



Notes

Regional Alternative School Board of Control

Immediately following the District Superintendent meeting, but not before 9:30 AM

Friday, August 21, 2020

1. CALL TO ORDER

by Dr. Julie Morris, President RAS Board of Control at 9:41AM

2. ROLL CALL*

Belvidere *	Harlem*	Hononegah*
Pecatonica	North Boone*	Rockford
South Beloit	Winnebago*	

3. APPROVAL OF AGENDA

If there is no discussion or changes to the agenda:

**Is there a motion to approve the agenda as presented DW second MD All in Favor: Opposed:
Motion carries/fails**

4. PUBLIC COMMENT

5. APPROVAL OF MINUTES FROM May 8, 2020

**Is there a motion to approve the May 8, 2020 minutes as presented: DW second MD All in
Favor: Opposed: Motion carries/fails**

6. PROGRAM UPDATE

- a. Summer Move--We are officially moved out of our four former sites, and fully moved in to Summit Academy! We are grateful to our staff members who stepped up to lend a hand in the heavy lifting; we couldn't have done it without them. Moving expenses were

increased due to some of the industrial kitchen equipment that had to be moved with special equipment.

CR: Super grateful to Harlem for allowing Summit to move into the Hoffman campus. We were able to get a lot of staff volunteers to assist with the move and handle some of the projects that were needed around the building to have it ready for staff and student arrival.

- b. Personnel--All staffing for the 2020-2021 school year is complete, with the exception of a School Nurse position, for which we are currently interviewing. We have had exceptional candidates for our open positions and are thrilled with our new staff members.

CR: Couple of resignations with job changes, school nurse position on hold dependent upon the model that school will open with, hopefully we will be in person with our hybrid model.

- c. Programming--We are plugging away with developing a cohesive plan for what hybrid learning looks like at Summit Academy. Our focus is on creating organizational structure for instruction that transitions smoothly between in-person and remote instruction that provides consistency for our students, and is rooted in safe and caring relationships. All aspects of success in an educational environment (attendance, positive engagement, completion of assigned work, career interest and experiences, skill building, and earning meaningful credits) are incorporated into our programming.

CR: Making sure our program is reflective of the whole student and the whole child and not just academic, we want to make sure that each aspect are brought together and reflective of needs.

- d. Curriculum--We are working with teachers on using organizational structures, learning objectives, and assessment in their instruction. We will utilize many supportive resources to meet the needs of our students, many of whom are reading 5 or more grade levels below what would be expected for their age, and help them move forward with earning credits.

CR: Organizational structures for lesson planning reflective of best practices and unique to Summit according to the needs of our students.

- e. Professional Development--All Summit Academy staff participated in a two-day Restorative Practices workshop.

Just this morning they are in training for the Neurosequential Model of Education series, and we will continue to provide professional development opportunities for our staff. We will regularly use time during our designated remote learning day on Wednesdays for PD.

- f. Fall Plan--Teachers started on 8/17, and students will be starting on 8/24. We have about 30% of our students who will be participating in a full Remote Instructional model, and the rest of our students will be attending in person 2 days per week, and will participate in Remote Instruction 3 days per week. Teachers will be in attendance at Summit Academy daily. Wednesdays will be Remote Instruction for all students, and will allow time for our staff to meet together for professional development and collaboration.

Moving start date back to August 31st, next week will include another week of professional development to assist with preparedness for our teachers to be sure that when students start we can be intentional about our start plan. Hybrid allows for Wed to embed professional development in those

days. Will be using 4 teacher pods, 40-60 students using a block schedule, co teaching and team teaching. Met with additional challenges and they are adjusting well because of the extra week to prepare

- g. Referral/Intake--We have received about 8 new referrals for RAS (and about 15 for all of our programs). Intakes are being scheduled with families so that we can get students started with us ASAP.

Referrals are coming in, anticipating 15-20 more within the first week of school, grateful for support in recommending students through the referral process.

SCOTT - Indescribable to talk about the logistical and philosophical transformation from January till now. We had no idea that the pandemic would hit but the daily interactions have been wonderful and we have still been able to accomplish the goals of moving, training, curriculum development, changing the handbook. Administratively being able to implement changes like the security changes and having staff that adapted to the barriers of familiarity. Every student has gotten a personal phone call about our program. Looking forward to getting the board members present. Proud of Carlie and the team, and creating a culture shift from a program to a "school", building a new website, building remote learning whilst creating a building from scratch. Thank you to Harlem for working with us and providing support.

AP - Are they meeting with counselors and admin for the referral process? CR - Catherine is the main contact who has been meeting with supers, admin and counselors. Streamline process and communicate acutely with her.

SB - Want to encourage schools to continue seeing Summit Academy as an option even in a pandemic and through remote learning, don't hesitate to send kids to us. Even if there wasn't a pandemic, our structures and class sizes are already small 10-1, 12-1. With the time to look at the programs we have, we have been able to identify new information regarding the qualifications for ALOP and TAEOP students. If you have kids who are not engaging, feel free to reach out, and see if Summit Academy is an option. We have paras that will be incorporated into the classroom setting. Staffed really well to give a different level of support.

7. CONSIDER LAPTOP PURCHASE FOR STAFF*

It was budgeted to purchase/replace desktop computers for our staff. With the likelihood of remote learning taking place and the possibility of staff working remotely, we are proposing the purchase of laptops equipped with cameras and the ability to have a touch screen. The thought with the touch screen is we will not have to replace or equip classrooms with Smart Boards in the future. The touch screen and projectors will enable teachers to use their laptop in the classroom to project on the board and use their computer the same way they would use a touch board Smart Board. When doing remote instruction on Google Meets, staff can share their screen and use the touchscreen to demonstrate math, highlight text, etc....like they would face to face. The laptops are more expensive than a desktop but provide a better solution for instruction.

We received quotes from two vendors and Staples offered a more equipped computer and can guarantee delivery in time for school to start. We are still considering quotes with companies that can deliver the quickest.

CR - The need to plan for flexibility between in-person and remote learning from a technological aspect almost doubled the cost we initially anticipated. We are about 10 days out from receiving technology.

It is the recommendation of the Executive Director to approve the purchase of the laptop computers not to exceed \$25,000.

Is there a motion to approve the computer purchase not to exceed \$25,000 as presented: First MD second DW, roll call vote:

Belvidere*	Harlem*	Hononegah*
Pecatonica	North Boone*	Rockford
South Beloit	Winnebago*	

8. APPROVE FY 21 BUDGET*

The FY 21 budget will be presented and is in the shared folder. In May it was discussed a salary schedule has been developed to account for the \$40,000 minimum salary mandate and lanes were developed to promote professional advancement for the staff. Since May, we have had to spend money to plan and prepare for school to operate within the guidelines of the Covid rules. Much like all of your districts. We have purchased PPE, laptop computers for staff (pending) to be able to work remotely (we needed to replace all computers anyway but are getting laptops equipped with cameras and touchscreens for remote education) and consideration for a nurse to be in the building. As you can see, we anticipate still being in the black this year; however, with the unforeseen expenses related to Covid we are not sure how things will turn out. There is plenty of cash in reserves to cover these costs and not increase tuition that has been previously approved.

SB - The budget has changed due to the need to adapt to COVID requirements including the increased need for PPE. Also, Harlem owned a lot of the equipment and furniture in the building. This lead to an increased cost for purchasing new items. We've also provided additional staff development opportunities and would like to hire consultants to continue Restorative Practice training. Additionally, our Tech Director for both sites has transitioned to being at Summit Full Time, and we needed to equalize his salary to reflect his additional duties. There was also an increase in costs for Professional Services for staff. Other additional updates include supply lines for PPE, Food Services, Community Services, and Rosecrance which will be further discussed in the closed session. All in all, if our enrollment and funds distributed by the state are healthy, we will be in good standing with our budget.

It is the recommendation of the Executive Director to approve the FY 21 budget as presented.

Is there a motion to approve the FY 21 as presented: First JM second MD, roll call vote:

Belvidere*	Harlem *	Hononegah*
Pecatonica	North Boone*	Rockford
South Beloit	Winnebago*	

9. APPROVE STUDENT HANDBOOK

In the shared drive is a copy of the FY 21 student handbook. This needed to be rewritten to reflect the changes in programming and how we will work/support out students in a more restorative method and not punitive. The handbook was developed using the IPA Model Student Handbook to ensure legal compliance.

CR - Due to Summit being a new school where two programs are coming together to serve students there was a need to create a Student Handbook from scratch, that would include Social Emotional Learning models, Restorative Practices and be in accordance with the IPA Model. Adjustments were also made to reflect the hybrid learning environment. We eliminated the need for metal detectors and physical body checks, and we are opting to implement a system that will incorporate the emotional symptom checks with our COVID routines for arrival. We will establish multiple points of positive emotional checks and contacts with students before requiring them to be here academically.

MD - Will there be Paper and Digital copies available of the handbook?

CR - There will be digital copies available, and paper copies will be made available upon request.

MD - Will there be a digital signature required for the agreement?

CR - Students will sign a paper version of the agreement,

It is the recommendation of the Executive Director to approve the student handbook as presented.

Is there a motion to approve the FY 21 Student Handbook as presented: JM second MD, roll call vote:

Belvidere*	Harlem *	Hononegah*
Pecatonica	North Boone*	Rockford
South Beloit	Winnebago*	

All in Favor: Opposed: Motion carries/fails

10. CLOSED SESSION*

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

Is there a motion go into closed session for the presented purposes MD second DW, roll call vote:

Belvidere X	Harlem X	Hononegah X
Pecatonica_____	North Boone X	Rockford_____
South Beloit_____	Winnebago_____	

Motion Carries/fails: Time:10:16 am

11. ADJOURNMENT

Is there a motion to Adjourn: _____ second _____ All in Favor: Opposed: Motion carries/fails Time: _____