

Moline, Illinois

Notice of Meeting

Members of the Board of Education

Ladies and Gentlemen:

You are hereby notified that there will be a Regular Meeting of the Board of Education, School District No. 40, immediately following the Committee of the Whole Meeting on Monday, May 8, 2023, at the Washington Elementary School, 1550 41st Street, Moline, Illinois 61265.

Dr. Matthew DeBaene
Secretary, Board of Education

AGENDA AND RECOMMENDATIONS

Board of Education
Moline, Illinois
Monday, May 8, 2023

Join from a PC, Mac, iPad, iPhone or Android device:

Please click this URL to join. <https://us02web.zoom.us/j/83589984428>

Or One tap mobile:

+13092053325,,83589984428# US

+13126266799,,83589984428# US (Chicago)

Or join by phone:

Dial(for higher quality, dial a number based on your current location):

US: +1 309 205 3325 or +1 312 626 6799

Webinar ID: 835 8998 4428

Public comments may be made in person or e-mailed to the Board Secretary, Kristin Sanders, at ksanders@molineschools.org no later than 4:30 p.m. on Monday, May 08, 2023, with "Public Comment" in the subject line.

Doors will open at 5:45 p.m. for the public. The Moline-Coal Valley School District follows the guidance of the Illinois Department of Public Health and the Illinois State Board of Education.

1. **Opening of Meeting** - Roll Call
2. **Recitation of Pledge of Allegiance**

3. Approval of Minutes

A. Minutes of the Open Session of the Regular Meeting of April 24, 2023

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The meeting of the Board of Education was called to order by Board President Erin Waldron-Smith at 6:00 p.m. at the Coolidge Professional Development Room, 3430 Avenue of the Cities, Moline, IL 61265.

Roll Call

Members Present: Audrey Adamson, Justin Anderson, Chet DeSmet, Kate Schaefer, Maria S. Trigueros, Andrew Waeyaert, Erin Waldron-Smith

Members Absent: None

Student Members Present: Corynn Holmes, Ava Saucedo-Serra

Student Members Absent: None

The Board of Education Members led those in attendance in reciting the Pledge of Allegiance.

APPROVAL OF BOARD OF EDUCATION MINUTES

The minutes of the Open Session of the Regular Board of Education meeting of March 27, 2023 were presented for approval as presented.

A motion was made by Audrey Adamson, seconded by Maria S. Trigueros, unanimously carried, that the minutes of the Open Session of the Regular Board of Education meeting of March 27, 2023 be approved as presented and placed on file.

The minutes of the Closed Session of the Regular Board of Education meeting of March 27, 2023 were presented for approval as presented.

A motion was made by Kate Schaefer seconded by Andrew Waeyaert, unanimously carried, that the minutes of the Closed Session of the Regular Board of Education meeting of March 27, 2023 be approved as presented and placed on file.

The minutes of the Closed Session of the Special Board of Education meeting of April 18, 2023 were presented for approval as presented.

A motion was made by Andrew Waeyaert, seconded by Kate Schaefer, unanimously carried, that the minutes of the Closed Session of the Special Board of Education meeting of April 18, 2023 be approved as presented and placed on file.

The minutes of the Open Session of the Special Board of Education meeting of April 18, 2023 were presented for approval as presented.

A motion was made by Andrew Waeyaert, seconded by Chet DeSmet, unanimously carried, that the minutes of the Open Session of the Special Board of Education meeting of April 18, 2023 be approved as presented and placed on file.

COMMUNICATIONS, PUBLIC COMMENT AND PARTICIPATION

There was no public comment or communication.

NEW BUSINESS**Canvass of Board Election**

A motion was made by Chet DeSmet, seconded by Justin Anderson, that the Board of Education canvass the results of the April 4, 2023 election to elect four members to the Board of Education.

Ayes: Maria S. Trigueros, Andrew Waeyaert, Audrey Adamson, Justin Anderson, Chet DeSmet, Kate Schaefer, Erin Waldron-Smith,

Nays: None

Kristin Sanders, Board Secretary, stated that on September 20, 2022, notice was given in The Dispatch concerning the availability and filing of nomination petitions for candidates for the Moline-Coal Valley Community Unit School District Board of Education. Certification of the election results from the election held on Tuesday, April 4, 2023 was received from Rock Island County Clerk Karen Kinney, the Rock Island County Election Office. Ms. Sanders then presented for approval a resolution, which included the following:

THEREFORE, BE IT RESOLVED, that the Board of Education, School District No. 40, Rock Island County, canvass the results of the election held on April 4, 2023, in and for School District No. 40, Rock Island County.

Ms. Sanders then presented a summary of votes cast for candidates as follows for the full term of office. The results of the canvass are as follows:

Lindsey M. Hines	2159
Audrey N. Adamson	2067
Ramona Dixon	1841
Jason Farrell	1822

and declared that Lindsey M. Hines, Audrey N. Adamson, Ramona Dixon, and Jason Farrell were elected as members of the Board of Education.

A motion was made by Kate Schaefer, seconded by Maria S. Trigueros, that the Board of Education approve the adoption of the election resolution, certifying election Lindsey M. Hines, Audrey N. Adamson, Ramona Dixon, and Jason Farrell, as duly elected Board of Education Members.

Ayes: Andrew Waeyaert, Audrey Adamson, Justin Anderson, Chet DeSmet, Kate Schaefer, Maria S. Trigueros, Erin Waldron-Smith

Nays: None

RECOGNITION OF BOARD SERVICE

Erin Waldron-Smith, Board President, shared a thank you to retiring Board members Justin Anderson and Maria S. Trigueros for all the work completed and for serving alongside them the past four years.

ADJOURNMENT

The Board of Education concluded the business before it, as there was no new business to be heard.

A motion was made by Kate Schaefer, seconded by Maria S. Trigueros, unanimously carried, that this Board of Education sine die. 6:07 p.m.

SEATING OF BOARD OF EDUCATION

Oath of Office for New Board of Education Members

Dr. Savage led Lindsey Hines, Audrey Adamson, Ramona Dixon, and Jason Farrell in reciting the Oath of Office for Board of Education Members.

Election of Officers

Dr. Rachel Savage, Superintendent of Schools, assumed the chair and explained the procedure for the election of officers of the Board of Education.

Dr. Savage opened nominations for the office of President of the Board of Education. Erin Waldron-Smith nomination Andrew Waeyaert for the position, seconded by Chet DeSmet.

Dr. Savage opened further nominations for the office of President of the Board of Education. Hearing none, nominations were closed for the office of President of the Board of Education.

Dr. Savage called for a roll call vote for the election of Andrew Waeyaert as Board President.

Ayes: Audrey Adamson, Chet DeSmet, Ramona Dixon, Jason Farrell, Lindsey Hines, Andrew Waeyaert, Erin Waldron-Smith

Nays: None

Andrew Waeyaert was elected for the office of President of the Board of Education.

Dr. Savage opened nominations for the office of Vice President of the Board of Education. Andrew Waeyaert nominated Erin Waldron-Smith for the position, seconded by Chet DeSmet.

Dr. Savage opened further nominations for the office of Vice President of the Board of Education. Hearing none, nominations were closed for the office of Vice President of the Board of Education.

Dr. Savage then requested a roll call vote for the election of Erin Waldron-Smith as Board Vice President.

Ayes: Chet DeSmet, Ramona Dixon, Jason Farrell, Lindsey Hines, Andrew Waeyaert, Audrey Adamson, Erin Waldron-Smith

Nays: None

Erin Waldron-Smith was elected for the office of Vice President of the Board of Education.

The Board of Education Members assumed their new seating positions.

The meeting of the reorganized Board of Education was called to order by President Andrew Waeyaert at 6:12 p.m.

Roll Call

Members Present: Audrey Adamson, Chet DeSmet, Ramona Dixon, Jason Farrell, Lindsey Hines, Andrew Waeyaert, Erin Waldron-Smith

Members Absent: None

CONSENT AGENDA

The Board of Education considered Consent Agenda Items A through O and Addendum Item M3 as presented:

A. Employment – Certified Staff

- 1) the regular employment of the following named certified staff members for the 2023-2024 school year with wages in accordance with District schedules:

Ackerman, Kelsey

Elementary EL Specialist

M.A. Degree, York College

To teach on a regular contract basis

Two years previous experience in Illinois and five years previous teaching experience in another state

Hepner, Luke

Cross Categorical Special Education, Hamilton

M.A. Degree, Governor's University

To teach on a regular contract basis

Previous experience as a substitute teacher in the Moline-Coal Valley School District

- 2) the temporary employment of the following named certified substitute teachers for the 2022-2023 school year with wages in accordance with District schedules:

Benissan, Marcellina

Gastrost, Wyatt

B. Appointment to Differential Assignment – Certified Staff

- 1) the appointment of the following named certified staff member to differential assignment, effective for the 2022-2023 school year:

Name

Adams, Jenna

Position

Asst. Varsity Girls Track

Location

High School

- 2) the appointment of the following named certified staff member to differential assignment, effective for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Quick, Gregory	Assistant Grade 8 Football	Wilson
Wyckoff, Arthur	English Department Chair	High School

C. Approval of Family Medical Leave Act – Certified Staff

that the Board of Education grant approval of a family medical leave for the following certified staff member:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Hillier, Caitlin	Grade K/1	Washington	Beginning approximately 08/24/23 with a return date of 09/25/23

D. Resignation/Termination – Certified Staff

the resignation/termination of the following named certified staff member, effective at the end of the 2022-2023 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Myers, Tawny	Instructional Coach/Lead Teacher	John Deere

E. Employment – Educational Support Personnel

- 1) the employment of the following named educational support personnel for the 2022-2023 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Boerema, Todd	Manager – Bartlett PAC	High School	04/25/23

- 2) the temporary employment of the following named substitute educational support personnel for the 2022-2023 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>
Cruz, Rosa	Lunchroom Aide

F. Transfer/Reassignment – Educational Support Personnel

- 1) the transfer of Darrell Steele from the 2nd Shift Custodial position (A&C wing) at Wilson Middle School to the 2nd Shift Custodial position at Wilson Middle School (A&B wing), effective April 25, 2023.
- 2) the transfer of Carlon Steward from the 2nd Shift Custodial position at Moline High School to the 2nd Shift Custodial position at Willard/Lincoln-Irving Elementary Schools, effective April 25, 2023.
- 3) the transfer of Alyssa Luxmore from the 2nd Shift Custodial position at John Deere Middle School to the 2nd Shift Custodial position at Roosevelt Elementary School, effective April 25, 2023.
- 4) the transfer of Richard Rea from the 2nd Shift Custodial position at John Deere Middle School to the 2nd Shift Custodial position at Wilson, effective April 25, 2023.
- 5) the transfer of Greg Langfitt from the 2nd Shift Custodial position (Ground Floor) at John Deere Middle School to the 2nd Shift Custodial position (3rd Floor North) at John Deere Middle School, effective April 25, 2023.

G. Approval of Family Medical Leave Act – Educational Support Personnel

that the Board of Education grant approval of a family medical leave for the following educational support personnel:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Oetgen, Debra	Custodian	Butterworth	Beginning 04/10/23 and lasting intermittently for approximately 60 days

H. Resignation for the Purpose of Retirement – Educational Support Personnel

the resignation for the purpose of retirement of the following named educational support personnel:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Lambrech, Veronica	Administrative Assistant	High School	06/21/23

I. Resignation/Termination – Educational Support Personnel

the resignation/termination of the following named educational support personnel:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Leach, Jon	Campus Attendance Supervisor	High School	03/31/23

J. Payments for Board Approval

approval of payments:

Fund 1 Educational	2,158,204.76
Fund 2 Operations & Maintenance	248,195.72
Fund 3 Debt Service	0.00
Fund 4 Transportation	157,153.26
Fund 5 Retirement	204,956.91
Fund 6 Capital Projects	249,740.43
Fund 7 Working Cash	0.00
Fund 8 Tort Fund	10,012.99
Fund 9 Life Safety Code	116.99
Fund 10 Group Insurance	864,297.29
Fund 11 Student Activity	<u>20,640.40</u>
TOTAL	3,913,318.75

See Exhibit A.

K. Freedom of Information Act Requests

- 1) A Freedom of Information Act Request was received from LocalLabs requesting a copy of the Moline-Coal Valley School District's mission statement and copies of any previous mission statements, if they varied from the current mission statement. The District has responded to this request.
- 2) A Freedom of Information Act Request was received from SmartProcure requesting information for all current employee/staff. The District has responded to this request.

L. Acceptance of Gifts

A donation in the amount of \$3,500 from the Moline Booster Club to be used towards Wilson Middle School Athletics.

M. Facility Usage Request Recommended for Approval Subject to Compliance with Board of Education Policy 8:20

- 1) Wharton Field House parking lot (East of Wharton) on May 24, 2023 and tentatively May 25, 2023 from 8:00 a.m. until 5:00 p.m. to conduct annual fire hose testing. Compensation to be received only for custodial services required as a result of their program in the amount of \$52 per hour.
- 2) Bicentennial Elementary School north and east parking lots and soccer field on June 30, 2023 and July 1, 2023 for Coal Valley Days. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program in the amount of \$54 per hour

N. Approval to Purchase

- 1) that the Board of Education approve the renewal purchase of Ellevation Platform for data collection as well as the Strategies and Dual Language components for targeted goal setting and instructional planning for English Learners from Curriculum and Associates, LLC, North Billerica, Massachusetts, for a total cost not to exceed \$35,000. **Exhibit B.**
- 2) that the Board of Education approve the purchase of choral risers for Moline High School from Wenger Corporation, Owatonna, Minnesota, for a total cost of \$36,269.30. **See Exhibit C.**
- 3) that the Board of Education approve the purchase of 30 Vernier Labquest 3 data collections systems for Moline High School from Vernier Science Education, Beaverton, Oregon, for a total cost of \$11,675.73. **See Exhibit D.**
- 4) that the Board of Education approve the purchase calculators for Moline High School from Underwood Distributing Company, Austell, Georgia, for a total cost of \$16,215. **See Exhibit E.**
- 5) that the Board of Education approve the purchase of four lathes and stands for Moline High School from Grizzly Industrial, Springfield, Missouri, for a total cost not to exceed \$23,000. **See Exhibit F.**
- 6) that the Board of Education approve the purchase of Mystery Science supply kits for elementary classrooms from Mystery Science, San Francisco, California, for a total cost not to exceed \$39,000. **See Exhibit G.**
- 7) that the Board of Education adopt and purchase enVision Math professional development for grades K through 8, for the 2023-2024 school year, from Savvas Learning Company LLC, Chandler, Arizona, for a total cost of \$37,900. **See Exhibit H.**
- 8) that the Board of Education approve the purchase of furniture, as specified, for Butterworth and Washington Elementary Schools from Paragon Commercial Interiors Inc., Davenport, Iowa, for a total cost of \$136,774.56. **See Exhibit I.**

O. Engage Services

that the Board of Education engage the services of ESSDACK, Hutchinson, Kansas, to conduct professional development for social studies teachers in grades 6-12 on May 10, 2023, on inquiry and increased student engagement, for a total cost not to exceed \$4,000. **See Exhibit J.**

ADDENDUM TO THE AGENDA

M. Facility Usage Request Recommended for Approval Subject to Compliance with Board of Education Policy 8:20

- 3) Wharton Field House on May 4, 2023 from 6:00 p.m. until 8:00 p.m. by Moline Youth Basketball for a birthday celebration for Dexter Johnson. Compensation to be received only for custodial services required as a result of their program in the amount of \$52 per hour.

Ayes: Ramona Dixon, Jason Farrell, Lindsey Hines, Andrew Waeyaert, Erin Waldron-Smith, Audrey Adamson, Chet DeSmet

Nays: None

403(b) PLAN DOCUMENT UPDATE

A motion was made by Chet DeSmet, seconded by Erin Waldron-Smith, that the Board of Education approve the 403(b) Plan Document changes to allow terminated Participants (i.e., retirees) to rollover into the Plan and implement mandatory Cash-Out Distribution limit to \$5,000 for any Participant who has terminated services with the District prior to retirement. **See Exhibit K.**

REPORTS, REQUESTS AND OPEN DISCUSSION

Superintendent's Report

Dr. Rachel Savage, Superintendent of Schools, welcomed the three new Board members, noting there will be orientation sessions. Curriculum, Human Resources, Student Services/Special Education, and Finance. Each session will be approximately one hour with the exception of finance which may last longer. Administration prefers this orientation is complete before the next meeting on Monday, May 8, 2023. These can be completed as a group or as an individual.

Stephanie Murphy, Board Recording Secretary, will provide resources to each member so they can get the mandatory training completed. Regarding the collective new Board, a group photo will be taken at graduation on Saturday, June 3, 2023 at Vibrant Arena.

On Thursday, May 4, 2023 Rock Island High School is hosting the is Illinois Association of School Boards Blackhawk Division Governance meeting. If you would like to attend, please connect with Ms. Murphy in the next couple days to get registered.

Andrew Waeyaert, Board President, stated that the Board will need to complete committee assignments. A survey was handed out and Mr. Waeyaert asked Board members to complete the survey and everyone will be assigned to a committee.

Review of Board Norms

Mr. Waeyaert informed the new Board members that in front of them is a laminated sheet with the Board of Education norms. Board members should review the norms at each meeting and follow

Open Discussion

Ava Saucedo-Serra and Corynn Holmes, Student Board Members, shared positive events that happened in the last few weeks.

Financial Report

Dave McDermott, Chief Financial Officer, stated the District is on track and in good financial condition.

A motion was made by Chet DeSmet, seconded by Erin Waldron-Smith, all in favor, that the Board of Education meeting be adjourned. Time: 6:21 p.m.

President

Secretary

The meeting of the Board of Education was called to order by Board President Andrew Waeyaert at 6:00 p.m. at the Coolidge Professional Development Room, 3430 Avenue of the Cities, Moline, IL 61265.

Roll Call

Members Present: Audrey Adamson, Chet DeSmet, Ramona Dixon, Jason Farrell, Lindsey Hines, Andrew Waeyaert

Members Absent: Erin Waldron-Smith

Student Member Present: None

Student Member Absent: Corynn Holmes, Ava Saucedo-Serra

The Board of Education Members led those in attendance in reciting the Pledge of Allegiance.

COMMUNICATIONS, PUBLIC COMMENT AND PARTICIPATION

There was no public comment or participation.

A motion was made by Chet DeSmet, seconded by Jason Farrell, that the Board of Education go into Closed Session. Time: 6:02 p.m.

A motion was made by Audrey Adamson, seconded by Jason Farrell, that the Board of Education return to Open Session. Time: 6:45 p.m.

A motion was made by Chet DeSmet, seconded by Lindsey Hines, that Student A be expelled for the remainder of the 2022-2023 school year, and eligible to return to the District's ASPIRE program at the beginning of the fall semester of the 2024-2025 school year.

A motion was made by Jason Farrell, seconded by Lindsey Hines, all in favor, that the Board of Education meeting be adjourned. Time: 6:46 p.m.

President

Secretary

C. Minutes of the Closed Session of the Special Meeting of May 2, 2023

4. Communications, Public Comment and Participation

5. Consent Agenda

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Recommended Motion: that the Board of Education approve the actions contained in the Consent Agenda as presented.

5. **Consent Agenda**

Recommended Motion: that the Board of Education approve the actions contained in Consent Agenda Items A–T as presented:

A. **Employment – Certified Staff**

- 1) the regular employment of the following named certified staff members for the 2023-2024 school year with wages in accordance with District schedules:

Adams, Jenna

Science, High School

B.A. Degree, Western Illinois University

To teach on a regular contract basis

Eleven years previous teaching experience in Illinois

Carpenter, Bailey

Kindergarten, Franklin Elementary

B.A. Degree, University of Northern Iowa

To teach on a regular contract basis

No previous teaching experience

Freeman, Christina

Kindergarten, Washington Elementary

M.A. Degree, Western Governor's University

To teach on a regular contract basis

Two years previous teaching experience in Illinois

McMillion, Lacey

Grade 4, Washington Elementary

B.A. Degree, University of Dubuque

To teach on a regular contract basis

One year previous teaching experience in Illinois

Noble, Stephanie

EL Specialist, Wilson/John Deere Middle School

M.A. Degree, Western Illinois University

To teach on a regular contract basis

Twelve years previous teaching experience in Illinois and three years previous teaching experience in another state

Peña, Anthony

Grade 1, Washington Elementary

B.A. Degree, Lewis University

To teach on a regular contract basis

No previous teaching experience

Swanson, Kara
 Kindergarten, Hamilton Elementary
 B.A. Degree, St. Ambrose University
 To teach on a regular contract basis
 No previous teaching experience

Witherspoon, Lindsay
 Grade 5, Franklin Elementary
 B.A. Degree, Western Illinois University
 To teach on a regular contract basis
 No previous teaching experience

- 2) the temporary employment of the following named certified substitute teachers for the 2022-2023 school year with wages in accordance with District schedules:

Hall, Emily
 Meeske, Megan
 Naab, Johnathan
 Windham, Carl

B. Summer Employment – Certified Staff

- 1) the employment of the following named certified staff members for the Extended School Year Special Education Summer Learning Program with wages as determined in accordance with established rates of pay:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Miller, Allison	SSW Intern	Hamilton
Clark, Jerilyn	Teacher	Hamilton
Gunneman, Connor	Teacher	Hamilton
Sunken, Becky	Teacher	Hamilton
Scholl, Catherine	Teacher	Hamilton
Sanders, Paul	Teacher	Hamilton
Kobylski, Paula	Teacher	Hamilton
Spence, Emma	Teacher	High School
Cimarrusti, Gina	Teacher	High School
Deatrick, Meghan	Teacher	High School

- 2) the employment of the following named certified staff members for the Traditional Summer Learning Program with wages as determined in accordance with established rates of pay:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Henderson, Corey	Coordinator	All Locations
Hatfield, Tami	Teacher	Butterworth
Roman, Stacey	Teacher	Butterworth
Timerman, Dawn	Teacher	Skip-A-Long
Reed, Erin	Teacher	Skip-A-Long
Matkovich, Emily	Teacher	Boys & Girls Club

Henderson, Alma	Teacher	Boys & Girls Club
McMillion, Beth	Teacher	YMCA
Roseman, Heather	Teacher	YMCA
McMillion, Lacey	Teacher	YMCA
Ruthey, Tamara	Teacher	YMCA
Smith, Shirley	Teacher	Springbrook
Peña, Anthony	Teacher	Springbrook
Freeman, Christina	Teacher	Springbrook

- 3) the employment of the following named certified staff members for the Moline High School Summer School with wages as determined in accordance with established rates of pay:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Albrecht, Tim	Teacher	High School
Beckwith, Lisa	Teacher	High School
Dexter, Frank	Teacher	High School
Ekoh, Regine	Teacher	High School
Fowler, David	Teacher	High School
Harding, Lanae	Teacher	High School
Hazen, Katie	Teacher	High School
Hunter, Scott	Teacher	High School
Karl, Scott	Teacher	High School
Rhea, Phil	Teacher	High School
Salinas, Sylvia	Teacher	High School
Schafer, Doug	Teacher	High School
Spence, Emma	Teacher	High School
Stuedemann, Erin	Teacher	High School
Vasquez, Luis	Teacher	High School

- 4) the employment of the following named certified staff members for the Lights on for Learning Summer Program with wages as determined in accordance with established rates of pay:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Axup, Alexandra	Teacher/Sub	High School
Bennison, Logan	Teacher	High School
Carizey, Robert	Teacher	High School
Davila, Melissa	Teacher	High School
Declerck, Chris	Teacher	High School
Gunneman, Connor	Teacher	High School
Glessner, Allison	Site Coordinator	High School
Ledbetter, Amanda	Teacher	High School
Malzewski, Amarah	Teacher	High School
Palmer, Shelly	Teacher/Sub	High School
Potter, Chad	Site Coordinator	High School
Ryser, Alexander	Teacher	High School

Schnell, Tracy	Teacher	High School
Trost, Jamie	Parent Outreach Coordinator	High School

C. Appointment to Differential Assignment – Certified Staff

the appointment of the following named certified staff member to differential assignment, effective for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Roselle, Dalton	Asst Grade 7 Boys Football	Wilson

D. Approval of Family Medical Leave Act – Certified Staff

that the Board of Education grant approval of a family medical leave for the following certified staff member:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Peterson, Emily	Library/Media	LI/Wash	Beginning approximately November 27, 2023 with a return date of January 08, 2024
Reed, Kayla	Elementary Art Specialist	Hamilton/Roosevelt	Beginning approximately August 24, 2023 with a return date of October 16, 2023

E. Resignation/Termination – Certified Staff

the resignation/termination of the following named certified staff member, effective May 31, 2023:

<u>Name</u>	<u>Position</u>	<u>Location</u>
England, Megan	Bilingual Teacher	John Deere

F. Employment – Educational Support Personnel

the temporary employment of the following named educational support personnel for the 2022-2023 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Alonso, Jamileth	Student Worker	High School-Library	05/01/23
Badillo, Natalie	Student Worker	High School-BPAC	05/01/23
Scheer, Colin	Student Worker	High School-BPAC	05/01/23
Simmons, Charlie	Student Worker	High School-BPAC	05/01/23
VanVoltenburg, Kim	Summer Mower	Varied	05/08/23

G. Summer Employment – Educational Support Personnel

- 1) the employment of the following named educational support personnel for the Extended School Year Special Education Summer Learning Program with wages as determined in accordance with established rates of pay:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Adams, Christine	Paraprofessional	High School
Bain, Katie	Health Professional (RN)	Hamilton
Burrill, Jennifer	Paraprofessional	Hamilton
Carnahan, Dawn	Health Professional (RN)	Hamilton
Chappell, Lydia	Paraprofessional	Hamilton
Giza, Elizabeth	Health Professional (RN)	Hamilton
Griffin, Dana	Paraprofessional	Hamilton
Happel, Jenna	Paraprofessional	Hamilton
Henry, Olivia	Paraprofessional	Hamilton
Hovonick, Brandy	Paraprofessional	High School
Hull, Elizabeth	Paraprofessional	Hamilton
Kaiser, Nicole	Paraprofessional	High School
Kelly, Rhonda	Paraprofessional	High School
Luzano, Kelly	Paraprofessional	Hamilton
Lyman, Cheryl	Paraprofessional	High School
Mandolini, Anthony	Paraprofessional	High School
Nelson, Deanne	Paraprofessional	High School
Padilla, Ashley	Paraprofessional	Hamilton
Specht, Jenny	Paraprofessional	Hamilton
Valdes, Emme	Paraprofessional	Hamilton
Vital Tapia, Maria	Paraprofessional	Hamilton
Whipple, Sarah	Paraprofessional	Hamilton

- 2) the employment of the following named educational support personnel for the Traditional Summer Learning Program with wages as determined in accordance with established rates of pay:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Dyar, Kali	Paraprofessional	Springbrook
Martinez, Lilia	Paraprofessional	Jefferson
Perez, Jaquelin	Paraprofessional	Butterworth

- 3) the employment of the following named educational support personnel for Moline High School Summer School with wages as determined in accordance with established rates of pay:

<u>Name</u>	<u>Position</u>
Adams, Christine	Paraprofessional
Avila, Kelli	Health Professional (RN)
Blackert, Jamie	Health Professional (RN)
Brotherton, Jessica	Health Professional (RN)

Carnahan, Dawn	Health Professional (RN)
Dare, Kayla	Health Professional (RN)
Finch, Julia	Paraprofessional
Giza, Elizabeth	Health Professional (RN)
Hansen, Amanda	Health Professional (RN)
Mielke, Amber	Health Professional (RN)
Mock, Jennifer	Health Professional (RN)
Pancrazio, Jennifer	Health Professional (RN)
Poston, Stephanie	Administrative Assistant
Reaves, Darrick	Security
Specht, Jenny	Paraprofessional
Witherspoon, Conni	Paraprofessional

- 4) the appointment of the following named educational support personnel to Lights on for Learning Summer Program at Moline High School with wages according to District policy:

<u>Name</u>	<u>Position</u>
Bargren, Mary	Paraprofessional

H. Transfer/Reassignment – Educational Support Personnel

the transfer of Shelby Waydeman from the 2nd Shift Custodial position at Hamilton/Washington to the 2nd Shift Custodial position at Moline High School, effective May 1, 2023.

I. Approval of Family Medical Leave Act – Educational Support Personnel

that the Board of Education grant approval of a family medical leave for the following educational support personnel:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Kaiser, Nicole	Special Ed Para	High School	Beginning 04/13/23 and lasting until approximately 06/09/23

J. Resignation for the Purpose of Retirement – Educational Support Personnel

the resignation for the purpose of retirement of the following named educational support personnel:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Hoggard, Linda	Custodian	Allendale	11/01/2023

K. Resignation/Termination – Educational Support Personnel

the resignation/termination of the following named educational support personnel:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Brown, Aaron	Special Ed Para	Wilson	05/11/23
Douglas, Keonna	Lunchroom Aide	Butterworth	03/22/24
Gonzalez, Jacquelyn	Special Ed Para	Logan	04/28/23
Graham, Rosemary	Special Ed Para	Jane Addams	06/09/23

L. Payments for Board Approval

approval of payments:

Fund 1 Educational	936,412.80
Fund 2 Operations & Maintenance	45,492.86
Fund 3 Debt Service	0.00
Fund 4 Transportation	9,509.18
Fund 5 Retirement	0.00
Fund 6 Capital Projects	701,766.27
Fund 7 Working Cash	0.00
Fund 8 Tort Fund	0.00
Fund 9 Life Safety Code	1,785.00
Fund 10 Group Insurance	50,561.96
Fund 11 Student Activity	<u>23,513.94</u>
TOTAL	1,769,042.01

See Attachment No. 1.

M. Freedom of Information Act Requests

- 1) A Freedom of Information Act request was received from University of Kentucky requesting student data to be able to better support high school students and families in their college search process. The District has responded to this request.
- 2) A Freedom of Information Act request was received from Dan Swanson, State Representative with the Illinois House of Representatives, requesting a list of retiring teachers, staff, and graduating Valedictorians for the 2022-2023 school year. The District has responded to this request.

N. Acceptance of Gifts

- 1) A donation in the amount of \$5,000 from the Coal Valley PTA to be used at Bicentennial Elementary to purchase a poster printer.
- 2) A gift in the amount of \$103,400 was received from the Lee Smith Estate for Moline High School.
- 3) A donation in the amount of \$6,021.58 from the Moline Council for the Gifted to be used at Wilson Middle School in the Instrumental Program.

O. **Facility Usage Request Recommended for Approval Subject to Compliance with Board of Education Policy 8:20**

- 1) Bicentennial Elementary School gymnasium from October 2, 2023, through March 29, 2024, from 5:30 pm to 9:00 pm on Mondays and Wednesdays by the Moline Youth Basketball group for evening team practices. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program in the amount of \$54 per hour.
- 2) Butterworth Elementary School gymnasium from October 2, 2023, through March 29, 2024, from 5:30 pm to 8:15 pm on Mondays, Tuesdays, Wednesdays, and Thursdays by the Moline Youth Basketball group for evening team practices. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program in the amount of \$54 per hour.
- 3) Hamilton Elementary School gymnasium from October 2, 2023, through March 29, 2024, from 5:30 pm to 9:00 pm on Tuesdays and Thursdays by the Moline Youth Basketball group for evening team practices. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program in the amount of \$54 per hour.
- 4) John Deere Middle School gymnasium from January 9, 2024 through March 29, 2024 from 6:30 pm to 9:00 pm on Mondays, Tuesdays, Wednesdays, and Thursdays by the Moline Youth Basketball group for evening team practices. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program in the amount of \$54 per hour.
- 5) Willard Elementary School gymnasium from October 2, 2023, through March 29, 2024, from 5:30 pm to 8:00 pm on Tuesdays and Thursdays by the Moline Youth Basketball group for evening team practices. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program in the amount of \$54 per hour.
- 6) Wilson Middle School gymnasium from January 9, 2024 through March 29, 2024 from 6:30 pm to 9:00 pm on Mondays, Tuesdays, Wednesdays, and Thursdays by the Moline Youth Basketball group for evening team practices. Building rental fees are to be waived. Compensation to be received only for custodial services required as a result of their program in the amount of \$54 per hour.

P. **Award of Bid**

- 1) that the Board of Education approve the purchase of paper products through the Regional Office of Education bid from Great Western Supply, Davenport, Iowa, in the amount of \$32,616. **See Attachment No. 2.**
- 2) that the Board of Education approve the purchase of copier paper through the Regional Office of Education bid from Staples, Inc., Framingham, Massachusetts, in the amount of \$78,083. **See Attachment No. 3.**

Q. Approval to Purchase

that the Board of Education approve the purchase of one Lü Uno Interactive Playground System for Hamilton Elementary School from AVI Systems, Inc., Arlington Heights, Illinois, in the amount of \$32,895.48. **See Attachment No. 4.**

R. Engage Services

- 1) that the Board of Education approve the Change Order to the agreement with Julie Smith, Mental Health Consultant, Davenport, Iowa, to provide additional mental health consulting services for preschool staff at an additional increased cost not to exceed \$4,000 for a total of \$26,500 for the 2022-2023 school year. **See Attachment No. 5.**
- 2) that the Board of Education approve the agreement with Julie Smith, Mental Health Consultant, Davenport, Iowa, to provide mental health consulting services for preschool staff and students at a cost not to exceed \$26,500 for the 2023-2024 school year. **See Attachment No. 6.**
- 3) that the Board of Education engage the services of Otto Baum Company Inc., Morton, Illinois, for the masonry improvements at Moline High School for the amount not to exceed \$49,590. **See Attachment No. 7.**
- 4) that the Board of Education engage the services of American Eagle Buildings Inc., Annawan, Illinois, for the High School's sports pump shed for the amount not to exceed \$19,900. **See Attachment No. 8.**

S. Approval of Amended Construction Cost

that the Board of Education approve the amended construction cost with Russell Construction, Davenport, Iowa, for the overall K-5 HVAC Elementary School air quality improvement, for an increase in the amount of \$82,398.38. **See Attachment No. 9.**

T. Approval of Amended Professional Services Agreement

that the Board of Education approve the amendment to the professional service agreement with Moreland Environmental Services, Woodhull, Illinois, for the Washington Elementary HVAC asbestos project, for the amount of \$41,000. **See Attachment No. 10.**

TO: Members of the Board of Education
FROM: Dave McDermott, Chief Financial Officer *DMD.*
DATE: May 3, 2023
SUBJECT: Award of Bid: Paper Products bid by the Regional Office of Education

Reason for Board Consideration: Board of Education approval is required.

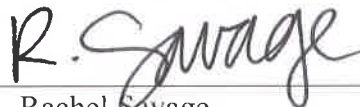
Action Necessary: Board of Education approval is requested.

Facts: The Regional Office of Education has requested paper products (e.g., towels, toilet, etc.) pricing for area Illinois School Districts through a Request for Proposal process. Our District has participated in this process to gain economy of scale pricing for the past several years. Therefore, it is the recommendation of the administration that the Board of Education approve the purchase of paper products bid by the Regional Office of Education bid for the District paper products.

Cost: The total cost is \$32,616, supported from the Operations & Maintenance Fund (Fund 2).

Recommended Action: That the Board of Education approve the purchase of paper products through the Regional Office of Education bid from Great Western Supply, Davenport, Iowa in the amount of \$32,616.

Approved for Submission to the Board of Education



Rachel Savage
Superintendent of Schools

TO: Members of the Board of Education
FROM: Dave McDermott, Chief Financial Officer *DMcD*
DATE: May 3, 2023
SUBJECT: Award of Bid: Copier Paper bid by the Regional Office of Education

Reason for Board Consideration: Board of Education approval is required.


Action Necessary: Board of Education approval is requested.

Facts: The Regional Office of Education has requested copier paper pricing for area Illinois School Districts through a Request for Proposal process. Our District has participated in this process to gain economy of scale pricing for the past several years. Therefore, it is the recommendation of the administration that the Board of Education approve the purchase of copier paper bid by the Regional Office of Education for the District paper products.

Cost: The total cost is \$78,083, supported from the Educational Fund.

Recommended Action: That the Board of Education approve the purchase of copier paper through the Regional Office of Education bid from Staples, Inc., Framingham, Massachusetts in the amount of \$78,083

Approved for Submission to the Board of Education



Rachel Savage
Superintendent of Schools

TO: Members of the Board of Education

FROM: Dave McDermott, Chief Financial Officer *DMCD.*
Craig Reid, Education Technology Director

DATE: May 3, 2024

SUBJECT: Approval to Purchase - Interactive Playground System

Reason for Board Consideration: Board of Education approval is required.

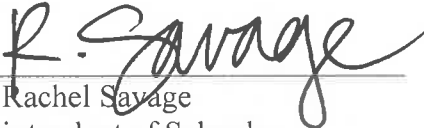
Action Necessary: Board of Education approval is requested.

Facts: Over the past year, Hamilton Elementary has held various fundraising activities to help raise funds for an interactive playground system. This interactive playground system will transform their gym into an active education environment for students. Therefore, it is the recommendation that the Board of Education approve the purchase of one Lü Uno Interactive Playground System for Hamilton Elementary School from AVI Systems Inc, in the amount of \$32,895.48

Cost: The total cost is \$32,895.48, supported from the Fundraising Fund.

Recommended Action: That the Board of Education approve the purchase of one Lü Uno Interactive Playground System for Hamilton Elementary School from AVI Systems Inc, Arlington Heights, Illinois in the amount of \$32,895.48.

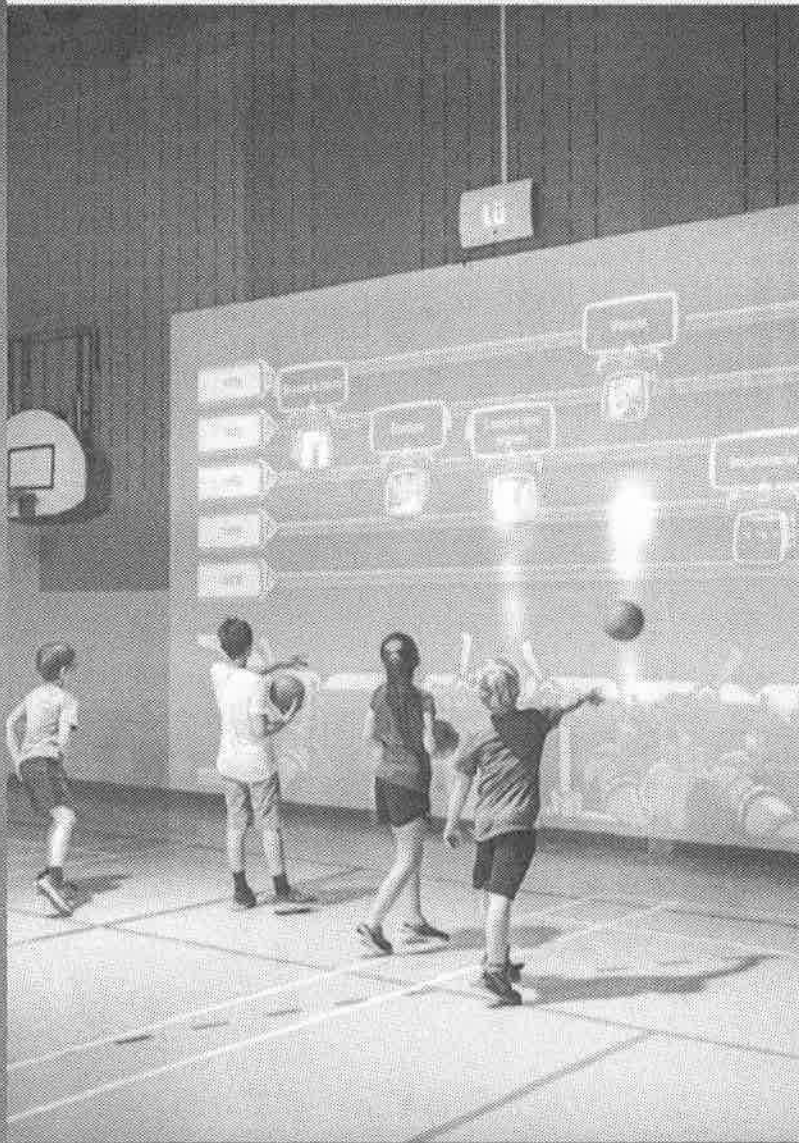
Approved for Submission to the Board of Education



Rachel Savage
Superintendent of Schools


HAMILTON'S LU INTERACTIVE PLAYGROUND

\$32,000 RAISED



- ✓ The Lu transforms the Hamilton gym space into an active educational environment.
- ✓ It helps kids foster social-emotional, physical and intellectual skills.

TO: Members of the Board of Education

FROM: Dr. Brian Prybil, Assistant Superintendent for Elementary Teaching and Learning 

DATE: May 3, 2023

SUBJECT: Approval of Change Order No. 1-Engage Services – Julie Smith, Mental Health Consultant

Reason for Board Consideration: Board of Education approval is required to amend the existing agreement.

Action Necessary: Approval is requested to amend the 2022-2023 school year agreement with Julie Smith, Mental Health Consultant, to provide training and education opportunities to families and staff in the Moline-Coal Valley School District No. 40 as well as Social-Emotional Screening, classroom observation, consultation, and referrals.


Facts: A Mental Health Consultant is a requirement in the Preschool for All Expansion grant instructional program. This consultant will provide training and educational opportunities to families and staff on topics related to the mental health of young children, child development, guidance and discipline support for children with challenging behaviors, self-care, as well as other topics. Key Activities will include:

- Professional development and support to provide staff training related to social-emotional and mental health issues
- Working directly with the family educator to educate families about the social-emotional learning and mental health issues impacting students
- Assisting teaching teams to provide strategies and support with regards to best practices to meet the social and emotional needs of young children

Cost: The cost is an increase of \$4,000 to \$26,500 (original \$22,500) to the Preschool for All Expansion grant for the 2022-2023 school year.


Recommended Action: That the Board of Education approve the Change Order to the agreement with Julie Smith, Mental Health Consultant, Davenport, Iowa, to provide additional mental health consulting services for preschool staff at an additional increased cost not to exceed \$4,000 for a total of \$26,500 for the 2022-2023 school year.

Approved for Submission to Board Education



Dr. Rachel Savage
Superintendent of Schools

TO: Members of the Board of Education

FROM: Dr. Brian Prybil, Assistant Superintendent for Elementary Teaching and Learning 

DATE: May 3, 2023

SUBJECT: Engage Services – Julie Smith, Mental Health Consultant

Reason for Board Consideration: Board of Education approval is required

Action Necessary: Approval is requested for the 2023-2024 school year agreement with Julie Smith, Mental Health Consultant, to provide training and education opportunities to families and staff in the Moline-Coal Valley School District No. 40 as well as Social-Emotional Screening, classroom observation, consultation, and referrals.


Facts: A Mental Health Consultant is a requirement in the Preschool for All Expansion grant instructional program. This consultant will provide training and educational opportunities to families and staff on topics related to the mental health of young children, child development, guidance and discipline support for children with challenging behaviors, self-care, as well as other topics. Key Activities will include:

- Professional development and support to provide staff training related to social-emotional and mental health issues
- Working directly with the family educator to educate families about the social-emotional learning and mental health issues impacting students
- Assisting teaching teams to provide strategies and support with regards to best practices to meet the social and emotional needs of young children

Cost: The total cost to the Preschool for All Expansion grant will not exceed \$26,500 for the 2023-2024 school year.

Recommended Action: That the Board of Education approve the agreement with Julie Smith, Mental Health Consultant, Davenport, Iowa, to provide mental health consulting services for preschool staff and students for a total cost not to exceed \$26,500 for the 2023-2024 school year.

Approved for Submission to Board Education



Dr. Rachel Savage
Superintendent of Schools

TO: Members of the Board of Education

FROM: Dave McDermott, Chief Financial Officer *DMC*
Keith Karstens, Director of Facilities

DATE: May 3, 2023

SUBJECT: Engage Services - Moline High Masonry Improvements

Reason for Board Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval requested.

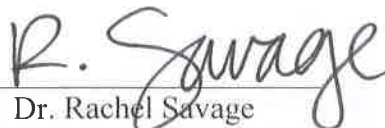
Facts: Specifications were prepared and issued by Legat Architects, Moline, Illinois, for the Moline High School's masonry improvements. The work consists of replacing or tuck-pointing brick fascia on the north side, as well as the glass block windows in the east gym. Bids were received on April 13, 2023. The bids are shown in the attached tabulation. Based on the response, Otto Baum is the lowest qualified bidder at \$49,590 for the masonry improvements of the north fascia and east gym windows.

The grouting between the bricks and glass block has deteriorated due to normal weathering. As part of this project, the leaking window frames will be removed and new glass block installed. Therefore, it is the recommendation of administration that the Board of Education engage the services of Otto Baum Company Inc. for the masonry improvements at Moline High School for the amount not to exceed \$49,590.

Cost: The total cost is \$49,590, which is funded by Capital Projects (Fund 6).

Recommended Motion: That the Board of Education engage the services of Otto Baum Company Inc., Morton, Illinois for the masonry improvements at Moline High School for the amount not to exceed \$49,590.

Approved for Submission to the Board of Education



Dr. Rachel Savage
Superintendent of Schools

Moline-Coal Valley School District
Masonry Improvements
April 13, 2023

Bidder	Base Bid
Bi-State Masonry	\$124,862.00
Otto Baum	\$49,590.00
TNT Tuckpointing	\$67,325.00
EH Restoration	No Bid
AtCo Masonry	No Bid

TO: Members of the Board of Education

FROM: Dave McDermott, Chief Financial Officer *AMC*
Keith Karstens, Director of Facilities

DATE: May 3, 2023

Subject: Engage Services – MHS Sports Pump Shed

Reason for Board Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval requested.

Facts: The High School's baseball and softball pump shed is in need of major repair. Athletic Director Todd Thompson met with multiple contractors about the replacement. This consists of enlarging the current shed from a 10' x 14' shed, to a 12' x 24' metal shed. Bids were received on April 24, 2023.

The existing shed and concrete slab will be removed. A new concrete foundation will be installed, expanding to support a new metal building with 12' wide, 24' long, and 8' high sidewalls. The shed will include a 9' x 7' roll-up door and a 3' x 6'-8" door. The building will be a wood structure with a steel roof and sidewalls. The existing sprinkler system will be re-installed, and the bigger dimension will allow for more storage. Therefore, it is the recommendation of administration that the Board of Education engage the services of American Eagle Buildings Inc. for the High School's sports pump shed for an amount not to exceed \$19,900.

Cost: The total cost is \$19,900, which will be supported by Operations & Maintenance (Fund 2).

Recommended Motion: That the Board of Education engage the services of American Eagle Buildings Inc., Annawan, Illinois for the High School's sports pump shed for the amount not to exceed \$19,900.

Approved for Submission to the Board of Education



Dr. Rachel Savage
Superintendent of Schools

Moline-Coal Valley School District
Moline High School Pump Shed
April 24, 2023

Bidder	Base Bid
American Eagle Building Inc	\$19,900.00
Emery/Superior Sheds	\$23,887.00

TO: Members of the Board of Education

FROM: Dave McDermott, Chief Financial Officer *DMC*
Keith Karstens, Director of Facilities

DATE: May 3, 2023

SUBJECT: Amended Construction Cost - Elementary HVAC

Reason for Board of Education Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval is requested.

Facts: As part of the ESSER/CARES funding, the Board approved air quality improvements for five elementary buildings. Lincoln-Irving and Washington Elementary buildings are scheduled to receive air quality improvements (i.e., HVAC) during this summer. Recall, the Board of Education approved Shive-Hattery for architectural services at the April 26, 2021 meeting.

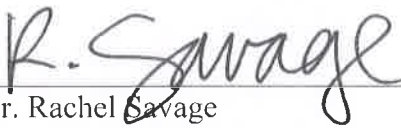
During the bidding, coordination and construction of the Phase 1 project for Addams, Butterworth and Logan Elementary buildings, it was determined that additional piping and pipe chases were required at both Jane Adams and Butterworth schools. After all work had been completed and a final review of the construction cost by Russell Construction and Shive-Hattery, it was determined there was an additional \$82,398.38 of costs to the construction project. In meetings with the District and Shive-Hattery management, Shive Hattery agreed to cover these added construction cost. The District already received the check and deposited the funds on April 11, 2023.

Due to the quick construction timeline from last summer, the additional costs were paid from contingency funds, since we still have two ongoing projects this summer with the remaining contingency. The requested action of approval will be to return the contingency to the original budgeted amount and allow for all expenditures to be accurately reflected moving forward. Therefore, it is the recommendation of the administration that the Board of Education approve the amended construction cost with Russell Construction from the cost of \$15,540,336.88 to \$15,457,938.50. This is an increase in the amount of \$82,398.38 to the project and reimbursed by Shive-Hattery to the District.

Cost: There are no additional costs.

Recommended Motion: That the Board of Education approve the amended construction cost with Russell Construction, Davenport, Iowa, for the overall K-5 HVAC Elementary Schools air quality improvement, for an increase in the amount of \$82,398.38.

Approved for Submission to the Board of Education



Dr. Rachel Savage
Superintendent of Schools

TO: Members of the Board of Education

FROM: Dave McDermott, Chief Financial Officer *DMCD*
Keith Karstens, Director of Facilities

DATE: May 3, 2023

SUBJECT: Amended Professional Services Agreement - Washington Elementary Abatement

Reason for Board Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval requested.

Facts: At the November 10, 2022 meeting, Morland Environmental Services was selected to provide asbestos abatement design for the Washington Elementary HVAC project. The Illinois Department of Health requires design and management during the abatement project. Bids were received on July 14, 2022.


During the bidding of this project, it was discovered the original design for the HVAC piping did not have enough clearance space for installation of the required heating and cooling lines. Therefore, the existing domestic water lines had to be removed and abated. The amendment includes the abatement of the domestic water piping and fittings from 27 classrooms.

The original design fee was \$23,500. The proposed amended fees will increase by \$17,500 for a total of \$41,000. Therefore, it is the recommendation of the administration to approve the amendment to the professional service agreement with Morland Environmental Services for the Washington Elementary HVAC asbestos project.

Cost: The total cost is \$41,000, which will be supported by the ESSER funding paid out of Capital Project Funds (Fund 6).

Recommended Motion: That the Board of Education approve the amendment to the professional service agreement with Morland Environmental Services, Woodhull, Illinois, for the Washington Elementary HVAC asbestos project, for the amount of \$41,000.

Approved for Submission to the Board of Education



Dr. Rachel Savage
Superintendent of Schools

6. Appointment of Coordinator of Custodial Services

Recommended Motion: that the Board of Education approve the appointment of Scott VanBlaricome to the position of Coordinator of Custodial Services, effective May 16, 2023.

7. Approval of Resolution

Recommended Motion: that the Board of Education approve the resolution authorizing Andrew Waeyaert, Board President, and David T. McDermott, Board Treasurer, to be designated as officers authorized to sign checks and legal papers. **See Attachment No. 11.**

8. Approval of Memorandum of Understanding between Robert Young Center for Community Mental Health and Moline-Coal Valley School District No. 40 38

Recommended Motion: that the Board of Education approve the Memorandum of Understanding between Robert Young Center for Community Mental Health and Moline-Coal Valley School District No. 40 for the 2023-2024 school year. **See Attachment No. 12.**

TO: Members of the Board of Education

FROM: Kristin Sanders, Assistant Superintendent for Pupil/Personnel and Director of Special Services *KJS*

DATE: May 3, 2023

SUBJECT: Memorandum of Understanding between Robert Young Center for Community Mental Health and Moline-Coal Valley School District No. 40

Reason for Board Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval is requested for Memorandum of Understanding between Robert Young Center for Community Mental Health and Moline-Coal Valley School District No. 40 for the 2023-2024 School Year.

Facts: Robert Young Center (RYC) offers school based mental health programming to school districts in the Illinois Quad City area. These services are free of charge to the Moline-Coal Valley School District and stakeholders. The program benefits Moline-Coal Valley School District in that it:

- Increases school attendance - students do not miss school for appointments
- Serves more students than currently served
- Improves communication between RYC and the District
- Assists the District in making referrals to RYC

Robert Young will provide the following services, in coordination with District problem solving teams, for their clients attending Moline-Coal Valley Schools:

- Mental health assessment
- Psychiatric evaluation/medication management
- Individual/Group/Family therapy
- Case management
- 9-12 month RYC position


Moline-Coal Valley School District will:

- Comply with all mental health laws as stated in Moline-Coal Valley School District Board Policy 7:250
- Require signed release by guardians prior to referrals made to RYC
- Only allow RYC access to students identified through problem solving teams whom have signed parent/guardian release
- Coordinate school appointments and referrals to RYC, use of technology for telepsychiatry appointments (via Vidyo software).
- Provide supervision of referrals through School Counselors, who are a part of building problem solving teams- likely 1 hour additional support per week
- Provide a private space during school year in buildings served and at MHS during the summer months for therapy appointments.

Cost: There will be no cost associated with this action.

Recommended Action: That the Board of Education approve the Memorandum of Understanding between Robert Young Center for Community Mental Health and Moline-Coal Valley School District No. 40 for the 2023-2024 school year.

Approved for Submission to the Board of Education



Dr. Rachel Savage
Superintendent of Schools

MEMORANDUM OF UNDERSTANDING

Between Robert Young Center for Community Mental Health and Moline-Coal Valley School District #40

School-Based Mental Health Services & Telepsychiatry

This Memorandum of Understanding ("MOU") is a statement of agreement and intent between the Robert Young Center for Community Mental Health and Moline-Coal Valley School District #40 for purposes of providing school-based mental health services for students that would benefit from services in the school setting. The identified stakeholders will collaborate on the design and implementation of a school-based model of care.

The Robert Young Center for Community Mental Health is hereinafter referred to as the "Center" and the Moline-Coal Valley School District #40 is hereinafter referred to as the "School".

Center and School acknowledge that for the purposes of services rendered pursuant to this Agreement that Center is an independent contractor and neither Center nor any of Center's employees are employees of School. Center and School must give full attention and work in good faith in the execution of this Agreement. Center shall not subcontract or assign any part of the Agreement without written consent of School.

The roles and responsibilities of each party are summarized below.

Center

- Assure the provision of consultation, assessment, referral, treatment, and coordination of services for youth in need of mental health services (on-site and off-site).
- Collaborate with School to ensure the linkage and delivery of services that respond to the family's needs. (Includes, but is not limited to, social services, mental and physical health assessment, and mental health services).
- Comply with mental health confidentiality laws and HIPAA regulations.
- Follow established referral, crisis, and treatment protocols that specify procedures for:
 - a) Who Refers
 - b) How and to whom to refer
 - c) When to refer, for what reasons
 - d) What action is taken with the referral
 - e) How communications and feedback are handled regarding referral
- Provide therapists and any required supervision of those working at School; the number of therapists will be determined in consultation with School personnel based on the identified number of students in need of referral.
- Provide consultations to School staff on mental health, substance use, and social and emotional development as requested.
- Collaborate with School to serve students identified by School for services.
- Collaborate with School in the identification of program outcome measures and data collection.
- Participate in all program meetings scheduled by School.

School

- Provide facility space for Center's providers for the delivery of program services and activities.
- Promote program services and activities within the school district.
- Schedule meetings at a frequency to be determined by School and Center to maintain ongoing, consistent communication between School and Center regarding program operations.
- Provide data necessary for evaluation of program outcome measures.
- Follow established protocols for referral, crisis, and treatment protocols that specify procedures for:
 - a) Who Refers
 - b) How and to whom to refer
 - c) When to refer, for what reasons
 - d) What action is taken with the referral
 - e) How are communications and feedback handled regarding referral

By signing below, the parties referenced above enact this MOU effective _____, 2017. Each party reserves the right to terminate its participation under the MOU with a 30-day written notice. Notice shall be deemed received upon the date of postmark.

This MOU shall be reviewed and renewed annually.

ROBERT YOUNG CENTER _____ **MOLINE-COAL VALLEY SCHOOL DISTRICT #40**

FOR COMMUNITY MENTAL HEALTH

Signature

Printed Name

Title

Signature

Printed Name

Title

Attest

Printed Name

9. Approval of Memorandum of Understanding between Family Resources and Moline-Coal Valley School District No. 40

43

Recommended Motion: that the Board of Education approve the Memorandum of Understanding between Family Resources and Moline-Coal Valley School District No. 40. for the 2023-2024 school year. **See Attachment No. 13.**

TO: Members of the Board of Education

FROM: Kristin Sanders, Assistant Superintendent for Pupil/Personnel and Director of Special Services *KJS*

DATE: May 3, 2023

SUBJECT: Memorandum of Understanding Between Family Resources and Moline-Coal Valley School District No. 40

Reason for Board Consideration: Board of Education approval is required.

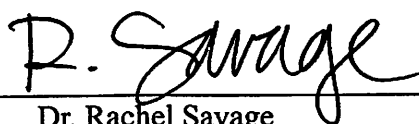
Action Necessary: Board of Education approval is requested for Memorandum of Understanding between Family Resources and Moline-Coal Valley School District No. 40 for the 2023-2024 school year.

- Facts: Family Resources offers Survivor Services to districts in the Illinois Quad City area. These services include 24 hour/365 day crisis intervention; emergency and long term individual advocacy (court/legal, housing, economic, medical, mobile, and personal/general advocacy); safety planning; case management; information and referral; services for non-abusive support systems for survivors; programming for children; system change advocacy; outreach; community collaboration, education, and awareness; trauma informed group and individual counseling; sheltering and housing; volunteer programs; and client financial assistance for rent, deposits, utilities, etc.
- Family Resources' Survivor Services Department will provide support to Moline-Coal Valley School District referred students and families who are survivors of sexual assault, domestic abuse, human trafficking and other violent crimes.
- These services are free of charge to the Moline-Coal Valley School District and stakeholders.

Cost: There will be no cost associated with this action.

Recommended Action: That the Board of Education approve the Memorandum of Understanding between Family Resources and Moline-Coal Valley School District No. 40 for the 2023-2024 school year.

Approved for Submission to the Board of Education



Dr. Rachel Savage
Superintendent of Schools



Between Moline – Coal Valley School District and Family Resources’ Survivor Services Department

Purpose: to establish a written agreement between Family Resources’ Survivor Services Department and Moline – Coal Valley School District to provide a quality comprehensive delivery of services to survivors of domestic violence, sexual assault, human trafficking or other violent crimes.

Services Provided:

- Family Resources –Services provided by Survivor Services include 24 hour/365 day crisis intervention; emergency and long term individual advocacy (court/legal, housing, economic, medical, mobile, and personal/general advocacy); safety planning; case management; information and referral; services for non-abusive support systems for survivors; programming for children; system change advocacy; outreach; community collaboration, education, and awareness; trauma informed group and individual counseling; sheltering and housing; volunteer program; and client financial assistance for rent, deposits, utilities, etc.
- The Moline-Coal Valley School District #40 makes a commitment to every student that each will reach his/her full potential both academically and socially, thereby creating productive and responsible citizens who are life-long learners.

Agreement:

1. Both parties recognize the existence of our respective professional services.
2. All services provided to survivors of sexual assault, domestic abuse, human trafficking or any other violent crime by either Family Resources’ Survivor Services Department or the Moline – Coal Valley School District will act in accordance with laws related to survivors.
3. Family Resources’ Survivor Services Department will provide support to Moline – Coal Valley School District students and families who are survivors of sexual assault, domestic abuse, human trafficking and other violent crimes.
4. Moline – Coal Valley School District will provide referrals for services to Family Resources’ Survivor Services Department for individuals who have been exposed to violence.

5. Both agencies will work together to provide comprehensive services to survivors in order to create a continuum of care for individuals exposed to violence as well as their family.
6. An Advocate will be provided with access to the survivor in accordance with the survivor's wishes.
7. This agreement will comply with all mental health laws as stated in Moline-Coal Valley School District Board Policy 7:250.
8. Concerns that arise by either party should be addressed in a timely manner to the continuation of this agreement.

This contract will serve to provide a quality comprehensive service delivery to survivors of sexual assault, domestic abuse, human trafficking or other violent crimes. This agreement reflects a commitment to interagency cooperation. Therefore, both parties agree to discuss and make every effort to resolve any issues which may arise concerning these agreements. This agreement will be reviewed and revised biennially.

This agreement will remain in effect until June 30th, 2020. Either party may terminate this agreement by written request and upon reasonable notice.

Agency:

Moline – Coal Valley School District

Name: _____

Title: _____

Date: _____

Signature: _____

Agency:

Family Resources

Name: _____

Title: _____

Date: _____

Signature: _____

10. Approval of Memorandum of Understanding between the City of Moline Handle With Care Program and the Moline-Coal Valley School District No. 40

47

Recommended Motion: that the Board of Education approve the Memorandum of Understanding between the City of Moline Handle with Care Program and the Moline Coal Valley School District No. 40 for the 2023-2024 school year. **See Attachment No. 14.**

TO: Members of the Board of Education

FROM: Kristin Sanders, Assistant Superintendent for Pupil/Personnel and Director of Special Services *KJS*

DATE: May 3, 2023

SUBJECT: Memorandum of Understanding between the City of Moline Handle with Care Program and Moline-Coal Valley School District No. 40

Reason for Board Consideration: Board of Education approval is required.

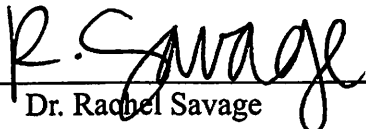
Action Necessary: Board of Education approval is requested for Memorandum of Understanding between the City of Moline Handle with Care initiative and Moline-Coal Valley School District No. 40 for the 2023-2024 School Year

- Facts: Childhood trauma, or Adverse Childhood Experiences (ACE's), occurs when children experience stressful life events. Research shows 60% of U.S. children have been exposed to violence, crime, or abuse. The City of Moline is working collaboratively in the community to address trauma and social and emotional health through work already underway by the District and law enforcement.
- The "Handle with Care" program enables police to notify schools if they encounter a child at a traumatic scene, so schools and mental healthcare leaders can provide trauma-sensitive support right away.
- These services are free of charge to the Moline-Coal Valley School District and stakeholders.

Cost: There will be no cost associated with this action.

Recommended Action: That the Board of Education approve the Memorandum of Understanding between the City of Moline Handle with Care Program and the Moline-Coal Valley School District No. 40 for the 2023-2024 school year.

Approved for Submission to the Board of Education



Dr. Rachel Savage
Superintendent of Schools



We can start Handle With Care to support kids exposed to trauma!



The “Handle With Care” program enables police to notify schools if they encounter a child at a traumatic scene, so schools and mental healthcare leaders can provide trauma-sensitive support right away.



✓ The Problem: Childhood Trauma

- Childhood trauma, or Adverse Childhood Experiences (ACEs), occurs when kids experience stressful events (such as witnessing domestic violence).
- 60% of U.S. children have been exposed to violence, crime, or abuse.
- These kids still have to go to class, carrying a burden of stress/trauma that can interfere with their behavior/grades in schools that aren’t even aware there’s an issue.

✓ A Solution: Handle With Care



1. Police encounter kids at scene, send heads-up to schools.

Police are trained to send a confidential notification (by email, text, or dispatch) to the school or childcare agency with: the child’s name, age, and school, and a message to “Handle With Care.” Nothing about the traumatic incident is shared with the school.



2. Schools prep trauma-sensitive support for kids.

A school will create a process to triage “Handle With Care” notifications. The process will involve notifying the appropriate teacher or counselor to observe the student’s behavior/learning and be prepared to provide trauma-sensitive support.



3. Mental health providers partner for on-site therapy.

When school interventions are not sufficient, mental healthcare professionals (trained in Trauma Focused Cognitive Behavior therapy), partner to provide therapy on site at school at a designated time (with consent from parents/guardians).

A person from each of the school, police, and mental healthcare disciplines is expected to participate in regular Handle With Care meetings to assess academic achievements, truanancies, disciplinary reports, and treatment outcomes.

✓ How Do We Start Handle With Care?

We are using the free “Handle With Care Action Pack” from *Salud America!*, a health equity research and communications program at UT Health San Antonio.

They will guide us as we unite police, schools, mental healthcare, and other stakeholders to create our own Handle With Care program. We will use examples from the West Virginia Center for Children’s Justice, which launched Handle With Care in 2013. Since then, 65 cities have since started their own such program. We can be next!




See how San Antonio, Texas started its Handle With Care program!
<https://salud.to/sapdhwc>

11. Approval of Memorandum of Understanding between St. Ambrose University School of Social Work and Moline Coal Valley School District No. 40

50

Recommended Motion: that the Board of Education approve the Memorandum of Understanding between St. Ambrose University School of Social Work and Moline-Coal Valley School District No. 40 for the 2023-2024 school year. **See Attachment No. 15.**

TO: Members of the Board of Education

FROM: Kristin Sanders, Assistant Superintendent for Pupil/Personnel and Director of Special Services 

DATE: May 3, 2023

SUBJECT: Memorandum of Understanding between St. Ambrose University School of Social Work and Moline-Coal Valley School District No. 40

Reason for Board Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval is requested for Memorandum of Understanding between St. Ambrose University and Moline-Coal Valley School District No. 40 for the 2023-2024 school year.

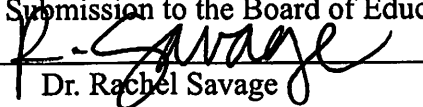
Facts:

- The District provides field instruction placements for students from St. Ambrose University School of Social Work.
- Student placements will be mutually agreed upon and will be dependent on the needs of the St. Ambrose and the ability of the District to provide an educational experience consistent with the objectives of the practicum and internship placement.
- These services are free of charge to the Moline-Coal Valley School District and stakeholders.

Cost: There will be no cost associated with this action.

Recommended Action: That the Board of Education approve the Memorandum of Understanding between St. Ambrose University and the Moline-Coal Valley School District No. 40 for the 2023-2024 school year.

Approved for Submission to the Board of Education



Dr. Rachel Savage
Superintendent of Schools

FIELD PRACTICUM AFFILIATION AGREEMENT

This FIELD PRACTICUM AFFILIATION AGREEMENT (“Agreement”) is effective on the last date written below (“Effective Date”) and between ST. AMBROSE UNIVERSITY, an Iowa nonprofit corporation (“SAU”), and MOLINE-COAL VALLEY SCHOOL DISTRICT 40 (*all sites*) (“Agency”). SAU and Agency may be referred to individually as “party” and collectively as “parties.”

WHEREAS, SAU requires its School of Social Work students (“Students”) to participate in a Agency-based applied practice experience (“Experience”) and desires that Agency provide Students with instructional training in accordance with the Experience requirements; and

WHEREAS, Agency desires to provide Students with a Social Work experience in the form and substance necessary for Students to fulfill the Experience requirements.

NOW, THEREFORE, in consideration of the mutual agreements set forth herein, parties agree as follows:

1. SAU Responsibilities.

- 1.1. Disseminate to Agency the course syllabus, learning agreements, evaluation forms, and other materials relevant to the practicum experience to both Students and Agency personnel involved in the Experience (“Materials”). Materials shall include, but are not limited to, School’s Field Education Manual and Council on Social Work Education’s Curriculum Policy Statement.
- 1.2. Refer students for Agency pre-placement interviews and follow up with Agency prior to the placement of a Student, as applicable.
- 1.3. Assign SAU Faculty Field Liaison (“Field Liaison”) and ensure the Field Liaison makes planned contacts with the Agency during the Experience to assist the Agency Field Instructor (“Field Instructor”) and Student in facilitating the Experience and evaluating Student performance and learning opportunities with the Agency.
- 1.4. Provide an annual field orientation to review curriculum and practicum expectations for both Student and Field Instructors and provide training opportunities for Field Instructors.
- 1.5. Provide commercial and professional liability insurance coverage with policy limits of at least \$1,000,000 per occurrence and \$3,000,000 per year in the aggregate.
- 1.6. Provide the following academic privileges for current Field Instructors:
 - 1.6.1. Ability to attend St. Ambrose University School of Social Work conferences approved for continuing education at no fee.
 - 1.6.2. Unlimited use and utilization of SAU Library databases and reference librarian expertise.
- 1.7. Instruct Students to:
 - 1.7.1. Follow Agency’s administrative policies, standards and practice in fulfilling the Experience course objectives.
 - 1.7.2. Conform to SAU standards and practices developed for the Experience, including, but not necessarily limited to, adherence to the *Code of Ethics* of the National Association of Social Workers and the *Behavioral Standards for Professional Social Work* found in the St. Ambrose University School of Social Work Field Education Manual.
 - 1.7.3. Maintain the confidential nature of Agency files and client information.

- 1.7.4. Be present at Agency according to SAU's requirements and the timetable developed with the Field Instructor at the beginning of the semester.
 - 1.7.5. Notify the Field Instructor when he or she will be late or absent from the Agency and formulate and propose a plan to make up the lost Experience time.
 - 1.7.6. Assume an active role in the Experience learning process, including preparation for and openness to supervisory conferences with the Field Instructor and Field Liaison.
 - 1.7.7. Demonstrate a readiness to learn and become appropriately involved in the Experience, including, but not limited to, self-evaluation in identifying learning needs, development of the learning agreement, and completion of evaluations at the mid- and end-of-semester.
 - 1.7.8. Complete all records required by Agency and Field Instructor.
- 1.8. Maintain and safeguard the privacy, security, and confidentiality of all individually identifiable health information transmitted or received in connection with this Agreement, in accordance with the applicable provisions of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), as amended, and in accordance with all applicable federal, state, and local statutes, regulations, and policies regarding the confidentiality of patient health information. In addition, all Students, residents, trainees, and faculty supervising such individuals shall be governed as members of Agency's workforce for HIPAA purposes. Students, residents, trainees, and supervising faculty shall access, use and disclose protected health information of Agency only as permitted under Agency's HIPAA Compliance Plan and shall be subject to sanction, including exclusion from Agency's facilities upon violation.

2. Agency Responsibilities.

- 2.1. Assign Agency Field Instructor with professional competence to assume educational role in providing a learning experience consistent with Experience course objectives.
- 2.2. Maintain licensing and accreditation, as well as liability insurance in amounts of at least \$1 million per occurrence and \$3 million aggregate, and notify SAU immediately of a loss of any of these.
- 2.3. Provide Experience placement for Students, which shall be mutually agreed upon by the parties and based on SAU's educational requirements and Agency's ability to provide and training consistent with the objectives of the Experience.
- 2.4. Familiarize Students with Agency's policies, forms, schedules, safety procedures, and risk management.
- 2.5. Comply with principles of confidentiality and privacy regarding Students.
- 2.6. Ensure Field Instructors engage in weekly educational supervision of at least one-hour duration with each Student concerning the learning activities, planned meetings with the Field Liaison, and the annual field orientation meeting.
- 2.7. Provide Student performance evaluation to SAU in the format provided by SAU.
- 2.8. Contact Field Liaison in the event issues or concerns arise with Student's performance or significant events occur within the Agency which could or will impact the completion of the Student's Experience.
- 2.9. Ensure each placed Student has adequate physical facilities and clerical support to complete Agency work.
- 2.10. Discuss Agency policies with Students regarding use of automobile, mileage reimbursement, background checks, and health/immunization requirements.
- 2.11. Maintain ultimate responsibility for client services.

3. Term and Termination.

- 3.1. Term. This Agreement shall commence on the Effective Date and shall remain in force and effect for a period of ten (10) years or until terminated by either party upon thirty (30) days written notice to the other. Upon termination of this Agreement, any Student shall be permitted to complete the Experience under the terms of this Agreement unless that Student's placement is terminated in accordance with the provisions in the relevant Experience manual.
- 3.2. For Cause Termination. This Agreement may also be terminated for material breach of this Agreement if the nonbreaching Party provides written notice of same to the breaching Party and breach is not cured within three days after receipt of such notice.
- 3.3. Effect of Termination. Termination of this Agreement shall not release or discharge either party from any obligations, debt or liability which shall have previously accrued and remain to be performed upon the date of termination.

4. Miscellaneous.

- 4.1. Non-Discrimination. There shall be no unlawful discrimination or distinction among Students by either Party because of Student's race, color, religion, sex, national origin, ancestry, military status, sexual orientation, handicap, or any other protected class.
- 4.2. No Subcontracting. Agency may not subcontract the performance of any of its duties or obligations under this Agreement to any other person, entity, facility, or agency without the written consent of SAU.
- 4.3. Student Injury or Illness. In the event of an onset of illness or injury of a Student during the Experience, appropriate emergency care will be provided to the Student by Agency. The Student or applicable insurer, will be liable for the cost of such care unless such care is required due to the faulty or negligence of Agency.
- 4.4. Notice. All notices or other communication provided related to this Agreement shall be given to the parties below:

If to SAU:

Yvette Work, Contract Coordinator
St. Ambrose University
College of Health and Human Services
518 West Locust Street
Davenport, IA 52803
Phone: 563-333-5730
Fax: 563-333-5757
Email: WorkYvetteT@sau.edu

If to Agency:

Kristin Sanders, Assistant Superintendent
Moline-Coal Valley School District 40
1619 11th Avenue
Moline, IL 61265
Phone: 309-743-1600
Fax:
Email: ksanders@molineschools.org

- 4.5. Governing Law. This Agreement will be interpreted, construed, and enforced in accordance with the internal laws of the State of Iowa, without reference to principles of

choice of law.

- 4.6. Medical Records. If medical records are involved, all medical records of patients treated or observed by Students of SAU shall remain at all times the sole property of Agency and may not be copied or removed from Agency by Students or SAU faculty without the express written consent of Agency. At all times during the term of this Agreement and thereafter, Students and SAU shall protect from unauthorized disclosure all information, records, and data pertaining to Agency, its patients, staff, facilities, and corporate affiliates.
- 4.7. Binding Effect. This Agreement will be binding and will inure to the benefit of the parties hereto and their respective successors and assigns. No Student or other person (other than School and Agency) will have any right under or by virtue of this Agreement.
- 4.8. Entire Agreement. This Agreement contains the entire agreement of the parties in connection with the subject matter hereof, and supersedes any and all prior and contemporaneous agreements between the parties, whether written or oral.
- 4.9. Amendments. No amendment or modification of this Agreement will be effective unless in writing and signed by both parties.
- 4.10. No Joint Venture or Partnership. The parties are independent parties contracting together, and that nothing contained herein is to be construed as making the parties joint venturers or partners. No employee of one party will be considered an employee of the other party.
- 4.11. Costs and Expenses. Each party will be responsible for its own costs and expenses in performing its duties under this Agreement.
- 4.12. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

[SIGNATURE PAGE FOLLOWS]

IN WITNESS WHEREOF, the parties have executed this Agreement through their respective authorized officers effective as of the last date written below.

MOLINE-COAL VALLEY SCHOOL DISTRICT 40

ST. AMBROSE UNIVERSITY

Signed: _____

Name: Kristin Sanders

Its: Assistant Superintendent

Date: _____

Sandra Cassady, PT, PhD

Dean, College of Health & Human Services

Date: _____

12. Approval of Memorandum of Understanding between Bradley University School of Counseling and Moline-Coal Valley School District No. 40

57

Recommended Motion: that the Board of Education approve the Memorandum of Understanding between Bradley University and Moline-Coal Valley School District No. 40 for the 2023-2024 school year. **See Attachment No. 16.**

TO: Members of the Board of Education

FROM: Kristin Sanders, Assistant Superintendent for Pupil/Personnel and Director of Special Services *KS*

DATE: May 3, 2023

SUBJECT: Memorandum of Understanding between Bradley University School of Counseling and Moline-Coal Valley School District No. 40

Reason for Board Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval is requested for Memorandum of Understanding between Bradley University School of Counseling and Moline-Coal Valley School District No. 40 for the 2023-2024 school year.


Facts:

- The District provides field instruction placements for students from Bradley University Counseling Department.
- Student placements will be mutually agreed upon and will be dependent on the needs of Bradley and the ability of the District to provide an educational experience consistent with the objectives of the practicum and internship placement.
- Supervised experiences in counseling include a practicum and an internship.
- Internships require student counselors to complete 600 hours, of which 240 must be direct service contact hours with clients conducted at the site's physical location.
- These services are free of charge to the Moline-Coal Valley School District and stakeholders.

Cost: There will be no cost associated with this action.

Recommended Action: That the Board of Education approve the Memorandum of Understanding between Bradley University and Moline-Coal Valley School District No. 40 for the 2023-2023 school year.

Approved for Submission to the Board of Education



Dr. Rachel Savage
Superintendent of Schools



1501 West Bradley Avenue | Peoria, IL 61625 | bradley.edu

RE: Bradley Student Seeking Site for Supervised Counseling Experiences

Dear Potential Site Supervisor,

Bradley University is an accredited private institution of higher education. We offer our Master of Arts in Counseling degree program both on-campus and online, with concentrations in Clinical Mental Health Counseling and Professional School Counseling. The Council for the Accreditation of Counseling and Related Educational Programs (CACREP) has accredited our counseling program since 1993. As such, our students are required to complete supervised clinical experiences at physical site locations that are pertinent to their counseling specialty/concentration. These supervised experiences are crucial in developing the practical skills appropriate to the clinical work counselors provide. Site Supervisors collaborate with our Program Faculty in supervising and evaluating students as they develop their professional identities through these supervised experiences. For these reasons, our faculty support optimal placements for our students, i.e., sites that provide the training, supervision, and clinical vigor necessary to evolve as a professional counselor.

Bradley University's seal includes the principles of science, literature, and industry. Our Founder, Lydia Moss Bradley, believed that through conscientious education, students become competent professionals who then make significant contributions to the common good. A Site Supervisor Agreement and a Cooperating Agency-School Agreement between our University and your Agency/School will provide our counseling student/s with an opportunity to make meaningful contributions to the lives of clients or students they serve during their supervised experiences.

Supervised experiences in counseling include a practicum and an internship. Our practicum requires students to complete 100 hours, of which 40 must be direct service contact hours with clients conducted at the site's physical location. Practicum must be completed in a continuous 10-week period. Our internship follows practicum, and it requires student counselors to complete 600 hours, of which 240 must be direct service contact hours with clients conducted at the site's physical location. Additionally, 20 hours of the 240 direct must be completed in Group counseling. During supervised experiences, student counselors contribute a minimum average of 10 hours per week (with 4 of those being direct service hours) performing roles assigned to them by their Site Supervisor for Practicum (ENC 690). During Internship (ENC 691 and ENC 692), an average of 30 hours per week (with 12 of those being direct service hours) will meet the required number of hours. Student counselors are expected to meet once a week for a continuous hour of supervision session with their Site Supervisor. Student counselors in Practicum and Internship are required, with client permission, to video record their counseling sessions for University and Class/Group Supervision. Although the full view of the student counselor and client/PK-12 student is preferred, a partial view of only the student counselor is acceptable.

We will review the qualifications of Site Supervisors to ensure that they meet (a) their state laws' expectations for the provision of clinical supervision, and (b) the expectations of our profession according to the 2016 CACREP Standards (Section 3: Professional

Practice; Supervisor Qualifications, N-R). Meeting these expectations will help to ensure our students will be eligible for licensure following completion of their degree program.

Site Supervisors must complete an online orientation from Bradley University about clinical supervision for our students and discuss logistical arrangements that are necessary to work symbiotically with our Program Faculty and students. Site Supervisors can receive CEUs from Bradley University after this orientation/supervision training. We expect Site Supervisors to consult regularly with our faculty regarding our students' progress. This consultation may take place in person, by phone, or through synchronous web conference meetings. Documents required from Site Supervisors:

- Master's Degree preferably in Counseling or other field as designated by state licensure requirements
- Minimum of 2 years pertinent professional counseling experience
- Current Curriculum vitae or resume
- Current state-regulated Professional License/s
- Current Counseling Certificate/s
- Current Counseling malpractice insurance

Verifying Site Supervisor qualifications and executing a Site Supervisor Agreement are essential first steps in this process. In addition to the Site Supervisor Agreement, a Cooperating Agency/ School Agreement will be sent to you as soon as your site is approved and should be completed as quickly as possible. We encourage you to be time-sensitive in this process. Should you have any questions, please contact me via email: mfranzen@fsmail.bradley.edu. Many thanks in advance for your attention to this important matter.

Sincerely,
Melissa Franzen, Ph.D., LCPC
Practicum/Internship Coordinator

Site Supervisor Agreement

Supervisors return completed agreement and supporting documents to student. Student should then return all documents to their faculty advisor

BRADLEY UNIVERSITY

MASTER OF ARTS IN COUNSELING PROGRAM

CLINICAL MENTAL HEALTH OR PROFESSIONAL SCHOOL COUNSELING

Program Information			
Program: Please select one and note if you are On-campus or on-line	Clinical Mental Health Counseling	<u>Professional School Counseling</u>	
Student Name & Address: Phone number:	Laurel Schroeder		
Site Supervisor Information			
Name:	Ellen Garrity		
Phone:	309-743-8825		
Email:	egarrity@moline.schools.org		
Professional License and License Number:	Professional Educator License - 2352104		
State of License:	Illinois	Year Issued:	2016
Certifying Board:	Illinois State Board of Education	Year Expires:	2026
Specialty Area:	School Counseling		
Highest Counseling-Related Degree Obtained (Degree, Major, Institution, Date of Graduation):	Master of Science in Education in School Counseling Western Illinois University - May 14, 2016		
Years of Professional Experience in <input type="checkbox"/> Clinical Mental Health Counseling <input checked="" type="checkbox"/> School Counseling	7 years		
Relevant Training in Counselor Supervision:	I was a site supervisor for a grad student in the 2018-2019 school year.		
Cooperating Agency, Facility, or School			
Name of Agency/Facility/School:	Moline High School		
Address:	3600 Avenue of the Cities		

City, State, Zip:	Moline, IL 61265		
Contact Person:	Kristin Sanders		
Contact Email:	Ksanders@molineSchools.org		
Contact Phone:	309-743-8128		
Agreement by Site Supervisor & Counseling Coordinator			
<input checked="" type="checkbox"/> I agree to serve as an uncompensated Site Supervisor for the above named student for the agreed upon time period. I will directly supervise this student and agree to provide comprehensive feedback regarding the competency of this student to his/her University Faculty Supervisor. <input checked="" type="checkbox"/> I understand that I must retain an active license for the state in which the clinical experience will occur. I will meet the requirements of a Site Supervisor as specified in the Cooperating Agency/School Agreement and the Practicum/Internship section of the Student Handbook for the Counseling Program at Bradley University. <input checked="" type="checkbox"/> I certify that I will complete the Site Supervisor Orientation for the Counseling Program at Bradley University prior to student starting their clinical experience.			
<u>Ellen Ai</u> 4-14-23 Signature of Site Supervisor Date		_____ Signature of Faculty Advisor Date	
_____ Signature of Practicum Internship Coordinator Date			
Required Supporting Documents			
Site Supervisors will provide the following information to Bradley University:			
Copy of Current Vitae/Resume*	Current License* and Certification*	Evidence of training in counselor supervision*	Copy of Current Malpractice Insurance*

*Please provide copies of the notated items above to the student requesting you as Site Supervisor. *

SITE SUPERVISOR AGREEMENT CLAUSES

This agreement is made on _____ by and between _____ and the Counseling Program at Bradley University. The agreement is effective for a period from _____ (begin date) to _____ (end date) for a practicum with a minimum of 100 clock hours. 40 direct: an internship with a minimum 600 clock hours. 240 direct hours. 20 group hours. Hours may only be accumulated by an actively enrolled student while the University is in session. Students are not allowed to see clients or accumulate hours when the University is in between terms.

III. SITE SUPERVISOR Responsibilities

- A. Site Supervisors must be willing to commit to and be eligible to supervise counseling students at their own site' physical location of practice (school, community mental health agency, hospital, private practice, etc.)
- B. Site Supervisors must meet the statutory requirements of their jurisdiction to provide clinical supervision to counseling students. These requirements include but are not limited to (provision of hard copies) of:
 - i. Evidence of a minimum of 2 years of pertinent professional practice relevant to the counseling student's program area
 - ii. Relevant and current state regulated professional licenses and certifications;

- iii. Curriculum vitae
- iv. Description of scope of practice and professional competence
- v. Proof of malpractice insurance

- C. Sign an agreement to supervise and to evaluate counseling students' performance during their supervised experience/s and ensure all direct service work is conducted at the site's physical location. Including but not limited to all face-to-face and telehealth services (NOTE: No direct service hours can be completed at or from the student's home)
- D. Participate and complete the UNIVERSITY's Practicum/Internship Orientation and Site Supervisor Orientation
- E. Keep records of supervision and oversee counseling students' caseload, progress notes, treatment planning, diagnosing, assessing, case-management, consultation, interdisciplinary team participation, and any other services rendered
- F. Review and approve logs of counseling students' direct service hours (counseling sessions) and indirect service hours (how many per week, per category). The logs are maintained by students and are placed in students' official file by University Faculty.
 - a. Ensure all of the student's direct service hours, including face-to-face and virtual sessions, are conducted in-person at the site's physical location.
- G. Meet a minimum of one continuous hour each week with counseling students for supervision
- H. Consult with University Faculty on a regular basis
- I. Complete students' evaluations on a timely manner
- J. Sustain open communication with University Faculty regarding counseling students' skill and professional development

*** Students may appeal to the Practicum/Internship Coordinator and Program Director for minor exceptions to these requirements but approval is not guaranteed. Students not satisfied with the appeal decision may file a grievance for reconsideration of the appeal.

*** Policy revisions are made periodically and will be communicated to the students in a timely fashion.

Quick Checklist (*check each item to indicate that, to the best of your knowledge, the requirement is met*) the site supervisor has:

- A minimum of a master's degree, preferably in counseling, or a related profession (CACREP, 3.P.1)
- Relevant certifications and/or licenses (CACREP, 3.P.2)
- A minimum of two years of pertinent professional experience in the specialty area in which the student is enrolled (CACREP, 3.P.3)

The site supervisor will:

- Allow and facilitate student's efforts to video record counseling sessions conducted while student is in-person at the site's physical location (CACREP, 3.B)
- Provide a minimum of one continuous hour of weekly supervision through the duration of the Practicum

and Internship experience (CACREP, 3.H)

- Ensure all of the student's direct service hours, including face-to-face and virtual sessions, are conducted at the site's physical location. (NOTE: No direct service hours can be completed at or from the student's home)

The site will provide you with opportunities:

- To become familiar with a variety of professional activities and resources, including technological resources during your Practicum and Internship (CACREP, 3.D)
- To lead or co-lead counseling or psychoeducational groups (CACREP, 3.E)

The Student and advisor confirms the following requirements are met:

- Site is located within the state of residence of the student and is within a drivable distance for the student (within 60-90 miles from student's home) unless a boarding community appeal is granted
- Student is prepared to practice at the site's physical location for some indirect hours and all face-to-face and virtual direct hours
- Site is NOT 100% virtual
- Student will be allowed to video record sessions for review by their Bradley peers and supervisors

Please add any questions or concerns:

13. Approval of Memorandum of Understanding between The Center for Youth and Family Solutions and Moline-Coal Valley School District No. 40

65

Recommended Motion: that the Board of Education approve the Memorandum of Understanding between The Center for Youth and Family Solutions and Moline-Coal Valley School District No. 40 for the 2023-2024 school year. **See Attachment No. 17.**

TO: Members of the Board of Education

FROM: Kristin Sanders, Assistant Superintendent for Pupil/Personnel and Director of Special Services

DATE: May 3, 2023

SUBJECT: Memorandum of Understanding Between The Center for Youth and Family Solutions and Moline-Coal Valley School District No. 40

Reason for Board Consideration: Board of Education approval is required.

Action Necessary: Board of Education approval is requested for Memorandum of Understanding between The Center for Youth and Family Solutions and Moline-Coal Valley School No. District 40 for the 2023-2024 school year.

Facts: The Center for Youth and Family Solutions offers crisis response and provision of crisis intervention services, as outlined in the Illinois Juvenile Court Act, to school districts in the Illinois Quad City area.

The Center for Youth and Family Solutions will serve:

- Students ages 11-17 who: a) are absent from the home without consent of a parent/guardian, b) beyond the control of his/her parent/guardian and in a situation which poses an immediate danger to the minor's physical safety, c) refuses to return home after being taken into limited custody and provided crisis intervention.
- Students ages 11-17: whose parents/guardian has denied access to the home and refuse/failed to make provisions for another living arrangements (i.e, lockouts)
- Students ages 11- 17: who may benefit from individual services as resources allow after ensuring capacity to the core population such as those involved in the juvenile court system, those who have a parent or sibling who are incarcerated, accompanied or homeless youth, or Truancy Prevention Services.

The Center for Youth and Family Solutions will:

- Comply will all mental health laws as stated in Moline-Coal Valley School District Board Policy 7:250.
- Only provide services to students identified by The Center for Youth and Family Solutions.

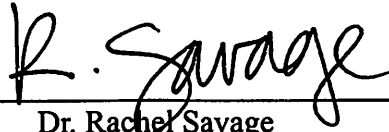
Moline-Coal Valley School District will:

- Comply with all mental health laws as stated in Moline-Coal Valley School District Board Policy 7:250.
- Only allow the Center for Youth and Family Solutions access to students identified by The Center for Youth and Family Solutions.

Cost: There will be no cost associated with this action. It is funded by the Illinois Department of Human Services.

Recommended Action: That the Board of Education approve the Memorandum of Understanding between The Center for Youth and Family Solutions and Moline-Coal Valley School District No. 40 for the 2023-2024 school year.

Approved for Submission to the Board of Education

A handwritten signature in black ink, appearing to read "R. Savage", is written over a horizontal line.

Dr. Rachel Savage
Superintendent of Schools

MEMORANDUM OF UNDERSTANDING

**Between The Center for Youth and Family Solutions and
Moline-Coal Valley School District #40**

Crisis Response and Provision of Crisis Intervention Services

This Memorandum of Understanding ("MOU") is a statement of agreement and intent between the Center for Youth and Family Solutions and Moline-Coal Valley School District #40.

The Center for Youth and Family Solutions and the Moline School District acknowledge that for the purposes of services rendered pursuant to this Agreement that Center is an independent contractor and neither Center for Youth and Family Solutions nor any of their employees are employees of Moline School District. Center for Youth and Family Solutions and Moline-Coal Valley School District must give full attention and work in good faith in the execution of this Agreement. Center for Youth and Family Solutions shall not subcontract or assign any part of the Agreement without written consent of The Moline-Coal Valley School District.

The roles and responsibilities of each party are summarized on page 2. .

This MOU shall be reviewed and renewed annually.

THE CENTER FOR YOUTH AND FAMILY SOLUTIONS MOLINE-COAL VALLEY SCHOOL DISTRICT #40

Signature

Printed Name

Title

Signature

Printed Name

Title

Attest

Printed Name

14. Approval of Memorandum of Understanding between Luther College and the Moline-Coal Valley School District No. 40

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Recommended Motion: that the Board of Education approve the Memorandum of Understanding between Luther College and the Moline-Coal Valley School District No. 40 for the 2023-2024 school year. **See Attachment No. 18.**

Memorandum of Understanding 2023 – 2024

Moline-Coal Valley Community Unit School District #40 (IL)

This memorandum of understanding is made and entered into between Luther College, Education Department, 700 College Drive, Decorah, Iowa 52101 and Moline-Coal Valley Community Unit School District #40 (IL), 1619 11th Ave., Moline, IL 61265.

PROVISIONS:

1. Luther College and Moline-Coal Valley Community Unit School District #40 (IL) agree to participate, if placements are available in the district, in a clinical field experience program, which includes, but is not limited to student teaching, student observations, and other field experiences.
2. Luther College will provide supervision, by one or more Luther faculty member(s) or a credentialed specialist in education, for students participating in clinical field experiences that are placed in Moline-Coal Valley Community Unit School District #40 (IL).
3. Student teachers and other field experience enrollees of the Luther College Education Department are to comply with all the contracted school district's rules, regulations, and policies. Termination or change in assignment will be the option of Moline-Coal Valley Community Unit School District #40 (IL), as well as the option of Luther College, should circumstances warrant such an action.
4. Cooperating teachers must have at least three years of teaching experience in the appropriate subject area and grade level. It may not be their first year in their current assignment/building.
5. Luther College's clinical field experience program requires all students to be screened for any history of criminal behavior. Students are required to follow the guidelines set by Moline-Coal Valley Community Unit School District #40 (IL) for this process.

Moline-Coal Valley Community Unit School District #40 (IL) has a system in place by which the student can complete this requirement.

Moline-Coal Valley Community Unit School District #40 (IL) requires Luther College to process a National background check for the student. The student will be required to pay the processing fee and submit the completed report to Moline-Coal Valley Community Unit School District #40 (IL). This background check will include:

- National Sex Offender Registry
- National Criminal Database
- Criminal Search – County
- ID Trace Pro

6. Moline-Coal Valley Community Unit School District #40 (IL) and Luther College agree to provide equal educational opportunities and equal access to facilities for all qualified persons. To not discriminate in employment, educational programs, and activities on the basis of age, color, creed, disability, gender identity, genetic information, national origin, race, religion, sex, sexual orientation, veteran status, or any other basis protected by federal or state law. This commitment includes the provision of a campus environment that is free from discrimination and harassment. The college will not tolerate any form of illegal discrimination or harassment and will not condone any actions or words that constitute such.

7. In gratitude, Luther College pays cooperating teachers a stipend for each student placed in a clinical field experience. Payment is to be made at the end of each-semester after the Luther College Education Department receives the completed assessments (2 observation feedback reports; 2 evaluations) from the cooperating teacher. Payment for a student teacher who has withdrawn prior to the middle of the placement shall be one-half of the normal reimbursement with payment to be made at the end of the period.

- January Term beginning practicum (EDUC 185 & EDUC 215) - \$75
- January Term developing practicum (Methods) - \$100
- Student teaching
 - 4 weeks - \$100
 - 7-10 weeks - \$175

Luther College will send the stipend payment to the cooperating teacher's home address unless the box below is checked.

Please check here if Moline-Coal Valley Community Unit School District #40 (IL) requires cooperating teacher's stipend payments to be sent directly to the District instead of the cooperating teacher.

Printed Name: _____ Title: _____
Representative, Moline-Coal Valley Community Unit School District #40 (IL)

Signature: _____ Date: _____
Representative, Moline-Coal Valley Community Unit School District #40 (IL)

Signature: Elliott D Johnson Date: 5/1/2023
Department Chair, Luther College Education Department

15. Approval of Agreement between Upper Iowa University and the Moline-Coal Valley School District No. 40

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Recommended Motion: that the Board of Education approve the School District Teacher Education Placement Agreement between Upper Iowa University and the Moline-Coal Valley School District No. 40 for the 2023-2024 school year. **See Attachment No. 19.**



School District Teacher Education Placement Agreement

This contract is made and entered into by and between Upper Iowa University and the Moline-Coal Valley Community Unit School District #40, Moline, Illinois.

1. Upper Iowa University and the above district agree to cooperate in providing clinical placements (20-hour Practicum, 40-hour Field Experiences, 60-hour Reading, ESL, Tag Practicums, and 16-week Student Teaching) during the 2023-2024 school year.
2. Pre-student teaching clinical students are supervised by the course instructor and need to be placed with a licensed teacher.
3. 20-hour Practicum is a student's first experience in the classroom. They have not been admitted into the Teacher Education Program.
4. For all other pre-student teaching clinicals (40-hour Field Experiences and 60-hour Practicums), students have been admitted into UIU's Teacher Education Program.
5. The student teacher placed in your district will receive regular visits and professional support from a university student teaching supervisor.
6. The student teacher has had presentations on mandatory child abuse reporting and blood borne pathogens. Each student has been accepted into the Teacher Education Program at Upper Iowa University and has met the requirements to be eligible for student teaching.
7. Upper Iowa University agrees to assign a student teacher with administrative approval from your school. An individual contract will be written specifically for the student teacher. The contract will be filed with you and with Upper Iowa University.
8. Iowa Code 2003 Supplement: Section 272.27: Students actually teaching or engaged in preservice licensure activities in a school district under the terms of such a contract are entitled to the same protection, under section 670.8, as is afforded by that section to officers and employees of the school district, during the time they are so assigned.

A student teacher may not act as a substitute teacher. The student teacher may, however, continue teaching in the absence of the cooperating teacher if a certified substitute is present. It is understood that the student teacher may conduct classes without the cooperating teacher in the classroom, however, the cooperating teacher should be readily available to the student teacher. Teachers of record with a Class B license are exceptions to this status.

9. Upper Iowa agrees to provide reimbursement to the cooperating District for student teachers. The Cooperating Teacher/District may elect to receive the sum of \$160 for each eight weeks the student teacher is assigned with payment to be made at the conclusion of the student teaching assignment. If a student teacher withdraws before completing one-half of the assignment, the payment will be one-half of the weeks originally assigned.
10. Signatures indicate mutual acceptance of this contract.

Dr. Billie Cowley
 Dr. Billie Cowley, Dean
 Andres School of Education

 School District Representative

Date 2/28/2023

Date _____

16. Approval of Agreement between National Louis University and the Moline-Coal Valley School District No. 40

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Recommended Motion: that the Board of Education approve the Site Affiliation Agreement between National Louis University and the Moline-Coal Valley School District No. 40 for the 2023-2024 school year. **See Attachment No. 20.**



NATIONAL LOUIS UNIVERSITY - SITE AFFILIATION AGREEMENT
FOR CLINICAL/STUDENT TEACHING FIELD EXPERIENCES

This agreement is entered into on April 12, 2023 by and between National Louis University, (herein referred to as "The University") and Moline-Coal Valley Community Unit School District #40 (herein referred to as "The District").

University Responsibilities

It is hereby agreed that:

1. The University will provide only those candidates who have been screened and officially admitted to the University and have been permitted to report for a field or clinical experience assignment.
2. The University will provide only those candidates who have:
 - An *Illinois State Police Criminal Background Fingerprint Check* within the last 12 months: http://www.accuratebiometrics.com/fingerprinting/FBI_Procedures_In_Person.html
 - Provided proof of a negative TB test (Mantoux Method). In accordance with Illinois School Code (105 ILCS5/24-5), a school district might require a physical examination by a licensed physician.
 - Completed *Department of Children and Family Services Mandated Reporter Training*: www.dcfstraining.org/menren/
3. National Louis University affords equal opportunity to all qualified persons regardless of race, color, age, creed, religion, gender, sexual orientation, ancestry, national origin, disability, political beliefs, marital status, military status and unfavorable military discharge other than dishonorable, and shall neither influence a candidate's assignment by the University nor acceptance by the District.
4. A candidate's assignment may be terminated at any time, for just cause, by either the District or the University.
5. University carries General Liability coverage naming the district as additional insured on a primary and non-contributory basis.

Office of Field Experience (OFE) Policies

- All linked Practicum/Student Teaching placements are to be made by the Office of Field Experience (OFE) only. Candidates may not contact schools or school districts to arrange linked full-day student teaching placements.
- If there is a principal request for a teacher candidate, it must be in writing and accompany the student teaching application.
- OFE will begin the placement process after the Student Teaching Application (including all required documents) is received.
- Candidates may not complete field experiences in a school where a close family, friend, relative, or former teacher, is attending or professionally employed without consent from the school district or principal.

Field Placement Site:

By: _____

Date: _____

University:

By: *Mary J. Murray*

Date: *4/25/23*

Return this document to:

Nicole Enger, Field Experience Specialist, nenger@nl.edu . 630-874-4197

17. Addendum to Employment Contract for Incoming Chief Financial Officer

Recommended Motion: that the Board of Education approve an addendum to the employment contract of the incoming Chief Financial Officer, Vincent Gallo, to include up to seven days of onboarding and training with the outgoing Chief Financial Officer, prior to the official start date of July 1st. In turn, Mr. Gallo will receive the equivalent days of compensation time to be utilized with Superintendent approval, after the July 1st start date through the end of the 2023-2024 school year.

18. Reports, Requests and Open Discussion

A. Superintendent's Report

B. District Surplus Auction - May 20, 2023 at Coolidge Building

19. Adjournment

NOTICE OF NONDISCRIMINATION PRACTICES

The Moline-Coal Valley School District No. 40 does not discriminate against employees, students or the general public in its programs or practices, including vocational education opportunities, on the basis of race, color, religion, gender, disability, age, marital status, citizenship status, military status, unfavorable discharge from the military service, national origin or ancestry in accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. In accordance with Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act, any individual who is in need of assistance or reasonable accommodations to be able to participate in a school district-related activity, including the employment application or interview process, should contact the Superintendent of Schools at the District administrative offices. Any individual who wishes to file a complaint of unlawful discrimination should contact the Superintendent of Schools or the Secretary of the Board of Education at the District administrative offices, 1619 Eleventh Avenue, Moline, IL 61265.