



# COMMUNICATIONS COMMITTEE MINUTES

November 9, 2023  
3:45 p.m.

Professional Development Room 108

## Agenda Items:

### I. Discussion Topics

#### A. Interventionist Positions

Mr. Franklin reviewed the MOU around the Interventionist positions and the need to move forward in planning for the 2024-2025 school year. Effective the 24-25 school year, the Interventionist positions will be considered permanent, certified positions. In accordance with the MOU and contract, all Interventionist positions will be posted for internal interest per contract before moving forward with permanent assignments. The plan is to start with the Math and Language Arts Interventionist positions at the junior high level. Mr. Franklin will send out an e-mail to certified staff the week of November 13th, reminding all staff of the conditions in the MOU, with the Jr. High Interventionist positions being posted by the end of the day November 17th. The Intermediate and Primary positions will follow later in December and January.

#### B. Summer School Update

Preparations are underway for summer school 2024. Mr. Franklin and Mr. Ealey highlighted that the district was able to use federal COVID relief funds the past several summers to support the summer school program. With the funds no longer available, summer school will need to be trimmed down from the level at which it has been operating. This means that fewer teachers will be needed and priorities will need to be developed for student entry into the program. More will be shared as planning continues.

#### C. Student Violence Form

1. Reporting by Staff to Admin
2. Involvement of Police
3. ISBE's Reporting on Attacks on School Personnel

Mr. Franklin reiterated that all incidents involving students physically engaging staff members need to continue to be reported via the injury/accident form that has historically been used, even if the actions did not cause physical harm or require medical attention. The form should be completed and submitted to the staff member's principal. If the student has an IEP, the special education coordinators are copied on the form as

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well. There are some incidents that must be reported by the district to ISBE via IWAS such as drugs, weapons, and attacks on school staff.

The Association expressed an interest in convening a sub committee of individuals to explore the use of a consistent office referral form to be used district wide. In addition, such a committee could also address inconsistencies that appear in the student handbooks in regards to behavior and consequences. One concern the Association brought forth was that there still are concerns with follow up from administration in regards to providing closure to incidents and office referrals. The Association explained that with the district exploring the use of Panorama, the system be used for office referrals, incident details, and ensure better follow up with consequences documented in the system for staff to view.

Next steps: Admin agreed that such work would be a good focus for the district's SEB Committee. EAP will determine their membership for the Committee with a charge coming from Mr. Ealey.

**D. Paraprofessionals assigned to cover CBI and SET classrooms**

1. Compensation
2. CPI Training

The Association brought forth a concern with special education paraprofessionals being assigned to assist during portions of the school day in CBI or SET classrooms. The concern is around the training and pay that the parapro should receive if this is occurring. Mr. Franklin explained that it is the administration's goal to not have to utilize special education paraprofessionals in such a capacity as it is essentially an involuntary transfer. If this is unavoidable, then the principal should consult with Mr. Franklin to discuss training and compensation as our CBI and SET paraprofessionals are required to undergo CPI training and receive a pay differential as part of their salary.

**E. Mr. Franklin reminded everyone that the December 8, 2023 SIP will be dedicated to completing mandated training. There will be 3 trainings that need to be completed prior to winter break for all staff. The trainings can all be found in Infinitac and are identified below with their respective "run times."**

1. Anti-Harassment and Sexual Harassment Prevention Training for Illinois Employees (Non-Supervisor) Version (56:08)
2. Erin's Law, Faith's Law, and Child Sexual Abuse (25:30)

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### 3. DCFS Mandated Reporter Training (29:45)

#### II. Consideration for Resolution

- A. Affirm the WIP Document - The WIP document was affirmed.

#### III. Pending Resolution

- A. Nothing at this time

#### IV. Board of Education Meeting Update

- A. Review of Agenda for meeting on November 13, 2023  
Mr. Ealey reviewed the BOE Meeting Agenda for Monday night.

#### V. Other Topics/Misc. – Next Meeting is on December 14 (if needed)

#### VI. Adjourn - 4:45 p.m.

#### \*Notes:

- 1.B. Tentative meeting dates are as follows: September 21, October 12, November 9 , December 14, January 18, February 22, March 14, April 11, May 16, June TBA (if needed). It has been past practice to only meet as needed.
- 1.C. The **Work in Progress** document has been distributed to the committee in an electronic format for members to review. In accordance with the WIP guidelines the document will be reviewed (revised if necessary) and reaffirmed at the third Communications Committee Meeting of the school year which is slated for November 9.
- 1.D. The Communications Committee will continue to monitor progress on the District Commitments and SILT procedures which includes Staff Survey data, Staff Meeting PD, Accident Forms, Self-Guided PD, and Informal Mentor Guidelines

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