section 500: Students

500.39 – Conduct Code for Participants in Extracurricular Activities

The Executive Director or designee, using input from coaches and sponsors of extracurricular activities, shall develop a conduct code for all participants in extracurricular activities consistent with Board of Education policy and the rules adopted by any association in which the School maintains a membership. The conduct code shall: (1) require participants in extracurricular activities to conduct themselves as good citizens and exemplars of their school at all times, including after school, on days when school is not in session, and whether on or off school property; (2) emphasize that hazing and bullying activities are strictly prohibited; and (3) notify participants that failure to abide by it could result in removal from the activity. The conduct code shall be reviewed by the Dean of Students periodically at his or her discretion and presented to the Board.

All coaches and sponsors of extracurricular activities shall annually review the rules of conduct with participants and provide participants with a copy. In addition, coaches and sponsors of interscholastic athletic programs shall provide instruction on steroid abuse prevention to students in grades 7 through 8 participating in these programs.

LEGAL REF.:

Board of Education of Independent School Dist. No. 92 v. Earls, 122 S.Ct. 2559 (2002).

Clements v. Board of Education of Decatur, 478 N.E.2d 1209 (Ill.App.4, 1985).

Kevin Jordan v. O'Fallon THSD 203, 706 N.E.2d 137 (Ill.App.5, 1999).

Todd v. Rush County Schools, 133 F.3d 984 (7th Cir., 1998).

Veronia School Dist. 475 v. Acton, 515 U.S. 646 (1995).

105 ILCS 5/24-24, 5/27-23.3, 25/2.

ADOPTED: XXXXX



Board of Director's Policy Section 500: Students

500.40 – Extracurricular Activities

Student participation in school-sponsored extracurricular athletic activities is contingent upon the following:

1. The student must meet the academic criteria set forth by the School on school sponsored extracurricular activities.
2. The parent(s)/guardian(s) must provide written permission for the student's participation, giving the School full waiver of responsibility of the risks involved.
3. The student must present a certificate of physical fitness issued by a licensed physician, an advanced practice nurse, or a physician assistant who assures that the student's health status allows for active athletic participation.
4. The student must show proof of family insurance coverage.

The Executive Director or designee shall maintain the necessary records to ensure student compliance with this policy.

LEGAL REF.:
105 ILCS 5/10-20.30, 25/2.
23 Ill.Admin.Code §1.530(b).

ADOPTED: XXXXXX



Board of Director's Policy Section 500: Students

500.41 – Nonpublic School Students, Including Parochial and Home-Schooled Students

Dual enrollment at both Prairie Crossing Charter School and a public school or non-public school is not allowed.

LEGAL REF.:
105 ILCS 5/27A-4

ADOPTED: XXXX



Board of Director's Policy Section 500: Students

500.45 – Misconduct by Students with Disabilities

Behavioral Interventions

Behavioral interventions shall be used with students with disabilities to promote and strengthen desirable behaviors and reduce identified inappropriate behaviors. The Board of Education will establish and maintain a committee to develop, implement, and monitor procedures on the use of behavioral interventions for children with disabilities.

Discipline of Special Education Students

The School shall comply with the Individuals With Disabilities Education Improvement Act of 2004 and the Illinois State Board of Education's Special Education rules when disciplining special education students. No special education student shall be expelled if the student's particular act of gross disobedience or misconduct is a manifestation of his or her disability.

LEGAL REF.:

Individuals With Disabilities Education Improvement Act of 2004, 20 U.S.C. §§1412, 1413, and 1415.

Gun-Free Schools Act, 20 U.S.C. §7151 et seq.

34 C.F.R. §§300.101, 300.530-300.536.

105 ILCS 5/10-22.6 and 5/14-8.05.

23 Ill.Admin.Code §226.400.

Honig v. Doe, 108 S.Ct. 592 (1988).

ADOPTED: XXXXX

From school code:

(c) Each school board must establish and maintain a committee to develop policies and procedures on the use of behavioral interventions for students with disabilities who require behavioral intervention. The policies and procedures shall be adopted and implemented by school boards by January 1, 1996, shall be amended as necessary to comply with the rules established by the State Board of Education under Section 2-3.130 of this Code not later than one month after commencement of the school year after the State Board of Education's rules are adopted, and shall: (i) be developed with the advice of parents with students with disabilities and other parents, teachers, administrators, advocates for persons with disabilities, and individuals with knowledge or expertise in the development and implementation of behavioral interventions for persons with disabilities; (ii) emphasize positive

interventions that are designed to develop and strengthen desirable behaviors; (iii) incorporate procedures and methods consistent with generally accepted practice in the field of behavioral intervention; (iv) include criteria for determining when a student with disabilities may require a behavioral intervention plan; (v) reflect that the guidelines of the State Board of Education have been reviewed and considered and provide the address of the State Board of Education so that copies of the State Board of Education behavioral guidelines may be requested; and (vi) include procedures for monitoring the use of restrictive behavioral interventions. Each school board shall (i) furnish a copy of its local policies and procedures to parents and guardians of all students with individualized education plans within 15 days after the policies and procedures have been adopted by the school board, or within 15 days after the school board has amended its policies and procedures, or at the time an individualized education plan is first implemented for the student, and (ii) require that each school inform its students of the existence of the policies and procedures annually. Provided, at the annual individualized education plan review, the school board shall (1) explain the local policies and procedures, (2) furnish a copy of the local policies to parents and guardians, and (3) make available, upon request of any parents and guardians, a copy of local procedures.



Board of Director's Policy Section 500: Students

500.46 – Student Support Services

The following student support services may be provided by the School:

1. Health services supervised by a qualified nurse. The Executive Director or designee may implement procedures to further a healthy school environment and prevent or reduce the spread of disease, including head lice (*Pediculus Humanus Capitis*).
2. Educational and psychological testing services and the services of a psychologist as needed. In all cases, written permission to administer a psychological examination must be obtained from a student's parent(s)/guardian(s). The results will be given to the parent(s)/guardian(s), with interpretation, as well as to the appropriate professional staff.
3. The services of a social worker. A student's parent(s)/guardian(s) must consent to regular or continuing services from a social worker.

The Executive Director or designee shall develop protocols for responding to students with social, emotional, or mental health problems that impact learning ability. The School, however, assumes no liability for preventing, identifying, or treating such problems.

This policy shall be implemented in a manner consistent with State and federal laws, including the Individuals with Disabilities Education Act, 42 U.S.C. §12101 et seq.

LEGAL REF.:

Children's Mental Health Act of 2003, 405 ILCS 49/.

Mental Health and Developmental Disabilities Confidentiality Act, 740 ILCS 110/.

ADOPTED: XXXXXX

5

1st Reading of 500 Series Policies

The following represent the final drafts after Governance review at the Committee level.



Board of Director's Policy Section 500: Students

500.12 – Student Appearance

A student's appearance, including dress and grooming, must not disrupt the educational process, interfere with the maintenance of a positive teaching/learning climate, or compromise reasonable standards of health, safety, and decency. Procedures for handling students who dress or groom inappropriately will be developed by the Executive Director or designee and included in the Parent/Student Handbook.

LEGAL REF.:

105 ILCS 5/10-22.25b.

Tinker v. Des Moines Independent School District, 89 S.Ct. 733 (1969).

ADOPTED: XXXX



Board of Director's Policy Section 500: Students

500.16 – Attendance and Truancy

Compulsory School Attendance

This policy applies to individuals who have custody or control of a child: (a) whose age meets the compulsory attendance age listed in State law, or (b) who is enrolled in any of grades, kindergarten through 12, in the public school regardless of age. Unless a student has already graduated from high school, compulsory attendance is for students between the ages of 6 (on or before September 1) and 17 years.

Subject to specific requirements in State law, the following children are not required to attend public school: (1) any child attending a private school (including a home school) or parochial school, (2) any child who is physically or mentally unable to attend school (including a pregnant student suffering medical complications as certified by her physician), (3) any child lawfully and necessarily employed, (4) any child over 12 and under 14 years of age while in confirmation classes, and (5) any child absent because his or her religion forbids secular activity on a particular day.

The parent/guardian of a student who is enrolled must authorize all absences from school and notify the school in advance or at the time of the student's absence. A valid cause for absence includes illness, observance of a religious holiday, death in the immediate family, family emergency, other situations beyond the control of the student, other circumstances that cause reasonable concern to the parent/guardian for the student's safety or health, or other reason as approved by the Executive Director or designee.

Absenteeism and Truancy Program

The Executive Director or designee shall manage an absenteeism and truancy program in accordance with the School Code and Board of Education policy. The program shall include but not be limited to:

1. A protocol for excusing a student from attendance who is necessarily and lawfully employed. The Executive Director or designee is authorized to determine when the student's absence is justified.
2. A process to telephone, within 2 hours after the first class, the parents/guardians of students in grade 8 or below who are absent without prior parent/guardian notification.
3. A process to identify and track students who are truants, chronic or habitual truants, or truant minors as defined in the School Code, Section 26-2a.
4. Methods for identifying the cause(s) of a student's unexcused absenteeism, including interviews with the student, his or her parent(s)/guardian(s), and staff members or other people who may have information.
5. The identification of supportive services that may be offered to truant or chronically truant students, including parent-teacher conferences, student and/or family counseling, or information about community agency services.

6. A process to request the assistance and resources of outside agencies, such as, the juvenile officer of the local police department or the truant office of the appropriate Regional Office of Education, if truancy continues after supportive services have been offered.
7. A protocol for cooperating with non-School agencies including County or municipal authorities, the Regional Superintendent, truant officers, the Community Truancy Review Board, and a comprehensive community based youth service agency. Any disclosure of school student records must be consistent with the Board policy on Student Records, as well as State and federal law concerning school student records.
8. An acknowledgement that no punitive action, including out-of-school suspensions, expulsions, or court action, shall be taken against a chronic truant for his or her truancy unless available supportive services and other school resources have been provided to the student.
9. The criteria to determine whether a student's non-attendance is due to extraordinary circumstances shall include economic or medical necessity or family hardship and such other criteria that the Executive Director believes qualifies.

LEGAL REF.:

105 ILCS 5/26-1 through 16.

705 ILCS 405/3-33.5.

23 Ill.Admin.Code §§1.242 and 1.290.

ADOPTED: XXX



Board of Director's Policy Section 500: Students

500.17 – Student Records

School student records are confidential. Information from them shall not be released other than as provided by law. A school student record is any writing or other recorded information concerning a student and by which a student may be identified individually that is maintained by a school or at its direction by a school employee, regardless of how or where the information is stored, except as provided in State or federal law as summarized below:

1. Records kept in a staff member's sole possession.
2. Records maintained by law enforcement officers working in the school.
3. Video and other electronic recordings (including without limitation, electronic recordings made on school buses) that are created in part for law enforcement, security, or safety reasons or purposes. The content of these recordings may become part of a school student record to the extent school officials create, use, and maintain this content, or it becomes available to them by law enforcement officials, for disciplinary or special education purposes regarding a particular student.
4. Any information, either written or oral, received from law enforcement officials concerning a student less than the age of 17 years who has been arrested or taken into custody.

State and federal law grants students and parents/guardians certain rights, including the right to inspect, copy, and challenge school student records. The information contained in school student records shall be kept current, accurate, clear, and relevant. All information maintained concerning a student receiving special education services shall be directly related to the provision of services to that child. The School may release directory information as permitted by law, but a parent/guardian shall have the right to object to the release of information regarding his or her child. However, the School will comply with an ex parte court order requiring it to permit the U.S. Attorney General or designee to have access to a student's school records without notice to, or the consent of, the student's parent/guardian.

The Executive Director shall fully implement this policy and designate an official records custodian who shall maintain and protect the confidentiality of school student records, inform staff members of this policy, inform students and their parents/guardians of their rights regarding school student records, and retain school records as required by law.

LEGAL REF.:

Chicago Tribune Co. v. Chicago Bd. of Ed., 773 N.E.2d 674 (Ill.App.1, 2002).
Owasso I.S.D. No. I-011 v. Falvo, 122 S.Ct. 934 (2002).
Family Educational Rights and Privacy Act, 20 U.S.C. §1232g; 34 C.F.R. Part 99.
Children's Privacy Protection and Parental Empowerment Act, 325 ILCS 17/.
105 ILCS 5/10-20.21b, 20.37, 20.40, 5/14-1.01 et seq. and 10/.

50 ILCS 205/7.
23 Ill.Admin.Code §§226 and 375.

ADOPTED: XXXXXX



Board of Director's Policy Section 500: Students

500.18 – Abused and Neglected Child Reporting

Any School employee who suspects or receives knowledge that a student may be an abused or neglected child shall: (1) immediately report or cause a report to be made to the Illinois Department of Children and Family Services (DCFS) on its Child Abuse Hotline 800/25-ABUSE or 217/524-2606, and (2) follow directions given by DCFS concerning filing a written report within 48 hours with the nearest DCFS field office. The employee shall also promptly notify the Executive Director or Dean of Students that a report has been made.

The report shall include, if known:

1. The name and address of the child, parent/guardian names, or other persons having custody;
2. The child's age;
3. The child's condition, including any evidence of previous injuries or disabilities; and
4. Any other information that the reporter believes may be helpful to DCFS for its investigation.

Any School employee who discovers child pornography on electronic and information technology equipment shall immediately report it to local law enforcement, the National Center for Missing and Exploited Children's CyberTipline 800/843-5678, or online at www.cybertipline.com. The Executive Director or Designee shall also be promptly notified of the discovery and that a report has been made.

Any School employee who observes any act of hazing that does bodily harm to a student must report that act to the Dean of Students, Executive Director, or designee who will investigate and take appropriate action. If the hazing results in death or great bodily harm, the employee must first make the report to law enforcement and then to the Executive Director or Dean of Students. Hazing is defined as any intentional, knowing, or reckless act directed to or required of a student for the purpose of being initiated into, affiliating with, holding office in, or maintaining membership in any group, organization, club, or athletic team whose members are or include other students.

Abused and Neglected Child Reporting Act (ANCRA), School Code, and Erin's Law Training

The Executive Director or designee shall provide staff development opportunities for School employees in the detection, reporting, and prevention of child abuse and neglect.

All School employees shall:

1. Before beginning employment, sign the Acknowledgement of Mandated Reporter Status form provided by DCFS. The Superintendent or designee shall ensure that the signed forms are retained.
2. Complete mandated reporter training as required by law within one year of initial employment and at least every 5 years after that date.

The Executive Director will encourage all School educators to complete continuing professional development that addresses the traits and identifiers that may be evident in students who are victims of child sexual abuse, including recognizing and reporting child sexual abuse and providing appropriate follow-up and care for abused students as they return to the classroom setting.

Special Executive Director Responsibilities

The Executive Director shall execute the requirements in Board Personnel Records policy, whenever another school district requests a reference concerning an applicant who is or was a District employee and was the subject of a report made by a School employee to DCFS.

The Executive Director shall notify the State Superintendent and the Regional Superintendent in writing when he or she has reasonable cause to believe that a certificate holder was dismissed or resigned from the School as a result of an act that made a child an abused or neglected child. The Executive Director must make the report within 30 days of the dismissal or resignation and mail a copy of the notification to the certificate holder.

Special School Board Member Responsibilities

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 the Act, direct or cause the Board to direct the Executive Director or other equivalent school administrator to comply with the Act's requirements concerning the reporting of child abuse.

LEGAL REF.:
105 ILCS 5/10-21.9.
20 ILCS 1305/1-1 et seq.
20 ILCS 2435/.
325 ILCS 5/.
720 ILCS 5/12C-50.1.

ADOPTED: XXXXX



Board of Director's Policy Section 500: Students

500.19 – Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

Required Health Examinations and Immunizations

A student's parent(s)/guardian(s) shall present proof that the student received a health examination and the immunizations against, and screenings for, preventable communicable diseases, as required by the Illinois Department of Public Health, within one year prior to:

1. Entering kindergarten or the first grade;
2. Entering the sixth grade; and
3. Enrolling in an Illinois school, regardless of the student's grade (including nursery school, special education, headstart programs operated by elementary or secondary schools, and students transferring into Illinois from out-of-state or out-of-country).

As required by State law:

1. The required health examinations must be performed by a physician licensed to practice medicine in all of its branches, an advanced practice nurse who has a written collaborative agreement with a collaborating physician authorizing the advanced practice nurse to perform health examinations, or a physician assistant who has been delegated the performance of health examinations by a supervising physician.
2. A diabetes screening must be included as a required part of each health examination; diabetes testing is not required.
3. Before admission and in conjunction with required physical examinations, parents/guardians of children between the ages of 6 months and 6 years must provide a statement from a physician that their child was "risk-assessed" or screened for lead poisoning.
4. The Department of Public Health will provide all female students entering sixth grade and their parents/guardians information about the link between human papilloma virus (HPV) and cervical cancer and the availability of the HPV vaccine.

Unless an exemption or extension applies, the failure to comply with the above requirements by October 15 of the current school year will result in the student's exclusion from school until the required health forms are presented to the School. New students who register after October 15 of the current school year shall have 30 days following registration to comply with the health examination and immunization regulations. If a medical reason prevents a student from receiving a required immunization by October 15, the student must present, by October 15, an immunization schedule and a statement of the medical reasons causing the delay. The schedule and statement of medical reasons must be signed by the physician, advanced practice nurse, physician assistant, or local health department responsible for administering the immunizations.

Until June 30, 2015, a student transferring from out-of-state who does not have the required proof of immunizations by October 15 may attend classes only if he or she has proof that an appointment

for the required vaccinations is scheduled with a party authorized to submit proof of the required vaccinations. If the required proof of vaccination is not submitted within 30 days after the student is permitted to attend classes, the student may no longer attend classes until proof of the vaccinations is properly submitted.

Eye Examination

Parents/guardians are encouraged to have their children undergo an eye examination whenever health examinations are required.

Parents/guardians of students entering kindergarten or an Illinois school for the first time shall present proof before the first day of school of the current school year that the student received an eye examination within one year prior to entry of kindergarten or the school. A physician licensed to practice medicine in all of its branches or a licensed optometrist must perform the required eye examination.

If a student fails to present proof by the first day of school, the school may hold the student's report card until the student presents proof: (1) of a completed eye examination, or (2) that an eye examination will take place within 60 days after The first day of school. The Executive Director or designee shall ensure that parents/guardians are notified of this eye examination requirement in compliance with the rules of the Department of Public Health. Schools shall not exclude a student from attending school due to failure to obtain an eye examination.

Dental Examination

All children in kindergarten and the second and sixth grades must present proof of having been examined by a licensed dentist before May 15 of the current school year in accordance with rules adopted by the Illinois Department of Public Health.

If a child in the second or sixth grade fails to present proof by May 15, the school may hold the child's report card until the child presents proof: (1) of a completed dental examination, or (2) that a dental examination will take place within 60 days after May 15. The Executive Director or designee shall ensure that parents/guardians are notified of this dental examination requirement at least 60 days before May 15 of each school year.

Exemptions

In accordance with rules adopted by the Illinois Department of Public Health, a student will be exempted from this policy's requirements for:

1. Religious or medical grounds if the student's parents/guardians present to the Executive Director a signed statement explaining the objection;
2. Health examination or immunization requirements on medical grounds if a physician provides written verification;
3. Eye examination requirement if the student's parents/guardians show an undue burden or lack of access to a physician licensed to practice medicine in all of its branches who provides eye examinations or a licensed optometrist; or
4. Dental examination requirement if the student's parents/guardians show an undue burden or a lack of access to a dentist.

Homeless Child

Any homeless child shall be immediately admitted, even if the child or child's parent/guardian is unable to produce immunization and health records normally required for enrollment. The Board of Education policy on Education of Homeless Children, governs the enrollment of homeless children.

LEGAL REF.:

McKinney Homeless Assistance Act, 42 U.S.C. § 11431 et seq.

105 ILCS 5/27-8.1 and 45/1-20.

410 ILCS 45/7.1 and 315/2e.

23 Ill.Admin.Code §1.530.

77 Ill.Admin.Code Part 665.

ADOPTED: XXXXX



Board of Director's Policy Section 500: Students

500.21 – Communicable and Chronic Infectious Disease

A student with or carrying a communicable and/or chronic infectious disease has all rights, privileges, and services provided by law and the Board of Education's policies. The Executive Director or designee will develop procedures to safeguard these rights while managing health and safety concerns.

LEGAL REF.:

105 ILCS 5/10-21.11.

410 ILCS 315/2a.

23 Ill.Admin.Code §§ 1.610 and 226.300.

77 Ill.Admin.Code §690.100 et seq.

Individuals With Disabilities Education Act, 20 U.S.C. §1400 et seq.

Rehabilitation Act, Section 504, 29 U.S.C. §794(a).

ADOPTED: XXXXXX



Board of Director's Policy Section 9: Development and Community Relations

900.6 Accommodating Individuals with Disabilities

Individuals with disabilities shall be provided an opportunity to participate in all school-sponsored services, programs, or activities and will not be subject to illegal discrimination. When appropriate, the School may provide to persons with disabilities aids, benefits, or services that are separate or different from, but as effective as, those provided to others.

The School will provide auxiliary aids and services where necessary to afford individuals with disabilities equal opportunity to participate in or enjoy the benefits of a service, program, or activity.

Each service, program, or activity operated in existing facilities shall be readily accessible to, and useable by, individuals with disabilities. New construction and alterations to facilities existing before January 26, 1992, will be accessible when viewed in their entirety.

The Executive Director or designee is designated the Title II Coordinator and shall:

1. Oversee the School's compliance efforts, recommend necessary modifications to the Board, and maintain the School's final Title II self-evaluation document and keep it available for public inspection, for at least 3 years after its completion date.
2. Institute plans to make information regarding Title II's protection available to any interested party.

Individuals with disabilities should notify the Executive Director or Dean of Students if they have a disability that will require special assistance or services and, if so, what services are required. This notification should occur as far in advance as possible of the school-sponsored function, program, or meeting.

Individuals with disabilities may allege a violation of this policy or federal law by reporting it to the Executive or designated Title II Coordinator, or by filing a grievance under the Uniform Grievance Procedure.

LEGAL REF.:

Americans with Disabilities Act, 42 U.S.C. §§ 12101 et seq. and 12131 et seq.
28 C.F.R. Part 35.
Rehabilitation Act of 1973 §104, 29 U.S.C. §794 (2006).
105 ILCS 5/10-20.46.
410 ILCS 25/, Environmental Barriers Act.
71 Ill.Admin.Code Part 400, Illinois Accessibility Code.

ADOPTED: XXXXXX

#6

The Administration respectfully requests the authorization of Northern Suburban Special Education District (NSSED) a consultant coach.

Background

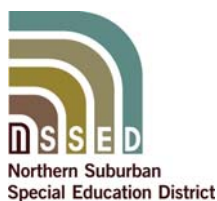
Coaching and consultation by an Instructional Coach can target needs at the individual student, classroom, school, or district-levels. Instructional coaches approach each collaboration and consultation as a partnership. When coaches and staff interact together equally and as partners, the outcomes are maximized. These services are designed to support and compliment the instruction and services that students are receiving in their home schools and communities. The ultimate goal is to increase the capacity of the educators that are receiving the coaching to meet the academic and behavioral needs and improve the outcomes of all students. SEDOL and NSSED as Special Education Cooperatives within Lake County were both contacted for a proposal for their Instructional Coaching services. SEDOL as of this school year no longer employs Instructional Coaches therefore we are looking to contract with NSSED.

Goal

The overall goal of Instructional Coach at Prairie Crossing Charter School for the 2015-2016 school year will be aligning General Education and Special Education curriculum materials. Additionally the Instructional Coach will work to increase communication and collaboration between General Education and Special Education staff. Additionally the Instructional Coach will give consultative support to our Special Education staff and teachers on the academic programs and interventions for individual students.

Budget

The funding has already been budgeted for in our Approved FY16 recast and the proposal that follows is less than the budget allocation.



September 8, 2015

Jessica Loustaunau
Director of Student Services
Prairie Crossing Charter School
1531 Jones Point Road
Grayslake, IL 60030

Dear Jessica:

The information below indicates the District Services Coaching you have requested for the 2015-2016 school year along with estimated costs for coaching:

10 total days broken down over 20 weeks of District Services Instructional Coaching (Lynn Clarke) at an estimated cost of \$1,168.00 per day for a total cost of \$11,680.00.

These services will begin around January 11, 2016.

Please review these service needs and confirm them by October 15, either via email (lkiraly@nssed.org) or by signing this letter and returning it via fax (847-868-9580) or regular mail to Lindsay Kiraly at NSSED; 760 Red Oak Lane; Highland Park, IL 60035.

Please feel free to contact me with any questions or additional requests regarding professional development and coaching at (847) 831-5100 x 2415. I look forward to working with you this school year.

Best Regards,

Lindsay Kiraly

Coordinator for Professional Development and Coaching

LK/eh

#7

The following are the results from the district's Health/Life Safety Inspection conducted by ROE.

Special recognition extends to Bill Batz and his team for obtaining an A rating with no additional action required.



Roycealee J. Wood
Regional Superintendent of Schools

800 Lancer Lane Suite E-128
Grayslake, Illinois 60030-2656
Phone 847 543 7833
Fax 847 543 7832
www.lake.k12.il.us

September 25, 2015

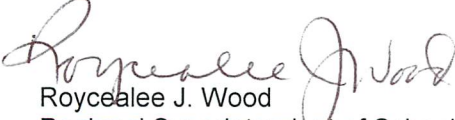
Mr. Geoff Deigan, Superintendent
Prairie Crossing Charter District 900
1531 Jones Point Road
Grayslake, IL 60030

Dear Mr. Deigan:

Please find enclosed a copy of your district's Health/Life Safety Annual Inspection Report for 2015-2016. You need to review your Annual Inspection Report and note the items that will need your attention. Check with your architect concerning the need for remediation of these items. Please respond to the Lake County Regional Office of Education in writing within forty-five days of receipt of this letter regarding when and how you intend to correct the items that have been listed on the report.

The correction or remediation of these items will have a bearing upon the letter that is sent by the Regional Superintendent of Schools to your Board of Education as to the adequacy and efficiency of your buildings as required in The School Code, under 3-14.21. Items that have not been corrected or remediated for two or more years may result in a recommendation of PENDING for your district's School Recognition status.

Sincerely,


Roycealee J. Wood
Regional Superintendent of Schools
Lake County, Illinois

Enclosure

CC: President/Secretary, Board of Education
Dr. John Benedetti, Education Consultant, Lake County Regional Office of Education

Illinois State of Education
School Business and Support Services
100 North First Street
Springfield, Illinois 62777-0001

Annual Inspection Report

TO: The Board of Education of Prairie Crossing Charter School, Lake County

Pursuant to Section 3-14.21 of the School Code, and the provisions of the Health/Life Safety Code for Public Schools (23 Illinois Administrative Code Part 180), I have conducted or caused to be conducted inspections of your schools and make the findings as listed below.

FACILITY NAME (Including Temporary)	INSPECTION DATE DATE	STATUS*
Prairie Crossing Charter School	09/03/2015	A

*Status

A=In Full Compliance (Attach Statement of Building Compliance ISBE Form 35-49)

B=Making Acceptable Progress

C=Extension of Time Requested: Date Requested (Attach Application for Extension of Time ISBE Form 35-35)

D=Non-Compliance

E=Continued Usage for Temporary Facility ISBE Form 36-02

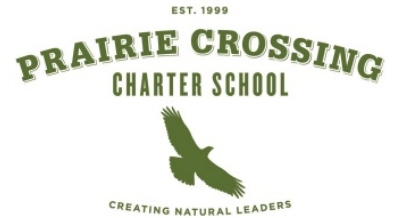
A copy of this report is being forwarded to the State Board of Education pursuant to the provisions of Section 3-14.21 of the School Code of Illinois.

Roycealee J. Wood
Regional Superintendent

9-24-15 Roycealee Wood
Date Signature of Regional Superintendent

Consent Agenda

Director's Report



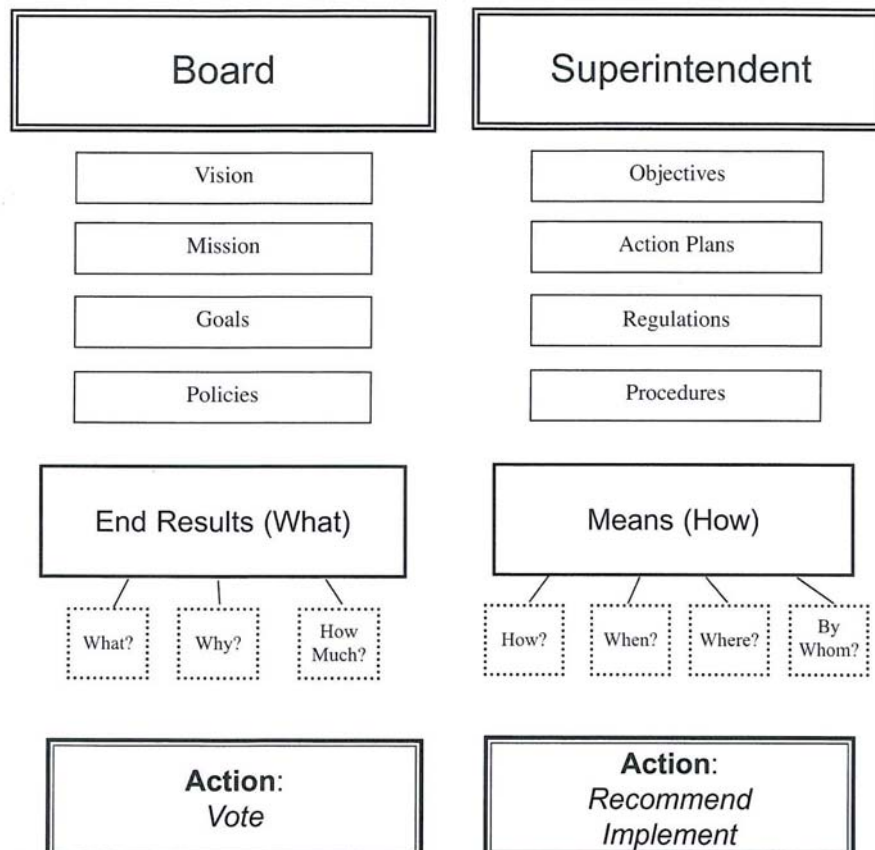
Global Statement

Serving on the School Board is a major responsibility and those that make that commitment to help carry out the vision and mission of the School are contributing to the advancement of PCCS. At times, it means making personal sacrifices and spending time away from your family because of the belief that we have something special here and we want it to flourish.

Dean Thorson carries that belief. He has been a dedicated Board Member, a outstanding volunteer and a good teammate. His passion and compassion has helped propel the School forward as a stronger agency. Knowing that he will never be far from being involved in the School, please take a moment to thank Dean and his wife Mary Jo for allowing us to tap the resource that he is for all of us.

As we move forward, please join me in welcoming our newest Board Members. Marcelo Chiodi is a strong, passionate, caring, long-term proponent of PCCS. We are happy to have his help. We also welcome back Brian Conlon to a second (3-year) term. Brian has and will continue to make great contributions as a valued member of the Governance body. As of the writing of this report, the parent –elect position on the Board are still in progress. I welcome you all and appreciate the care that you have for this school. I look forward to working with each of you.

With our new Board seated, work continues on aligning the goals and objectives of this Board with our Strategic Plan. The Board's responsibility is governance; the diagram below (borrowed from and IASB PowerPoint presentation) is a good snapshot of the responsibilities relating to each of our roles:



Director's Report



Committees

Arguably, the bulk of the work and effort of the Board is achieved at the Committee level. It is where the Board and the Administration work together to achieve the goals and priorities of our strategic plan. It is how development protocols are established, finance and budgets are monitored, curriculum is reviewed and policies and procedures of the School are established. The Board relies heavily on the Committees to help it make informed decisions on issues brought before it.

Since the School is always looking for fresh faces, new ideas and interested parties, for any that would like to become involved in helping this School, I encourage you to contact the Board Chair to discuss the vacancies and make-up of our fine Committees.

Thank you

Regardless of the fast-paced technological advancements our society is experiencing, one thing that never goes out of style is the simple act of saying thank you. To all that have served on the Board and Committees (past, present and future), Thank You – for your time, your commitment and your dedication of making Prairie Crossing Charter School a unique choice for public education in Lake County.

“Never doubt that a small group of thoughtful, committed citizens can change the world. Indeed, it is the only thing that ever has.

~Margaret Mead.

Respectfully submitted,



Geoff Deigan
Executive Director



Dean's Board Report - October 2015

October has been a month of continued goal setting, innovative instruction, focused assessment, and strategic building.

Teachers and Deans have completed the first round of formal academic classroom observations as well as environmental goal setting and lesson observations. Through this process we have been able to identify specific areas to focus professional development not only differentiating for our teachers and staff, but the students as well. Examples this month included Music, Science, and Mathematics teachers attending training and articulation with other teachers from the Lake County region.

New teachers continue to learn the intricate processes and culture at PCCS and are quickly assimilating into our unique school. Through continued mentoring and partnering with parents this will only improve and result in PCCS continuing to provide the quality education to which we are accustomed.

Teachers and IAs, led by Caryn Meyer and Anne Gernady, recently completed the annual Systematic Screening for Behavior Disorders (SSBD). This screening focusses on identifying those students most in need of Social Emotional Interventions. As a whole, the process allows us to identify and dedicate resources to the needs of individuals and small groups as well as illuminating trends for the whole school.

Academics continue to be a high priority for us all. This month teachers have begun to unpack the NWEA, DIBELS, and reading benchmark data. This process will lead them to developing school wide, grade band, and classroom goals primarily in the areas of literacy and mathematics. We look forward to the receipt of the 2014/15 PARCC and IIRC results so we can add another this data to the goal setting process. We are very proud to announce that this month will also mark the beginning of the Carson Building RTI/Exploration pilot. This innovative program will have "All HANDS ON DECK," 2 hours per week for both interventions and enrichment classes. Students receiving Tier 2-3 interventions will be with classroom teachers focused on specific literacy, mathematics, and student skills needs. Those not involved with tiered interventions will be attending exploratory/enrichment classes in Art, Music, Creative Writing, Aquaponics, Improvisation Theater, Storytelling, Myth Busters, and Guided Study Hall. These classes are mostly based on student interest and will last 8 weeks. Following each 8 week session, students will be reassessed and will be reassigned for the next 8 week session.

As promised, our Farm to Table partnerships have continued to impress. This month, Chef Ye Tun from *Karma Asian Food & Fine Wine* shared a delightful assortment of recipes using the squash grown in the 3rd-4th grade band's sustainable gardens. We look forward to continuing this format and are exploring even more ways to enrich student learning through our Farm to Table program.

Mrs. Barnett, Mrs. Jeffery, Mrs. Kulbeda, Mrs. McGovern, Ms. Plucinski, Mr. Hershiser, and Naomi all attended and presented at the Midwest Environmental Education Conference in Madison last week. They were able to share our environmental backpack program and how nature journaling is used throughout the school.

Looking forward, we have a teacher attending the National Council for Social Studies Teachers Conference in New Orleans, the 7th and 8th grade teachers will be attending Professional Development and articulation classes at Carmel HS and Grayslake HS, Mr. Zamiar will be attending articulation on Google Education/and Chromebook implementation at Carmel HS, and Mr. Deigan and Mr. Zamiar will be attending the Annual Illinois Charter Schools Conference. These are just a few of the many opportunities our staff will be taking advantage of during the coming month.

Finally, on November 4th and 5th, the school will be receiving the new classroom furniture. We are very excited for our teachers and students to be getting this much needed facelift.

Respectfully submitted,

Tony Zamiar, Dean of Carson Building

Kelly Smith, Dean of Comstock Building

Naomi Hershiser, Dean of Environmental Learning

Jessica Loustaunau, Director of Student Services and Special Education

Prairie Crossing Charter School

Business Managers Report

October 27, 2015

- The Finance Committee scheduled for September 20, 2015 at 6:00pm was cancelled. No unusual items or significant fluctuations were noted on the statement of activities.

- Q1 2016 Grant Reporting submitted:
 - IDEA Grant expenditures in the amount of \$12,231.00 were reported 10/19/2015
 - NCLB Grants did not have any incurred expenditures to report for Q1 2016.
 - HVAC Maintenance Grant expenditures in the amount of \$16,455.00 were reported 10/19/2015

- Worker's Compensation audit performed on-site 10/20/2015. Premiums will be adjusted for 2014/2015 school year based on audit performed in review of actual salary expense incurred for same time frame.

Respectfully submitted,

Kim Disalvo



**PCCS Board of Director's Meeting Minutes
Final**

**Tuesday July 28, 2015 7:00 PM
Anna B. Comstock Building
1531 Jones Point Rd
Grayslake, IL 60030**

Call to Order 7:02 PM

Board President Dean Thorson

The minutes of a meeting of the PCCS Board of Directors held on Tuesday, July 28, 2015 in the Muir Hall of the Anna B. Comstock Building, 1531 Jones Point Road, Grayslake, Illinois.

Members Present

Dean Thorson, Board President
Nick Kotzamanis, Vice President
Brian Conlon, Treasurer
Ed Jamison, Secretary
Sean Daw
Dan Fedor

Members Not Present

Jeff Barhorst
Sue Ross
Anita Thomas

Staff Present

Geoff Deigan, Executive Director
Tony Zamiar, Dean of Carson Building

Others Present

A quorum was present.

Pledge of Allegiance led by Tony Zamiar

Recognition & Appreciation:

Many thanks to our parent and friend of the School, Mr. Barry Sattler for donating his time, resources and talents as he and his team spent many hours capturing interviews, shooting footage and crafting videos in order to help tell the unique story of our School. We appreciate all of Barry's hard work and his continued dedication to PCCS.



A very special thank you to Dr. Anita Thomas for her time and dedication while serving on the PCCS Board of Directors. She accepted a new job outside of the PCCS region. Her position on the board will be filled in the fall.

Mission Moment: Camp Wildside is a summer camp put together by Ms Jackson and Mrs Flaig. It has become an outreach effort and is attended by 19 children, 16 from Woodland and 3 from PCCS. This camp was offered at no cost to attendees and we already have a wait list for next year's camp. We will work in the coming year to build partnerships with surrounding districts to support this camp.

Sean Daw made a motion to approve agenda, **Brian Conlon** seconded
On a voice vote all 'ayes' MOTION CARRIED

Discussion Agenda:

1. Review June and July Legal Bills:

- June Franzcek Radelet: GSL: \$ 2,903.52 Lawsuit: \$3,614.50
- July Franzcek Radelet: GSL: \$ 660.00 Lawsuit: \$8,552.60

2. Board/Committee Meeting Calendar 2015/2016

3. Insurance Renewals

4. Capital Purchase of New Classroom Furniture

5. Audit Contract – Clifton Larson Allen

6. CBA Contract

7. Update of Woodland Lawsuit

No real update at this time,. Appellate court said they'd like to get this completed this calendar year. More updates to follow.

Public Comment

20 Minutes

Laura Fay made a comment that the grounds and campus looks great. She said that we need to be sure we're attracting at risk students. She also commented that the old furniture we're considering replacing may have come with a warranty that was not fully used and we should investigate that.

Sean Daw made a motion to move to closed session, **Brian Conlon** seconded

On a voice vote all 'ayes' MOTION CARRIED

Enter Closed at 7:41 PM



Closed Session

Discussion related to 5ILCS 120/2(c) 21-Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semiannual review of the minutes mandated by Section 2.06

8. Review Closed Session Minutes of Previous Board Meetings.

Discussion related to 5ILCS 120/2(c) 1- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body, including hearing testimony on a complaint lodged against an employee to determine its validity.

9. New Teachers
10. SPED Director
11. Instructional Assistants
12. Admin and Executive Director Evaluation

Discussion Related to 5ILCS 120/2(c)(3) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

13. Board Elected Candidates

Sean Daw made a motion to exit closed session, **Dan Fedor** seconded

On a voice vote all 'ayes' MOTION CARRIED

Exit Closed at 9:04 PM

Brian Conlon made a motion to approve consent agenda, **Nick Kotzamanis** seconded

On a voice vote all 'ayes' MOTION CARRIED

Consent Agenda

14. Director's Report - includes School Team and Business Manager's Report
15. ~~President's Report~~
16. ~~PSO Report~~
17. ~~Motion to Approve Open Session Minutes of Previous Board and Committee Meetings~~
18. Motion to Accept Reports on Consent Agenda

Action Agenda



1A Authorize Payment of Legal Bills - Total of \$ 12,413.72

Brian Conlon made a motion to approve payment of legal bills, **Ed Jamison** seconded
On a roll call vote all 'yes' MOTION CARRIED

2A Approve Board/Committee Meeting Calendar 2015/2016

Amended for 2 board meetings in February

Brian Conlon made a motion to approve calendar, **Nick Kotzamanis** seconded
On a voice vote all 'ayes' MOTION CARRIED

3A Approve Insurance Renewal(s)

Ed Jamison made a motion to approve insurance renewal, **Sean Daw** seconded
On a roll call vote all 'yes' MOTION CARRIED (**Nick Kotzamanis** abstains)

4A Approve Capital Purchase of Classroom Furniture

Amended not to exceed \$160,000

Ed Jamison made a motion to approve purchase of classroom furniture, **Dan Fedor** seconded
On a roll call vote all 'yes' MOTION CARRIED

5A. Approve Audit Contract with Clifton Larson Allen

Nick Kotzamanis made a motion to approve audit contract, **Dean Thorson** seconded
On a roll call vote all 'yes' MOTION CARRIED

6A Approve CBA Contract

Sean Daw made a motion to approve CBA contract, **Dan Fedor** seconded
On a roll call vote all 'yes' MOTION CARRIED

~~8A Approve Closed Session Minutes of Previous Board and Committee Meetings~~

9A Approve Hiring of Staff

Instructional Assistants

Kimberley Bonczkowski – IA for 7/8 at \$12.50/Hr for 40 hrs/week.

Susan Neil - IA for 5/6 at \$12.50/Hr for 40 hrs/week and 17.50 for substitute teaching.

Edith Blom - IA for SPED at \$12.50/Hr for 40 hrs/week.

Kathrine Mui - IA for 1/2 at \$12.50/Hr for 40 hrs/week and 17.50 for substitute teaching.

Faculty

Jana McGeever – Spanish 5/8Teacher for \$35,572 Annually (CBA)



Carly Kroll – 3/4 Teacher for 39,194 Annually (CBA)
Roxanne Turner - 5/6 Teacher for 34,322 Annually (CBA)
Rita Thurston – 7th Grade Math Teacher for \$ 39,194 Annually (CBA)
Michelle Stanbary – Music Teacher for \$34,322 Annually (CBA)

Administration

Jessica Loustaunau – Director of Special Ed and Student Services for \$90,000 Annually and eligibility for a \$5,000 bonus stipend.

Sean Daw made a motion to approve hiring of staff **Brian Conlon** seconded
On a roll call vote all ‘yes’ MOTION CARRIED

~~10A Approve Hiring the Director of Special Ed~~

~~11A Approve Hiring of Instructional Assistants~~

12A Approve ED and Administration Evaluation and Compensation.

Sean Daw made a motion to approve ED and Administration Evaluation and Compensation, **Brian Conlon** seconded

On a roll call vote all ‘yes’ MOTION CARRIED

New Business & Future Agenda Topics

Brian Conlon mentioned that the Parent Elect Election Committee needs to be staffed. He suggested Bill Batz, Dil Dybas, Christine Palmer and Janette Siegel.
Strategic Plan will be revisited in future board meetings

Dean Thorson reminded everyone to attend the welcome picnic on August 13.

Adjourn: There being no further business before the board, **Dan Fedor** made a motion to adjourn, seconded by **Ed Jamison**

On voice call - “all ayes”. MOTION CARRIED at **9:15 PM**.

Respectfully submitted,
Ed Jamison
Board Member

EST. 1999
PRAIRIE CROSSING
CHARTER SCHOOL



CREATING NATURAL LEADERS

A handwritten signature in cursive, appearing to read 'Edward J. ...', written in black ink.

Secretary
July 28, 2015



PCCS Board of Director's Meeting Minutes
Final
Tuesday September 22, 2015 7:00 PM
Anna B. Comstock Building
1531 Jones Point Rd
Grayslake, IL 60030

Call to Order 7:02 PM

Board President Dean Thorson

The minutes of a meeting of the PCCS Board of Directors held on Tuesday, September 22, 2015 in the Muir Hall of the Anna B. Comstock Building, 1531 Jones Point Road, Grayslake, Illinois.

Members Present

Dean Thorson, Board President
Nick Kotzamanis, Vice President
Brian Conlon, Treasurer
Ed Jamison, Secretary
Jeff Barhorst
Sue Ross
Sean Daw
Dan Fedor

Members Not Present

Staff Present

Geoff Deigan, Executive Director
Tony Zamiar, Dean of Carson Building
Jessica Loustaunau, Director SPED &SS

Others Present

A quorum was present.

Pledge of Allegiance led by Marcelo Chiodi

Ed Jamison made a motion to approve discussion agenda with minor amendments, **Nick Kotzamanis** seconded

- Remove FY15 fiscal audit approval



- Remove Consultant agreement

On a voice vote all 'ayes' MOTION CARRIED

Brian Conlon made a motion to move to closed session, **Sean Daw** seconded

On a voice vote all 'ayes' MOTION CARRIED

Enter closed at 7:08 PM

Closed Session

Discussion Related to 5ILCS 120/2(c)(3) The selection of a person to fill a public office, as defined in this Act, including a vacancy in a public office, when the public body is given power to appoint under law or ordinance, or the discipline, performance or removal of the occupant of a public office, when the public body is given power to remove the occupant under law or ordinance.

1. Board Elected Candidate Interviews
2. Discussion on selection of a person to fill a public office.

Sean Daw made a motion to exit closed session, **Jeff Barhorst** seconded

On a voice vote all 'ayes' MOTION CARRIED

Exit closed at 7:53 PM

Recognition & Appreciation: Farm to Table, Geoff Deigan

This year's Farm to Table events will include a rotation of chefs from local Restaurants. September's chef comes from Café Pyrenees. This will help to diversify the influences to the program and raise the visibility of our school and the event across the community.

Mission Moment: 8th Grade Students at Conserve Prairie Harvest Event, presentation by Mr Zamiar. 3 Prairie Crossing Students with CPs related to conservation traveled to Deerpath Farm Conservation Community, which is a forested community similar to Prairie Crossing in Mettawa, IL. Our students presented on topics including Buckthorn and Bioswale development to about 250 environmental professionals and left a very positive impression.

Discussion Agenda

3. Legal Bills: Franzcek Radelet:
 - GSL: \$ 1,582.50
 - Woodland Lawsuit: \$ 5,061.50
4. Parent Elected Board Position Update & Timeline



Brian Conlon reported on the parent elect board member committee. The deadline to submit is October 8 at 3:30 pm. The election will be completed prior to the next board meeting and we can seat the newest member at the next board meeting. We have no applicants at this time.

5. ~~FY15 Audit~~

6. FY16 Budget Recast

FY16 budget will be recast during next finance meeting. Please attend if interested.

7. ~~Sub-consultant Agreement(s)~~

8. FY15 Salary Posting Schedule Requirements

Nick Kotzamanis made a motion to move to closed session, **Sue Ross** seconded

On a voice vote all 'ayes' MOTION CARRIED

Enter Closed at 8:14 PM

Closed Session

Discussion Related to 5ILCS 120/2(c)(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

9. Employment of Staff Member(s).

10. Executive Director FY 15 Evaluation

Discussion related to 5ILCS 120/2(c) 21-Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes mandated by Section 2.06.

11. Review Closed Session Minutes of Previous Board Meetings.

Nick Kotzamanis made a motion to exit closed session, **Sean Daw** seconded

On a voice vote all 'ayes' MOTION CARRIED

Exit Closed at 9:15 PM

Brian Conlon made a motion to approve consent agenda, **Jeff Barhorst** seconded

On a voice vote all 'ayes' MOTION CARRIED



Consent Agenda

12. Director's Report – Includes School Team and Business Manager's Reports
13. President's Report
14. Outreach Report
15. Financial Statement for Aug 2015
16. PSO Report
17. ~~Motion to Accept Reports on Consent Agenda~~
18. ~~Motion to Approve Open Session Minutes of Previous Board and Committee Meetings~~
19. Motion to Approve Nominating Committee Meeting Minutes from previous meeting(s).

Ed Jamison made a motion to move to approve minutes, **Jeff Barhorst** seconded
On a voice vote all 'ayes' MOTION CARRIED

Action Agenda – New Business

- 1A. Approve Candidate(s) for Board Elected Board Member

Brian Conlon made a motion to move to appoint **Marcelo Chiodi** to the board, **Nick Kotzamanis** seconded

On a roll call vote all 'yes' MOTION CARRIED

Sean Daw made a motion to move to appoint **Brian Conlon** to the board, **Dan Fedor** seconded

On a roll call vote all 'yes' MOTION CARRIED; **Brian Conlon** abstained

- 3A. Approve Legal Bills

Nick Kotzamanis made a motion to move to approve legal bills, **Ed Jamison** seconded

On a voice vote all 'ayes' MOTION CARRIED

- 5A. ~~Approve FY15 Audit.~~

- 6A. Approve FY 16 Budget Recast

Brian Conlon made a motion to move to approve FY16 budget recast, **Jeff Barhorst** seconded

On a voice vote all 'ayes' MOTION CARRIED

- 7A. ~~Approve Sub-consultants~~

- 8A. Approve Salary Posting Schedule

Jeff Barhorst made a motion to move to approve salary posting schedule, **Ed Jamison** seconded

On a voice vote all 'ayes' MOTION CARRIED



9A. Approve Employment Contracts for FY16

Jeff Barhorst made a motion to move to approve employment contracts for FY16, **Sue Ross** seconded
On a voice vote all 'ayes' MOTION CARRIED

September Larson \$35, 072 Annually (CBA)

IA 5/6 Rebecca Winget at \$12.50/Hr for 40 hrs/week and 17.50 for substitute teaching

IA 5/6 Alison Bonicantro at \$12.50/Hr for 40 hrs/week and 17.50 for substitute teaching

Substitute Gregory Burgh Sub IA at \$12.50/Hr and 14.00/Hr. for substitute teaching

10A. Approve Executive Director Evaluation

Jeff Barhorst made a motion to move to approve executive director evaluation, **Ed Jamison** seconded
On a voice vote all 'ayes' MOTION CARRIED

Brian Conlon suggested that we all listen to This American Life Integration in Schools ([part 1](#), [part 2](#)) podcast. Integrating schools is the one proven method of closing the performance gap. A lot of folks are just looking for the opportunity to take kids out of failing schools and drive to one where they can get an education.

New Business & Future Agenda Topics

FY15 audit review and approval will occur in special board meeting

Geoff Deigan reported that the school is looking into hiring a nurse

Adjourn: There being no further business before the board, **Jeff Barhorst** made a motion to adjourn, seconded by **Sue Ross**

On voice call - "all ayes". MOTION CARRIED at **9:42 PM**.

Respectfully submitted,
Ed Jamison
Board Member

EST. 1999
PRAIRIE CROSSING
CHARTER SCHOOL



A handwritten signature in black ink, appearing to read "Edw..." followed by a long, sweeping horizontal stroke.

Secretary
September 22, 2015