

**UNITED TOWNSHIP HIGH SCHOOL DISTRICT 30  
BOARD OF EDUCATION**

**OPEN SESSION MINUTES  
November 10, 2025**

**1. Call to Order / Roll Call (BP 2:10)**

President Dr. Giovanna Davila called the regular meeting of the United Township High School District 30 Board of Education to order at 6:00 p.m.

Board members present: Dr. Giovanna Davila, Chris DeCock, Jami Gonzalez, Susan Koska, Debra Stevenson, and Luis Puentes

Board members absent: Sue Ickes

Administrators present: Dr. Jay Morrow, Janice Roome, Shannon Miller, and Matt Wright

**2. Consent Calendar**

- a. Approval of Minutes
  - 1) Open Session Minutes – October 20, 2025
  - 2) Executive Session Minutes – October 20, 2025
- b. Approval of Bills
- c. Approval of Treasurer's Report
  - 1) District Financial Report
  - 2) HS Activity Account Report
  - 3) HS Activity Account – Money Market
  - 4) ACC Activity Account Report
  - 5) Booster Club Financials
  - 6) Health Insurance Report
  - 7) Cafeteria Report
- d. Freedom of Information Act Report (BP 2:250)
- e. Approve Workers' Compensation Insurance renewal for calendar year 2026 with Illinois Public Risk Fund, for \$128,331, with Liability Limit of \$3,000,000 (BP 4:60; BP 4:100)
- f. Board Policy Review
  - 1) Review and Monitoring
    - a) BP 6:280 – Grading and Promotion
  - 2) Rewritten
    - a) BP 7:150 – Agency and Law Enforcement Requests ~~Police Interviews~~
  - 3) Draft Updates
    - a) BP 2:120 – Board Member Development
    - b) BP 22:270 – Discrimination and Harassment on the Basis of Race, Color, and National Origin Prohibited
    - c) BP 5:10 – Equal Employment Opportunity and Minority Recruitment
    - d) BP 5:90 – Abused and Neglected Child Reporting
    - e) BP 5:100 – Staff Development Program
    - f) BP 5:190 – Teacher Qualifications
    - g) BP 5:200 – Terms and Conditions of Employment and Dismissal
    - h) BP 5:220 – Substitute Teachers
    - i) BP 5:280 – Duties and Qualifications
    - j) BP 5:300 – Schedules and Employment Year

- k) BP 6:20 – School Year Calendar and Day
- g. Curriculum Writing Project Approvals
- h. Adopt School Calendar for 2026-2027, as presented (BP 2:20)

**MOTION by Susan Koska and second by Chris DeCock to approve the Consent Calendar, as presented. A roll call vote was called with all members present voting aye. There was no opposition to the motion – motion passed.**

3. **Hearing of Visitors** (BP 2:230)  
None.

4. **Student / Staff / Community Program Recognition** (BP 5:100; BP 6:190)  
None.

5. **Communications** (BP 2:140; BP 3:10)  
None.

6. **Unfinished Business**  
None.

7. **Student BOE Liaison Report** (Bashara Sherif)  
Mr. Bashara Sherif reported he is working with Jill Sanders-Colgan to raise awareness of the peer mentoring club. He hopes this will be an avenue students can use when they need help during their high school career.

Dr. Morrow will update the student board member liaison application. The application deadline is November 21. Debra Stevenson and Jami Gonzalez will interview applicants and make a recommendation to the Board. The successful applicant will be seated no later than the meeting on January 12, 2026.

8. **Comptroller's Report** (Janice Roome) (BP 3:10)

- a. FY25 Audit Reports – Presenter: Ms. Mia Frommelt  
Ms. Roome introduced Ms. Mia Frommelt from Bohnsack and Frommelt. Ms. Roome thanked Ms. Frommelt for their assistance in completing the audit report. Ms. Frommelt reported the results of the audit show the district is in a strong financial position, with no deficiencies noted. She thanked the Business Office staff for their cooperation and assistance in completing the audit. The Annual Comprehensive Financial Report is available for review and posted to the district website.
- b. Request approval to seek bids for improvements to Roof #24, #25, and #26 and the School Maintenance Project Grant application: Ms. Roome reported the roofs over the pool need to be replaced. She would like to work with Shive Hattery for repair work that would occur in the summer of 2026. The School Maintenance Project Grant is available to provide up to \$50,000 toward the repair work.

Ms. Roome also shared a report on the improvements to the upper gyms. Dr. Morrow invited board members to tour the gym if they would like.

9. **Administrative Report (Mathew Right / Shannon Miller)** (BP 3:10; BP 3:60)
- a. 2026-2027 Instructional Programming, Course Proposals, Adjustments and Implementations: Mrs. Miller provided details about the recommendations for changes in instructional programming beginning next school year.

- b. 2024-2025 Commendable School Summative Designation and the School Report Card: Mrs. Miller reviewed the data from the school report card. The data is accessible online.
- c. Parent-Teacher Conferences: Mr. Wright reported 479 conferences were scheduled for 116 unique students, with 38 walk-ins the evening of October 16.
- d. College Fair: Mr. Wright shared there were 40 colleges and universities in the building on October 23. Students were able to connect with representatives during the lunch periods.
- e. Veterans Day Assembly: Mr. Wright presented details about the assembly on Tuesday, November 11. Captain Tom Reagan will be the keynote speaker. All Board members are welcome to attend.

**10. Superintendent's Report (Dr. Jay Morrow) (BP 3:10; BP 3:40; BP 3:60)**

- a. Legislative Update: Dr. Morrow reported the veto session ended in October, with nothing of significance affecting education. The administration will keep an eye on the potential impact of changes to federal financing in FY27.
- b. IASB 2025 Resolutions Committee Report: Only one piece of legislation requiring state funding of three-point harnesses on newly purchased school buses beginning in 2031 is proposed for the Delegate Assembly on November 22. There is one resolution recommended to adopt to change the IASB constitution defining membership.

**11. Committee Reports (BP 2:150)**

**United Education Foundation (UEF):** Susan Koska reported the Foundation awarded mini-grant certificates at Eagle Ridge on October 27.

The Board discussed how the district expresses condolences to the family of current students who pass.

**12. BLANKET MOTION**

- a. Approve the FY25 audited financial statements of United Township High School District #30, the United Township Area Career Center, and the Quad City Career and Technical Educational Consortium, as presented (BP 2:20; BP 4:80)
- b. Approve 2026-2027 Instructional Programming, Course Proposals, Adjustments, and Implementations, as presented (BP 2:20; BP 6:40)
- c. Approve request to seek bids for improvements to roofs #24, #25, and #26 using Shive Hattery Architects, and the School Maintenance Project Grant application, as presented (BP 2:20; BP 4:60; BP 4:150)

**MOTION by Debra Stevenson and second by Jami Gonzalez to approve the Blanket Motion, as presented. The vote on the motion was called and recorded as follows:**

**AYES: Davila, DeCock, Gonzalez, Koska, Stevenson**

**NAYS: Puentes**

**MOTION CARRIED**

**13. ACTION ITEMS**

- a. Executive Session
  - 1) 5 ILCS 120/2(c)(1) Personnel to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s) of the district
  - 2) 5 ILCS 120/2(c)(9) Student Discipline

**MOTION by Luis Puentes and second by Susan Koska to convene Executive Session for the topic presented. A roll call vote was called with all members present voting aye. There was no opposition to the motion – motion passed.**

Time: 7:31 p.m.

Note: The Board took a break from 7:31 p.m. to 7:40 p.m.

b. Return to Open Session

**MOTION by Luis Puentes and second by Debra Stevenson to return to open session. A roll call vote was called with all members present voting aye. There was no opposition to the motion – motion passed.**

Time: 9:09 p.m.

c. Personnel Recommendations (BP 2:20; BP 5:30)

#### CLASSIFIED

1. Employ Deanna Peterson as part-time bus monitor (4-hours per day), at \$16.00 per hour, effective November 10, 2025.
2. Employ Deanette Harmon as full-time bus driver (4-hours per day – replace Sally Way), at \$19.85 per hour (Contract Year 4 FY26, Start Date FY26), effective November 3, 2025.
3. Terminate probationary employee #491691, effective October 31, 2025.
4. Approve parental leave request for Andrew Brown, from November 10, 2025, to November 25, 2025.
5. Approve reassignment for Carissa Gonzalez from Administrative Assistant – ACC and QCC TEC (10 months, 8 hours per day, plus 20 extra days), to Accounts Payable Clerk (12-months, 8 hours per day), pending the hiring of replacement, at the pro-rated annual salary of \$47,500.

#### CERTIFIED

1. Approve Landen Braun as a volunteer boys' track coach effective the 2025-2026 season.

**MOTION by Susan Koska and second by Chris DeCock to approve Revised Personnel Recommendations, Classified numbers 1 to 5, and Certified number 1, as presented. A roll call vote was called with all members present voting aye. There was no opposition to the motion – motion passed.**

#### **14. Board Hot Topics**

- a. IASB/IASBO/IASA Annual Conference, November 21 – 23, 2025. Conference packets were distributed to Board members.

Note: Debra Stevenson left at 9:11 p.m.

**15. Other Matters**

Dr. Morrow invited Board members to participate in and serve at the staff Thanksgiving lunch on November 19.

**16. Adjourn (BP 2:220)**

There being no further business brought before the Board, the meeting adjourned by acclamation. (Time: 9:13 p.m.)

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Dr. Giovanna Davila, President

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Jami Gonzalez, Secretary