

**ILLINOIS DEPARTMENT OF JUVENILE JUSTICE
BOARD OF EDUCATION
AGENDA**

J.B. Pritzker
Governor

Heidi Mueller
Director

Dr. Tresa D. Dunbar
Acting Superintendent of Schools

Regular Meeting
WebEx Video Conference Call

July 17, 2020
9:30 a.m.

Legend: AI= Action Item DI= Discussion Item IO= Information Only

Department of Juvenile Justice Mission Statement:

Building youth skills and strengthening families to promote community safety and positive youth outcomes.

- | | | |
|----|-----|---|
| IO | 1.0 | CALL TO ORDER – Heidi Mueller |
| | 1.1 | Roll Call |
| AI | 2.0 | CONSENT AGENDA – All Present |
| | 2.1 | Approval of Agenda of July 17, 2020 |
| | 2.2 | Approval of Minutes of May 15, 2020 |
| IO | 3.0 | PUBLIC PARTICIPATION |
| IO | 4.0 | PRESIDENT'S REPORT – Heidi Mueller |
| IO | 5.0 | ACTING SUPERINTENDENT'S REPORT – Dr. Tresa D. Dunbar |
| IO | 5.1 | School District #428 COVID-19 Response (Mitigation Report and Data) |
| AI | 5.2 | School Year 2020-2021 Calendar |
| IO | 5.3 | School District #428 Summer Educational Planning
(Curriculum Council, Counselors and Principal Retreats) |
| IO | 5.4 | Acting Assistant Superintendent/Special Education Director's Update –
Dr. Bambi Bethel-Leitschuh <ul style="list-style-type: none">• Special Education Curriculum/ Language Live• Policy Updates with the Consent Decree• Special Education Liaison Positions• Monthly Data Summary - Narrative for April 2020/May 2020 |
| IO | 5.5 | Acting Grants Management and Quality Assurance/CTE Director's Update –
Mr. Ricardo D. Johnson <ul style="list-style-type: none">• ISBE Funding Updates/Proposed Programs of Study• District-Wide CTE PD Opportunities• Lake Land College Updates |
| IO | 6.0 | BOARD DISCUSSION ITEMS |
| AI | 7.0 | ADJOURNMENT:
Next Board of Education Meeting is Friday, September 18, 2020 at 9:30 a.m.
WebEx Video Conference |

1.0 CALL TO ORDER

Heidi Mueller

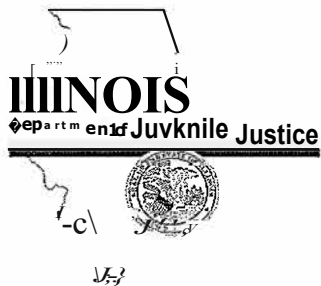
1.1 Roll Call

2.0 CONSENT AGENDA

All Present

2.1 Approval of Agenda of July 17, 2020

2.2 Approval of Minutes of May 15, 2020



**ILLINOIS DEPARTMENT OF JUVENILE JUSTICE
BOARD OF EDUCATION**

J.B. Pritzker
Governor

Heidi Mueller
Director

**Illinois Department of Juvenile Justice School District #428
Board of Education Meeting Minutes
Minutes - May 15, 2020**

- CALL TO ORDER** **1.0** A regularly scheduled meeting of the Board of Education was called to order by President Heidi Mueller, on Friday, May 15, 2020 at 9:32 a.m, via WebEx Video Conference,
- ROLL CALL** **1.1** Roll call by Recording Administrative Assistant, Susana Tirado, resulted in the following: Board Members answered Present: President Heidi Mueller; Member Mr. David Green; Member Mr. Patrick Griffin; Member Dr. Shawn Jackson; Member Jennifer Vidis, and Member Dr. Heather Dalmage,
- Board Members Absent: Member Willa Taylor.
- Others Present: Dr. Sophia Jones-Redmond, Superintendent of Schools; Mrs. NeAngela Dixon, Chief Legal Counsel, Dr. Tresa Dunbar, Assistant Superintendent of Schools; Dr. Bambi Bethel-Leitschuh, Director of Special Education; Mr. Ricardo D. Johnson, Career and Technical Education Director; and Susana Tirado, Administrative Assistant to Superintendent of IDJJ-SD#428 and Recorder.
- CONSENT AGENDA** **2.0** As follows,
- APPROVAL OF AGENDA** **2.1** President Mueller motioned to move the Special Education Agenda Items 5.5 and 5.6 after the President's Report -Agenda Item 4.0, Member Vidis motioned to approve the agenda and Member Griffin seconded.
- Voice Vote
Aye: Unanimous
Nay: None
Motion Carries
- APPROVAL OF MINUTES OF JANUARY 17, 2020 MEETING** **2.2** President Mueller motioned to approve the minutes for the January 17, 2020 Board of Education meeting. Member Vidis motioned to approve the minutes and Member Griffin seconded,
- Voice Vote
Aye: Unanimous
Nay: None
Motion Carries
- PUBLIC PARTICIPATION** **3.0** Dr. Joyce Nelson, Principal, Maya Angelou Alternative High School, School Psychologist Amy Lee, Language Arts Educator Monique Allen, and two IYC - Warrenville youth joined the virtual board meeting, Youth from IYC Warrenville/Maya Angelou Alternative High School gave their names and grade levels, but they did not make any comments. Dr.

Nelson, Principal, had brief comments about why she invited youth to join and two staff members to join her for the virtual board meeting.

PRESIDENT'S REPORT

- 4.0 President Mueller stated that since the last Board Meeting was conducted, a global pandemic struck that made things different at IDJJ. This is the first meeting that is taking place via WebEx. She mentioned that there is some information about IDJJ's response to COVID-19 posted on our website. Within the information posted are communication documents and updated mitigation reports. Also, there is a link on the page to a special edition newsletter. The newsletter outlines the generosity of Dr. Dalmage, who spearheaded the E-card donations, as she coordinated a large group of people that provided donations to IDJJ due to the COVID-19 pandemic.

President Mueller reviewed the Department's procedures in response to the pandemic. The first category is operations. New standard operating procedures were implemented, like a single point of entry for screening and how we screen staff coming in, postponing visitations, sanitation and cleaning process, mask wearing and we had to put in new procedures to keep us as safe as possible. Procedures for remote work were implemented. We had to innovate and change procedures, but still provide programming, as we continue to manage operations while working remotely. There were lots of changes in our operational structure.

President Mueller further stated that the second category is the key activities revolving around supplies. We had to make sure that there is enough personal protective equipment, medical supplies, cleaning and sanitation supplies, etc. to ensure we have enough medical supplies to keep youth and staff safe.

The third category is called load management. As per President Mueller, we thought about the load that our team is managing. In terms of our population, we have followed the recommendations of the Department of Public Health, the CDC, and numerous national juvenile justice organizations. We looked at youth who had a release that was scheduled within the next sixty to ninety days. We looked at their eligibility for potential release and as a result, the youth population was two hundred on March 1 and is now one hundred and eleven. That represents about a forty nine percent decrease. We have also discontinued all intakes from county detention centers. The second component of load management is staffing through rotational remote work, onsite case management, Command Center meetings with Department of Corrections, and daily calls with CMS and the Department of Public Health.

SUPERINTENDENT'S REPORT

- 5.0 Dr. Sophia Jones-Redmond stated that she had prepared some words to say, but she instead was instead was going to speak from the heart. She announced that she would be leaving and resigning from the Department in a few weeks. She has been offered another position and feels bitter-sweet about it but has accepted the position. Dr. Jones-Redmond thanked the Board for trusting her. As per President Mueller, losing Dr. Jones at IDJJ is a huge loss for us as a Department. President Mueller further stated that for people who shine and excel, you must support them in taking on the challenges that come and let them move in their journey. So, we support Dr. Jones-Redmond wholeheartedly because we know that wherever she goes, she provides great leadership and creates an environment for excellence. President Mueller also stated that she wants the Board to be very involved in our path moving forward. She said that we will work with Dr. Jones-Redmond and will determine what our succession plan **will** be as the School District moves forward. President Mueller stated that Dr. Jones-Redmond has put this district in a far better position than it was and it has moved far under her leadership. Dr. Jones-Redmond

feels that the School District is in a good place and is leaving us in a place where momentum can continue. So we say congratulations to Dr. Jones-Redmond.

Dr. Jones-Redmond acknowledged her Central Office Administration team Dr. Dunbar, Dr. Bethel, and Mr. Johnson. She said they are quality individuals. She stated that she believes that the passion will still remain and stated that it has been an honor to serve as Superintendent of Schools.

The Board thanked Dr. Jones-Redmond and stated that it was amazing watching her work as they had joined the Board about a year before her, except for Mr. Green. The Board wished her the best of luck and stated that it's such a loss for the kids. We all wish she could stay, but also know that others will benefit from her leadership and we will continue to benefit even after she's gone.

Dr. Jones-Redmond thanked each and every board member individually for their commitment and help, as she described how they helped her and the School District.

**CURRICULUM COUNCIL
RETREAT AND UPDATES**

- 5.1 Dr. Dunbar stated that the Curriculum Council for the District has been working very hard, with a focus on blended learning, hybrid learning, personalized learning, and curriculum and assessments. Over the last four months that has been really the buckets of work that we are intending to do. However, during COVID-19 what we've done is that we have found a lot of gaps and holes that were already identified, but this time allowed us to focus on them.

**PEARSON LIVE LESSONS
(VIRTUAL TEACHING)**

- 5.2 As per Dr. Dunbar, Pearson Live Lessons is an excellent addition to our work. During COVID-19, we are innovating Conexus and updating students' instructional activities. They're really getting what they need. Pearson Live Lessons is a component that will allow us to help students to receive a lot of instruction on line in areas that we do not have. This is not replacing teachers. We still need teachers and because we do not have teachers, it is under music, art and math, that we need some assistance in. Per Dr. Dunbar this is about interfacing with the teachers live, one-on-one, by having that teacher, come in and work with the students in those areas, and our students would get credit for. Hopefully, by the end of the year before the end of the year, we're in the process now, making sure that we have everything right in terms of our technology security and safety that is Pearson Live Lessons as virtual learning. We also look forward to embedding language arts, music and art into our curriculum.

**SAT SPRING 2020
ASSESSMENT WINDOW**

- 5.3 We are in the process of having every site, all our schools, have the ability to give out the SAT, ACT, and PSAT tests. We are slowly getting approvals for our schools to be able to provide this service to our youth but Dr. Dunbar stated that with the COVID-19 interruption had to be put on hold till November. This was going to be our very first time as a District in assisting and taking this assessment. We plan for it and all the schools did an amazing job of building up their students for this. Two schools were supposed to take it in March, three schools in April. And now that has been moved back to November. So now as soon as we are able to do that assessment, we will we have already identified our students. If those students are still with us, they will take the test as juniors and seniors. If they're not, we will move forward to identify other students. So our Spring 2020 assessment has been canceled until further notice. The postponement of this is the directive.

**2020 CONNEXUS
PROFESSIONAL**

- 5.4 Dr. Dunbar stated that with Aftercare, one of the goals of the District was to align all of our support information around instruction assessments and curriculum with our other departments. One of our best departments that we work with is Aftercare. It is the unit

**DEVELOPMENT-
AFTERCARE**

that our kids go to when they are released that they are still assigned. What we identified with the director of that department, is that we needed to work closely together to make sure that the students are continuing their work in Pearson Connexus. They're also having their skills updated and developed, and we need to provide support and training to those Aftercare specialists around this work. We have committed to doing at least two professional developments with the Aftercare Specialists. Aftercare is learning how to use it instructionally.

**SPECIAL EDUCATION
MONTHLY DATA
SUMMARY
-NARRATIVE FOR
DECEMBER
2019/JANUARY 2020
-NARRATIVE FOR
FEBRUARY
2020/MARCH 2020
SPECIAL EDUCATION
ADMINISTRATIVE
DIRECTIVES (POLICIES}**

5.5 Dr. Bethel-Leitschuh presented the Monthly Data Summaries for December 2019 through March 2020. She stated they were doubled up in this way because of the transition that was made because of COVID-19. The reports were thoroughly reviewed by the board.

5.6 Per Dr. Bethel-Leitschuh, for the EMBRACE program, we haven't been able to get trained on that because of the whole COVID-19 interruption, but that would be forthcoming. Dr. Bethel referred the Board to the special education policies in the board packet. She acknowledged the Policy Committee and Board members Vidis and Dalmage for their work on the policies. The documents will also be reviewed by entities outside of our School District and are part of the current consent decree process.

As per Dr. Bethel-Leitschuh, every month, the Special Education Resource Coordinator, and the Special Education teachers must meet with an agenda and with follow up minutes. They use a form for meetings, including WebEx training sessions.

There is another policy in the packet that says Elevated Partner, Department of Juvenile Justice School District #428, and Department of Special Education. Looking at that, we got input more from our teachers. Dr. Bethel-Leitschuh stated she inserts reviews in it every now and then and then it gets revised by the case manager teacher. Also there is a survey page that is sent out or we contact the parent or Guardian by mail or email to find out about the youth. This form can be used to see what their feeling or what we can do better or know more about what they enjoy.

But we also have a form that reach out to parents to get input on their child. Right now is a good time to ask questions and use this form because no parent concerns, or even student concerns should ever be left blank. That's one of the first things that we changed about four years ago, is that we always have the parent information if parent is able to be accessed.

The first policy in your packet is the policy for case managers. This is shared with the new teachers that were hired before COVID-19 as training. This policy will be one of those used for their orientation. The next policy is looking at the school psychologist. We had to make them so that they have District-wide support that can be conducive to operations and a function in a culture that's somewhat different in all five facilities. We sat down with the Principals to delineate what our base issues were with school sites. The next one is the Special Education Resource Coordinators policy which will continue to be reviewed and updated during our next many meetings in the future because we're always changing their roles and we're trying to make them extremely collaborative within the Agency.

As per President Mueller, we are seeking approval for the policies as put forward to the board before we have discussion on any potential amendment.

President Mueller motioned to move the approval of the policies as put forward. Member Vidis motioned to approve the minutes and Member Griffin seconded.

Voice Vote

Aye: Unanimous

Nay: None

Motion Carries

The motion passed, the four policies that that were put forward were accepted as put forward to this board and that concluded our Special Education component.

**CTE UPDATE
-WARRENVILLE GRAND
OPENING CELEBRATION
-PERKINS - CNLA
UPDATE**

- 5.7** Mr. Ricardo D. Johnson gave an update on the great accomplishments of the CTE Department. The grand opening of the Barber/Cosmetology program was held on Thursday, March 12, 2020 at IYC Warrenville. Governor J. B. Pritzker and the First Lady of Illinois were in attendance. Per Mr. Johnson, the second line item is the comprehensive local needs assessment. Mr. Johnson reported to the Board that as of April 20, 2020, the State Board of Education has awarded the School District with approximately \$200,000 in funding for this FY20. Said funding will be used to purchase simulated forklift equipment for the Building Maintenance program at IYC Harrisburg/BookerT. Washington Alternative High School as well as to purchase equipment for a future Barber program at IYC St. Charles/Samuel Sublett Alternative High School. Mr. Johnson thanked Dr. Jones for her leadership and for supporting his vision to implement the programs of study in compliance with the Perkins V Act.

**BOARD DISCUSSION
ITEMS
ADJOURNMENT:**

- 6.0** None.
- 7.0** President Mueller motioned to adjourn the Board of Education meeting and Member Green seconded. Members were all in favor.

Voice Vote

Aye: Unanimous

Nay: None

Motion Carries

Meeting adjourned at 11:38 a.m.

Next Board of Education Meeting will be Friday, July 17, 2020 at 9:30 a.m.

WebEx Video Conference

3.0 PUBLIC PARTICIPATION

4.0 PRESIDENT'S REPORT

Heidi Mueller

5.0 ACTING SUPERINTENDENT'S REPORT

Dr. Tresa D. Dunbar

**5.1 School District #428
COVID-19 Response
(Mitigation Report and Data)**

**Illinois Department of Juvenile Justice
Board of Education**

Date: July 17, 2020	Subject: 5.1 School District #428 COVID-19 Response (Mitigation Report and Data)
Initiated by: Dr. Tresa D. Dunbar	Attachments: Mitigation Report
Reviewed by: Director Heidi Mueller Acting Superintendent Dr. Tresa D. Dunbar	

BACKGROUND INFORMATION: A mitigation report is a document which assists us in planning forward to try to be effective in reducing and analyzing risk of COVID-19 and trying to lessen the extent of it as much as possible. This process was done with proper planning and daily reviewing of the document by the Administrative School Team. Following the lead of the Department, the School District began developing a Mitigation Report, which was used to track daily occurrences of School District #428 activities. These include Daily Attendance, Conference and WebEx meeting calls, monitoring of schools, Technical Information and Needs Assessments, Special Education activities, Key Messages and Objectives.

CURRENT CONSIDERATION: This comprehensive plan was developed in partnership with the Department, using daily the Key Messages and Objectives and Goals. The priorities were to provide for the safety of staff, youth and the public and to collect daily information to further create a common operating picture of the School District and to deliver key messages to employees regarding the importance of having them present and regarding their safety during the COVID-19 pandemic. School District #428 focused on developing a Remote Learning Plan, taking attendance of students and teachers, having daily conference calls with Principals, District Directors and the Department Executive Team. Working closely with Chief Dixon (Chief Legal Counsel), Chief Johnson (Chief of Staff) and The Director, the School District was able to meet most of the goals in a timely fashion. However, pertinent information around the needs related to Technology and Instruction were realized and are being embedded into the District Summer Retreats and 2020-2021 Strategic Plan. We will continue to forward the plan with the Department, and find how to better use our resources and share ideas for our areas of growth and potential.

FINANCIAL CONSIDERATION: N/A

RECOMMENDED ACTION: The Administration respectfully requests the Board of Education accept this informational report as presented.

- ☐ Approval
- ☒ Information
- ☐ Discussion

BOARD ACTION _____



**COVID-19 / Coronavirus
Daily School Mitigation Report
Friday, June 19, 2020**

Objectives	<ul style="list-style-type: none">• Provide for the safety of staff, youth and the public.• Collect daily information to create a common operating picture of the School District.• Create an e-Learning plan in response to the COVID-19 public health crisis.• Communicate timely and accurate information to Central Office Administration.
Key Messages	<ul style="list-style-type: none">• Remain calm, ensure staff, youth, volunteers, and families feel safe.• If you are ill, stay home. Work with your supervisor if telework is an option.• Use normal hygiene techniques to prevent illness – handwashing, coughing into elbow, etc.• Visit the IDPH and CDC websites for up to date information or call the IDPH hotline 800-889-3931.
Agency Actions	
<p>The Department of Juvenile Justice has disseminated a comprehensive plan to control and contain the COVID-19 Pandemic. In an effort to prevent the spread of communicable and infectious disease, this plan provides guidance, prevention techniques, education, screening of youth, staff and employees, treatment, follow-up, isolation and reporting. This plan also addresses medical and operational needs with comprehensive instructions and oversight for the Agency.</p> <p>Current Status:</p> <p>The Executive COVID-19 Response Team has developed an operational briefing document, continuity of operations plan, risk mitigation activation guide and a shared drive to hold documents being disseminated to employees, youth, families, and providers. The team is holding am and pm daily briefings to update on the status of containment and make daily adjustments to the continuity plan and operational briefing document.</p> <p>Chief Johnson and Chief Dixon are working closely with CMS, DoIT, and GO Legal to develop a work-from-home policy for those staff that can complete their assigned duties from home. As of 3/17 all Aftercare staff are in remote status; as of 3/18 Springfield and Chicago Admin staff are in remote status; as of 3/18 IYC staff with remote capabilities are in remote status. Letters went out to all categories of staff 3/17.</p> <p>All youth received at our Reception and Classification Centers as well as all parole violators returned to a facility will now undergo a medical screening that specifically references COVID-19 exposure. A policy has been</p>	



implemented within healthcare for response, quarantine and isolation of youth demonstrating symptoms and/or PUIs.

Staff have received a COVID-19 safety memo, fact sheet, and Interim Guide for Agencies, along with a letter outlining safety precautions. The memo, fact sheets and CDC posters with prevention best practices have been posted in common areas throughout facilities. Beginning 3/17, all people entering facilities will be screened upon entrance using infrared thermometers as well as screening instrument.

All outside trips and trainings, as well as in person meetings and interviews have been discontinued. Day Reporting Centers have been closed and phone contacts for youth on Aftercare have been implemented.

All visitors and vendors entering the facility are being screened for travel in high risk areas, exposure, or active symptoms. Letters have been sent to families and providers explaining the screening procedures and advising visitors they cannot be permitted entry if any of the screening items apply. Information has been placed on our website as well as advising visitors of not to visit if they feel sick with a fever, cough, or are experiencing difficulty breathing—and we are encouraging friends and family that may be sick and not able to visit to keep in contact during this time utilizing video visiting, telephone calls, and electronic and regular mail correspondence.

Tissues and hand sanitizer have been placed in common areas in all facilities. Superintendents have been directed to maintain full soap dispensers and sanitizer dispensers. Staff are directed to wash or sanitize their hands upon entry and exit from the facility. Common touch areas are being cleaned each shift. Transport vehicles are being wiped down with sanitizing wipes after every transport.

YOUTH GRADUATIONS BY SCHOOL

School Name	Date	Youth Name	Diploma
Booker T. Washington Alternative High School	05/14/2020	J. Broomfield (D83163)	HS
	05/15/2020	D. Miles (F83390)	HS
	05/28/2020	C. Thompson (D83238)	GED
	05/29/2020	D. Lawrence (D83428)	HS
	05/27/2020	C. Phillips (D83291)	HS
Glencliffe Academy Alternative High School			
Maya Angelou Alternative High School	05/18/2020	D. Covington	8 th Grade
Samuel Sublett Alternative High School	04/21/2020	M. Austin (D52218)	GED
	04/23/2020	N. McMurtry (D52215)	GED



	05/07/2020	T. Westefer (D52229)	GED
	05/15/2020	J. Lucas (F52120)	HS
	05/15/2020	D. Escamilla (F51783)	HS
Thurgood Marshall Alternative High School		J. Maise (D52028)	HS

SPECIAL EDUCATION PROFESSIONAL DEVELOPMENT (INTERNAL)

SERC/School Psychology Compliance Status Update Mtgs

3/27; 4/2; 4/24; 5/4; 5/18; 6/3; 6/8

Language Live PLC Trainings

5/6; 5/26; 6/4; 6/8

School Psych School Psych Trainings

4/7; 4/30

SERC Trainings

4/6; 4/30; 5/8; 6/5

SIS Training

4/29; 6/11

New Teacher Training

4/6

IDEA FY20 Budget Items

6/8-9

ISAR FY20

6/11

Monthly Administrator's Meeting

6/12

IL Advisory Council Meeting

6/4

Final Premeeting for Youth L

6/4



INTRA & INTER AGENCY COORDINATION AND VENDOR COMMUNICATION

Critical Contact Points	DJJ Liaison	Point of Contact and Contact Info
IDJJ Exec Team	Dr. Jones-Redmond	<ul style="list-style-type: none"> • Director Heidi Mueller • Other Exec Team Members
ISBE	Dr. Jones-Redmond	
DPH	Director Heidi Muller	
Facility Administration	Dr. Dunbar	<ul style="list-style-type: none"> • John Albright (St. Charles) • Tajudeen Ibrahim (Warrenville) • Olukayode Idowu (Chicago) • Jeremy Burtis (Harrisburg) • Jamie House (Peer Marquette)
Principals	Dr. Dunbar	<ul style="list-style-type: none"> • Jaime Rheaume (Harrisburg) • Cynthia Houston (Peer Marquette) • Dr. Joyce Nelson (Warrenville) • Michael McGrone (Chicago) • Mike Zarco (St. Charles)
Special Education	Dr. Bethel-Leitschuh	<ul style="list-style-type: none"> • Special Education Resource Coordinators • Special Education Educators/Other Staff • IEP Meetings (Virtual)
Career & Technical Education	Mr. Johnson	<ul style="list-style-type: none"> • CTE Educators • ISBE – CTE Section • Lake Land College • Larry's Barber College (Chicago) • Larry's Barber/Beauty College (Warrenville)
DoIT	Dr. Dunbar, Brandi Smith, and Laurence Roper	
Pearson Connexus	Dr. Dunbar and Brandi Smith	
Language Live	Dr. Bethel-Leitschuh	



Citrix	Dr. Bethel-Leitschuh	
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SCHOOL DISTRICT TIMELINE

Date:	Sent By/ Participated	Target Group:	Activity:	Notes:
3/13/20	Jones-Redmond	School District #428	Suspension of all outside visitor activities within schools	Email
3/13/20	Mueller	Response Team Call	All non-essential external visits suspended; all in-person meetings with external partners replaced with phone/video conference; weekend large family activity cancelled; all training requiring travel suspended; all external trainings suspended; Aftercare site visits moved to remote check-ins except for essential function; screening implemented for Aftercare visits and Aftercare staff	Call and email
3/13/20	ISBE	Jones-Redmond	Guidance re School Closures	Email notice of statewide school closures beginning March 17 - 30
3/14/20	Molly Lamb (DPH)	Mueller	Consultation re: visitor screening, school closure and employee screening procedures	Phone call



3/14/20	Bria Scudder	Johnson	Request for plan re: IT Resources and Remote Work	Johnson working on remote access plan for non-essential and essential employees who can work remotely
3/15/20	Dixon	Wessel, Johnson, Mueller	Circulating remote work guidance from GO legal	Email circulating draft letters for essential must report; essential remote work; and non-essential remote work employees
3/15/20	Dixon	Johnson, Mueller, Jones-Redmond	Circulating language finalized with GO legal re Executive Order on school closings	EO language allows IDJJ, ISBE and DHS schools may remain open provided necessary safety precautions can be maintained
3/16	Wessel	Eddie Caumiant, AFSCME 31	Discussion regarding EO and educators being required to report to DJJ	Phone
3/16/20	Mueller	Superintendents group; Director's office	Memo outlining COVID-19 Mitigation Actions Effective 3-17	Email and document
3/16/20	Wessel	Eddie Caumiant, AFSCME 31	Sharing screening procedures, documentation and instructions for employee and mitigation actions effective 3-17	Email and documents
3/17/20	Mueller	Springfield Office	Implemented remote work protocol for Springfield office staff	Conference call and email; CMS letter re remote work, operational procedure memo; remote work instructions
3/17/20	Mueller	Chicago Administrative Office	Implemented remote work protocol for Chicago Director's Office staff	Conference call and email; CMS letter re remote work, operational procedure memo; remote work instructions
3/20/20	Wessel, Johnson	Facility Superintendents	Place additional identified staff on remote work status	Email



3/20/20	Mueller, Wessel, Johnson	Facility Superintendents	Adjust work status to remote work status for vulnerable staff	Email
3/20/20	Wessel, Johnson, Mueller	Facilities	Move additional educational support staff into remote work status	Emails and documents
3/20/20	Jones-Redmond, Dunbar	Principals	Create remote education instruction plan	WebEx and email
3/20/20	Mueller	Facility Administrators and Department Heads	Activate remote instruction effective Monday 3/23	
3/20/20	Mueller, Jones-Redmond, and Johnson	BOE member Patrick Griffin and Open Books	Arrangements to be made for Open Books to donate books to IDJJ youth	Email and phone
3/23/20	Dunbar	Principals	Will provide their E-Learning plans (please see the attachment—each school's E-Learning plan), attendance is being taken during morning call	WebEx and phone
3/23/20	Dunbar	Brandi Smith	Pearson Connexus is down (webmail feature)	WebEx and phone
3/23/20	Bethel-Leitschuh	DoIT	Citrix troubleshooting for VPN and remote access	WebEx and phone
3/23/20	Jones-Redmond	Dunbar	WebEx for desktop PCs for youth	WebEx and phone
3/23/20	Jones-Redmond	Dunbar	Principals to provide their E-Learning plans on tomorrow's	Email, documents, and phone call



			conference call – Pearson Connexus, instructional packets distributed, credit bearing courses (school counselors), and attendance collected, and every student to receive ½ day of school through supplemental programs	
3/23/20	Central Office Administration	Johnson	Designated recorder of COA phone conferences	WebEx, email, and phone call
3/23/20	Johnson	ISBE-CTE Section	Phone conferences with ISBE-CTE Section regarding pending Perkins mandates	Email and phone call
3/23/20	Jones-Redmond	Open Books, Board of Education, and other private donors	Over \$1,000 collected in E-gift cards from multiple donors (organized by BOE board member Dr. Health Dalmage) and six boxes of books donated by Open Books were delivered to IDJJ facilities in the Chicago area	WebEx and phone
3/23/20	Johnson, Vickery	Lake Land College (Brandon Young and Jennifer Billingsley)	LLC instructors will work remotely, but assistant deans will be onsite for E-Learning purposes	WebEx and phone
3/24/20	Jones-Redmond	Central Office Administration and Principals	Expressed gratitude for District-wide Administrators, acknowledged BOE	WebEx and phone



			members who have helped secure Open Books and E-card donations	
3/24/20	Dunbar	Principals	Directed to send notice regarding Pearson Connexus to their staff	WebEx and phone
3/24/20	Principals	Central Office Administration	Reviewed their school's E-Learning plan (for 10 school days). Please see the attachment.	WebEx and phone
3/24/20	Bethel-Leitschuh	Central Office Administration and Principals	IEP meetings will continue (virtual meetings), in morning meetings discuss IEP meetings, and confirm with her	WebEx and phone
3/24/20	Jones-Redmond	Principals/ Teachers	Educators while on remote duty will need to report to work for IEP meetings (or use a benefit day off)	WebEx and phone
3/24/20	Jones-Redmond, Dunbar, Bethel-Leitschuh, and Johnson	ISBE	Request for donations and supplies; mentioned to ISBE that only facility needs are being ordered due to pandemic, updates on expenditures for CTEI, Title 1, and IDEA grants	WebEx and phone
3/24/20	Jones-Redmond	Bethel-Leitschuh	During ISBE call, directed to research to find out what other school districts are doing for IEP meetings	WebEx and phone



3/24/20	Johnson	ISBE	During ISBE call, mentioned that he remains in close communication with ISBE's CTE Section regarding updates with the CTEI grant	WebEx and phone
3/24/20	Jones-Redmond	ISBE	Was told by ISBE that there is no professional development available to teachers	WebEx and phone
3/25/20	Jones-Redmond	Central Office Administration	Personal protective equipment (PPE) will be delivered to Aftercare, staff will wear the PPE when working with youth with the virus	WebEx and phone
3/25/20	Bethel-Leitschuh	Central Office Administration	IEP meetings are being held in compliance, facilitated a meeting with the District-wide SIS team, and that DoIT is pushing out Google Chrome for educators	WebEx and phone
3/25/20	Johnson	Central Office Administration	Reviewed ISBE's <i>proposed</i> plan to award the School District with \$200,000 in Perkins funding to purchase Technology & Manufacturing Association (TMA) equipment for IYC Chicago, provided a registration link to Dr. Dunbar for a webinar on Strategies for	WebEx and phone



			Effectively Teaching K-12 Students in a Virtual Setting (to be disseminated to District-wide educators)	
3/25/20	Dunbar	Central Office Administration	Provided overview of each school's E-Learning plan with safety and security integrated, principals will send in both principal's and school's schedules, youth (school hours) and staff attendance to be monitored, principals to monitor onsite staff and online student work, principals to use ESL and trauma-informed toolkits, and working on Title 1 and FY21 consolidated grant portal	WebEx and phone
3/25/20	Jones-Redmond	Dunbar	Directed to send E-Learning plans to Laurence Roper for common formatting and structure, and include Curriculum Council and Department meetings (i.e., Special Education and CTE)	WebEx and phone



3/26/20	Jones-Redmond	Dunbar	Principals to scheduled AM and PM meetings with their staff and invite Central Office Administration, 3 or 4 computers in each classroom (4 classrooms), Brandi Smith to work on WebEx installation on student computers for E-Learning purposes, meet with principals today via WebEx and invite COA	WebEx and phone
3/26/20	Jones-Redmond	Central Office Administration	A Warrenville youth's parent tested positive for COVID-19 and was at the facility 3/13, all youth are in quarantine, at DOC, 3 inmates and 3 COs tested positive for COVID-19	WebEx and phone
3/26/20	Dunbar	Central Office Administration	No updates, will set up 8AM WebEx meeting with the principals	WebEx and phone
3/26/20	Bethel-Leitschuh	Central Office Administration	Discussed her plan that was emailed (please see the attachment)	WebEx and phone
3/26/20	Johnson	Central Office Administration	Mentioned the free professional development opportunities provided by ISBE and ACTE (online links emailed to Dr. Dunbar for dissemination to	WebEx and phone



			District-wide core academic and CTE educators), Barber program at Chicago is doing E-Learning, currently no commitment from Warrenville Cosmetology instructor	
3/27/20	Johnson	Central Office Administration	ISBE - \$200k grant, possibly through MOU between IDJJ, TMA, and ISBE	WebEx and phone
3/27/20	Bethel-Leitschuh	Central Office Administration	IEP meetings next week, Surface Pro laptops not connecting, WebEx training is needed (Brandi Smith, Jones-Redmond, and William Peyton working on this), technology needs for Danny Mitchelson	WebEx and phone
3/27/20	Dunbar	Central Office Administration	Two Warrenville educators are on duty, the LVI Coordinator was denied entry	WebEx and phone
3/27/20	Johnson	Central Office Administration	Recommendation made for E-Learning as theme for the April News Flash	WebEx and phone
3/31/20	Dunbar	Central Office Administration	Had a morning meeting with each principal, teachers report webinars, etc. to principals	WebEx and phone
3/31/20	Bethel-Leitschuh	Central Office Administration	IEP meetings are going well	WebEx and phone



3/31/20	Johnson	Central Office Administration	Barber E-Learning at Chicago, Warrenville Cosmetology TBD	WebEx and phone
3/31/20	Jones-Redmond	Central Office Administration	Mental health staff will sit with youth in the classroom at Chicago, JJS at St. Charles will seat with you (even during GED testing), COA to be on the conference calls as much as possible, youth population is down due to early releases, directed Mr. Johnson to provide an update on Lake Land College at Harrisburg and St. Charles	WebEx and phone
4/1/20	Jones-Redmond	Central Office Administration	Directed Mr. Johnson to find out from ISBE if Perkins would be available after the pandemic is over, as the Agency is focusing on priorities – youth and staff safety and public health, directed Dr. Dunbar and Mr. Roper to prepare school information in the same format (same template for each school – name and number of youth attending school), directed Mr. Johnson to draft a thank you letter to acknowledge Open Books (books) and	WebEx and phone



			private donors (E-cards totaling over \$1,100) for their generous contributions to IDJJ and the youth we serve	
4/1/20	Bethel-Leitschuh	Central Office Administration	Language Live is now ready, with professional development next week, interested in facilitating a virtual book club (1 hour Monday and 1 hour Friday), virtual teacher training Monday (new SPED teachers – 2 at Harrisburg and 1 at Warrenville)	WebEx and phone
4/1/20	Jones-Redmond	Dunbar	Need to secure two staff members as backup GED facilitator, Director Mueller will conduct a conference call with Dr. Jones, Dr. Dunbar, school principal, and facility administration about school's E-Learning plans/other updates, two youth at St. Charles have completed a section of the GED test	WebEx and phone
4/1/20	Dunbar	Central Office Administration	Technology concerns and PD (WebEx and webmail in Pearson Connexus are being handled by Brandi Smith (southern	WebEx and phone



			schools) and Laurence Roper (Chicago area), laptops to be picked up by teachers and the principals will document, AM check ins with each principal, David Fischer is helping principals with SEL practices and toolkits, principals to provide school schedules, facility administrators (Idowu and Albright) need training on WebEx and webmail in Pearson Connexus, facility administrators would like to see E-Learning experience through Webmail	
4/1/20	Johnson	Central Office Administration	Lake Land College assistant deans are working onsite, while their instructors are working remotely, youth at Harrisburg report to the school for E-Learning, youth at St. Charles remain in their cottages, with instructional packets delivered to them	WebEx and phone
4/1/20	Jones-Redmond	Central Office Administration	1 staff member tested positive for COVID-19, screened out due to her boyfriend's symptoms	WebEx and email



4/1/20	Johnson	Jones-Redmond	Draft thank you letters emailed	Email
4/3/20	Bethel-Leitschuh	Central Office Administration	Setting up technology training for SERCs and psychologists – no remote access (can't access Y360, IDJJ intranet, webmail, and WebEx), SPED staff to forward their concerns, including Y360, to Laurence Roper, matching courses in SIS, some IDEA funds will be rolled over to FY21	WebEx and phone
4/3/20	Jones-Redmond	Central Office Administration	Will need a grant status report each Friday, there was a question about the professional development component of each grant, next week plan to amend the grants-CTEI, IDEA, and Title 1, focus on procuring grants, Educators may need to volunteer at least one day per week (at least four hours per day), Chicago may be closed during pandemic, staff will be allowed to wear masks	WebEx and phone
4/3/20	Johnson	Central Office Administration	Submitted the CTEI grant amendment for Dr. Jones' approval to cover an anticipated overage in the Small	WebEx and phone



			Equipment budget line item due to Finance Section's concern, was rejected by Dr. Jones—need to find out where outstanding purchase requests are at the facility level, particularly Mr. Aaron Hall's drafting software purchase requests	
4/3/20	Dunbar	Central Office Administration	Facilities are up to speed w/ technology (except Chicago – wearing issue, Resource Room is OK, but small area with three PCs), reviewed expectations with principals who verified w/ teachers, webmail is working at each school, except Chicago, Title 1 is approved for fringe benefits and salaries, purchase requests for September are pending, will need to submit Principals' document to Dr. Jones	WebEx and phone
4/6/20	Dunbar	Central Office Administration	A PM staff member's husband tested positive for COVID-19 (she's home self-quarantining), Chicago is offline (technology not working), St. Charles Educators are reporting to work only	WebEx and phone



			two hours per day – check with Principal Zarco, all other schools are OK	
4/6/20	Jones-Redmond	Central Office Administration	A youth at Chicago has a fever and was tested for COVID-19 (waiting on results), a JJS was sent home, no staff member can go into Chicago – will be on a conference call with Director Mueller, Labor Relations Peter Wessel, and Chief of Staff Erin Johnson regarding Educators reporting to work, youth and staff will be allowed to wear a mask	WebEx and phone
4/6/20	Bethel-Leitschuh	Central Office Administration	Meeting with SPED staff, Citrix isn't working – can't access Y360, staff to seek help from Laurence Roper, School Counselor Sharon Kinsinger was hoping to put packets together at St. Charles	WebEx and phone
4/6/20	Johnson	Central Office Administration	Will do a revised grant amendment after conference with CFO Andy Munemoto, assisting with April News Flash (E-Learning is the theme)	WebEx and phone
4/8/20	Dunbar	Central Office Administration	St. Charles youth passed one section of GE, Pearson Connexus	WebEx and phone



			isn't working 4/7 and 4/8 at any of the facilities, St. Charles isn't bringing youth to school today, Warrenville (Ms. Mucha) has packets ready, will amend Title 1 grant amendment	
4/8/20	Bethel-Leitschuh	Central Office Administration	Working in the library at Pere Marquette, spoke with ISBE regarding IDEA grant	
4/8/20	Johnson	Central Office Administration	Shared updates from conference call with CFO Andy Munemoto: CTEI and hood extension project/General Revenue will now proceed, overage in FY20 budget caused by Procurement can be resolved via a grant amendment and placing some orders in Title 1, Procurement will update the CTEI Budget models and provided to School District, no definite answer on the proposed TMA project (waiting for the Exec Team to determine how they would like to spend the pending \$200,000 – ISBE seeks a response)	WebEx and phone



4/8/20	Jones-Redmond	Central Office Administration	<p>Starting Monday, April 13, teachers will report to work on a weekly rotational basis – Group 1 working onsite and Group 2 working remotely, universal mask will be available for youth and staff, waiting to hear back from ASCME regarding approval of proposed action plan for teacher rotation w/ Principals reporting to duty each day, unless a facility is closed, then nobody has to report to work, office coordinators won't have to report to duty – continue to work remotely, Principals can't approve vacation days</p> <p>four JJS screened out (two have been cleared to return to work), Agency will allow staff to wear a mask and have hand sanitizer (can bring their own)</p>	WebEx and phone
4/9/20	Dunbar, Bethel-Leitschuh, and Johnson	Principals	Central Office Administration joined the Principals' phone conferences with their staff to support them as they conveyed Dr. Jones' updates from	WebEx and phone



			<p>yesterday regarding staff returning to work on a weekly rotation</p> <p>Dunbar and Bethel-Leitschuh joined the PM conference call, Dunbar, Bethel-Leitschuh, and Johnson joined the HBG call, Dunbar and Johnson joined the WRV call, Dunbar and Bethel-Leitschuh joined the STC call, and Johnson joined the Chicago call: please see the attachment of notes taken from this morning's Principals' conference calls with their staff</p>	
4/9/20	Bethel-Leitschuh	Central Office Administration	SIS district elective courses that math ISBE courses were emailed to the SIS Team	WebEx and phone
4/9/20	Jones-Redmond	Central Office Administration	Expressed gratitude for two weeks of remote status, benefit time - sick, personal, and vacation – may be used as well as authorized absence once staff exhaust their paid benefit time, Principals to designate a designee if the school is short of staff and he/she is off that day, youth won't	WebEx and phone



			be required to wear masks (optional), subject to social distancing, Dr. Dunbar to keep the same schedule of conference calls with the Principals and Principals will keep the same schedule of conference calls with their staff, Central Office Administration meeting will be moved to 3:30pm starting tomorrow	
4/10/20	Jones-Redmond	Central Office Administration	Masking of youth will be required, if social distancing can't be maintained (six feet apart), Connexus is working, five staff members at St. Charles screened out and two at Chicago, directed Central Office Administration not to go to the facilities Monday, April 13, Central Office Administration meeting to be set for 9:30am and 3:30pm next Monday	WebEx and phone
4/13/20	Jones-Redmond	Central Office Administration	St. Charles and Chicago both have a staff member who tested positive for COVID-19, Chicago administration didn't	WebEx and phone



			<p>know the facility was closed, facility was bringing youth to the school, a teacher (Mr. White) showed up for work despite email notices, Chicago and St. Charles are both closed - being professionally cleaned, as per IDPH recommendation, Director Mueller wants to stagger rotational work at St. Charles and Chicago</p>	
4/13/20	Dunbar	Central Office Administration	<p>All schools are good (two call offs at Warrenville and the principal is out sick), working on Title 1 purchase requests</p>	WebEx and phone
4/13/20	Johnson	Central Office Administration	<p>ISBE is waiting for a proposal from the Exec Team on how they would like to spend the Perkins grant of \$200,000, I am waiting for FY19 SIS data for St. Charles' CTE student enrollment and course completion data, Dr. Jones provided administrative access to Mr. Zarco to retrieve this information from SIS</p>	WebEx and phone



4/16/20	Jones-Redmond	Central Office Administration	St. Charles and Chicago Educators should report to work Monday, April 20, unless directed otherwise by Director Mueller	WebEx and phone
4/16/20	Bethel-Leitschuh	Central Office Administration	Three-year grant of \$975,000, will work with ISBE Principal Consultant Erin Saxton on the deliverables, two personnel matters: SPED teacher at Warrenville is having an issue with her starting salary and there is a pending medical leave concern for a staff member at another facility	WebEx and phone
4/16/20	Johnson	Central Office Administration	ISBE is still waiting for the proposal for the additional FY20 CTEI funding of \$200,000, working on the CLNA (ISBE has given an extension to June 15), News Flash will be completed, after receipt of Dr. Jones' revised cover page	WebEx and phone
4/16/20	Dunbar	Central Office Administration	Same two absences at Warrenville and one teacher absence at Harrisburg, 12 youth at Warrenville and only 8 went to school today, Principals are doing	WebEx and Phone



4/17/20 (AM)	Jones-Redmond Johnson	ISBE-CTE Section	<p>well, there is cleaning at St. Charles, no report available on Chicago</p> <p>Dr. Jones and Johnson were on a conference call with Principal Consultant Steve Parrott regarding the pending FY20 award of \$200,000, ISBE originally planned to fund a Technology and Management Association (TMA) for IYC Chicago; however, IDJJ Exec Team wants to use money for other programs at other facilities, like a Barber program at St. Charles: Dr. Jones mentioned using the money to cover the salaries and benefits of the new Barber teachers, professional development, and materials, supplies, and equipment for a proposed Barber program at St. Charles - the recruitment of CTE Educators may go beyond the grant deadline, so it was decided that the additional FY20 award of \$200,000, if received from ISBE, will be</p>	WebEx and phone
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			<p>used to purchase 5 additional Simlog forklift simulators and a large room buildout with furniture, desktop computers, and other equipment for Mr. Rommel Hall's Building Maintenance program, to fund Ms. Joni Gravatt's Culinary Arts program with an established account for food inventory at a local grocery store, and to cover the hood extension project for Ms. Gravatt's Culinary Arts program, all at Harrisburg, as well as professional development (attendance at the NCPN Conference in the Fall), a follow up email was sent to ISBE's Steve Parrott and Marci Johnson</p>	
4/17/20 (PM)	Jones-Redmond	Central Office Administration	<p>Principals to work (as proposal to Director Mueller) 3 days onsite and 2 days offsite (remote work on Tuesday and Thursday), Principals McGrone and Zarco to start the week of April 27, while the other Principals start the</p>	WebEx and phone



			<p>week of April 20, Office Coordinators will remain in remote work status (which may go through May 31 subject to the Governor's forthcoming Executive Order), 2 JJS at Warrenville took 20 boxes of donuts and coffee to Statesville (adult correction facility), EAP (employee assistance program) is available to all staff, if needed</p>	
4/17/20	Johnson	Central Office Administration	<p>Mentioned that the News Flash was ready to go, except for the revised cover page from Director Mueller</p>	WebEx and phone
4/17/20	Bethel-Leitschuh	Central Office Administration	<p>Discussed Psychologist Dr. Martin's schedule and the passing of a JJS who died in a car accident immediately following work</p>	WebEx and phone
4/17/20	Dunbar	Central Office Administration	<p>Regular absences at Warrenville (2) and Harrisburg (1), no attendance issues at the other schools</p>	WebEx and phone
4/20/20	Dunbar	Central Office Administration	<p>Chicago is doing OK, St. Charles is going well as per Mr. Zarco, Wabash – no concerns to report</p>	WebEx and phone



4/20/20	Bethel-Leitschuh	Central Office Administration	Working on SIS (attendance) with Laurence Roper, IWAS (EBF funding), course completions are being entered into SIS for FY21	WebEx and phone
4/20/20	Johnson	Central Office Administration	Mentioned to Dr. Bethel that he's still waiting on ISBE's response regarding the waiver for a two-course sequence instead of three courses per program of study, News Flash is ready to be sent out by S. Tirado, had a follow up meeting with TA Principal J. Rheume and Building Maintenance Instructor Rommel Hall (to discuss tentative plans to expend additional CTEI funding of \$200,000)	WebEx and phone
4/21/20	Dunbar	Central Office Administration	Had a great Counselors meeting-discussed courses to be put into SIS, Questionn for ISBE: Is Pre-Algebra credit-bearing, will investigate if ISBE is giving guidance on School Counselors, Principals should spend time interfacing with youth	WebEx and phone



4/21/20	Bethel-Leitschuh	Central Office Administration	<p>Attended a webinar today, in which various states showed their e-Learning plans, teachers going on A and B rotational transition, Chromebooks are being used, Drivers Education-Will it go into curriculum or just a facility program? Dr. Jones said no to putting the course in SIS because wasn't hired to do Drivers Education, so no Carnegie hours should be given to the two youth in the program</p>	WebEx and phone
4/21/20	Jones-Redmond	Central Office Administration	<p>Nominated Dr. Heather Dalmage, Board Member, for MVP for collecting over \$1,300 in Target Gift Cards for IDJJ youth, a youth won a talent competition, will have lunch with Director Mueller, and his cottage will receive a \$100 gift card, TMAHS was not cleaned by the professional cleaning vendor, so the youth will clean the school</p>	WebEx and phone



4/21/20	Johnson	Central Office Administration	Still working on the CLNA-need FY18 data from Mr. Zarco	WebEx and phone
4/21/20	Dunbar	Central Office Administration	Directed by Dr. Jones to send the school attendance records by noon to R. Johnson for inclusion in the Daily Mitigation Report	WebEx and phone
4/22/20	Bethel-Leitschuh	Central Office Administration	Follow up w/ Erin Johnson regarding the pending ISBE grant for \$975,000, Mike Walters and NeAngela Dixon to review	WebEx and phone
4/22/20	Johnson	Central Office Administration	Updated the Team on the pending FY20 CTEI funding of an additional \$200,000: Approved!	WebEx and phone
4/22/20	Jones-Redmond	Central Office Administration	Recognized Mrs. Tirado for Professional Administrators Day	WebEx and phone
4/22/20	Dunbar	Central Office Administration	Two absences at Chicago, one absence at St. Charles, one absence at Harrisburg, Pere Marquette and Warrenville – OK, shelter-in-place order has been extended to May 30	WebEx and phone
4/23/20	Jones-Redmond	Central Office Administration	Only one teacher reported to work, and this person only worked ½ day at Chicago, Chicago has 26 youth, and some of	WebEx and phone



4/23/20	Dunbar	Central Office Administration	<p>the youth may be moved to another facility</p> <p>Seven or eight of the Chicago youth are ready for graduation (some are GED), there seems to be a communication problem at the Chicago facility, someone in Dietary has been tested for COVID-19 (waiting on results), sent update to superintendent, all other schools are doing well</p>	WebEx and phone
4/23/20	Bethel-Leitschuh	Central Office Administration	<p>Recommended that the 8 Special Education youth go to Warrenville, if they are moved from Chicago, the Exec Team knows about the pending Special Education grant for \$975,000 (Dr. Jones mentioned it at a prior meeting), the grant will cover salaries, benefits, and professional development for a new or TA position— Educational Liaison (3 or 4), proposed using EBF funding and the IDEA grant after the grant expires in 3 years</p>	WebEx and phone
4/23/20	Jones-Redmond	Central Office Administration	<p>Shared Services were supposed to oversee the</p>	WebEx and phone



			voucher process, boxes of School District vouchers for orders and reimbursements will be returned to IDJJ-Finance (Tom Dede) for processing, as the Shared Services steps will be eliminated	
4/24/20	Jones-Redmond	Central Office Administration	Emailed the link to the youth talent competition video, mentioned that the Director had a meeting with the Chicago Educators and told them to report to work, Directed R. Johnson to request an invite to the Director's 11am phone conference meetings	WebEx and phone
4/24/20	Bethel-Leitschuh	Central Office Administration	Discussed ISBE IGA with Andy, Erin J., Sophia, and NeAngela, will send final draft to NeAngela Dixon by Tuesday, April 28, 2020, a 104 draft will also be sent to Dr. Jones for review before submitting to Erin Johnson	WebEx and phone
4/24/20	Johnson	Central Office Administration	Purchase requests will be completed, directed by Dr. Jones not to notify the St. Charles Administration about	WebEx and phone



4/24/20	Dunbar	Central Office Administration	the forthcoming Barber program Had a phone conference call with IDJJ-Finance-- reviewed Title 1 grant model, verified orders to avoid duplicates, technology will be updated by November, salaries and benefits through August, schools are good, sat in on a call with Harrisburg and Warrenville	WebEx and phone
4/24/20	Jones-Redmond	Central Office Administration	Staff who have called in for four consecutive days will need a doctor's note (people who used sick days), directed Dr. Dunbar to contact (email and phone) the Principals to direct them to identify which staff will need to be notified of this directive	WebEx and phone
4/24/20	Dunbar	Central Office Administration and Principals	Conducted a WebEx/phone conference meeting with the Principals (except Mr. Zarco who was absent) regarding Dr. Jones' directive above	WebEx and phone
4/27/20	Jones-Redmond Dunbar Bethel-Leitschuh	Procurement	A meeting was called to get an update on the new Vouchering	WebEx and phone



	Johnson		process, as the Finance Department of IDJJ is taking vouchers from Shared Services to proceed orders, send vouchers to Mark Lewis (1 st) and Tom Dede (2 nd) with all attachments	
4/27/20	Dunbar	Central Office Administration	All staff reported to duty at Chicago, need a 2 nd person for GED testing at each school	WebEx and phone
4/27/20	Jones-Redmond	Central Office Administration	Directed Dr. Dunbar to request to be the back up person at each school (2 nd person), mentioned that some Chicago youth (mostly graduates) may be transferred to Harrisburg due to lack of air at Chicago	WebEx and phone
4/27/20	Bethel-Leitschuh	Central Office Administration	Had a question regarding her draft 104 – looking for a blank form, had a comment regarding the Budget call w/ Finance Team – Dr. Jones acknowledged delays on the Procurement side, but wants the School District to proceed with submitting the purchase requests, mentioned that the Warrenville Special Education	WebEx and phone



			Educator's starting salary is still unresolved – Dr. Jones recommended that the teacher should notify the union of this matter	
4/27/20	Johnson	Central Office Administration	Joined Director Mueller' call, submitted grant amendment for additional \$200,000, Harrisburg CTE staff is working on purchase requests, directed by Dr. Jones to hold Barber equipment for St. Charles for now	WebEx and phone
4/28/20	Jones-Redmond	Central Office Administration	Mentioned the ISBE webinar regarding emergency-modified high school graduation requirements – ISBE's Chief Legal Counsel Olson and Jackie Matthews were a part of the webinar, recognized two youth: 1 high school graduate at Chicago and 1 GED youth at St. Charles, the Board of Education meeting will be conducted via WebEx – send the board packet by Monday, May 4, the May 8 th Administrators Meeting is cancelled	WebEx and phone
4/28/20	Bethel-Leitschuh	Central Office Administration	Attended Curriculum Council Meeting and	WebEx and phone



			<p>recognized Dr. Dunbar's leadership, will follow up with Chief Legal Counsel N. Dixon regarding the pending grant and the Intergovernmental Agreement, mentioned some concerns presented to her by ASP Byrd at Chicago regarding a School Psychologist – told Mr. Byrd to follow up with Principal McGrone</p>	
4/28/20	Johnson	Central Office Administration	Emailed last week's Daily Mitigation Report	WebEx and phone
4/28/20	Dunbar	Central Office Administration	<p>Y360 is working at facilities, except for Warrenville and Pere Marquette, Zarco revised his staff remote work schedule to balance out staff, technology has been ordered through Title 1 grant – had another meeting with CFO Andy and his Finance Team, will update the school's e-Learning plans for the school board meeting, mentioned that staff had a question regarding the ISBE webinar – Dr. Jones directed Dr. Dunbar to</p>	WebEx and phone



			contact ISBE regarding guidance on high school graduation requirements – Does the emergency-modified guidelines apply to IDJJ-SD #428?	
4/29/20	Dunbar	Central Office Administration	No updates	WebEx and phone
4/29/20	Bethel-Leitschuh	Central Office Administration	Asked if the graduation requirements will be an agenda item for the BOE meeting – Dr. Jones said yes it will be discussed at the May 15 th BOE meeting	WebEx and phone
4/29/20	Johnson	Central Office Administration	Mentioned that Dr. Bethel did a great job facilitating the SIS meeting, VMware – Cheryl Filipek is still interested (have a scheduled meeting with Cheryl Filipek at 6pm tonight to discuss updates), Simlog for Harrisburg's Building Maintenance program is progressing	WebEx and phone
4/30/20	Dunbar	Central Office Administration	One absence at Chicago, directed Principal Zarco to redo the schedule for teachers, seeking Dr. Jones' approval for a David Fischer professional development –	WebEx and phone



			Principals as a group in May and June, will review the ISBE webinar held on April 28, directed by Dr. Jones to submit attendance reports (names of high school graduates, GED youth, and 8 th grade graduates) and for Brandi Smith to generate a report on course completions in Pearson Connexus to her	
4/30/20	Bethel-Leitschuh	Central Office Administration	The next SIS meeting will consist of CTE courses – CTE Director Ricardo Johnson will facilitate this agenda item at the next SIS meeting	WebEx and phone
4/30/20	Johnson	Central Office Administration	No updates	WebEx and phone
4/30/20	Jones-Redmond	Central Office Administration	Mentioned the two concerns N., Dixon has with Dr. Bethel's pending grant application and Intergovernmental Agreement – Dr. Bethel provided the information to Dr. Jones (will add technical support to the agreement and the Liaison position is good for up to 90 days after youth are enrolled	WebEx and phone



			<p>at a community school), high school graduation Executive Order applies to IDJJ – School District #428, will send an email to District-wide Administrators to advise them that the emergency-modified high school graduation requirements apply to us</p>	
5/4/20	Bethel-Leitschuh	Central Office Administration	<p>Chief Legal Counsel N. Dixon prefers Special Education policies placed on hold rather than to be an action item on the agenda for the May 15th Board of Education meeting; however, as per Dr. Jones, it will be an action item</p>	WebEx and phone
5/4/20	Johnson	Central Office Administration	<p>VMware is making some progress, still subject to DoIT's buildout out the infrastructure of the VMware thin clients, new procedures with the required equipment list forms (during the pandemic) – normally Dr. Jones signs it, but I am to sign for CTEI purchase requests a per CFO Andy Munemoto, directed by Dr. Jones to</p>	WebEx and phone



			work with Susana Tirado to get the May 15 th Board of Education meeting notice out for posting, set up WebEx meeting, and reach out to each board member individually regarding WebEx capability and offer assistance to each one	
5/4/20	Dunbar	Central Office Administration	Still needs Pearson Connexus to invoice the School District, spoke with her Title 1 Principal Consultant about any potential increase in FY20 funding, Chicago Principal McGrone is working on addressing a staff member's attendance concerns (may use benefit time or request a leave of absence), Principals are meeting with School Counselors to review transcripts to determine which students qualify for graduation under the Emergency Graduation Requirements – Principals to send to Dr. Dunbar by May 15, Dr. Dunbar to forward it Dr. Jones	WebEx and phone



5/5/20	Jones-Redmond	Central Office Administration	County jails (Champaign and Peoria) want to transfer their youth to IDJJ, JJS Intern Academies will be on hold until further notice, a Chicago youth has tested positive for COVID-19 (in quarantine and will be discharged Tuesday, May 12), Educators and Substance Abuse staff will go home and work remotely until Friday, May 8,	WebEx and phone
5/5/20	Dunbar	Central Office Administration	Had a meeting with Pearson Connexus regarding Pre-Algebra – trying to figure out how to give credit for the course, directed by Dr. Jones to not accept Pre-Algebra for credit from other school districts	WebEx and phone
5/6/20	Dunbar	Central Office Administration	Firewalls are preventing some programs from working on staff technology, inquired about herself being the second GED test administrator at all schools, will check on Google Chrome – working with Brandi Smith to rectify some technology issues, there is a GED candidate at	WebEx and phone



			St. Charles (math section Friday, May 8) and another GED candidate is at Warrenville (whole test Monday, May 11), transcripts have been reviewed by School Counselors (completed at each school, except Chicago), directed the Principals to share the Daily Mitigation Report with their staff	
5/7/20	Jones-Redmond	Central Office Administration	David Fischer's contract is under review and is being considered for a one year contract – there's a balance of \$1,200 left in the current contract with room for seven more sessions – directed Dr. Dunbar to reach out to Principals to solicit recommendations on how to spend the balance	WebEx and phone
5/7/20	Bethel-Leitschuh	Central Office Administration	Working on Language Live to prepare for a July start – met with individuals who will be teaching Language Live (usernames and passwords have been issued), teachers will be trained on both pre- and post-assessments	WebEx and phone



5/7/20	Johnson	Central Office Administration	(8 to 10 weeks for validity results) Simlog orders will be moving forward	WebEx and phone
5/7/20	Jones-Redmond	Central Office Administration	Mentioned that the Harrisburg Drivers Education teacher previously said that he would be interested in traveling to the other facilities to start a similar program at the other facilities (Dr. Dunbar to check on this), stated that the Emergency Graduation Requirements apply to IDJJ, a Chicago youth tested negative for COVID-19	WebEx and phone
5/7/20	Dunbar	Central Office Administration	The Drivers Education Educator at Harrisburg isn't interested in traveling to the other facilities, working on Title 1 budget and expenditures, Procurement to pay the Pearson Connexus licenses, School Counselors forms detailing the transcripts will be sent Dr. Dunbar, seeking GED proctor approval for all schools for self, Brandi Smith, Staci Hood, and Dr. Dunbar are working on elective	WebEx and phone



5/7/20	Johnson	Central Office Administration	<p>courses in Pearson Connexus</p> <p>Harrisburg purchase requests (Simlog) are moving forward, directed by Dr. Jones two set up a Graduation table at the top of the Daily Mitigation Report – get inform from Dr. Dunbar</p>	WebEx and phone
5/8/20	Jones-Redmond	Central Office Administration	<p>The one positive youth (COVID-19) is being released and the other seven youth tested negative, Chicago Educators are scheduled to report to duty Monday, May 11, wants everyone to be on video component for the May 15th BOE WebEx meeting, there are three actions plans at the BOE meeting, create a timeline (Laurence Roper to generate the template) of the School District's staff attendance, youth attendance, course completions, highlights, and challenges – summarize by school per week during the pandemic/remote work status (March 16-May 8), Laurence Roper to</p>	WebEx and phone



			create a document and submit it to COA to fill in Monday, directed Dr. Dunbar to inform Principals of this plan	
5/8/20	Bethel-Leitschuh	Central Office Administration	A youth with special needs at Maya Angelou Alt. HS is having behavioral instances that conflicts with school expectations. Dr. Bethel is coordinating a WebEx with facility/school administration coupled with Special Education Case Manager/Interim Special Education Coordinator to develop an incentive plan based on multi-departmental collaboration to assist youth in participating in school.	WebEx and phone
5/8/20	Johnson	Central Office Administration	Mentioned that the Harrisburg procurement will proceed for the Simlog log equipment and the hood extension project	WebEx and phone
5/8/20	Dunbar	Central Office Administration	Visited Warrenville and conducted evaluation with Principal Joyce Nelson, the David Fisher call focused on the toolkit for the facility at St. Charles – to see how to	WebEx and phone



5/11/20	Jones-Redmond	Central Office Administration	<p>work together with all Departments</p> <p>Selected Option 1 of Laurence Roper's Remote Learning Timeline, directed Dr. Dunbar to inform Principals to send their school information to Laurence Roper to input in the template (due Wednesday, 5/13), mentioned that starting Monday, 5/18 staff will start to return to work, subject to social distancing (3 or 4 youth per classroom)</p>	WebEx and phone
5/11/20	Dunbar	Central Office Administration	<p>The Chicago youth who tested positive for COVID-19 is going home tomorrow, another Chicago youth had a high fever-in quarantine, Chicago facility administration reported to Dr. Jones that teachers left grounds, directed by Dr. Jones to email Superintendent Idowu that teachers were still on staff during the incident, working on the School District's plan for three years consolidated budget, ISBE will continue</p>	WebEx and phone



5/11/20	Bethel-Leitschuh	Central Office Administration	with individual grant applications for FY21 Scheduled to meet with Chief Legal Counsel N. Dixon tomorrow regarding the Intergovernmental Agreement Grant	WebEx and phone
5/11/20	Johnson	Central Office Administration	Emailed both the Daily Mitigation Report for last week and the CTE Weekly Update	WebEx and phone
5/12/20	Jones-Redmond	Central Office Administration	Harrisburg and Pere Marquette will start receiving youth from detention centers the week of June 1, incoming youth will go through 14 days of quarantine before going to an Illinois youth center, wants the facility administration to determine when teachers and others will return to work, for those employees on remote sick status-the School District will need to consult with Labor Relations Department (Pete Wessel), will ask Director Mueller to adjust the May 15 th BOE meeting so that Dr. Bethel's action item is brought up before the	WebEx and phone



5/12/20	Johnson	Central Office Administration	<p>Superintendent's Report</p> <p>Simlog equipment order has some traction with Procurement, I need to prepare the Justification Form-directed by Dr. Jones to mention in the JF that other adult and juvenile correctional facilities across the nation uses the Simlog-branded equipment and that ISBE provided funding to purchase the Simlog brand</p>	WebEx and phone
5/12/20	Bethel-Leitschuh	Central Office Administration	<p>Inquired about Dr. Jones' requirements in the Remote Learning Timeline, Dr. Jones stated that she wants us to give challenges and highlights during the remote work. The form used was developed by Mr. Roper.</p>	WebEx and phone
5/12/20	Dunbar	Central Office Administration	<p>Working through some concerns at Chicago, some CTEI purchases are being reported by IDJJ-Finance in the Title 1 budget model, working on purchase requests and attendance concerns in Y360</p>	WebEx and phone
5/13/20	Bethel-Leitschuh	Central Office Administration	<p>The Intergovernmental Agreement is ready-meeting with Chief of</p>	WebEx and phone



			Staff N. Dixon has been scheduled, purchase request(s) for Language Live headsets to be signed by Dr. Dunbar, upcoming EFE updates for Special Education	
5/13/20	Johnson	Central Office Administration	Submitted the Justification Form for the Simlog equipment, Jennifer Billingsley inquired about Lake Land College's instructors returning to work, as IDJJ staff will start returning June 1	WebEx and phone
5/13/20	Dunbar	Central Office Administration	Working on the consolidated budget, LVI volunteers returned today at St. Charles, advised Principals to be ready to come back as directed by Director and Dr. Jones, informed the Principals to submit a synopsis for this week	WebEx and phone
5/14/20	Jones-Redmond	Central Office Administration	Harrisburg will receive youth from downstate detention centers – 5 youth Tuesday and 2 youth on Thursday – 14 days of quarantine	WebEx and phone
5/14/20	Johnson	Central Office Administration	Emailed the Simlog Justification Form to Procurement, the News	WebEx and phone



5/14/20	Bethel-Leitschuh	Central Office Administration	Flash has been disseminated Language Live training will start next week, IEP meetings need to be scheduled at Harrisburg, youth going on Authorized Absence-Home LEA School District is being researched, will join the change of placement conference call tomorrow	WebEx and phone
5/15/20	Bethel-Leitschuh	Central Office Administration	Intergovernmental Agreement meeting is scheduled	WebEx and phone
5/15/20	Johnson	Central Office Administration	Simlog Justification Form is with Procurement, emailed the updated CTE Remote Learning Timeline	WebEx and phone
5/19/20	Jones-Redmond	Central Office Administration	2 youth were admitted at Harrisburg today and five will be received tomorrow, WebEx and Google Chrome rolled out immediately, Mr. Williams and Ms. Gravatt are the approved staff for medical leave (remote work)	WebEx and phone
5/19/20	Johnson	Central Office Administration	Requests for ISBE waivers have been received-Steve Parrott to put information in	WebEx and phone



			writing (email), the Simlog Justification Form is with IDJJ-Finance (Procurement and CFO)	
5/19/20	Bethel-Leitschuh	Central Office Administration	N. Dixon and Director Mueller met regarding the IA-requesting a meeting with CFO Andy Munemoto, there are some technology concerns with Language Live-Dr. Jones recommended getting the glitches out before implementing Language Live (cohort may start July 1, 2020)	WebEx and phone
5/19/20	Dunbar	Central Office Administration	Completed first two hours of training for GED proctoring at Warrenville, directed by Dr. Jones to check on rules for proctoring GED with Mr. Ferreira, to check with ISBE's top person for GED, and to check on professional development for renewal of GED proctor license/certification	WebEx and phone
5/27/20	Director Mueller	Central Office Administration	Provided updates on the plans for Educators to return to work, starting at the downstate facilities the week of June 1, 2020	WebEx and phone



5/29/20	Bethel-Leitschuh	Central Office Administration	Completed the Illinois Special Education Advisory Council Governor's Annual Report	WebEx and phone
5/29/20	Johnson	Central Office Administration	Larry Roberts' staff will return to the facilities when the Educators return (Warrenville and Chicago), Lake Land College staff will return when the Educators return (Harrisburg and St. Charles)	WebEx and phone
5/29/20	Dunbar	Central Office Administration	Spoke with TA Principal Rheaume and Principal Cynthia Houston regarding plans to return to work	WebEx and phone
5/29/20	Jones-Redmond	Central Office Administration	The Exec Team is working on plans for LVI to stagger return to facilities, advised David Fischer to conduct professional development for staff and youth, directed Johnson and Susana Tirado to make youth successes the central theme of the June News Flash (diplomas earned, course completions, may include pictures of youth, etc.)	WebEx and phone
6/2/20	Johnson	Central Office Administration	Spoke with Brandon Young – LLC classes	WebEx and phone



			will resume Wednesday, June 3, the Simlog justification form has been sent to Steve Klockenga-wil check on the status, completed evaluations for Rommel Hall and Joni Gravatt (unable to sign it)	
6/2/20	Dunbar	Central Office Administration	Had a meeting with St. Charles and Warrenville regarding plans to resume facility operations, will follow up with Pere Marquette and Chicago regarding return plans, set up a meeting with CFO Andy Munemoto regarding outstanding orders, prepared grant amendment for Dr. Jones, has a meeting with Pearson Connexus, St. Charles is getting rooms together, Chicago will implement SEL activities	WebEx and phone
6/2/20	Bethel-Leitschuh	Central Office Administration	A staff member is requesting a leave of absence, Dr. Jones recommended if the staff member takes a LOA, post the temporary position, requested a meeting with the Chief of Staff	



			Erin Johnson and Dr. Jones regarding the Intergovernmental Agreement, plans to have a meeting with entire Special Education staff, directed by Dr. Jones to provide the student/SPED teacher ratio	
6/17/20	Dunbar	Central Office Administration	One youth tested for COVID-19 at Chicago, Dr. Jones directed Bethel-Leitschuh to check with Kelly Meeks regarding Vivian Jamison's transfer from St. Charles to Warrenville (S. Tirado to resume scheduling the monthly HR meeting), facilitated the monthly Administrators Meeting last week, Principals to submit an action plan for their schools, met with David Fischer (toolkits), Title 1 is coming along, Pearson contract has to be renewed with CFO Andy Munemoto and Steve Klockenga	WebEx and phone
6/17/20	Bethel-Leitschuh	Central Office Administration	Example job description sent to COS Erin Johnson-will request a meeting, a	WebEx and phone



			SPED staff member resigned, Language Live has been solidified at each facility and will start August 3 for Harrisburg, GATA reports require CFO Andy Munemoto's attention	
6/17/20	Jones-Redmond	Central Office Administration	Directed Dr. Dunbar to check with ISBE regarding CARES Act money available for Title 1 school districts	WebEx and phone

5.2 School Year 2020-2021 Calendar

**Illinois Department of Juvenile Justice
Board of Education**

Date: July 17, 2020	Subject: 5.2 School Year 2020-2021 Calendar
Initiated by: Dr. Tresa D. Dunbar	Attachments: None
Reviewed by: Director Heidi Mueller Acting Superintendent Dr. Tresa D. Dunbar	

BACKGROUND INFORMATION: Per Section 10-19 of the School Code [105 ILCS 5/10-19] each school board shall annually prepare a calendar for the school term, specifying the opening and closing dates and providing a minimum term of at least 185 days to ensure 176 days of actual pupil attendance. Each ROE is assigned primary approval of all district calendars, including any changes. Illinois State Board of Education (ISBE) staff retained authority to approve regional office alternative school program calendars as well as certain types of days in district calendars. Public Act 101-0012 took effect on June 7, 2019. Establishing the 5-hour minimum for daily hours of schoolwork (Section 10-19.05), and • Introducing e-learning days.)

CURRENT CONSIDERATION: The 2020-2021 School District #428 Calendar is comprised of 192 Student Attendance Days, which allows for 180 Total Student Attendance Day, 5 Emergency Days, and 11 Holidays to be included. Summer School, which runs from June 15th-July 24th, is listed on the calendar as by law these days must be reported. Currently, we do not have a Summer School Program and will be seeking a waiver in 2021 on this calendar condition. During this school year, the District will be monitoring for effectiveness of the use of the NIA days available, to more fully understand the original purpose and intent of using these days. A formal collection of data will continue until early 2021, to come up with a more robust plan of action around the expectations for the school-based staff.

FINANCIAL CONSIDERATION: N/A

RECOMMENDED ACTION: The Administration respectfully requests the Board of Education accept this informational report as presented.

- ☒ Approval
- ☐ Information
- ☐ Discussion

BOARD ACTION _____

2020-2021 IDJJ School Calendar

July 2020						
Su	M	Tu	W	Th	F	Sa
			1 NIA	2 NIA	3 HOL	4
5	6 NIA	7 NIA	8 NIA	9 NIA	10 NIA	11
12	13 X	14 X	15 X	16 X	17 X	18
19	20 X	21 X	22 X	23 X	24 SSE	25
26	27 INT	28 INT	29 INT	30 INT	31 INT	

August 2020						
Su	M	Tu	W	Th	F	Sa
						1
2	3 QTR 1	4 X	5 X	6 X	7 X	8
9	10 X	11 X	12 X	13 X	14 X	15
16	17 X	18 X	19 X	20 X	21 X	22
23	24 X	25 X	26 X	27 X	28 X	29
30	31 X					

September 2020						
Su	M	Tu	W	Th	F	Sa
		1 X	2 X	3 X	4 X	5
6	7 HOL	8 X	9 X	10 X	11 X	12
13	14 X	15 X	16 X	17 X	18 X	19
20	21 X	22 X	23 X	24 X	25 TI	26
27	28 X	29 X	30 X			

NIA=Non-Attendance Day

TI=Teacher Institute Days

P/T C=Parent/Teacher Conferences

ED=Proposed Emergency Days

HOL=ISBE and IDJJ Holidays (Staff and students not in attendance)

INT=Intercession

ST H=IDJJ only Holidays (Staff and students not in attendance)

SD H=ISBE only Holidays (students only not in attendance)

October 2020						
Su	M	Tu	W	Th	F	Sa
				1 NIA	2 FPT	3
4	5 QTR2	6 X	7 X	8 X	9 X	10
11	12 HOL	13 X	14 X	15 X	16 X	17
18	19 X	20 X	21 X	22 X	23 NIA	24
25	26 X	27 X	28 X	29 X	30 X	31

November 2020						
Su	M	Tu	W	Th	F	Sa
1	2 X	3 HOL	4 X	5 X	6 X	7
8	9 X	10 X	11 HOL	12 X	13 X	14
15	16 X	17 X	18 X	19 X	20 X	21
22	23 X	24 X	25 X	26 HOL	27 HOL	28
29	30 X					

December 2020						
Su	M	Tu	W	Th	F	Sa
		1 X	2 X	3 X	4 X	5
6	7 X	8 X	9 X	10 X	11 X	12
13	14 X	15 X	16 X	17 X	18 TI	19
20	21 X	22 NIA	23 NIA	24 NIA	25 HOL	26
27	28 NIA	29 NIA	30 NIA	31 NIA		

Quarter 1: 41 Student Attendance Days

Quarter 2: 49 Student Attendance Days

1 Teacher Institute Day, 1 P/T Conference Day

1 Teacher Institute Day

1 ISBE/IDJJ Holiday

7 ISBE/IDJJ Holidays

January 2021						
Su	M	Tu	W	Th	F	Sa
					1 HOL	2
3	4 QTR3	5 X	6 X	7 X	8 X	9
10	11 X	12 X	13 X	14 X	15 X	16
17	18 HOL	19 X	20 X	21 X	22 X	23
24	25 X	26 X	27 X	28 X	29 X	

February 2021						
Su	M	Tu	W	Th	F	Sa
	1 X	2 X	3 X	4 X	5 X	6
7	8 X	9 X	10 X	11 X	12 HOL	13
14	15 HOL	16 NIA	17 NIA	18 NIA	19 NIA	20
21	22 X	23 X	24 X	25 X	26 X	27
28						

March 2021						
Su	M	Tu	W	Th	F	Sa
	1 X	2 X	3 X	4 X	5 X	6
7	8 X	9 NIA	10 NIA	11 NIA	12 FPT	13
14	15 QTR4	16 X	17 X	18 X	19 X	20
21	22 X	23 X	24 X	25 X	26 NIA	27
28	29 X	30 X	31 X			

Quarter 3: 39 Student Attendance Days

Quarter 4: 51 Student Attendance Days

0 Teacher Institute Day, 1 P/T Conference Day

2 Teacher Institute Day

3 ISBE/IDJJ Holidays

1 ISBE/IDJJ Holiday, 5 Proposed Emergency Days

April 2021						
Su	M	Tu	W	Th	F	Sa
				1 X	2 X	3
4	5 X	6 X	7 X	8 X	9 TI	10
11	12 NIA	13 X	14 X	15 X	16 X	17
18	19 X	20 X	21 NIA	22 NIA	23 NIA	24
25	26 X	27 X	28 X	29 X	30 x	

May 2021						
Su	M	Tu	W	Th	F	Sa
						1
2	3 X	4 X	5 X	6 X	7 X	8
9	10 TI	11 X	12 X	13 X	14 X	15
16	17 X	18 X	19 X	20 X	21 X	22
23	24 X	25 X	26 X	27 X	28 NIA	29
30	31 HOL					

June 2021						
Su	M	Tu	W	Th	F	Sa
		1 X	2 X	3 X	4 X	5
6	7 SSB	8 X	9 X	10 X	11 X	12
13	14 X	15 X	16 X	17 X	18 X	19
20	21 X	22 X	23 X	24 X	25 X	26
27	28 X	29 X	30 X			

Full Year: 180 Student Attendance Days

Summer School:

31 Student Attendance Days

5 Proposed Emergency Days

192 Total Calendar days

11 Holidays

2020-2021 IDJJ School Calendar Events

Date(s)	Event
7/1-7/2	No Class - NIA Non Attendance Day(s)
7/3	No Class - Holiday, <i>Independence Day</i>
7/6-7/10	No Class - NIA Non Attendance Day(s)
7/27-7/31	No Class - Intersession (not part of 2019-2020 school year)
8/3	Quarter 1 Day 1
9/7	No Class - ISBE & IDJJ Holiday, <i>Labor Day</i>
9/25	No Class - Teacher Institute
10/1	No Class - NIA Non Attendance Day
10/2	No Class - Parent /Teacher Conference - End of Quarter 1
10/5	Quarter 2 Day 1
10/12	No Class - ISBE & IDJJ Holiday, <i>Columbus Day</i>
10/23	No Class - NIA Non Attendance Day
11/3	No Class - ISBE & IDJJ Holiday, <i>General Election</i>
11/11	No Class - Veterans' Day
11/26-11/27	No Class - IDJJ Holiday, <i>Thanksgiving Break</i>
12/18	No Class - Teacher Institute - End of Quarter 2
12/22-24, 28-31	No Class - NIA Non Attendance Day(s)
12/25	No Class - IDJJ Holiday, <i>Christmas Break</i>
1/1	No Class - ISBE & IDJJ Holiday, <i>New Year</i>
1/4	Quarter 3 Day 1
1/18	No Class - ISBE & IDJJ Holiday, <i>Martin Luther King Day</i>
2/12	No Class - ISBE & IDJJ Holiday, <i>Lincoln's Birthday</i>
2/15	No Class - ISBE & IDJJ Holiday, <i>Presidents Day</i>
2/16-2/19	No Class - NIA Non Attendance Day(s)
3/9-3/11	No Class - NIA Non Attendance Day(s)
3/12	No Class - Parent /Teacher Conference - End of Quarter 3
3/15	Quarter 4 Day 1
3/26	No Class - NIA Non Attendance Day
4/9	No Class - Teacher Institute
4/12	No Class - NIA Non Attendance Day
4/21-4/23	No Class - NIA Non Attendance Day(s)
5/10	No Class - Teacher Institute
5/28	No Class - NIA Non Attendance Day
5/31	No Class - ISBE & IDJJ Holiday, <i>Memorial Day</i>
6/7	Summer School Day 1

5.3 School District #428
Summer Educational Planning
(Curriculum Council, Counselors
and Principal Retreats)

**Illinois Department of Juvenile Justice
Board of Education**

Date: July 17, 2020	Subject: 5.3 School District #428 Summer Educational Planning
Initiated by: Dr. Tresa D. Dunbar	Attachments: None
Reviewed by: Director Heidi Mueller Acting Superintendent Dr. Tresa D. Dunbar	

BACKGROUND INFORMATION: During the School Year 2019-2020, the Curriculum Council and Counselors Committee have been working on robust plans of action around increasing authentic practices, related to student learning and engaging with students more in the areas of SEL, Hybrid Learning Practices, and Situational Leadership. All these fold into the District 2020 Summer Planning Retreats cultivated by the Leadership Teams of the individual committees.

CURRENT CONSIDERATION: In the summer of 2020, the Curriculum Team, Counselors and the Principals will engage in targeted and focused professional development workshops, led by survey data collected from them in June 2020. Each team has a lead who is co-developing these workshops to suit the need of each committee. Principals will focus on overall leadership, with a bend towards accountability and expectations. The Curriculum Committee will spend time finishing their School Year 2020-2021 Action Plan, Accountability document and developing goals and objectives for teaching and learning. Very robust and authentic conversations have been held over the last year about what should be occurring for students and why it needs to be improved. Our counselors' professional development workshop will include reviewing and shifting within their current duties and descriptions and a more standard focus towards working with youth and their families consistently. Counselors want to be more present with students on a daily basis by doing SEL activities and supporting teachers in their classrooms.

All these summer planning retreats are in line with our overall District Goal of developing a more student-centered, cohesive, partner-centered strategic plan and using all funding available to meet the needs of youth, more extensively.

FINANCIAL CONSIDERATION: N/A

RECOMMENDED ACTION: The Administration respectfully requests the Board of Education accept this informational report as presented.

- ☐ Approval
- ☒ Information
- ☐ Discussion

BOARD ACTION _____

**5.4 Acting Assistant Superintendent/
Special Education Director's Update
Dr. Bambi Bethel-Leitschuh**

**Illinois Department of Juvenile Justice
Board of Education**

Date: July 17, 2020	Subject: 5.4 Special Education Update <ul style="list-style-type: none">• Special Education Curriculum/ Language Live• Policy Updates with the Consent Decree• Special Education Liaison Positions• Monthly Data Summary - Narrative for April 2020/May 2020
Initiated by: Dr. Bambi Bethel-Leitschuh	Attachments: <ul style="list-style-type: none">• School Graphs representing monthly Special Education data for April 2020/ May 2020
Reviewed by: Director Heidi Mueller Acting Superintendent Dr. Tresa Dunbar	

BACKGROUND INFORMATION:

- During the last day of each month, Special Education Resource Coordinators submit comprehensive monthly numerical data to the Director of Special Education. The raw data is consolidated and sent to Central Office where it is converted into a graphic chart and a narrative providing an overview of the separate school Special Education statistical data. The Director of Special includes a district-wide Special Education summary each month and reports additional activities conducted or occurring throughout the month.

CURRENT CONSIDERATION:

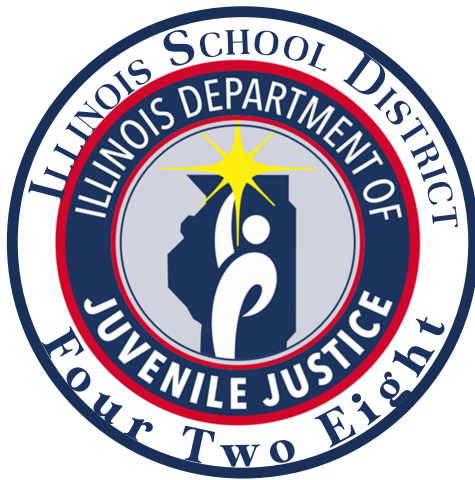
- Special Education Form data denotes Special Education IEP information reflecting Federal and State Compliance.

FINANCIAL CONSIDERATION: N/A

RECOMMENDED ACTION: The Administration respectfully requests the Board of Education accept this informational report as presented.

- ☐ Approval
☒ Information
☐ Discussion

BOARD ACTION _____



Department of Special Education Data Summary for April/May 2020

NOTE: Due to the COVID-19 Pandemic, the Special Education data for the months of April and May 2020 have been combined. During these two months, the movement of youth from the IL Juvenile Detention Centers to IDJJ Reception and Classification Units in the interest of health safety. IDJJ Youth releases did occur. The data below is significantly less than non-COVID 19 months.

Data Summary

- There were three Re-Evaluation referrals initiated. (1 -PM and 2 HSBG).
- Six new/transferred students with Special Education entitlement were enrolled during April/May 2020. (2-PM,0 -WRN; 1 CHI, 3 STC, and 0 HSBG).
- April/May realized a current Special Education enrollment total of 38 youths resulting with a school year total of 243.
- The breakdown of primary disabilities remains very similar to August 2019 with entitlements including Emotional Disabilities – 47%; Other Health Impaired – 21%; Specific Learning Disabilities – 29%; and Autism - 3%; with 0% of records still needing to be received.
- Four Re-evaluations were completed. (1-PM,0 -WRN; - CHI, 0-STC, and 2- HSBG).
- 10 youth Annual/Re-Evaluation/IEP meetings were held with a total of six parent/guardians attending by phone/WebEx. Two youth AR meetings were canceled due to WebEx technical issues.
- Of the four youths entering with AR/Re-Evaluations out-of-compliance three remained within the current 30- day compliance window, one with outside of the 30-day window, and none outside of 60 days.
- The Director of Special Education visited the Glencliffe and Booker T. Washington school facilities.

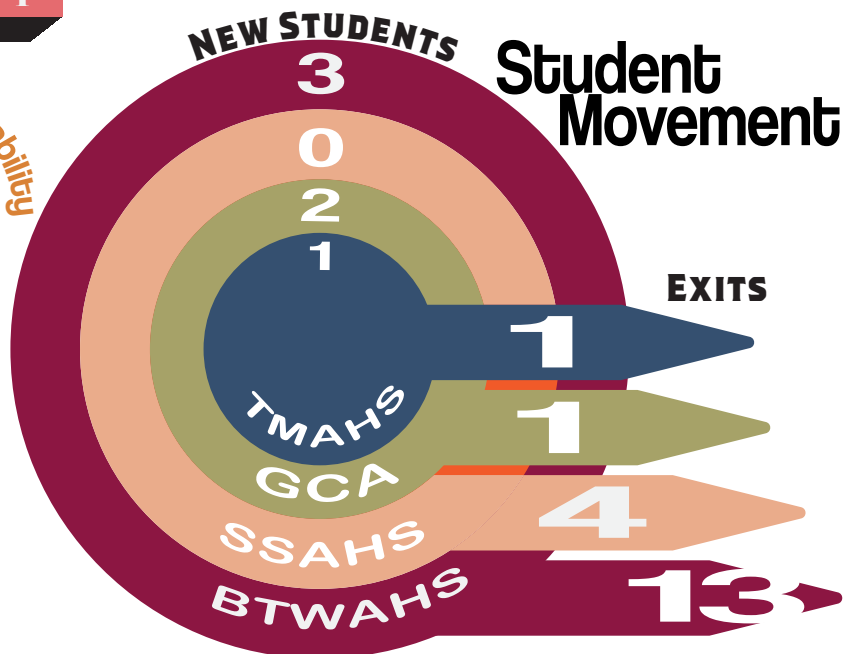
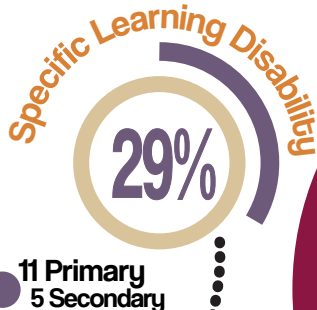
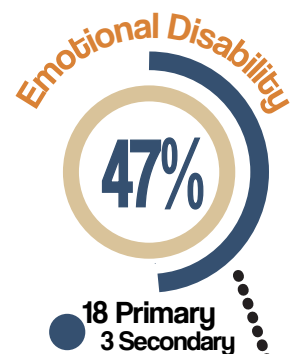
Activities Summary

- Review Language Live Reading Intervention PLC Mtgs - 5/6; 5/26
- ISBE/IDJJ signed a Special Education Intragovernmental agreement for Sp. Ed. Liaisons for 975,000 over three years.
- SERC/School Psychology Compliance Status Update Mtgs - 4/2; 4/24; 5/4; 5/18
- School Psych School Psych Trainings - 4/7; 4/30
- SERC Trainings - 4/6; 4/30; 5/8

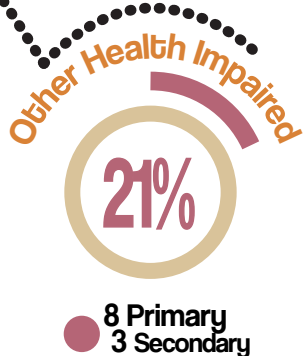
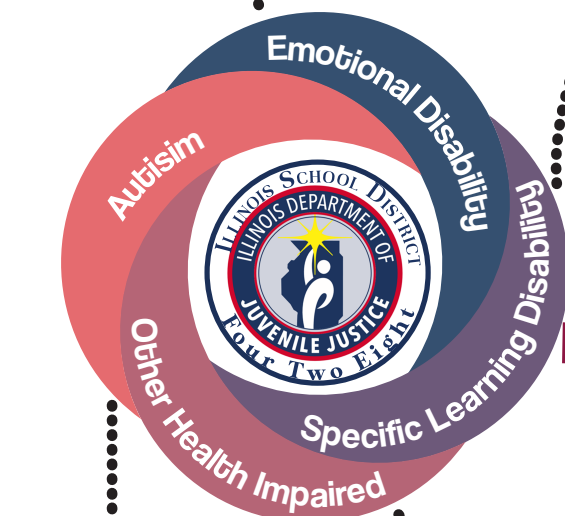




Current Month
Special Needs Enrollment
w/Active IEP



No enrollments or exits
this month @MAAHS



Special Needs with Active IEP

	AUG	SEP	OCT	NOV	DEC	JAN	FEB MAR	APR MAY
TMAHS	18	13	14	10	13	12	12	5
BTWAHS	23	35	26	29	32	28	25	16
GCA	9	7	11	8	11	13	4	1
SSAHS	28	09	30	20	12	16	17	15
MAAHS	9	13	9	6	6	6	4	1
SD428	87	97	90	73	74	75	62	38

New Students with Active IEP

	AUG	SEP	OCT	NOV	DEC	JAN	FEB MAR	APR MAY
TMAHS	3	4	5	2	5	5	4	1
BTWAHS	6	12	6	6	7	7	6	3
GCA	3	3	7	3	6	3	5	2
SSAHS	5	7	5	4	3	4	8	-
MAAHS	2	5	2	2	1	2	2	-
SD428	19	31	22	17	22	21	25	6

Exiting Students with Active IEP

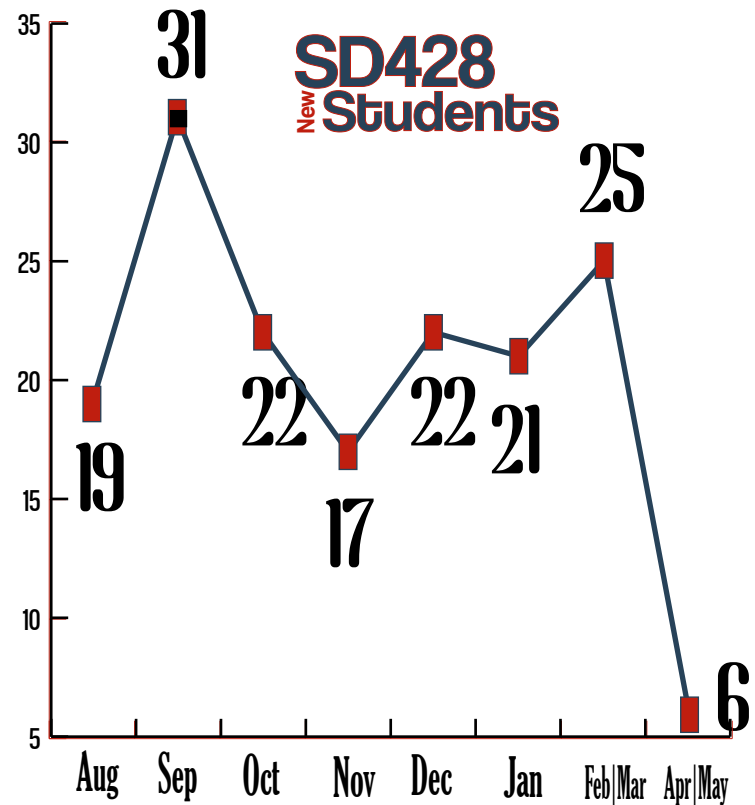
	AUG	SEP	OCT	NOV	DEC	JAN	FEB MAR	APR MAY
TMAHS	2	9	4	5	2	4	3	1
BTWAHS	3	8	8	13	3	8	12	13
GCA	1	2	2	2	3	1	9	1
SSAHS	8	4	7	1	8	4	1	4
MAAHS	1	-	5	6	1	3	3	-
SD428	15	23	26	27	17	20	28	19

Graduating Students with Active IEP

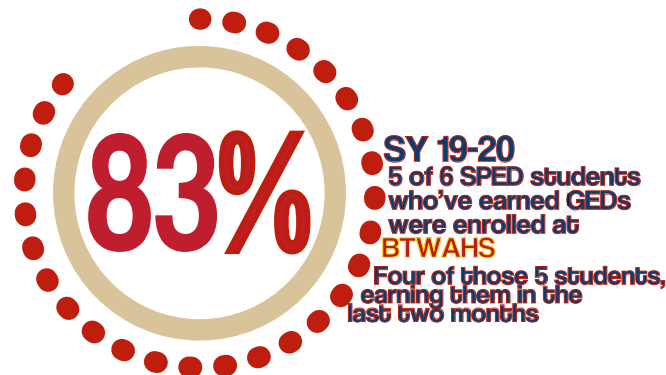
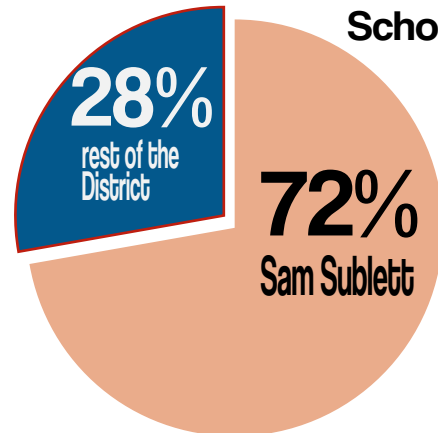
	AUG	SEP	OCT	NOV	DEC	JAN	FEB MAR	APR MAY
TMAHS	1	-	-	1	-	1	-	-
BTWAHS	-	-	-	-	-	-	-	-
GCA	-	-	2	-	-	-	-	-
SSAHS	-	2	2	-	2	2	-	5
MAAHS	-	-	-	-	-	-	-	-
SD428	1	2	4	1	2	3	0	5

GED Recipients with Active IEP

	AUG	SEP	OCT	NOV	DEC	JAN	FEB MAR	APR MAY
TMAHS	-	-	-	-	-	1	-	-
BTWAHS	-	-	-	-	-	1	-	4
GCA	-	-	-	-	-	-	-	-
SSAHS	-	-	-	-	-	-	-	-
MAAHS	-	-	-	-	-	-	-	-
SD428	0	0	0	0	0	2	0	4



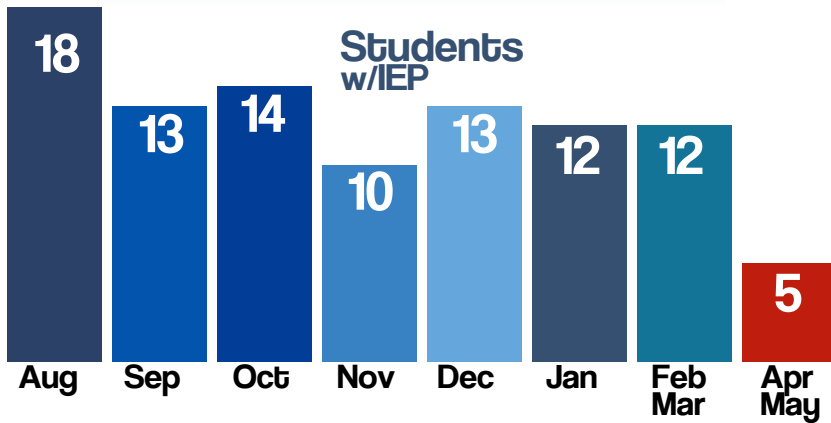
19-20 SPED Graduates School Share



	Students w/IEP	New Students	Exiting w/o Diploma-GED
APR MAY	5	1	4
FEB MAR	12	4	3
JAN	12	5	4
DEC	13	5	2
NOV	10	2	5
OCT	14	5	4
SEP	13	4	9
AUG	18	3	2

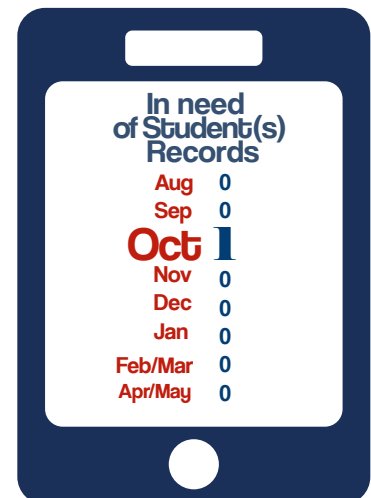
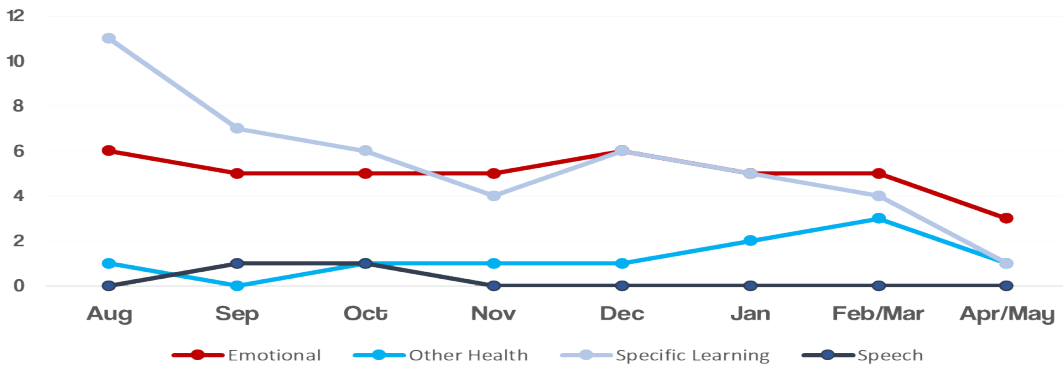
1 Student arrived out-of-compliance

0 Student(s) out-of-compliance while incarcerated



Primary Disability Areas

	Aug	Sep	Oct	Nov	Dec	Jan	Feb Mar	Apr May
Emotional	6	5	5	5	6	5	5	3
Other Health	1	-	1	1	1	2	3	1
Specific Learning	11	7	6	4	6	5	4	1
Speech or Language Impairment	-	1	1	-	-	-	-	-



Psychological Evaluations

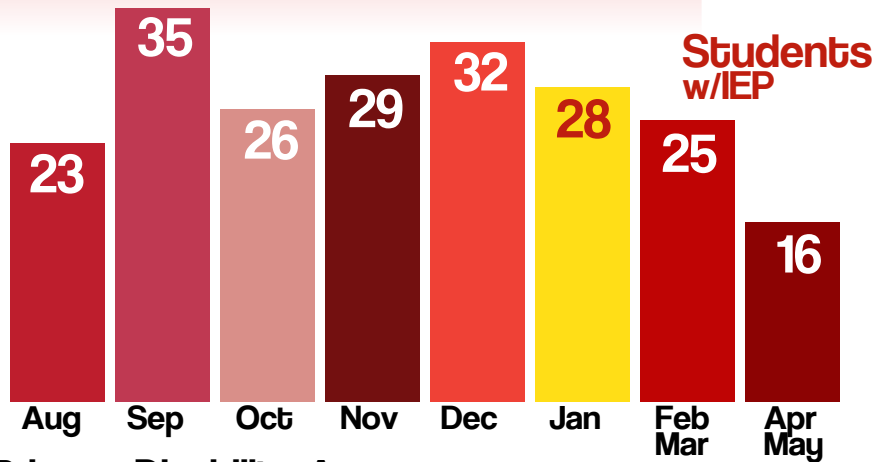
	Aug	Sep	Oct	Nov	Dec	Jan	Feb/Mar	Apr/May
Completed Initial Evaluations	0	0	0	0	0	0	0	0
Completed Re-Evaluations	0	0	0	0	1	0	0	1
Completed Record Reviews	0	0	0	0	0	0	0	0
IEP Review Meetings	0	1	0	0	0	0	0	1
Annual Review Only	1	2	0	0	3	1	0	0
Re-Evaluation & Recorded Review Meetings Only	0	0	0	2	0	0	0	0
Combined Re-Evaluation & AR Meetings Only	1	0	0	0	1	0	0	1
Parents who attended Meetings In-Person or (By Phone)	0(2)	0(2)	0	0(2)	0(4)	0(1)	0(0)	0(2)
Canceled Meeting	0	1	3	0	0	0	1*	0
Students w/504 Plan(s)	0	0	0	0	0	1	1	0
NEW Students w/504 Plan	0	0	0	0	0	1	0	0
EXITING Students W/504 Plan	0	0	0	0	0	0	0	0

*Student released before scheduled meeting

	Students w/IEP	New Students	Exiting w/o Diploma-GED
APR/MAY	16	3	13
FEB/MAR	25	6	12
JAN	28	7	8
DEC	32	7	3
NOV	29	6	13
OCT	26	6	8
SEP	35	12	8
AUG	23	6	3

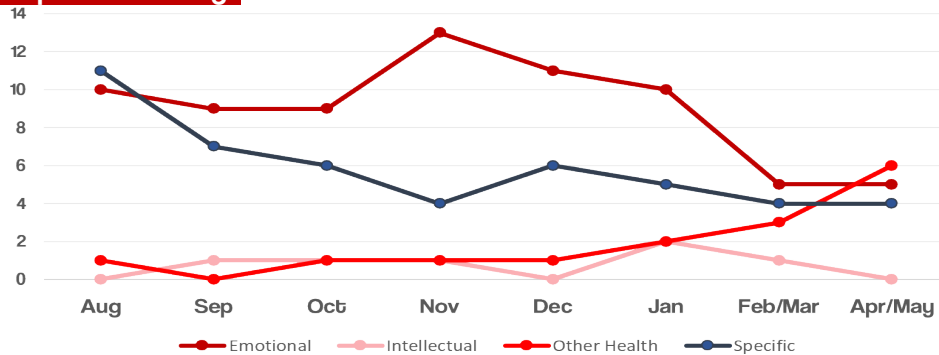
0 Student(s) out-of-compliance while incarcerated

1 Student arrived 30+ Days out-of-compliance



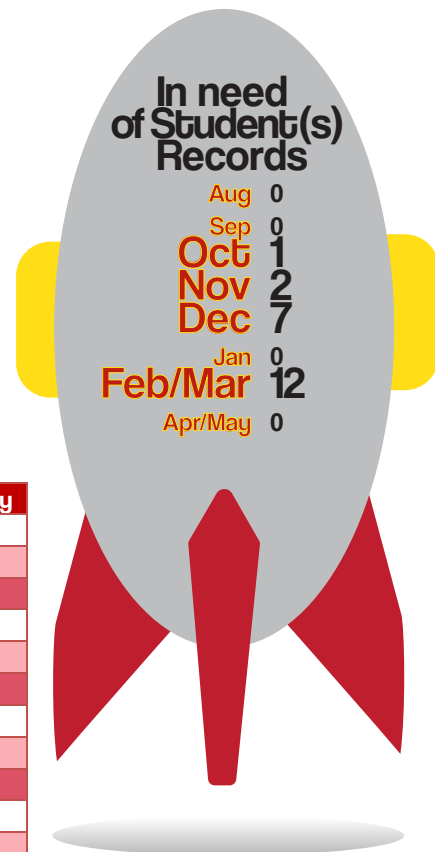
Primary Disability Areas

	Aug	Sep	Oct	Nov	Dec	Jan	Feb/Mar	Apr/May
Emotional	10	9	9	13	11	10	5	5
Intellectual	-	1	1	1	-	2	1	-
Other Health	8	17	7	8	8	8	5	6
Specific Learning	5	8	8	5	7	8	3	4



Psychological Evaluations

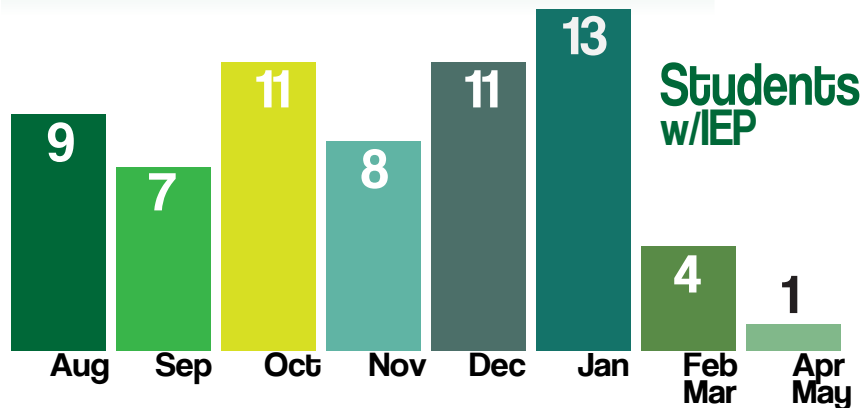
	Aug	Sep	Oct	Nov	Dec	Jan	Feb/Mar	Apr/May
Completed Initial Evaluations	0	0	0	3	0	0	0	0
Completed Re-Evaluations	0	0	0	0	0	4	5	2
Completed Record Reviews	0	0	0	0	0	0	0	0
IEP Review Meetings	4	0	0	0	0	0	0	0
Annual Review Only	9	1	1	1	0	4	4	4
Re-Evaluation & Recorded Review Meetings Only	0	0	0	0	0	0	0	0
Combined Re-Evaluation & AR Meetings Only	2	2	2	3	0	4	4	0
Parents who attended Meetings In person or (by phone)	1(8)	0(2)	0(2)	0(1)	0(0)	0(0)	0(0)	0(2)
Canceled Meeting	1	0	0	0	0	0	0	0
504 Plan(s)						1	1	0
New Students w/504 Plan	0	0	0	0	0	0	0	0
Exiting Students W/504 Plan	0	0	0	0	0	0	0	0



	Students w/IEP	New Students	Exiting w/o Diploma-GED
APR MAY	1	2	1
FEB MAR	4	5	9
JAN	13	3	1
DEC	11	6	3
NOV	8	3	2
OCT	11	4	2
SEP	7	3	2
AUG	9	3	1

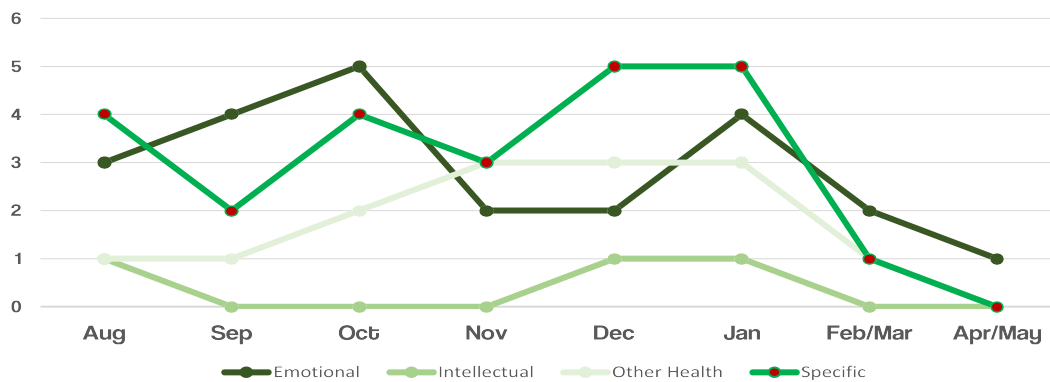
1 Student(s)
out-of-compliance
while incarcerated

2 Student(s)
arrived
out-of-compliance



Primary Disability Areas

	Aug	Sep	Oct	Nov	Dec	Jan	Feb Mar	Apr May
Emotional	3	4	5	2	2	4	2	1
Intellectual	1	-	-	-	1	1	-	-
Other Health	1	1	2	3	3	3	1	-
Specific Learning	4	2	4	3	5	5	1	-



Psychological Evaluations

	Aug	Sep	Oct	Nov	Dec	Jan	Feb/Mar	Apr/May
Completed Initial Evaluations	0	0	0	1	0	0	0	0
Completed Re-Evaluations	0	0	0	1	2	0	1	1
Completed Record Reviews	0	0	0	0	0	0	0	0
IEP Review Meetings	1	0	1	0	1	0	0	1
Annual Review Only	1	0	1	0	2	0	4	0
Re-Evaluation & Recorded Review Meetings Only	0	0	0	0	0	1	2	0
Combined Re-Evaluation & AR Meetings Only	0	0	0	2	0	1	0	1
Parents who attended Meetings In person or (by phone / WebEx)	0	0	1(0)	0(2)	0(3)	1(1)	1(3/5**)	0(1)
Canceled Meeting	1	1	0	1	1*	0	1*	0
504 Plan(s)						0	0	0
NEW Students w/504 Plan	0	0	0	0	0	0	0	0
EXITING Students W/504 Plan	0	0	0	0	0	0	0	0

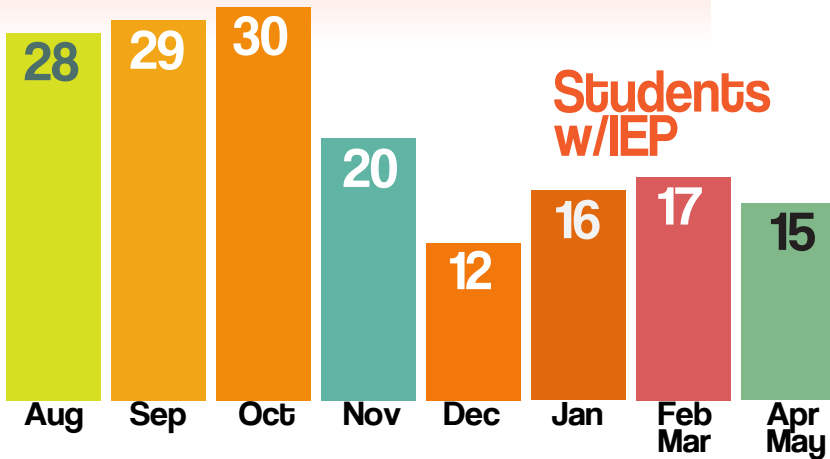
* Student released before scheduled meeting

**by phone/WebEx

	Students w/IEP	New Students	Exiting w/o Diploma-GED
APR MAY	15	0	4
FEB MAR	17	8	1
JAN	16	4	4
DEC	12	3	8
NOV	20	4	1
OCT	30	5	7
SEP	29	7	4
AUG	28	5	8

0 Student(s) out-of-compliance while incarcerated

0 Student(s) arrived out-of-compliance



Primary Disability Areas

	Aug	Sep	Oct	Nov	Dec	Jan	Feb/Mar	Apr/May
Emotional	14	18	19	14	14	11	7	8
Intellectual	2	1	-	-	-	-	-	-
Other Health	5	7	6	2	1	1	3	1
Specific Learning	7	3	5	4	4	4	5	6



In need of Student(s) Records	
Aug	0
Sep	0
Oct	0
Nov	0
Dec	2
Jan	0
Feb/Mar	2
Apr/May	0

62%

Students served by Sublett AHS with an emotional disability as the primary special education need, Aug-May

Psychological Evaluations

	Aug	Sep	Oct	Nov	Dec	Jan	Feb/Mar	Apr/May
Completed Initial Evaluations	0	0	0	0	0	0	0	0
Completed Re-Evaluations	0	0	1	1	0	0	1	0
Completed Record Reviews	0	0	0	0	0	0	0	0
IEP Review Meetings	0	0	1	2	1	0	0	0
Annual Review Only	7	3	3	1	1	0	4	1
Re-Evaluation & Recorded Review Meetings Only	0	0	0	0	0	0	0	0
Combined Re-Evaluation & AR Meetings Only	0	0	0	1	0	0	0	0
Parents who attended Meetings In person or (by phone)	1(4)	1(1)	0(3)	0(3)	0(0)	0(3)	0(2)	0(1)
Canceled Meeting	0	0	2	1	1*	2**	0	2 [#]
504 Plan(s)						0	0	0
NEW Students w/504 Plan	0	0	0	0	0	0	0	0
EXITING Students W/504 Plan	0	0	0	0	0	0	0	0

* graduated before meeting

**transferred to another facility/2nd youth graduated before meeting was held.

#STC- Remote COVID WebEx issues

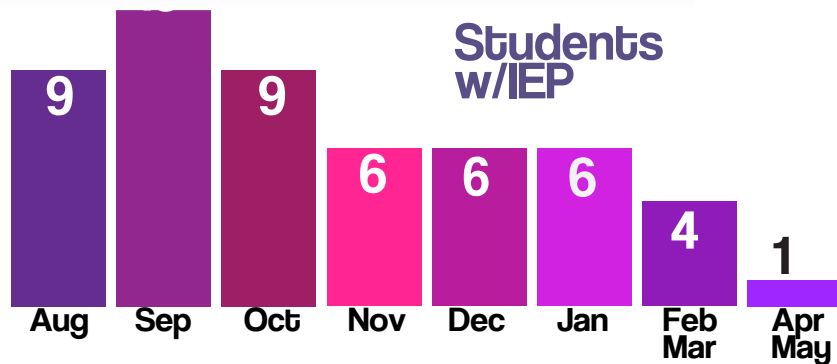
	Students w/IEP	New Students	Exiting w/o Diploma-GED
APR/MAY	1	0	0
FEB/MAR	4	2	3
JAN	6	2	3
DEC	6	1	1
NOV	6	2	6
OCT	9	2	5
SEP	13	5	0
AUG	9	2	8

0 Student(s) out-of-compliance while incarcerated

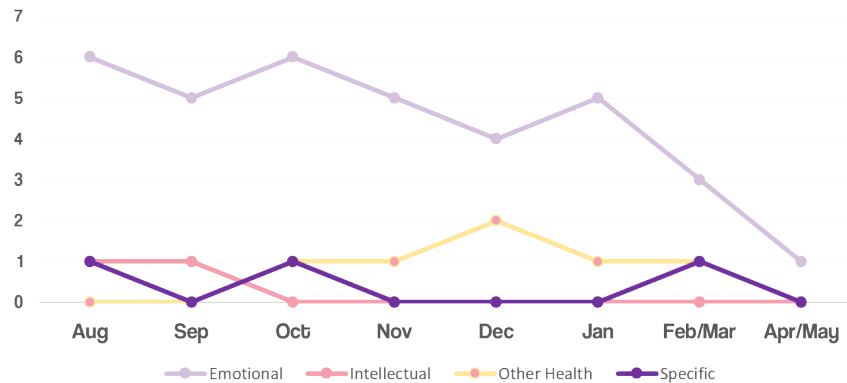
0 Student(s) arrived out-of-compliance

Graduates w/IEP

SY 19-20 | 0



	Aug	Sep	Oct	Nov	Dec	Jan	Feb/Mar	Apr/May
Emotional	6	5	6	5	4	5	3	1
Intellectual	1	1	-	-	-	-	-	-
Other Health	-	-	1	1	2	1	1	-
Specific Learning	1	1	1	-	-	-	-	-
Speech	1	-	1	-	-	-	-	-



Psychological Evaluations

	Aug	Sep	Oct	Nov	Dec	Jan	Feb/Mar	Apr/May
Completed Initial Evaluations	0	0	0	0	0	0	0	0
Completed Re-Evaluations	0	1	1	2	0	0	1	0
Completed Record Reviews	0	0	0	0	0	0	0	0
IEP Review Meetings	4	0	0	0	1	0	1	0
Annual Review Only	0	0	0	0	0	0	1	0
Re-Evaluation & Recorded Review Meetings Only	0	0	0	1	0	0	0	0
Combined Re-Evaluation & AR Meetings Only	0	1	0	1	0	0	0	0
Parents who attended Meetings In person or (by phone)	0(2)	0(1)	0(1)	0(2)	0(1)	0(0)	0(0)	0
Canceled Meeting	0	0	0	0	1	0	2*	0
504 Plan(s)						0	0	0
NEW Students w/504 Plan	0	1	0	0	0	0	0	0
EXITING Students W/504 Plan	0	0	0	0	0	0	0	0

*Student released before scheduled meeting

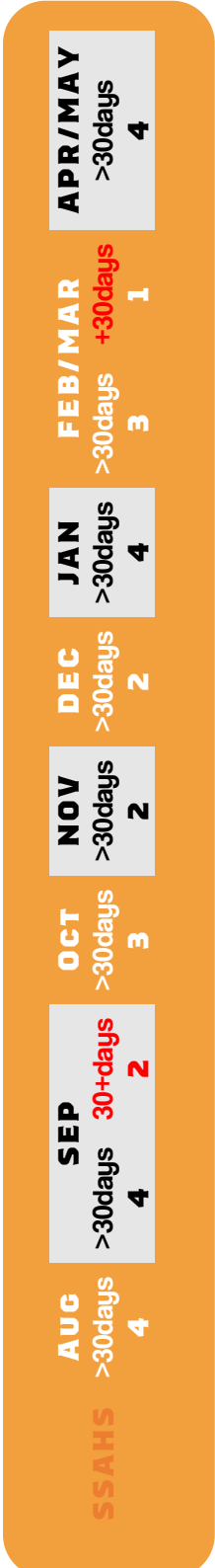
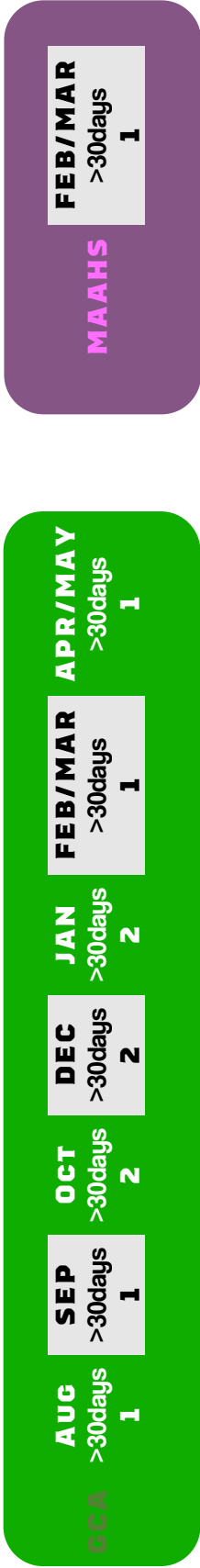
In need of Student(s) Records

Aug 0
Sep 6
Oct 0
Nov 0
Dec 0
Jan 0
Feb/Mar 0
Apr/May 0

IEP Compliance Data

54%

This school year, 88 of 163 new students with IEP(s), arrived out-of-compliance. Since December, 62% of new students with IEP(s) have arrived out-of-compliance.



Out-of-Compliance while Incarcerated

	AUG	SEP	OCT	NOV	DEC	JAN	FEB/MAR	APR/MAY
TMHS	-	-	-	-	-	-	-	-
BTW	3	3	-	-	-	-	-	-
GCA	-	-	-	-	-	-	-	1
SSA	-	-	-	-	-	-	-	-
MAHS	-	-	-	-	-	-	-	-
SD 428	3	3	0	0	0	0	0	1

The compliance clock begins the day a student enrolls, thru the last day of the month.

**5.5 Acting Grants Management
and Quality Assurance/
CTE Director's Update
Mr. Ricardo D. Johnson**

**Illinois Department of Juvenile Justice
Board of Education**

Date: July 17, 2020	Subject: 5.5 CTE Update
Initiated by: Mr. Ricardo D. Johnson Director of CTE, Grants Management, and Quality Assurance	Attachments: <ul style="list-style-type: none">• ISBE Funding Updates/ Proposed Programs of Study• District-Wide CTE PD Opportunities• Lake Land College Updates
Reviewed by: Director Heidi Mueller Acting Superintendent Dr. Tresa Dunbar	

BACKGROUND INFORMATION:

This program was directed under the Consent Decree to establish Educational Services - Youth with a diploma or General Equivalent Diploma (GED). The remedial plan shall ensure during school hours, for youth at all IYCs who have a high school diploma or a GED, regardless of their status or security classification, adequate constructive, supervised programming reasonably directed towards rehabilitation, such as vocational education and post-secondary education, to ensure that such youth are not idle. The Department of Juvenile Justice – School District #428 is in partnership with:

- Lake Land College, which offers the following vocational opportunities at our St. Charles facility: Custodial Maintenance, Horticulture, and Construction and Culinary Arts, Horticulture, and Custodial Maintenance at our Harrisburg facility. The purpose of this partnership is to provide post-secondary vocational education opportunities to our youth. The partnership offers vocational educational programs which will result in the issuance of college and dual credit, which are transferrable academic credits. Industry-recognized vocational certifications can be earned through enrollment and participation in the above Lake Land College programs.
- The Center for Educational Excellence in Alternative Settings (CEEAS) since May 2015. CEEAS is not a post-secondary or vocational program, but their program assists juvenile justice agencies and their education partners on how to implement transformational student-focused practices designed to significantly improve the life changes of the students they serve. IYC Chicago has been receiving services with CEEAS for the last 2 years.
- Lewis and Clark Community College began providing educational opportunities to our youth in June 2017. IYC Pere Marquette/Glencliffe Academy Alternative High School partners with Lewis and Clark Community College to work towards youth development and building futures. Several graduated youths already take traditional

college courses and other youth on the GED track attend Lewis and Clark. This program bridges GED preparation and lays the groundwork for traditional college courses with Apprenticeship Certificate Training. During the course of the GED program, the youth also receive training to learn skills that get them ready for immediate employment in areas of green construction and leadership development.

- On October 8, 2018, the College of DuPage (COD) began an 8-week cohort program at IYC Warrenville targeted for 8 participating youth, of which five were high school students. The program consists of classroom instruction at both the College of DuPage and onsite at IYC Warrenville in a mobile unit specifically reserved for the COD dual enrollment program. Through this partnership, high school youth have an opportunity to earn 5 college credits and ½ credit on their high school transcript per 8-week session. For the inaugural Fall 2018 session, five high school students earned both college credit and high school for their enrollment and successful completion of the first 8-week cohort program. The earned dual enrollment credit will be reported on each youth's School District #428 transcript in the Dual Enrollment/College of DuPage section with credit reported for each COD course successfully completed.
- A memorandum of understanding (MOU) was executed with Data Foundation Inc. to sponsor both a Cosmetology program at IYC Warrenville and a Barber program at IYC Chicago through Larry's Barber and Beauty College and Larry's Barber College, respectively. Larry's Barber and Beauty College and Larry's Barber College are both owned and operated by nationally renowned entrepreneur Mr. Larry Roberts. These programs will be initially targeted to graduate students. Mr. Larry Roberts' Barber program at IYC Chicago/Thurgood Marshall Alternative High School and Cosmetology program at IYC Warrenville/Maya Angelou Alternative High School both began operations in January 2020, with one Grand Opening Ceremony held March 12, 2020 at the IYC Warrenville facility. Governor J. B. Pritzker, First Lady Pritzker, and two other State officials attended the grand opening.

CURRENT CONSIDERATION:

I submit for review and consideration the following updates related to the career and technical education (CTE) section of the Illinois Department of Juvenile Justice – School District #428.

- The Illinois State Board of Education (ISBE) has officially transitioned Illinois Department of Juvenile Justice-School District #428 into the federally funded Perkins V grant. In addition to the Career and Technical Education Improvement (CTEI) grant of \$81,570 per year, effective FY21 the School District will receive an initial funding of \$352,890 in Perkins funds, for a total of \$434,460 per year, to expand the Department's CTE programs of study. To achieve this goal, ISBE has thus far approved two waivers:
1. Modified programs of study – Considering that the average sentence for IDJJ youth is about three months, ISBE has approved a waiver for two-course sequence programs of study; and

2. Year 1 and Year 5 post-secondary data reports – This may be more appropriate for local/traditional school districts than IDJJ-School District #428.

- Thus far this month the CTE Department has been engaged in professional development in compliance with new mandates of the federal Perkins V Act. Last Wednesday, July 8, 2020, I facilitated an overview of the CTE Department to Educators at IYC Warrenville/Maya Angelou Alternative High School. Agenda items included FY20 highlights and accomplishments, the new programs of study, industry certifications and licenses, and the incorporation of CRISS (creating independence through student-owned strategies) strategies in the CTE classrooms. Last Thursday, July 9, 2020, there was a virtual professional development facilitated by Gary Cotie and Grad Christensen (a leadership team the Innovative Curriculum Resources Project sponsored by Illinois State University).

FINANCIAL CONSIDERATION:

There are no financial considerations at this time.

RECOMMENDED ACTION:

The administration respectfully requests the Board of Education to accept the informational report as presented.

- ☐ Approval
- ☒ Information
- ☒ Discussion

BOARD ACTION: _____,



Illinois State Board of Education

100 North First Street • Springfield, Illinois 62777-0001
www.isbe.net

Darren Reisberg
Chairman

Dr. Carmen I. Ayala
State Superintendent of Education

MEMORANDUM

TO: Education for Employment System Directors

FROM: Marci Johnson
Director of CTE & Innovation Department
State CTE Director

DATE: May 2020

RE: Fiscal Year 2021 (FY2021) Career and Technical Education Improvement (CTEI) Grant Allocations and electronic Grant Management System (eGMS) Application

Attached is a detailed explanation of your region's CTEI grant allocations for FY2021. Due to the uncertainty of fiscal year 2021 appropriations, your preliminary FY21 state allocations are at the program's initial FY20 appropriation level. Your budgets may need to be adjusted to final FY21 allocations once we have updated appropriations information. Allocations are preliminary, and payment under this grant is subject to passage of a sufficient appropriation by the Illinois General Assembly. Obligations of the State Board of Education will cease immediately without further obligation should the agency fail to receive sufficient state funds for this program.

The FY2021 Elementary Allotment is calculated on preliminary numbers. It is expected that Elementary dollars will be spent on elementary career exploration grades K - 8. You are also receiving a base amount that must be used for work-based learning, industry recognized credentials and/or dual credit opportunities.

The administrative amount presented in the attachment is the maximum amount you can spend on administrative costs in your budget. The amount in your budget for administrative costs must be at or below this level. You do not need to use the maximum amount for administrative costs. We encourage you to minimize administrative spending to the greatest extent possible so that more funds flow directly to students.

System Directors will be notified when the application is accessible in eGMS through IWAS Blast. Please submit your grant application within 30 days once the application is released. Your dedication to Career and Technical Education is appreciated. If you have questions, please contact your grant administrator in the CTE & Innovation Department or email cte@isbe.net.

Attachment

FY2021 Career Technical Education Improvement Grant
May 2020

EFE: 570

System Name: JUVENILE JUSTICE DEPT OF

The FY2021 Career and Technical Education Improvement (CTEI) Grant supports improvement in career and technical education quality instructional programs. This allocation is derived from the following calculations:

*Elementary Career Development Allotment:	\$0
*WBL/Dual Credit/Industry Credentials	\$0
Programs of Study Allotment:	\$0
CTE Courses:	\$0
*System Admin/Coordination/Technical Assistance Allotment:	\$81,570
CTEI Grant Total:	\$81,570

*** GRANT EXPENDITURES**

Expenditures for elementary career development program activities must meet the minimum elementary portion of the CTEI Grant allocation.
The base amount for WBL/Dual Credit/Industry Credentials must be used for its intended purpose.
System Admin/Coordination/Technical Assistance Allotment costs may use the allocation provided plus indirect costs.



Illinois State Board of Education

100 North First Street • Springfield, Illinois 62777-0001
www.isbe.net

Darren Reisberg
Chairman

Dr. Carmen I. Ayala
State Superintendent of Education

MEMORANDUM

TO: Education for Employment System Directors

FROM: Marci Johnson
Director – CTE and Innovation

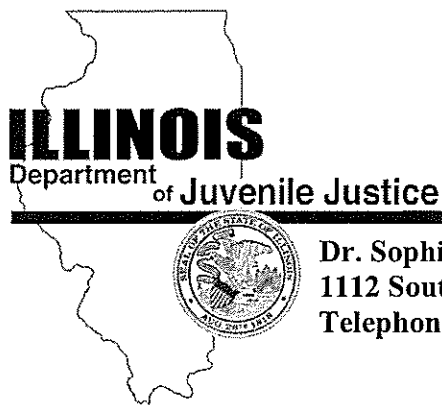
DATE: May 2020

RE: Fiscal Year 2021 (FY2021) Perkins V Allocation and electronic Grant Management System (eGMS) Application

IDJJ School District 428 (EFE 570), your FY 2021 Perkins V allocation is \$352,890. Due to the uncertainty of fiscal year 2021, your appropriation is preliminary and may need to be adjusted to final FY21 allocation once we have updated appropriations information.

Allocations are preliminary, and payment under this grant is subject to passage of a sufficient appropriation by the Illinois General Assembly and sufficient appropriation by the U.S. Congress for federal programs. Obligations of the State Board of Education will cease immediately without further obligation should the agency fail to receive sufficient Federal funds for this program.

Your dedication to Career and Technical Education is appreciated. If you have questions, please contact your grant administrator in the CTE and Innovation Department or email cte@isbe.net.



JB Pritzker
Governor

Heidi Mueller
Director

Dr. Sophia Jones-Redmond, Superintendent of School District #428
1112 South Wabash Avenue, 2nd Floor, Chicago, Illinois 60605
Telephone: (312) 814-3848 / Fax: (312) 814-0701 / TDD: (800) 526-0844

ISBE Programs of Study (POS) Guidelines

Effective FY21, IDJJ-School District #428 will provide career and technical education (CTE) programming for all of its youth in compliance with the Perkins V Act. While traditional school districts will be required to implement a five-course program of study, the CTE Section of ISBE has given our CTE Department a waiver, due to our youth's average sentence with the Agency, for two-course programs of study. Please note that the specific language from the Illinois State Board of Education (ISBE) is available at <https://www.isbe.net/Pages/Career-Technical-Education.aspx#>:

During this school year 2019-2020, ISBE conducted a review of all approved career and technical education (CTE) programs of study to ensure their continued relevance and alignment with state and local workforce needs and to approve additional programs to address any gaps in career pathways. Additionally, ISBE reviewed course options and descriptions to align with postsecondary and industry expectations. ISBE thanks you for your feedback on the following proposed changes. ISBE's CTE and Innovation Department is reviewing all feedback, and once finalized, all updates and training will be posted here.

- There will be five levels of CTE courses (previously there were only three)
 - **Group 1 Orientation Courses:** Exploratory coursework, could be offered at the secondary level or prior-to-secondary in 7th or 8th grade.
 - **Group 2 Introductory Courses:** Introductory coursework for the program of study.
 - **Group 3 Skills Courses:** More in-depth courses for program concentrators.
 - **Group 4 Advanced Courses:** More advanced courses for learners completing a program of study to allow for specialization.
 - **Group 5 Workplace Experience:** Similar model to the existing Cooperative Education coursework that is designed to give students relevant work experience within their program of study.
- To be considered a CTE Program Concentrator, a student **MUST** do the following:
 - Complete at least two courses from Levels 2-5.
 - The Level 5 Workplace/Experience/Capstone is recommended but not required by ISBE.
- To be considered for state and federal CTE funding, a Program must at minimum provide the following:
 - Include one course from Group 1 or 2.
 - Include at least one course from Group 3.

- o Meet all other requirements of program size, scope, and quality within the time frames outlined in the final, approved Illinois Perkins V State Plan.

Career Exploration Courses	Career Exploration courses help students identify and evaluation goals, priorities, aptitudes, and interests with the goal of helping them make informed decisions about their careers. These courses expose students to various sources of information on career and training options and may also assist them in developing job search and employability skills.
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Note: A vocational assessment will be completed in the Orientation level course for each program of study. If there is an absence of an operational CTE program at a facility and/or there is a staff vacancy for a program, I recommend that the School Counselor be assigned the pertinent task of administering the vocational assessment immediately upon each youth's admission to school. It is hoped that the Principal will monitor this task if there is a CTE Educator vacancy at his/her school.

CTE Proposal – ISBE Student Information System (SIS) Entries

As CTE Director, I am proposing that the following courses, at a minimum one at the Orientation level and one at the Skills level, be included in the School District's Career and Technical Education (CTE) Framework and entered in SIS.

IYC Harrisburg/Booker T. Washington Alternative High School

Program of Study	Course Level	ISBE Secondary Course Catalog	IDJJ-SD #428 Pearson Connexus
Building Maintenance	Orientation	Construction Careers Exploration 17001A000	Career Planning and Skill Development 18548737
	Skills	Building Maintenance 17009A000	Need to Develop in Pearson Connexus
Culinary Arts	Orientation	Exploration of Hospitality Careers 16001A000	Career Planning and Skill Development 18548737
	Skills	Culinary Occupations I 16052A001	Introduction to Culinary Arts 18549278
LLC – Custodial Maintenance	Orientation	Construction Careers Exploration 17001A000	Need to Develop
	Skills	Building Maintenance II 17009A002	Need to Develop in Pearson Connexus
LLC – Culinary Arts	Orientation	Exploration of Hospitality Careers 16001A000	Career Planning and Skill Development 18548737
	Skills	Culinary Occupations I 16052A001	Introduction to Culinary Arts 18549278

LLC – Horticulture	Orientation	Career Exploration 22151A000	Career Planning and Skill Development 18548737
	Skills	Greenhouse Production & Floral Design 18053A001	Introduction to Agriscience (V2) 17437802

IYC Pere Marquette/Glencliffe Academy Alternative High School

Program of Study	Course Level	ISBE Secondary Course Catalog	IDJJ-SD #428 Pearson Connexus
Drafting	Orientation	Drafting Careers Exploration 21102A000	Career Planning and Skill Development 18548737
	Skills	Beginning Drafting 21102A002	Introduction to Graphic Design 18549533

IYC Warrenville/Maya Angelou Alternative High School

Program of Study	Course Level	ISBE Secondary Course Catalog	IDJJ-SD #428 Pearson Connexus
Larry Roberts - Cosmetology	Orientation	Human Services Exploration 19001A000	Career Planning and Skill Development 18548737
	Skills	Cosmetology 1 19101A001	Cosmetology 18549102
Entrepreneurship	Orientation	Business & Technology Concepts 12001A001	Career Planning and Skill Development 18548737
	Skills	Entrepreneurship 12053A000	Entrepreneurship: Starting Your Own Business 18548863

IYC Chicago/Thurgood Marshall Alternative High School

Program of Study	Course Level	ISBE Secondary Course Catalog	IDJJ-SD #428 Pearson Connexus
Larry Roberts - Barber	Orientation	Human Services Exploration 19001A000	Career Planning and Skill Development 18548737
	Skills	Barber 1 19002A001	Develop a Barber Course from Cosmetology 18549102
Entrepreneurship	Orientation	Business & Technology Concepts 12001A001	Career Planning and Skill Development 18548737

	Skills	Entrepreneurship 12053A000	Entrepreneurship: Starting Your Own Business 18548863
Technology Manufacturing Association (TMA)	Orientation	Exploration of Manufacturing Occupations 13001A000	Career Planning and Skill Development 18548737
	Skills	Production Technology 13052A001	Introduction to Manufacturing 18549283

IYC St. Charles/Samuel Sublett Alternative High School

Program of Study	Course Level	ISBE Secondary Course Catalog	IDJJ-SD #428 Pearson Connexus
Larry Roberts - Barber	Orientation	Human Services Exploration 19001A000	Career Planning and Skill Development 18548737
	Skills	Barber 1 19002A001	Develop a Barber Course from Cosmetology 18549102
Technology (Includes VMware)	Orientation	Computer Concepts & Software Applications 10004A001	Career Planning and Skill Development 18548737
	Skills	Business Computer Applications 10054A000	Career/Technology Skills 18548739
LLC – Custodial Maintenance	Orientation	Construction Careers Exploration 17001A000	Career Planning and Skill Development 18548737
	Skills	Building Maintenance II 17009A002	Need to Develop in Pearson Connexus
LLC – Construction	Orientation	Construction Careers Exploration 17001A000	Career Planning and Skill Development 18548737
	Skills	Construction Trades 1 17002A001	Need to Develop in Pearson Connexus
LLC – Horticulture	Orientation	Career Exploration 22151A000	Career Planning and Skill Development 18548737
	Skills	Greenhouse Production & Floral Design 18053A001	Introduction to Agriscience (V2) 17437802

District-Wide CTE Teacher Professional Development
July 9, 2020, 8:30am-11:30am
Virtual PD Via WebEx

Agenda

1. Introduction (R. Johnson)
2. Employability Skills (ILCTE.org - Innovative Curriculum Resources Project)
3. Integration of Numeracy and Literacy in the CTE Classrooms (ILCTE.org - Innovative Curriculum Resources Project)
4. FY20 and FY21 Projects (R. Johnson, R. Hall and A. Hall)
5. FY21 Professional Development (R. Johnson)
6. FY21 Certifications (R. Johnson)
7. Open Forum (R. Hall and A. Hall)

District-Wide CTE Professional Development

Facilitated By:

Mr. Ricardo D. Johnson, MBA, MAT, MAEL & CSBO
Director of CTE, Grants Administration, and Quality Assurance

Introductions

1. Please give your name, your title/position, course, and how long you have been teaching (Illinois Department of Juvenile Justice – School District #428).
2. Please tell us what do you hope to gain from this professional development opportunity.
3. **Sorry, you can't say nothing.**



YouTube Video Presentation

1. The Teddy Stallard Story (Teachers Make A Difference)
2. Think-Pair-Share: **One Minute Conversation**
 - How did the video impact you as an educator?
 - What can we learn from the video?
3. “We are saving lives, one youth at a time.” – Dr. Sophia Jones-Redmond

Warrenville
Educators,
you make a
difference!

Highlights of the Great Accomplishments of the CTE Department

- Innovative projects and experiential learning activities:
 - Little free library box
 - Food pantry boxes
- Increased funding (433%) to expand the School District's CTE programs:
 - CTEI (state grant)
 - Perkins (federal grant)
- Programs of Study

Vocational Education Reduces Recidivism

“Prison inmates who receive general education and vocational training are significantly less likely to return to prison after release and are more likely to find employment than peers who do not receive such opportunities . . . Our findings are clear that providing inmates education programs and vocational training helps keep them from returning to prison and improves their future job prospects” (RAND Corporation, <https://www.rand.org/news/press/2013/08/22.html>).

CTE Programs of Study

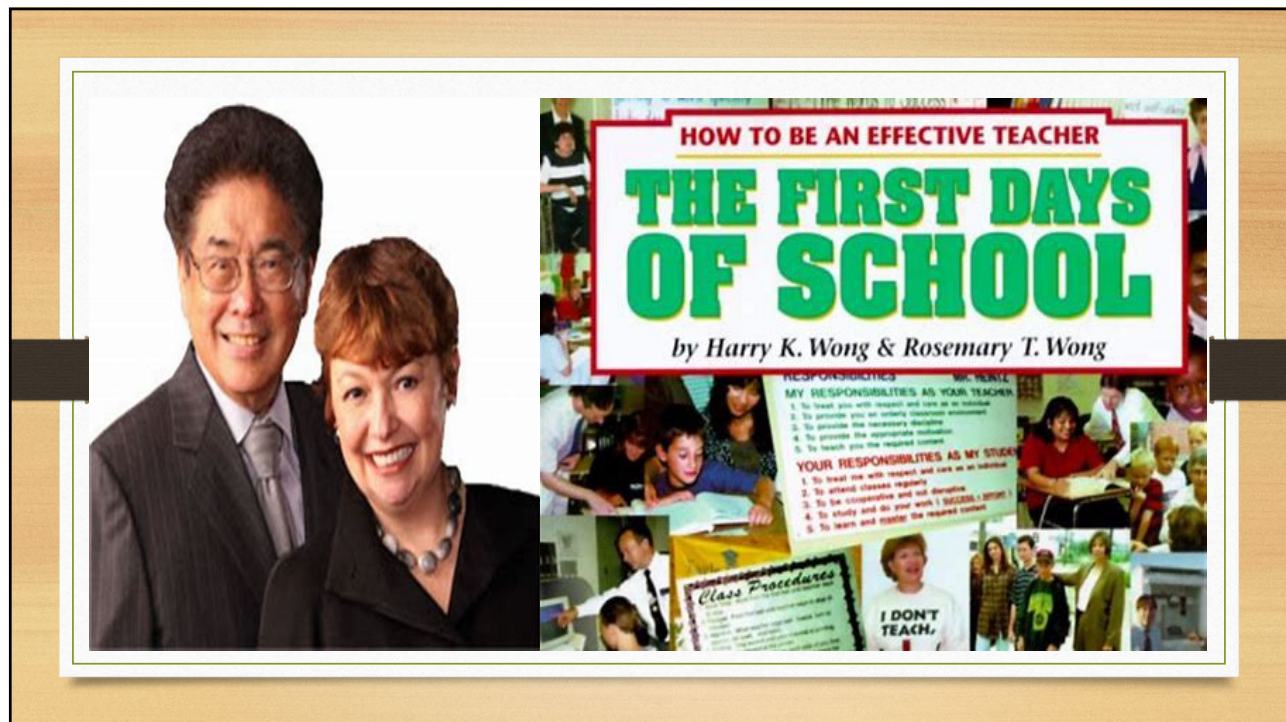
1. A minimum of two courses for each program of study
2. Orientation course and a skills level course
3. Recommendation: **Vocational assessment** to be administered during Intake/Reception and Classification, or in the CTE classroom, or by the School Counselor
4. General outcome: Students will continue to **make real-world connections** appropriate for the industries of the vocational education programs which they are interested in. The experiential learning activities will help them to better understand and demonstrate the knowledge learned in the classrooms into their **project-based learning experiences**. The students' **enhanced core academic**, **CTE-related**, and **technical skills** will help prepare them for **future employment** in their perspective fields of interest.
5. There shall be an increase in the number of students who complete the District's plethora of CTE programs as well as an increase in the number of students who earn a **professional license** or **certificate**.

Career & Technical Education/Post-Secondary Vocational Education Programs

- Culinary Arts and Building Maintenance at IYC Harrisburg
 - AutoCAD at IYC Pere Marquette
 - Technology at IYC St. Charles – started late June 2018
 - Cosmetology/Barber*** and Entrepreneurship at IYC Warrenville
 - Barber*** and Entrepreneurship at IYC Chicago
 - Horticulture, Custodial Maintenance, and Culinary Arts at IYC Harrisburg*
 - Home Construction & Highway Construction at IYC Pere Marquette**
 - Horticulture, Custodial Maintenance, and Construction at IYC St. Charles*
- * Lake Land College (Mattoon, IL)
 ** Lewis & Clark Community College/Youth Build (Godfrey, IL)
 *** Larry's Barber College & Larry's Barber and Beauty College

Industry/Vocational Certifications

School District #428	Post-Secondary – Lake Land College
<ol style="list-style-type: none"> 1. Food Handler Certifications – ServSafe (FY17) 2. OSHA 10 (FY17) 3. Microsoft Office Specialist (MOS) – Certipoint (FY19) 4. Entrepreneurship – Certipoint (FY20) 5. AutoCAD and health (FY20) 6. Cosmetology & Barber (IDFPR) – free tuition to attend Larry Roberts' programs (1,500 hours – instruction and clinicals) 	<ol style="list-style-type: none"> 1. Culinary Arts I & Culinary Arts II Certificates 2. Fundamentals of Horticulture Certificate & Horticulture Production Certificate 3. Custodian Maintenance Certificate 4. Construction Occupations Certificate I & Construction Occupations Certificate II



Drs. Harry and Rosemary Wong's Quotes & Theories

"Effective teachers have a classroom management plan with all the procedures necessary for a classroom to run consistently and smooth for learning to take place. "

- Harry & Rosemary Wong

Student achievement at the end of the year is directly related to the degree to which a teacher establishes good control of the classroom procedures in the very first week of the school year.

Harry Wong

The First Days of School: How to be an Effective Teacher

PREVENTATIVE THEORIES:

HARRY WONG

CLASSROOM MANAGEMENT AND DISCIPLINE MANAGEMENT

- Classroom management is achieved through active teacher involvement to ensure routines are followed, transitions are smooth, and consequences are followed.
- Wong believes that discipline refers to behavior and has penalties and rewards. Procedures refer to getting things done, and have no penalties or reward.
- Discipline management is achieved by closely monitoring students to ensure they stay on task and manipulating environment and transitions to eliminate antecedents to undesirable behavior.
- Effective teachers manage their classrooms, while ineffective teachers discipline their classrooms.
- Teachers who are well prepared with classroom procedures the first day of school, and implement consistency with procedures the first week of school, will be successful in managing their classroom.

PREVENTATIVE THEORIES:

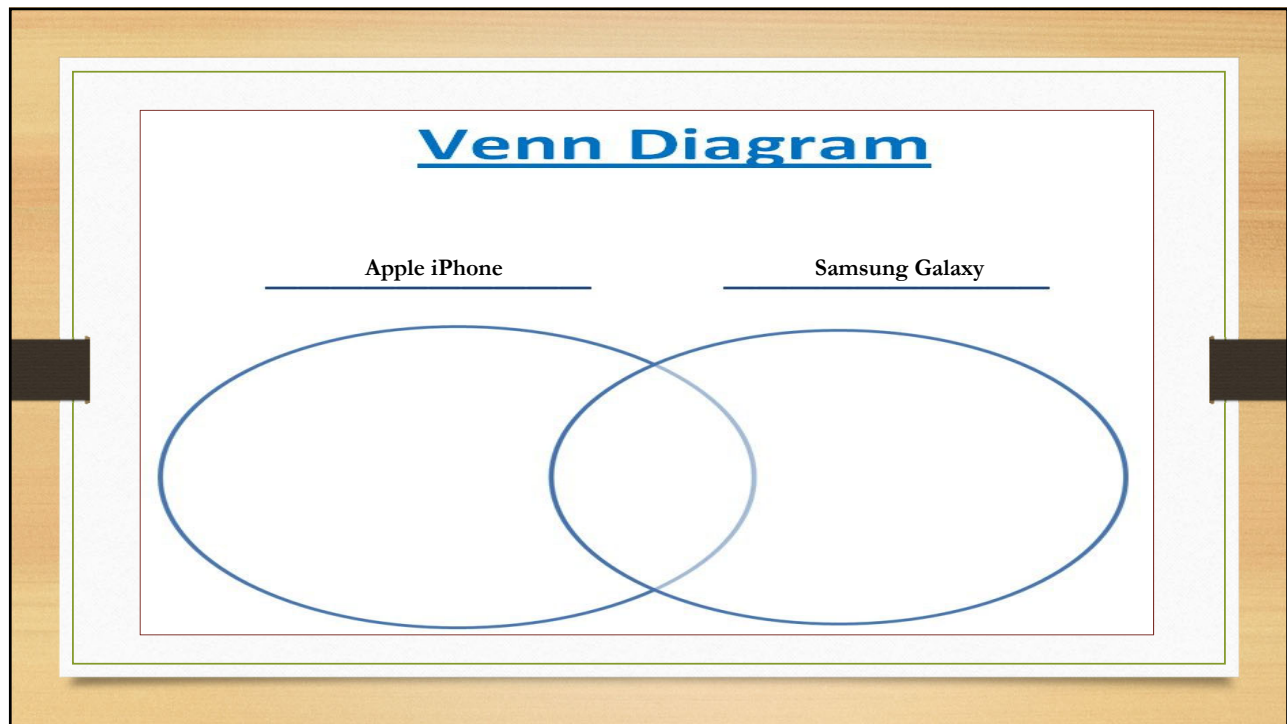
HARRY WONG

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CRISS Strategies

- Empowers students to be lifelong learners
- Empowers teachers with practical tools to facilitate student learning and high level thinking
- **Fours of Cs of 21st Century Learning** – Critical thinking, communication, collaboration, and creativity (*individual, pair/ small group, and whole group learning activities*)
- **Creating independence through student-owned strategies**
- Examples – Think-Pair-Share, Venn Diagram, KWL, and Carousel Brainstorming



K.W.L. Chart

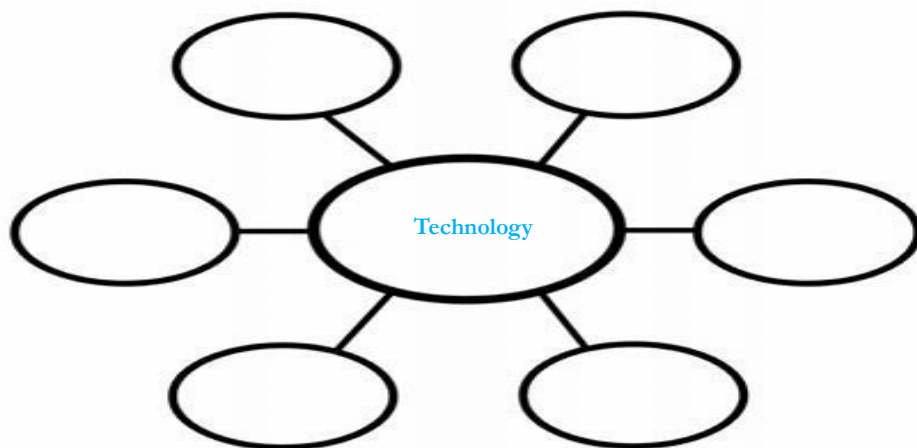
Topic PLC

K What I Already Know	W What I Want to know	L What I Have Learned

A K.W.L. Chart with three columns: 'K What I Already Know', 'W What I Want to know', and 'L What I Have Learned'. The chart is titled 'K.W.L. Chart' and the topic is 'PLC'. The chart is empty, intended for a student to fill in their knowledge, questions, and learning about PLC.

KWL - PLCs

- Collaboration of professional and non-professional educators – implementation of classroom management, student engagement, best practices, teaching strategies, classroom management, any new strategies, etc.
- State-wide juvenile vocational programs are being implemented at all IYCs
- Using technology to create a learning environment
- Working with other professionals to learn and understand key concepts and strategies to improve learning



Lesson Plan Reviews

- Integration of ISBE Learning Standards into the CTE classrooms
- Math-in-CTE lesson plans (St. Charles CTE Teachers Elijah Bowman and Miguel Alvarado)
- Literacy-in-CTE lesson plans (Warrenville Teacher John C. Johnson)
- Browse through the math and literacy packets of lesson plans to familiarize yourself with the various content-related lesson plans applicable to your CTE program.
- Use a Venn Diagram to compare and contrast your lesson plan template to the sample(s) provided for your CTE program.
- Be prepared to share out your Venn Diagram results: 1) Venn Diagram results, 2) How you plan to integrate the ISBE standards into your lesson plans/classrooms, 4) Were any CRISS strategies used, and 4) identify any (other) golden nuggets from the sample lesson plans.

Professional Learning Communities

- **Definition:** “The powerful collaboration that characterizes professional learning communities is a systemic process in which teachers work together to analyze . . . [data] . . . and improve their classroom practice.”
- Purposes: Look at baseline data, implement best practices, and collaborate on project based learning activities
- PLC Groups: Culinary Arts/Technology, Barber/Cosmetology/Entrepreneurship, and Building Maintenance/AutoCAD

Blended Learning/ Cross-Curricular Lesson Plan

- Numeracy
- Literacy
- Project-Based Learning Themes
- CRISS Strategy

Data Reports Per POS

# of Students Enrolled in Program	
# of Students who Complete Program	
# of Students who Earn Certification	
Action Plan for Recruitment	

CTE Presentation, Facilitated by CTE Director Ricardo D. Johnson
IYC Warrenville/Maya Angelou Alternative High School
Library, 12pm-1pm, Warrenville Educators NIA Days
Informal Evaluation

Anonymous Staff Comments at the Conclusion of the CTE Presentation

1. "Good overview . . . more about CRISS"
2. "An excellent presentation"
3. "Great Information"
4. "I thought it was excellent. I like how you compared a CTE teacher to a general ed teacher. It was well organized."
5. "Too long"
6. "CRISS 😊 Great job"
7. "Well organized. Great progress so far! Keep it going."
8. "Thank you! This was very informative. Thanks for the ISBE/Perkins background too."

IYC Harrisburg – Lake Land College Update

6/1/20 – 6/30/20



- **Custodial Technician: Enrollment Summary**
 - **Total Enrollment - 2 students served**
 - Two new students began class on 06/08/2020
 - By the end of the month, one of the two new students had taken a job in Stores and asked to be removed from the program.
- **Culinary Arts: Enrollment Summary (Maximum number of students at any given time is four (4) due to limited kitchen/prep areas)**
 - **Total Enrollment 2 students served**
 - Two students progressing through the Culinary program.
 - One of the two students finished his Culinary I lab hours this month. He worked hard over the COVID 19 time finishing his textbook course work. He should finish Culinary II near the end of July or early in August. He will then move to the Horticulture program. Our “new student” is progressing through the Culinary I program.
- **Horticulture: Enrollment Summary**
 - **Total Enrollment - 3 student served**
 - One student finished the *Fundamentals of Horticulture Certificate Program* before being sent home.
 - One student completed Turf and Grounds Maintenance before being transferred.
 - One student completed the Vocational Technical math class before being sent home.

Recap of Lake Land College Programs: IYC - Harrisburg

The month of June started off wonderfully with our instructors being allowed to return to work. The students were happy as were the instructors! To say I was happy would be an understatement.

Our month was spent wrapping up our end of the budget year and getting students back in class. The students were enthused about some of the new equipment we received. Chef Ewell had new storage equipment which enabled him to take another step toward setting his program up more like a “professional kitchen.” The students enjoyed participating in the logistics of organizing and creating a more user-friendly space. At the end of the month, the Culinary students were able to use the new chafing pans and some other presentation equipment to prepare and serve a meal to the education department staff. The Principal and I purchased the ingredients and the culinary class prepared a meal for staff appreciation. Dr. Sophia Jones-Redmon was a surprise guest. The students soaked-up the glowing food reviews they received!

IYC St. Charles – Lake Land College Update

6/1/20 - 6/30/20



Our instructors and youth started in class courses on the IYC St. Charles campus on Monday, June 22, 2020.

- **Custodial Technician: Enrollment Summary**

- **Total Enrollment 6/1/20- 6/30/20 - 4 students**

- **Construction Occupations: Enrollment Summary**

- **Total Enrollment 6/1/20- 6/30/20 - 0 students**

Our construction teacher resigned on May 7, 2020. We have posted and are recruiting for the position.

- **Horticulture: Enrollment Summary**

- **Total Enrollment 6/1/20- 6/30/20 - 2 student1**

The Horticulture class is doing some amazing work. They have installed individual planting beds for each student in the class, renovated the greenhouse spaces, tended plants during the recent break from classes, and engaged in interesting and engaging horticulture lessons.

- **Academic Classes**

- **Total Enrollment 6/1/20- 6/30/20 - 0 students**

We currently are not offering any academic courses.

6.0 BOARD DISCUSSION ITEMS

7.0 ADJOURNMENT