

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, at 6:00 PM, on Monday, February 9, 2026, at the Washington Elementary School, 1550 41st Street, Moline, Illinois 61265.

Dr. Brian Prybil  
Secretary, Board of Education

### **AGENDA AND RECOMMENDATIONS**

Board of Education  
Moline, Illinois  
Monday, February 9, 2026

Join from PC, Mac, iPad, or Android:

<https://us02web.zoom.us/j/81105044114?pwd=QIVhECbbkLJhFNifN7P2pSfbACQC5E.1>  
Passcode:245821

#### **1. Opening of Meeting - Roll Call**

A. Approval of any Board of Education Member Participating Remotely

#### **2. Recitation of Pledge of Allegiance**

#### **3. Approval of Minutes**

A. Minutes of the Regular Meeting of the Board of Education of January 26, 2026

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Moline, Illinois, January 26, 2026  
Minutes  
Board of Education  
School District No. 40

The meeting of the Board of Education was called to order by Board President Chet DeSmet at 6:00 p.m. at the Moline Education Center 1900 52nd Avenue, Moline, IL 61265.

**Roll Call**

Members Present: Audrey Adamson, Chet DeSmet, Ramona Dixon, Jason Farrell, Lindsey Hines, Geoff Manis, Laura Sivertsen

Member Absent: None

Student Member Present: Abigail Greenlee, Varun Mekala

Student Member Absent: None

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

**APPROVAL OF MINUTES**

The minutes of the Open Session of the Regular Board of Education Meeting of January 12, 2026 were presented for approval as presented.

A motion was made by Laura Sivertsen, seconded by Audrey Adamson, all in favor, that the minutes of the Open Session of the Regular Board of Education meeting of January 12, 2026 be approved as presented and placed on file.

The minutes of the Closed Session of the Regular Board of Education Meeting on January 12, 2026 were presented for approval as presented.

A motion was made by Jason Farrell, seconded by Laura Sivertsen, all in favor, that the minutes of the Closed Session of the Regular Board of Education meeting of January 12, 2026 be approved as presented and placed on file.

**COMMUNICATION, PUBLIC COMMENT AND PARTICIPATION**

There was no public comment or communication.

**CONSENT AGENDA**

The Board of Education considered Consent Agenda Items A through S as presented:

A motion was made by Lindsey Hines, seconded by Audrey Adamson, that the Board of Education approve the actions contained in Consent Agenda Items A through R as presented.

**A. Employment – Certified Staff**

the temporary employment of the following named certified substitute teachers for the 2025-2026 school year with wages in accordance with District schedules:

- Gourari, Rhezlane
- Montes, Jesus
- Puig, Lauren
- Reed, Jacob

**B. Salary Reclassification – Certified Staff**

a change in salary classification for the following certified staff members, effective second semester of the 2025-2026 school year:

- Nissen, Jordan from B.A. to B.A. +15
- Shattuck, Heather from M.A. to M.A. +30
- Snelling, Tristan from B.A. to M.A.

**C. Approval of Appointment to Full-Time Position of Speech Language Pathologist**

that the Board of Education approve Ashley Motika Roome from a part-time Speech Language Pathologist position to a full-time Speech Language Pathologist position at Jane Addams Elementary, effective for the 2026-2027 school year.

**D. Resignation/Transfer - Certified Staff**

the transfer of Elizabeth Perkins from Coordinator of Multilingual Learners and Early Childhood Programs to a teaching position, effective for the 2026-2027 school year

**E. Acceleration of Resignation Date for the Purpose of Retirement - Certified Staff**

the acceleration of the previously approved resignation date for the purpose of retirement from the end of the 2026-2027 school year to the end of the 2025-2026 school year for the following named certified staff member:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Frieden, Kimber	PE	Jane Addams

**F. Resignation for the Purpose of Retirement - Certified Staff**

the resignation for the purpose of retirement of the following named certified staff member, effective at the end of the 2029-2030 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Lamphier, Lesley	Math	High School

**G. Appointment to Differential Assignment - Certified Staff**

- 1) the appointment of the following named certified staff member to differential assignment, effective for the second semester of the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Potter, Chad	Detention Supervisor (.50)	John Deere

- 2) the appointment of the following named certified staff member to differential assignment, effective for the 2026-2027 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Speigel, Luke	Varsity Boys Golf	High School

**H. Resignation from Differential Assignment - Certified Staff**

the resignation from differential assignment of the following named certified staff member:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Hofmann, Jenifer	Link Crew Leader	High School	2026-2027 School Year

**I. 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>
Bowman, Taylor	School Psychologist	Wilson/Washington/MEC	Beginning tentatively 08/11/26 and not to exceed 60 days
Wharfield, Jennifer	FACS	High School	Beginning tentatively 01/01/26 and end up 60 accumulated days or 08/31/26

**J. Employment – Educational Support Personnel**

- 1) the employment of the following named educational support personnel for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Sparks, Monica	Special Education	Roosevelt	01/20/26

- 2) the temporary employment of the following named educational support personnel for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Dounoulis, Lydia	ML	Butterworth	01/20/26
Harper, Hana	Classroom	Butterworth	01/20/26

**K. 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>
Brown, Tonnie	Administrative Assistant	MEC	09/30/26

**L. Resignation/Termination - Educational Support Personnel**

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

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Tisdale, Jaykob	Administrative Assistant	High School	01/30/26

**M. Appointment to Differential Assignment - Non-Certified Staff**

- 1) the temporary appointment of the following named non-certified staff member to differential assignment, effective for the remainder of the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Nieto, Sharri	Assistant MS Special Olympics (.50)	John Deere/Wilson

- 2) the temporary appointment of the following named non-certified staff member to differential assignment, effective for the 2026-2027 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Mellinger, Rick	Head Varsity Girls Tennis	High School

**N. Resignation of Differential Assignment - Non-Certified Staff**

the resignation from differential assignment of the following named non-certified staff member:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
SantAmour, Christian	Assistant Varsity Football	High School	12/18/25
Wilson, Tara	Assistant MS Special Olympics	John Deere/Wilson	01/16/26

**O. Payments for Board Approval**

approval of payments:

Fund 1 Educational	1,295,721.55
Fund 2 Operations & Maintenance	151,010.94
Fund 3 Debt Service	0.00
Fund 4 Transportation	131,340.81
Fund 5 Retirement	0.00
Fund 6 Capital Projects	90,150.36
Fund 7 Working Cash	0.00
Fund 8 Tort Fund	18,068.47
Fund 9 Life Safety Code	72.00
Fund 10 Group Insurance	22,689.62
Fund 11 Student Activity	<u>19,354.05</u>
TOTAL	1,728,407.80

**See Exhibit A in the official minutes.**

**P. Freedom of Information Act Requests**

- 1) A Freedom of Information Act Request was received from Smartprocure requesting electronic copies of contract records related to Moline-Coal Valley School District use of certain technology, safety, and data management vendors. Specifically, I'm requesting records from January 1, 2023, to the present (current/active) related to any of the contractual agreements to following companies: In particular from the following vendors: 1) Alice Training Institute 2) Navigate360 3) Snapwiz 4) Limnex/Liminez/Liminex 5) Omni Alert/Omnialert 6) Raptor Technologies 7) Pear Deck Learning 8) Linewize 9) Lightspeed Systems 10) Securly 11) Bank Technologies 12) iBoss 13) GoGuardian 14) Gaggle 15) PowerSchool For each of the vendors listed above, please provide the following records: 1. Contracts, or service agreements 2. The names of the contracting parties. 3. The nature and purpose of the contract. 4. The start and end dates of the contract. 5. The total value or cost of the contract. 6. Any amendments, extensions, or renewals related to the contract. The District has responded to this request.
- 2) A Freedom of Information Act Request was received from the Illinois Retired Teachers Association requesting the contact information of certified staff who are planning to retire in 2026. By gathering this information, we hope to extend an invitation for retiring educators to join our association, providing them with valuable benefits such as legislative advocacy, social events, educational resources, and more. The District has responded to this request.
- 3) A Freedom of Information Act Request was received from The Data Branch Research Team requesting purchasing and expenditure data. Specifically, requesting a spreadsheet or equivalent file containing all purchases or contracts issued between January 1, 2023 and the present. Requested details (if readily accessible) confirmation of whether the District currently has contracts with any of the following ITSM (IT Service Management) and/or CMMS (Computerized Maintenance Management System) providers, and if so, a copy of the signed contract or agreement with the specific vendors mentioned below:  
ITSM (IT Service Management) Providers: - One to One Plus - Follett (Destiny /

MasterLibrary) - Freshworks / Freshdesk - K-12 Insight - ServiceNow - Frontline - Hayes - Zendesk - Asset Tiger - Asset Panda - Spiceworks CMMS (Computerized Maintenance Management System) Providers: - FMX - Brightly / SchoolDude - MasterLibrary - Facilitron - Operations Hero - MaintainX, for each vendor category, we are looking to confirm the following information: If you currently work with any of the vendors listed, please share a copy of the signed contract or agreement. If you do not have a contract/agreement with any of the listed vendors but use a different ITSM or CMMS provider, please confirm the name of your current provider. If you do not use any ITSM or CMMS provider, please confirm that in your response. We are seeking records that reflect purchasing or procurement activity conducted by any school, department, office, division, or administrative unit within your district. Commercial Nature & Flexibility. The District has responded to this request.

- 4) A Freedom of Information Act Request was received from The Data Branch Research Team requesting public records to your entity for fleet management contract and operational data. We are requesting confirmation of whether your entity currently contracts with any fleet management software provider, and if so, a copy of the most recent signed contract or agreement. Specifically, we seek: Contract Information: Copy of the latest contract with your current fleet management software provider Contract expiration date Names of software platforms and systems used in your technical stack (e.g., vehicle tracking systems, maintenance management software, fuel card systems, telematics platforms) Fleet Size Confirmation: Total number of vehicles currently in your fleet If you work with any fleet management provider: Please share a copy of the signed contract or agreement. Confirm the contract expiration date, list the software platforms currently deployed. If you do not currently use fleet management software: Please confirm that in your response preferred format & delivery. We understand recordkeeping systems vary across agencies. The District has responded to this request.

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

Wharton Field House by Kiwanis Club for rose distribution on Wednesday, April 22, 2026 from 8:00 a.m. until 5:00 p.m. Building rental fees are to be waived.

**R. Acceptance of Gifts**

A donation in the amount \$1,000 from Dr. and Mrs. Moen was received to support the Advanced Education Scholarship Fund at Moline High School.

**S. Change Order from Previously Approved Milestone Annual Renewal**

that the Board of Education approve the increased annual renewal amount of Milestone Surveillance software for \$11,500 from Tech Solutions, Hiawatha, Iowa. **See Exhibit B in the official minutes.**

Ayes: Lindsey Hines, Geoff Manis, Laura Sivertsen, Audrey Adamson, Ramona Dixon, Jason Farrell, Chet DeSmet

Nays: None

**DISTRICT LEADERSHIP PACE GOAL PROGRESS UPDATE FOR THE COMMUNITY  
CATEGORY - DR. SAVAGE AND MRS. TERSTRIEP**

Dr. Rachel Savage, Superintendent, and Ms. Erin Terstriep, Assistant Superintendent of Student Services and Special Education, spoke about the Pace Goal Progress for “C” Community. The school district has implemented several strategies in hopes to reduce chronic absenteeism by 10%, including strengthening monitoring systems, setting individual school attendance goals, and providing family engagement opportunities. The district has also launched a new District tagline, “Maroons Show Up,” and is working to improve its marketing and branding through social media engagement, realtor outreach, refreshing the district website, and the creation of a new Community newsletter. The district is committed to working with community partners to strengthen before and after care programs and to increase and promote incentives for positive attendance outcomes. A graph showing district chronic absenteeism has been reduced by 16.2%, there is still a lot of work to be done, but this is a very positive trend in the right direction.

Lindsey Hines, Board Member, shared a piece of feedback from the community, which was making sure that we have a Facebook event when posting something, this would be helpful for families to remember and add the event to their calendars. Ms. Hines asked if the 16% absenteeism is overall attendance or for those targeted families that are on the cusp of chronic absenteeism. Ms. Terstriep replied that this is an overall drop as the numbers from last year compared to this year at this point are down 16%.

Ramona Dixon, Board Member, thanked the team that came up with the new slogan “Maroons Show Up.”

Geoff Manis, Board Member, stated that when he is seeing realtor outreach and some other aspects of spotlighting the Moline-Coal Valley School District, this is a bright spot for our community and showcasing who are as one of the leaders in our education system. Mr. Manis is looking forward to the video content rollout.

**APPROVAL OF SECOND READING OF UPDATED BOARD OF EDUCATION POLICIES**

A motion was made by Audrey Adamson, second by Geoff Manis, that the Board of Education accepts for second reading the updated Board of Education policies, as presented. **See Exhibit C in the official minutes**

Ayes: Geoff Manis, Laura Sivertsen, Audrey Adamson, Ramona Dixon, Jason Farrell, Lindsey Hines, Chet DeSmet

Nays: None

**APPROVAL OF SECOND READING OF UPDATED BOARD OF EDUCATION POLICIES  
4:80-ACCOUNTING AND AUDIT AND 4:140-WAIVER OF STUDENT FEES**

A motion was made by Audrey Adamson, second by Jason Farrell, that the Board of Education accepts for second reading the updated Board of Education policies, as presented. **See Exhibit D in the official minutes**

Ayes: Laura Sivertsen, Audrey Adamson, Ramona Dixon, Jason Farrell, Lindsey Hines, Geoff Manis, Chet DeSmet

Nays: None

**REPORTS, REQUESTS, AND OPEN DISCUSSION**

Superintendent's Report

Dr. Savage, Superintendent, revealed the new "owl" logo for the new Otiveros Elementary School and is seeking feedback from the Board of Education at this time for any changes or suggestions to the logo, with hopes that the new logo will be presented at the new school ground breaking on March 25th at 2:15 p.m. Mr. Manis, Board Member, asked if the Owl has a name. Dr. Savage stated that it does not at this time.

Dr. Savage stated that the school district is also hosting a State Board of Education meeting at the Moline Education Center. The ISBE will be in town from March 9th through the 11th, board members are invited to attend.

Lastly, the quarterly Blackhawk Division Meeting will be held at Rock Island High School March 3rd and again board members are invited to attend the meeting. Jason Farrell, Board Member, stated that the March 3rd meeting will have a speaker talking about A Board Member's Role in Collective Bargaining, this would be great for new board members and a great refresher for others.

Student Board of Education Member Report

Abigail Greenlee, Student Board Member, highlighted that the Women in Stem Club is starting back up with some new service projects for second semester and last week squid were dissected. Also, girls basketball senior night was held last Thursday evening, it was great to see the seniors accomplishments and honors. Since returning from winter break high school classrooms have had new smart boards installed.

Varun Mekala, Student Board Member, spotlighted that the History Club recently went on a field trip to the Rock Island Arsenal where they learned about fundamentals of researching historical records and also High School Track has started which attracts many athletes.

Board of Education Member Open Discussion

Jason Farrell, Board Member, felt that last Friday's remote learning day was streamlined with no issues, communication was well done and he wasn't aware of any negative comments from parents.

Ramona Dixon, Board Member, stated that she is part of the Pastoral Community that has been focused on social, emotional, and mental health issues. There are lots of opportunities for the district to form a

partnership with these community partners. Ms. Dixon is on the BHASED board and reported that everything is going well and she is happy with the turnaround in service and service models that are being provided at this time.

Superintendent Evaluation Timeline - Mr. DeTaeye

Mr. Todd DeTaeye, Assistant Superintendent for Administration and Human Resources, state that the school board is conducting a superintendent evaluation, and the tentative timeline includes a Google form for feedback on the superintendent’s strengths and comments. The board will also have a closed session meeting to review the overall evaluation plan and meet with Dr. Savage for the evaluation itself.

IASB Professional Development on March 9, 2026

Chet DeSmet, Board Member, referenced a handout for the March 9th IASB Professional Development meeting and asked that board members review this agenda for that evening and let him know if any changes need to be made.

A motion was made by Audrey Adamson, seconded by Lindsey Hines, all in favor, that the Board of Education meeting be adjourned. Time: 6:33 p.m.

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President

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Secretary

**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 through S as presented:

A. **Employment – Certified Staff**

- 1) the temporary employment of the following named certified substitute teachers for the 2025-2026 school year with wages in accordance with District schedules:

Lockard, Gavin  
Schoemaker, Andrea

- 2) the temporary employment of the following named Certified Hourly Instructor for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Location</u>
Toledo, Joanna	Lincoln-Irving

B. **Approval of Administrative Recommendation for the Appointment of Assistant Principals of Moline High School for the 2026-2027 school year**

- 1) that the Board of Education approve Timothy Corwin to the Assistant Principal for Curriculum, Instruction, and Assessments at Moline High School for the 2026-2027 school year, effective July 1, 2026.
- 2) that the Board of Education approve Nicholas Youngblood to the Assistant Principal for Buildings, Grounds, Instruction, Computer, and Finance at Moline High School for the 2026-2027 school year, effective July 1, 2026.

C. **Appointment to Differential Assignment - Certified Staff**

the temporary appointment of the following named certified staff member to differential assignment, effective for the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Delp, Joel	Assistant Swimming	John Deere/Wilson

D. **Resignation from Differential Assignment - Certified Staff**

the resignation from differential assignment of the following named certified staff member:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Gorgal, Kevin	Assistant Varsity Football (.50)	High School

**E. Resignation for the Purpose of Retirement - Certified Staff**

the resignation for the purpose of retirement of the following named certified staff member, effective at the end of the 2029-2030 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Thompson, Daniel	Math	High School

**F. Employment – Educational Support Personnel**

- 1) the employment of the following named educational support personnel for the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Dean, Leztlie	Lunchroom Aide	Franklin	02/02/26
Martinez, Tera	Lunchroom Aide	Roosevelt	02/02/26
Thompson, Brandy	Administrative Assistant	Wilson	01/29/26

- 2) the temporary employment of the following named substitute educational support personnel for the remainder of the 2025-2026 school year with wages in accordance with District schedules:

<u>Name</u>	<u>Position</u>
Hensley, Gabrielle	Custodian
Sodadasi, Pushparani	Classroom
Vols, Allison	Custodian

**G. Resignation/Termination - Educational Support Personnel**

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Darfou, Mourdjanatou	Lunchroom Aide	Roosevelt	01/30/26

**H. Appointment to Differential Assignment - Non-Certified Staff**

the temporary appointment of the following named non-certified staff member to differential assignment, effective for the remainder of the 2025-2026 school year:

<u>Name</u>	<u>Position</u>	<u>Location</u>
Burrier, Whitley	Head 7/8 Wrestling	Wilson

**I. Resignation of Differential Assignment - Non-Certified Staff**

the resignation from differential assignment of the following named non-certified staff member:

<u>Name</u>	<u>Position</u>	<u>Location</u>	<u>Effective Date</u>
Kirkhove, Chad	Head 7/8 Wrestling	Wilson	01/28/26

**J. Transfer/Reassignment**

- 1) the transfer of Gregory Vols from the High School Split Shift Custodial position to the 2nd Shift Custodial position at Willard/WIU (Lincoln-Irving), effective February 2, 2026.
- 2) the transfer of Anna Saguilan Vargas from the 2nd Shift Custodial position at the High School to the High School Split Shift Custodial position, effective February 2, 2026.
- 3) the transfer of Daniel Butler from the High School 2nd Shift J Wing 1st Floor Custodial position to the 2nd Shift EBJ Wing 3rd Floor West Custodial position, effective February 2, 2026.
- 4) the transfer of Ian Griffin from the High School 2nd Shift EBJ Wing 2nd Floor East Custodial position to the 2nd Shift J Wing 1st Floor Custodial position, effective February 2, 2026.
- 5) the transfer of Shelby Waydeman from the High School 2nd Shift J Wing 2nd Floor Custodial position to the 2nd Shift EBJ Wing 2nd Floor East Custodial position, effective February 17, 2026.
- 6) the transfer of Tarrah Reed from Curriculum Department Administrative Assistant to Human Resources Administrative Assistant, effective October 1, 2026.

**K. Payments for Board Approval**

approval of payments:

Fund 1 Educational	1,964,195.05
Fund 2 Operations & Maintenance	347,526.24
Fund 3 Debt Service	5,319,900.00
Fund 4 Transportation	41,748.65
Fund 5 Retirement	241,128.89
Fund 6 Capital Projects	0.00
Fund 7 Working Cash	0.00
Fund 8 Tort Fund	12,611.94
Fund 9 Life Safety Code	0.00
Fund 10 Group Insurance	1,136,144.89
Fund 11 Student Activity	<u>17,450.14</u>
<b>TOTAL</b>	<b>9,080,705.80</b>

**See Attachment No. 1.**

**L. Freedom of Information Act Requests**

- 1) A Freedom of Information Act Request was received from The Data Branch for procurement records related to disposable foodservice products. We are requesting confirmation of whether your entity currently purchases disposable foodservice products, including traditional and sustainable alternatives, and access to relevant procurement records. Specifically, we seek the following: 1. Purchase Orders and Transaction Records - Purchase orders, invoices, or transaction histories related to disposable foodservice items (e.g., cups, containers, clamshells, cutlery). - Line-item details showing product descriptions, quantities, unit pricing, and total spend. 2. Supplier and Distributor Information - Names of vendors, distributors, or manufacturers from whom these products were purchased, including but not limited to vendors such as Sysco, US Foods, Gordon Food Service (GFS), Pactiv, Dart, Eco-Products, World Centric, or other foodservice distributors or manufacturers. - Any identifiable competitor or brand names listed in purchase order line items. 3. Contracts and Procurement Documents - Contracts, contract summaries, or agreements related to these purchases. - RFQs, RFPs, or bid documents associated with disposable or sustainable foodservice products. 4. Sustainability-Related Products - Records indicating whether purchased products were compostable, biodegradable, recyclable, or otherwise marketed as sustainable alternatives. - Documentation comparing sustainable products versus traditional disposable products (e.g., styrofoam or plastic). 5. Buyer and Department Information - The department(s) responsible for these purchases. - Buyer or procurement contact names and titles, where available. This request seeks records reflecting procurement activities conducted by any department, office, division, or administrative unit within your entity during **January 2023 - January 2026**. The District has responded to this request.
  
- 2) A Freedom of Information Act Request was received from The Data Branch requesting procurement records related to disposable foodservice products. We are requesting confirmation of whether your entity currently purchases disposable foodservice products, including traditional and sustainable alternatives, and access to relevant procurement records. Specifically, we seek the following: 1. Purchase Orders and Transaction Records - Purchase orders, invoices, or transaction histories related to disposable foodservice items (e.g., cups, containers, clamshells, cutlery). - Line-item details showing product descriptions, quantities, unit pricing, and total spend. 2. Supplier and Distributor Information - Names of vendors, distributors, or manufacturers from whom these products were purchased, including but not limited to vendors such as Sysco, US Foods, Gordon Food Service (GFS), Pactiv, Dart, Eco-Products, World Centric, or other foodservice distributors or manufacturers. - Any identifiable competitor or brand names listed in purchase order line items. 3. Contracts and Procurement Documents - Contracts, contract summaries, or agreements related to these purchases. - RFQs, RFPs, or bid documents associated with disposable or sustainable foodservice products. 4. Sustainability-Related Products - Records indicating whether purchased products were compostable, biodegradable, recyclable, or otherwise marketed as sustainable alternatives. - Documentation comparing sustainable products versus traditional disposable products (e.g., styrofoam or plastic). 5. Buyer and Department Information - The department(s) responsible for these purchases. - Buyer or procurement contact names and titles, where available. This request seeks records reflecting procurement activities conducted by any department, office, division,

or administrative unit within your entity during **January 1, 2024 – January 27, 2026**. The District has responded to this request.

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

- 1) Wharton Field House by Moline Booster Club for pancake breakfast fundraiser on Saturday, March 21, 2026 from 6:00 a.m. until 1:00 p.m. 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) Wharton Field House for Project Graduation on Sunday, May 24, 2026 from 10:30 p.m. until Monday, May 25, 2026 at 2:30 a.m. Building rental fees are to be waived.
- 3) John Deere gymnasium by City of Moline and MUSE Design to host an event on Thursday, February 19, 2026 from 5:30 p.m. until 7:00 p.m. Building rental fees are to be waived.
- 4) Moline High School swimming pool by Moline Parks and Recreation to recertify lifeguards on Saturday, April 25, 2026 and Saturday, May 2, 2026 from 10:00 a.m. until 8:00 p.m. 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. Acceptance of Gifts**

- 1) A donation in the amount of \$3,000 from Barry Depoorter was received from the Memorial Donation Fund on behalf of his wife, Jean Depoorter. The funds will be utilized to support the Districts Life Skills Program.
- 2) A donation in the amount of \$2,000 from Kim and Peter Benson was received to support the Advanced Education Scholarship Fund at Moline High School.

**O. Amended Fund Account - 2026 Bicentennial Playground Improvements**

that the Board of Education approve the amended funding source to Fund 2 for the 2026 Bicentennial Playground Improvements to Park & Play Structures Inc., Chattanooga, Tennessee, in the amount of \$105,270.45. **See Attachment No. 2.**

**P. Approval to Purchase - Nutanix Virtual Server Environment**

that the Board of Education approve the purchase of Nutanix Virtual Server Environment and associated professional migration services from Heartland Business Systems, Lisle, Illinois, for a total cost not to exceed \$250,000, which covers all associated costs for a five-year agreement. **See Attachment No. 3.**

Q. **Award of Bid - 2026 Moline High School Drivers Education Cars**

that the Board of Education award the bid for 2026 Moline High School Drivers Education cars to Hiland Toyota, Moline, Illinois, in the amount of \$177,383. **See Attachment No. 4.**

R. **Engage Services - Professional Services for the Moline High School Baseball and Softball Fields Upgrades**

that the Board of Education engage the services of Legat Architects, Moline, Illinois, for professional services for the Moline High School Baseball and Softball Fields upgrades for an estimated cost of \$95,000. **See Attachment No. 5.**

S. **Engage Services - Professional Services for the Moline High School Soccer Field Upgrades**

that the Board of Education engage the services of IMEG, Rock Island, Illinois, for professional services for the Moline High School Soccer Field and Concession Stand upgrades for an estimated cost of \$57,300. **See Attachment No. 6.**

TO: Members of the Board of Education

FROM: Vince Gallo, Chief Financial Officer  
Keith Karstens, Director of Facilities



DATE: February 05, 2026

SUBJECT: Amended Fund Account – 2026 Bicentennial Playground Improvements

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

Action Necessary: Board of Education approval is requested.

Facts: Upon review, it was determined that no portion of the playground structure may be funded through Title IV. Therefore, the District is submitting this corrected board letter identifying the appropriate funding source for the playground project.

The total project cost remains unchanged. This recommendation reflects only a correction to the funding source and does not impact the approved amount.

Approval of this recommendation will ensure compliance with applicable funding guidelines and accurate financial reporting.

Cost: The total cost is \$105,270.45, of which will be supported with Operation and Maintenance Funds (Fund 2).

Recommended Motion: That the Board of Education approve the amended funding source to (Fund 2) for the 2026 Bicentennial Playground Improvements to Park & Play Structures Inc., Chattanooga, Tennessee, in the amount of \$105,270.45.


Approved for Submission to the Board of Education



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Dr. Rachel Savage  
Superintendent of Schools

TO: Members of the Board of Education

FROM: Dr. Brian Prybil, Deputy Superintendent   
Craig Reid, Director for Technology

DATE: February 05, 2026

SUBJECT: Approval to Purchase - Nutanix Virtual Server Environment

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

Action Necessary: Board of Education approval is requested to purchase the Nutanix Virtual Server Environment.

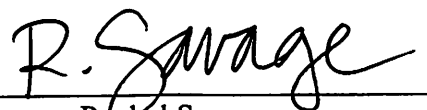
Facts: The District currently hosts on-premises servers, including our phone system, wireless security, and ESD Financial systems, within a virtual environment provided by VMware. The hardware and licensing for VMware are coming due for replacement. Additionally, VMware was acquired by Broadcom, leading to changes to the platform that no longer make financial or technical sense to continue using its services.

The Educational Technology Department, after reviewing several options, recommends purchasing Nutanix. Nutanix provides a single fabric for the hardware, networking, and storage required to host critical district systems and maintain a high level of security. Nutanix offers the convenience of a single virtual environment with a logical interface, making it much easier to support and maintain. Further, Nutanix is fully compatible with the District's current Microsoft licensing and Veeam offsite backup solutions.

Cost: Nutanix's purchase model is a five-year, upfront payment that covers all licensing, hardware, and support. After five years, the District can assess new hardware needs or continue with the same hardware on a new support agreement. The upfront cost for Nutanix to cover the five-year period is not to exceed \$210,000. Professional services provided by Heartland Business Systems to migrate and train EdTech staff on this new platform cost \$40,000 to be paid from Educational Technology Capital Outlay accounts.

Recommended Action: That the Board of Education approve the purchase of Nutanix Virtual Server Environment and associated professional migration services from Heartland Business Systems, Lisle, Illinois, for a total cost not to exceed \$250,000, which covers all associated costs for a five-year agreement.


Approved for Submission to the Board of Education



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Rachel Savage  
Superintendent of Schools

TO: Members of the Board of Education

FROM: Vince Gallo, Chief Financial Officer   
Keith Karstens, Director of Facilities

DATE: February 05, 2026

SUBJECT: Award of Bid – 2026 Moline High School Drivers Education Cars

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

Action Necessary: Board of Education approval is requested.

Facts: The Moline High School Drivers Education Department currently has (7) 2021 Ford Focus LX Sedans that have between 24,500-28,000 miles on the odometers, and are used for the driver education range. There are also (3) 2013 Chevrolet Impala road cars.

Specifications were prepared and issued by the Moline-Coal Valley School District, requesting as a basis of design, (3) Toyota Corolla LE's for the driver education range and (3) Toyota Camry LE Hybrids to be used as road cars. The current 2013 Chevrolet Impalas will now be used as range cars. The RFP was posted for public bid on January 8, 2026, and bids were received on January 22, 2026. The bids are as shown on the attached tabulation. Due to better than expected pricing for the Corollas, a 4th Corolla will be added to the purchase. The additional cost for the 4th vehicle will be \$22,337 and will be added to the base bid tabulation.

Therefore, it is the recommendation of the administration that the Board of Education award the contract for the (7) 2026 Moline High School Drivers Education Cars to the lowest qualified bidder, as identified.

Cost: The total estimated cost for all (7) vehicles is \$177,383 and will be supported through the Education Fund (Fund 1)

Recommended Motion: That the Board of Education award the bid for 2026 Moline High School Drivers Education Cars, Hiland Toyota, Moline, Illinois in the amount of \$177,383.

Approved for Submission to the Board of Education




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Dr. Rachel Savage  
Superintendent of Schools

February 5, 2026				Attachment No. 4
Moline-Coal Valley School District 40.				02/09/2026 Brd. Mtg.
MHS Drivers Education Cars				
Name and Address of Bidder	(3) 2026 LE Corolla's Basebid	(3) 2026 LE Camry's Hybrid Basebid	Trade In	Total Bid
Hiland Toyota				
Moline, Illinois	\$67,011.00	\$88,035.00	\$0.00	\$155,046.00
Add for the 4th Corolla	<b>\$89,348.00</b>	<b>\$88,035.00</b>		<b>\$177,383.00</b>
Zimmerman Honda	(2026 LX Civic)	(2026 LX Accord)	(All cars)	
Moline, Illinois	\$79,721.10	\$94,856.10	<b>-\$9,000.00</b>	\$165,577.20
Green, Chevy	(2026 Trax LT)	(2026 Equinox LT)		
East Moline, Illinois	\$75,626.76	\$93,843.53	\$0.00	\$169,470.29
	(2026 LECorolla)	(2026 LE Camry)	(Camry only)	
One Nation Districbution, LLC	\$83,976.00	\$98,967.00	<b>-\$5,934.00</b>	\$177,009.00
Volant, PA				
	(2026 LX Civic)	(2026 LX Accord)	(Accord Only)	
One Nation Districbution, LLC	\$92,967.00	\$110,967.00	<b>-\$5,934.00</b>	\$198,000.00
Volant, PA				
	(2026 Trax LT)	(2026 Equinox LT)	(Equinox Only)	
One Nation Districbution, LLC	\$77,967.00	\$92,967.00	<b>-\$5,934.00</b>	\$165,000.00
Volant, PA				

TO: Members of the Board of Education

FROM: Vince Gallo, Chief Financial Officer   
Keith Karstens, Director of Facilities

DATE: February 05, 2026

SUBJECT: Engage Services - Professional Services for the Moline High School  
Baseball-Softball Fields Upgrades

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

Action Necessary: Board of Education approval is requested.

Facts: As part of the District's Sports Facilities upgrades, the Moline High School Baseball and Softball Field upgrades are planned to be ready for the 2027 Spring season. This will consist of (2) new baseball fields, (2) softball fields, a concession stand with restrooms, a freshman football practice area, and new parking lot.

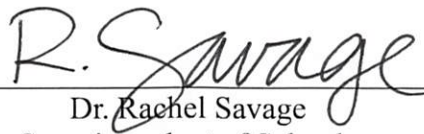
The district was able to negotiate a reduced fee for this project due to our long-standing partnership with Legat Architects. In addition, the volume of ongoing projects currently underway with their firm allowed us to reach a lower overall fee agreement.

Therefore, it is the recommendation of the administration that the Board of Education approve Legat Architects for architectural professional services for Moline High School Baseball and Softball Fields upgrades. A Civil Engineer will also need to be selected for this project at a later date.


Cost: The estimated cost of Legat Architectural services is \$95,000 which will be supported from Capital Funds (Fund 6).

Recommended Motion: That the Board of Education engage the services of Legat Architects, Moline, Illinois, for professional services for the Moline High School Baseball and Softball Fields upgrades for an estimated cost of \$95,000.

Approved for Submission to the Board of Education

  
\_\_\_\_\_  
Dr. Rachel Savage  
Superintendent of Schools

TO: Members of the Board of Education

FROM: Vince Gallo, Chief Financial Officer   
Keith Karstens, Director of Facilities

DATE: February 05, 2026

SUBJECT: Engage Services - Professional Services for the Moline High School  
Soccer Field Upgrades

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

Action Necessary: Board of Education approval is requested.

Facts: As part of the District's sports facilities upgrade plan, improvements are proposed to be completed in time for the Fall 2026 sports season. IMEG will provide professional services including civil design and surveying, geotechnical borings and reports, structural design, mechanical design, electrical design, project bidding support, and responses to construction-phase RFIs and RFPs.

The proposed improvements include upgrades to the soccer field consisting of a new grass playing surface, new drainage system, and new irrigation system. In addition, a new building will be constructed at the field entrance to house a ticket booth, concession stand, and restroom facilities. The project will also include an ADA-compliant pathway and seating area located closer to the stadium seating.

Therefore, it is the recommendation of the administration that the Board of Education approve IMEG to provide professional services for the Moline High School Soccer Field and Concession Stand upgrades.

Cost: The estimated cost of IMEG's services is \$52,300 plus \$5,000 Miscellaneous Construction Services, which will be supported from Capital Funds (Fund 6).

Recommended Motion: That the Board of Education engage the services of IMEG, Rock Island, Illinois, for professional services for the Moline High School Soccer Field and Concession Stand upgrades for an estimated cost of \$57,300.

Approved for Submission to the Board of Education



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Dr. Rachel Savage  
Superintendent of Schools

**6. Approval of Board of Education Meetings for the 2026-2027 and 2027-2028 School Years**

25

*Recommended Motion:* that the Board of Education approve the Board of Education meetings calendars for the 2026-2027 and 2027-2028 school years as presented. **See Attachment No. 7.**

**BOARD OF EDUCATION MEETINGS**

July 1, 2026 through June 30, 2027

MOLINE-COAL VALLEY COMMUNITY UNIT SCHOOL DISTRICT 40

**Second Monday of Each Month**

Committee of the Whole Meeting - 6:00 p.m.  
Board of Education Meeting

**Fourth Monday of Each Month**

Board of Education Meeting - 6:00 p.m.

No 2<sup>nd</sup> Monday Meeting

July 27, 2026

August 10, 2026

August 24, 2026

September 14, 2026

September 28, 2026

October 12, 2026

October 26, 2026

\*November 09, 2026

No 4<sup>th</sup> Monday Meeting

December 14, 2026

No 4<sup>th</sup> Monday Meeting

January 11, 2027

January 25, 2027

\*February 08, 2027

February 22, 2027

March 08, 2027

No 4<sup>th</sup> Monday Meeting

April 12, 2027

April 26, 2027

\*May 10, 2027

May 24, 2027

No 2<sup>nd</sup> Monday Meeting

June 28, 2027

**LOCATION: Unless otherwise designated, all meetings shall be held at the Moline Education Center  
1900 52<sup>nd</sup> Avenue, Moline, Illinois.**

**\*Scheduled meetings to be held in district schools:**

November 09, 2026

Butterworth Elementary School

February 08, 2027

Hamilton Elementary School

May 10, 2027

Roosevelt Elementary School

**BOARD OF EDUCATION MEETINGS**

July 1, 2027 through June 30, 2028

MOLINE-COAL VALLEY COMMUNITY UNIT SCHOOL DISTRICT 40

**Second Monday of Each Month**

Committee of the Whole Meeting - 6:00 p.m.  
Board of Education Meeting

**Fourth Monday of Each Month**

Board of Education Meeting - 6:00 p.m.

No 2<sup>nd</sup> Monday Meeting

July 26, 2027

August 09, 2027

August 23, 2027

September 13, 2027

September 27, 2027

October 11, 2027

October 25, 2027

\*November 08, 2027

No 4<sup>th</sup> Monday Meeting

December 13, 2027

No 4<sup>th</sup> Monday Meeting

January 10, 2028

January 24, 2028

\*February 14, 2028

February 28, 2028

March 13, 2028

No 4<sup>th</sup> Monday Meeting

April 10, 2028

April 24, 2028

\*May 08, 2028

May 22, 2028

No 2<sup>nd</sup> Monday Meeting

June 26, 2028

Location: Unless otherwise designated, all meetings shall be held at the Moline Education Center  
1900 52<sup>nd</sup> Avenue, Moline, Illinois.

**\*Scheduled meetings to be held in district schools:**

November 08, 2027

February 14, 2028

May 08, 2028

Ontiveros Elementary School


John Deere Middle School

Moline High School (Black Box)

**7. Approval of First Reading of Updated Board of Education Policies - Section 3**

28

*Recommended Motion:* that the Board of Education accepts for first reading the updated Board of Education policies, as presented. **See Attachment No. 8.**

TO: Members of the Board of Education  
FROM: Dr. Brian Prybil, Deputy Superintendent   
DATE: February 05, 2026  
SUBJECT: Board Policy Changes and Updates - Section 3

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

Action Necessary: Board of Education approval is requested to accept Board Policy updates.

Facts: All policies listed below have undergone a comprehensive review by the Superintendent’s Cabinet to ensure operational alignment and legal compliance. The specific recommendations for board action are detailed in the following table. For a granular analysis of the statutory or regulatory drivers behind these revisions, please refer to the PRESS Update memo provided in your board packet. As always, should you wish to pull any policy from the agenda for individual deliberation, please notify the Superintendent’s office prior to the meeting.

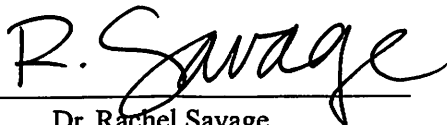
The following table:

Policy	Title	Designation	Recommendation
3:10	Goals And Objectives	Unchanged Policy, Footnote Change	Approve as presented
3:50	Administrative Personnel Other Than the Superintendent	Unchanged Policy, Footnote Change	Approve as presented
3:60	Administrative Responsibility of the building Principal	Unchanged Policy, Footnote Change	Approve as presented

Cost: None.

Recommended Action: That the Board of Education accepts the first reading of the updated Board of Education policies as presented.

Approved for Submission to the Board of Education

  
\_\_\_\_\_  
Dr. Rachel Savage  
Superintendent of Schools

## General School Administration

### Goals and Objectives <sup>1</sup>

The Superintendent directs the administration in the management of the School District and to facilitate the implementation of a quality educational program in alignment with School Board policy 1:30, *School District Philosophy*. Specific goals and objectives are to:

1. Provide educational expertise.
2. Plan, organize, implement, and evaluate educational programs that will provide for students' mastery of the Illinois Learning Standards. <sup>2</sup>
3. Meet or exceed student performance and academic improvement goals established by the Board. <sup>3</sup>
4. Develop and maintain channels for communication between the school and community.
5. Develop an administrative procedures manual and handbooks for personnel and students that are in alignment with Board policy. <sup>4</sup>
6. Manage the District's fiscal and business activities to ensure financial health, cost-effectiveness, and protection of the District's assets.
7. Provide for the proper use, reasonable care, and appropriate maintenance of the District's real and personal property, including buildings, equipment, and supplies.

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> This policy provides an opportunity for a board to give the superintendent a big picture of its vision for the district by identifying some high-level goals. While sample policy 1:30, *School District Philosophy*, contains the district's mission statement, i.e., why the district exists, this policy contains progress expectations and desired results, i.e., goals. This policy is designed to contain goals for which the administration will be responsible, including goals concerning finances, instruction, property, connecting with the community, etc. The list of goals should be replaced with the board's goals and objectives for school administration, if any.

This policy is in alignment with State law. The superintendent and principal's general duties are listed in 105 ILCS 5/10-21.4 and 5/10-21.4a, respectively. See also 105 ILCS 5/10-16.7.

<sup>2</sup> See the State Goals for Learning and Learning Standards, 23 Ill.Admin.Code §1, Appendix D.

<sup>3</sup> School administrators may be employed under a multi-year contract only if it is performance-based and contains goals and indicators of student performance and academic improvement. 105 ILCS 5/10-23.8 and 5/20-23.8a. Principal evaluations may use data and indicators on student growth as a significant factor. 105 ILCS 5/24A-15(c), amended by P.A. 104-20. Thus, a policy statement that administrative staff shall "meet or exceed student performance and academic improvement goals" is consistent with legal requirements.

<sup>4</sup> Staff and student handbooks provide a means to distribute important information and are referenced in many sample policies and procedures. Members of the Ill. Principals Assoc. may subscribe to its Model Student Handbook Service. While this service is not a handbook *per se*, it provides principals with quick, user-friendly access to model student handbook provisions that are attorney drafted and fully aligned with IASB's policy services. For more information, see: [www.ilprincipals.org/msh](http://www.ilprincipals.org/msh).

LEGAL REF.: 105 ILCS 5/10-16.7, 5/10-21.4, and 5/10-21.4a.

CROSS REF.: 1:30 (School District Philosophy), 2:20 (Powers and Duties of the School Board; Indemnification), 2:130 (Board-Superintendent Relationship), 3:40 (Superintendent), 3:50 (Administrative Personnel Other Than the Superintendent), 3:60 (Administrative Responsibility of the Building Principal), 6:10 (Educational Philosophy and Objectives)

DRAFT

## General School Administration

### Administrative Personnel Other Than the Superintendent<sup>1</sup>

#### Duties and Authority

The School Board establishes District administrative and supervisory positions in accordance with the District's needs and State law. This policy applies to all administrators other than the Superintendent, including without limitation, Building Principals. The general duties and authority of each administrative or supervisory position are approved by the Board, upon the Superintendent's recommendation, and contained in the respective position's job description.<sup>2</sup> In the event of a conflict, State law and/or the administrator's employment agreement shall control.

#### Qualifications

All administrative personnel shall be appropriately licensed and shall meet all applicable requirements contained in State law and Illinois State Board of Education rules.<sup>3</sup>

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> State or federal law controls this policy's content. 105 ILCS 5/10-23.8a requires each principal, assistant principal, and other school administrator to be employed under either: (1) a one-year contract, in which case he or she gains and retains tenure rights, or (2) a multi-year performance-based contract, in which case he or she waives all tenure rights but does not lose any previously acquired tenure credit with the district. A multi-year performance-based contract must contain specific student performance and academic improvement goals and indicators.

<sup>2</sup> Job descriptions are advisable, but optional. See sample policy 5:30, *Hiring Process and Criteria*, for a discussion of job descriptions. An Ill. State Board of Education (ISBE) rule (23 Ill.Admin.Code §1.310) allows *divided service*, meaning that a superintendent or principal may be employed by two school districts or serve in two professional capacities provided that full-time equivalency results in a maximum of one full-time position. In districts with an enrollment of 100 or fewer, an individual may serve as superintendent/principal and teach up to one-half day.

<sup>3</sup> 105 ILCS 5/21B-20 and 5/21B-25 govern Professional Educator Licenses and administrative, principal, and chief school business official endorsements. The requirements for supervisory or administrative staff are in 23 Ill.Admin.Code §1.705; the requirements for endorsements are in 23 Ill.Admin.Code Part 25, Subpart E. Standards for Administrative Endorsements are in 23 Ill.Admin.Code Part 29.

The following option may be added at the end of this paragraph:

Administrative personnel must reside in the District within a specified period as provided in their initial employment agreement.

State law (105 ILCS 5/24-4.1) prohibiting residency requirements for teachers does not apply to non-instructional personnel, e.g., assistant principals. *Owen v. Kankakee Sch. Dist.*, 261 Ill.App.3d 298 (3rd. Dist. 1994). A board may impose residency requirements on a principal or assistant principal only if the individual's initial contract with the district made residency an express condition of employment or continued employment as a principal. 105 ILCS 5/10-21.4a. Residency within a district may not be considered in determining a principal's compensation, assignment, or transfer. *Id.*

## Evaluation

The Superintendent or designee shall evaluate all administrative personnel and make employment and salary recommendations to the Board. <sup>4</sup>

Administrators shall annually present evidence to the Superintendent of professional growth through attendance at educational conferences, additional schooling, in-service training, and Illinois Administrators' Academy courses, or through other means as approved by the Superintendent. <sup>5</sup>

## Administrative Work Year

The work year for administrators shall be the same as the District's fiscal year, July 1 through June 30, unless otherwise stated in the employment agreement. In addition to legal holidays, administrators shall have vacation periods as approved by the Superintendent. All administrators shall be available for work when their services are necessary. <sup>6</sup>

## Compensation and Benefits

The Board and each administrator shall enter into an employment agreement that complies with Board policy and State law.<sup>7</sup> The terms of an individual employment contract, when in conflict with this policy, will control.

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>4</sup> All licensed school district employees must be evaluated. 105 ILCS 5/24A-1, 23 Ill.Admin.Code §1.320. Each district must implement a performance evaluation plan for its principals and assistant principals. 105 ILCS 5/24A-15, amended by P.A. 104-202-729; 23 Ill.Admin.Code §50.300. The statutory deadline for evaluating principals and assistant principals depends on whether the individual's employment contract is for one year or multiple years: (1) the evaluation of individuals on a single year contract must take place annually by March 1, and (2) the evaluation of individuals on a multi-year contract must take place by March 1 of the contract's final year. 105 ILCS 5/24A-15, amended by P.A. 102-729. Individual contracts may require an earlier deadline. For the 2022-2023 school year only, when the Governor's disaster declaration due to a public health emergency was in effect, districts had the option to waive the evaluation requirement of principals and assistant principals who received either *excellent* or *proficient* ratings during the last school year in which they were evaluated. ~~Id.~~ 105 ILCS 5/24A-3 requires that an individual who conducts an evaluation of a teacher, principal, or assistant principal, (1) be prequalified before undertaking any evaluation, and (2) participate in a regularly scheduled retraining program.

<sup>5</sup> The professional growth reporting requirements in this paragraph are optional. However, professional development activities are required for license renewal. 105 ILCS 5/21B-45, contains the license renewal process, along with the professional development hours and carry over of these hours.

A school board must require the administrators who evaluate employees to complete training on the evaluation of licensed personnel that is provided or approved by ISBE. 105 ILCS 5/24A-3 and 5/24A-20(a)(4). Any prequalification process or retraining program developed and used by a school district must, at a minimum, meet the requirements of 23 Ill.Admin.Code Part 50, Subpart E. Administrative personnel must participate in this training (1) before they evaluate, and (2) at least once during each certificate renewal cycle. 105 ILCS 5/24A-3.

<sup>6</sup> Legal holidays are provided by 105 ILCS 5/24-2, amended by P.A.s 102-15 (2022 Election Day), 102-14 and 102-334 (both establishing *Juneteenth National Freedom Day*), and 103-467 (2024 Election Day).

<sup>7</sup> According to 105 ILCS 5/10-23.8a, a principal, assistant principal, and any other school administrator must be employed under either: (1) a one-year contract, in which case he or she gains and retains tenure rights, or (2) a multi-year performance-based contract, in which case he or she waives all tenure rights but does not lose any previously acquired tenure credit with the district. A multi-year performance-based contract must contain specific student performance and academic improvement goals and indicators.

The employment contract should be *in writing* even though the School Code does not require it to be written. Contact the board attorney for assistance. An administrator who is not working under a written contract is presumed to have a contract of one year's duration. *Schaumburg Cmty. Consol. Sch. Dist. v. TRS*, 984 N.E.2d 66 (Ill. App. Ct. 4th Dist. 2013)(interpreting 105 ILCS 5/10-23.8a). The Ill. Statute of Frauds may make it impossible to execute an *oral* multi-year administrator contract or to *orally* extend a multi-year written contract. 740 ILCS 80/1.

The Board will consider the Superintendent's recommendations when setting compensation for individual administrators. These recommendations should be presented to the Board no later than the March Board meeting or at such earlier time that will allow the Board to consider contract renewal and nonrenewal issues.<sup>8</sup>

Unless stated otherwise in individual employment contracts, all benefits and leaves of absence available to teaching personnel are available to administrative personnel.<sup>9</sup>

LEGAL REF: 105 ILCS 5/10-21.4a, 5/10-23.8a, 5/10-23.8b, 5/21B, and 5/24A.  
23 Ill.Admin.Code §§1.310, 1.705, and 50.300; and Parts 25 and 29.

CROSS REF: 3:60 (Administrative Responsibility of the Building Principal), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:30 (Hiring Process and Criteria), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:250 (Leaves of Absence), 5:290 (Employment Termination and Suspensions)

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

The Open Meetings Act requires all Ill. Municipal Retirement Fund (IMRF) employers, which includes school boards, to: (1) within six business days after approving a budget, web-post each employee's total compensation package if it exceeds \$75,000 per year; and (2) at least six days before approval, web-post an employee's total compensation package if it is \$150,000 or more. 5 ILCS 120/7.3. Conflicting opinions concern whether school districts must comply with these posting requirements for their employees who do not participate in IMRF. Contact the board attorney for advice.

Annually by Oct. 1, each school board must report to ISBE the base salary and benefits of the superintendent, administrators, and teachers it employs. 105 ILCS 5/10-20.47. Before this annual reporting to ISBE, the information must be presented at a regular school board meeting and then posted on the district's website, if any.

<sup>8</sup> State law does not address when the board should consider salary issues. The March deadline was chosen because the statutory notice deadline for reclassification is April 1 of the year in which a principal or assistant principal's contract expires unless the contract provides for an earlier deadline. 105 ILCS 5/10-23.8b. Alternatively, the policy could require that recommendations be presented "in a timely manner."

<sup>9</sup> State law does not require that administrative and teaching personnel receive identical benefits and leaves of absence, but it does set the minimum in days and type for all licensed personnel.

## General School Administration

### Administrative Responsibility of the Building Principal<sup>1</sup>

#### Duties and Authority

The School Board, upon the recommendation of the Superintendent, employs Building Principals as the chief administrators and instructional leaders of their assigned schools, and may employ Assistant Principals. The primary responsibility of a Building Principal is the improvement of instruction.<sup>2</sup> Each Building Principal shall perform all duties as described in State law as well as such other duties as specified in his or her employment agreement or as the Superintendent may assign, that are consistent with the Building Principal's education and training.<sup>3</sup> Each Building Principal and Assistant Principal shall complete State law requirements to be a prequalified evaluator before conducting an evaluation of a teacher or assistant principal.<sup>4</sup>

The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>1</sup> State or federal law controls this policy's content.

<sup>2</sup> Required by 105 ILCS 5/10-21.4a.

<sup>3</sup> An alternative follows: "...or as agreed upon by the Building Principal and Superintendent."

The principal's duties are generally described in 105 ILCS 5/10-21.4a and 5/24A-15(c-5). However, many other statutes impose additional duties, e.g., 105 ILCS 127/2 (requires principals to report to the police certain violations of the Cannabis Control Act, Controlled Substance Act, and Methamphetamine Control and Community Protection Act occurring at specified locations); 105 ILCS 5/10-27.1A(b), amended by P.A. 104-174 (requires the principal or designee to immediately notify local law enforcement upon receiving a report of a threat of gun violence on school grounds or a person in possession of a firearm on school grounds, and, if that person is a student or the threat is made by a student, to notify a student's parent/guardian); and 730 ILCS 152/ and 154/ (require notification to parents/guardians that information about sex offenders and violent offenders against youth is available). The county clerk may appoint high school principals or their designees as deputy registrars to accept voter registrations of any qualified resident of the State. 10 ILCS 5/4-6.2(a). The Firearm Concealed Carry Act requires a principal to notify the Ill. State Police whenever he or she determines that a student (or any person) poses a "clear and present danger to himself, herself or to others." 430 ILCS 66/105; 405 ILCS 5/6-103.3. Lawyers disagree whether this requirement violates the federal Family Educational Rights and Privacy Act. Contact the board attorney for advice.

<sup>4</sup> This restates 105 ILCS 5/24A-3 and 23 Ill.Admin.Code Part 50, Subpart E. Individuals who evaluate teachers, principals, or assistant principals must: (1) be prequalified, and (2) participate in a regularly scheduled retraining program. The prequalification and retraining programs must be either developed or approved by the Ill. State Board of Education (ISBE).

105 ILCS 5/24A-5 permits a first-year principal to evaluate a teacher; however, a new two-year evaluation plan must be established for any tenured teacher who is evaluated by a first-year principal. 105 ILCS 5/24A-5.

Anyone who has not previously been a principal in Ill. must participate in ISBE's *new principal mentoring program*; however, implementation of a principal mentoring program in any given year is dependent upon an appropriation. If appropriations are not likely sufficient to serve all anticipated first-year principals in any given year, the program is voluntary. Mentoring services are extended to second-year principals only if appropriations are sufficient to serve all first-year principals. If mentoring services are extended to second-year principals but appropriations are not sufficient to serve all second-year principals who wish to participate in the new principal mentoring program, then priority access to mentoring services is provided to second year principals who are in the highest need schools as determined by the State Superintendent of Education. 105 ILCS 5/2-3.53a, amended by P.A. 102-521 (adding, subject to annual appropriation, a competitive grant program to support the new principal mentoring program for districts to participate in); 23 Ill.Admin.Code Part 35. Annually by June 1, each superintendent must report to the State Superintendent or designee the expected number of first-year and second-year principals along with information specified in 23 Ill.Admin.Code §35.20.

## Evaluation Plan

The Superintendent or designee shall implement an evaluation plan for Principals and Assistant Principals that complies with Section 24A-15 of the School Code and relevant Illinois State Board of Education rules.<sup>5</sup> Using that plan, the Superintendent or designee shall evaluate each Building Principal and Assistant Principal.<sup>6</sup> The Superintendent or designee may conduct additional evaluations.

## Qualifications and Other Terms and Conditions of Employment

Qualifications and other terms and conditions of employment are found in Board policy 3:50, *Administrative Personnel Other Than the Superintendent*.

LEGAL REF.: 105 ILCS 5/2-3.53a, 5/10-20.14, 5/10-21.4a, 5/10-23.8a, 5/10-23.8b, and 5/24A-15.  
10 ILCS 5/4-6.2, Election Code.  
105 ILCS 127/, School Reporting of Drug Violations Act.  
23 Ill.Admin.Code Parts 35 and 50, Subpart D.

CROSS REF.: 3:50 (Administrative Personnel Other Than the Superintendent), 4:165 (Awareness and Prevention of Child Sexual Abuse and Grooming Behaviors), 4:175 (Convicted Child Sex Offender; Screening; Notifications), 5:90 (Abused and Neglected Child Reporting), 5:120 (Employee Ethics; Code of Professional Conduct; and Conflict of Interest), 5:150 (Personnel Records), 5:210 (Resignations), 5:250 (Leaves of Absence), 5:290 (Employment Termination and Suspensions)

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The footnotes are not intended to be part of the adopted policy; they should be removed before the policy is adopted.

<sup>5</sup> Each district must implement a performance evaluation plan for its principals and assistant principals. 105 ILCS 5/24A-15, amended by P.A. 102-729; 23 Ill.Admin.Code §50.300. A board may substitute this alternative for the first sentence: "The Superintendent or designee shall implement a principal and assistant principal evaluation plan that complies with State law." The statutory deadline for evaluating principals and assistant principals depends on whether the individual's employment contract is for one year or multiple years: (1) the evaluation of individuals on a single-year contract must take place annually by March 1, and (2) the evaluation of individuals on a multi-year contract must take place by March 1 of the contract's final year. 105 ILCS 5/24A-15, amended by P.A. 102-729. Individual contracts may require an earlier deadline. For the 2022-2023 school year only, if the Governor has declared a disaster due to a public health emergency, districts have the option to waive the evaluation requirement if certain conditions were met. See sample policy 3:50, *Administrative Personnel Other than the Superintendent*, at fn 4 for more information. Id.

<sup>6</sup> Required by 105 ILCS 5/10-21.4a and 5/24A-15, amended by P.A. 102-729. For a principal who also serves as the district superintendent, the evaluator must be appointed by the board and not be the person whose performance as principal is being evaluated. 23 Ill.Admin.Code §50.300(b). In addition, the evaluator must hold a valid professional educator license endorsed for superintendent issued under Article 21B and have completed the prequalification process and any retraining, as applicable. Id. Add this option if appropriate: "...or, in the absence of the Superintendent or his or her designee, an individual appointed by the Board who holds a valid professional educator license endorsed for superintendent."

## **8. Reports, Requests and Open Discussion**

### **A. Superintendent's Report**

### **B. Student Board of Education Member Report**

### **C. Board of Education Member Open Discussion**

1) Review of Superintendent Evaluation Procedures and Expectations - Mr. DeSmet, Board President

## **9. \* \* \* CLOSED SESSION \* \* \***

(to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employee(s). 5 ILCS 120/2(c)(1))

## **10. Return to Open Session for Possible Action**

## **11. Adjournment**

### **NOTICE OF NONDISCRIMINATION PRACTICES**

The Moline-Coal Valley Unit School District No. 40 does not discriminate against employees, students, or the general public in its programs or practices, including vocational education, on the basis of race, color, religion, sex, gender, gender identity, disability, age, marital status, pregnancy status, citizenship status, military status, unfavorable discharge from the military service, national origin or ancestry in accordance with Title IX, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disabilities Act. The Moline-Coal Valley School District prohibits sex discrimination in any education program or activity that it operates, as required by Title IX, including in admission and employment. Moline-Coal Valley School District's nondiscrimination policy and grievance procedures can be located on the District website under Board Policy. 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 Assistant Superintendent for Student Services and Special Education 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, 1900 52nd Avenue, Moline, IL 61265.