



March 13, 2020 emergency meeting

Summit Hill District 161 Board Briefs

Serving 2,800+ students living in portions of Tinley Park, Mokena, and Frankfort

For additional information, please contact Supt. Barb Rains at 815.469.9103

Board holds emergency meeting in response to IL school closure by Governor

At the emergency meeting, the Board approved three agenda items:

Emergency School Closure Timeline

The Board directed the Superintendent to close District 161 schools for student attendance:

- March 17 through March 30 in accordance with the directive provide by the Governor of Illinois closing all public schools for this period;
- March 16 in alignment with the closure schedule for Lincoln-Way District 210; and
- March 30 to April 3 in accordance with the District 161 2019-20 school calendar.

Emergency School Closure Fund Allocation

The Board authorized the Superintendent to ensure the continued payment of all District 161 employees during any mandated student attendance closer in a fair and equitable manner, ensuring that no employee suffers a loss of income from the closure, communicating the compensation plan to Board of Education and employees via email no later than March 20. Furthermore, the Board authorized unbudgeted spending at the Superintendent's discretion in an amount not to exceed \$100,000 to respond to expenses related to the emergency closures, including, but not limited to, cleaning or sanitizing costs, e-learning material or training expenses, consulting service costs, special education service expenses, or postage/delivery fees.

Emergency School Educational Planning

The Board authorized the Superintendent to work with the District's legal counsel, government representatives, labor representatives, and others as needed to develop an educational continuation plan, including negotiating any required terms, determining staff attendance, and/or managing communication.

Rich Marron President	Stacey Borgens Vice President	David Faber Secretary	George Leonard Member	James Martin Member	Joy Murphy Member	Trudy Sturino Member
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Related to Board action, please review Sunday, March 15 communication for staff and parents:

Continuity of Learning Plans

For the dates of March 16 through March 27, we are providing continuity to the learning process. (Spring Break will continue from March 30-April 3.) We want our students to enjoy the learning process as they meet the various learning objectives. The goal is to provide meaningful independent activities for students to continue practicing at home.

We have created a choice board for students to use. Students can select the digital and/or non-electronic activities they would like to complete. These items should be considered additional practice of skills already learned within the classroom. The [link to the continuity of learning plan](#) will be communicated at 3 p.m. on Monday, March 16.

If a parent is unable to access the internet, you are welcome to pick up a paper copy of the grade level packet for your student from the Mary Drew Administrative Center Tuesday-Friday from 9 a.m.-noon.

Planning sequence

- Three COVID-19 emergency messaging system updates were sent to staff and parents (2.27.20, 3.10.20, 3.12.20).
- A faculty meeting took place last week to develop our continuity of learning plans in case of a school closure.
- Since Friday afternoon when the Governor announced that all Illinois schools would be closed until the end of March, the following has occurred:
 - Friday at 7 p.m.: Emergency Board Meeting
 - Saturday: Administrative work session, development of Monday's Institute Day agenda and completion of Continuity of Learning plan and instructions for staff.
 - During Saturday's work session, we received information from ISBE: Due to current health landscape, school districts will not be required to use or make up emergency days related to COVID-19. Any days missed due to COVID-19 shall be considered Act of God days and are not required to be made up.

Week of March 16-20

- **March 16 Teacher Institute Day:** 8 a.m.-3 p.m.; no school for students
- **March 16:** All schools open for optional retrieval of student personal items (see key parent question at end of document) from 10 a.m.-noon
- **March 17** - meeting with Superintendent and union president along with legal counsels to discuss the feasibility of further developing our Continuity of Learning Plan to include student and teacher accountability mechanisms. This is an item that must be bargained between the Board and Union.
- **March 17-20:** Administrative Center is open to parents 9 a.m.-noon for student re-registrations, student free/reduced lunch pick up, and pick up of packets for Continuity of Learning Plan should a parent not have a device available for student use at home.
- **March 17-20:** Principals at buildings to field via phone school-specific parent and staff questions from 8 a.m.-noon
- **March 20:** Student tablet pickup plan communicated (see key parent question at end of document).
- **March 23-27:** TBD
- **March 30-April 3:** Spring Break; deep cleaning of buildings by cleaning service
- **April 6** – School to resume. If the Governor continues his emergency closure plan beyond the current time frame, we will establish a plan for parents to pick up school textbooks and workbooks.

Parent Communication Portal

- **Contact Us** on District website for questions; each question will be routed to the appropriate source.

- Communication updates to staff and families via our emergency messaging system

Answers to Key Parent Questions

- **What is included in Monday's optional retrieval of a student's personal items?**

Parents only need to come to school to pick up such personal items as glasses, etc. that a student may need or a gym suit (if applicable) that may need to be washed. The Continuity of Learning Plan does not require use of current textbooks.

- **Why aren't student tablets allowed to be pick up?**

Currently all student tablets are housed in charging carts while not in use during the school day. No extra chargers currently are available. We would need to dismantle the carts to retrieve the charging cords. Based on the Board's approval on Friday of emergency school closure funding, the tech department will begin dismantling the charging carts and charging cords on Monday and will communicate the plan this week to allow parents to pick up and sign off on their student(s) device/charging cord on March 20. Please know that each student has an assigned tablet and the student tablet, if utilized at home, will continue to activate District-approved software which includes the District's filtering software.