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## I. Call to Order

The following schools and departments signed in:

**Elementary:** Bartlett Elementary, Centennial, Century Oaks, Clinton, Coleman, Creekside, Fox Meadow, Glenbrook, Hanover Countryside, Harriet Gifford, Hawk Hollow, Heritage, Highland, Hillcrest, Hilltop, Horizon, Huff, Illinois Park, Independence, Liberty, Lord's Park, Lowrie, McKinley, Nature Ridge, Oakhill, Ontarioville, Otter Creek, Parkwood, Prairieview, Ridge Circle, Spring Trail, Sunnydale, Sycamore Trail, Timber Trails, Washington, Wayne, Willard.

**Middle School:** Abbott, Canton, Eastview, Ellis, Kenyon Woods, Kimball, Tefft

**HighSchool:** Bartlett, DREAM, Elgin, Larkin, South Elgin, Streamwood, Movingon/SWEP

**Departments:** Art, Educational Pathways, ELL, Health Services, Music, Physical Education, Psychologists, Social Workers, TMP

Guests:

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## I. Acknowledgment of Current Agenda

- A. Sept. 16, 2020 -agenda

## II. Meeting Norms

- A. Limit the chat to questions only
  - 1. Questions should NOT be individual in nature
- B. When asking a question state your name and school
- C. Do not share the YouTube link with non-members

## III. Questions and Debate

- A. If you wish to ask a question, put your question in the chat to be relayed to Barb. This is how we have operated for the last two virtual RA's.
- B. If you wish to speak in favor or against a motion (tonight that is the ETA Budget), or have a request for information, you need to fill out the Google Form that is posted at the top of the chat. Requests for information can also just be asked in the chat.

## IV. Voting Procedures

- A. A Google Form will be put into the chat
- B. The first vote will be an aye or no vote (no name or school needed). This will act as our voice vote.
- C. In the event the vote is close there will be a second vote (name and school required). This will be similar to a standing vote or roll call vote.
- D. This is the closest we can get to voting using Robert's Rules virtually

## V. Presentation of 2020-2021 ETA Budget

- A. The budget was presented  
The budget passed with 80% ayes and 20% nay

## VI. President's Report

- A. Technology Support
  - 1. 15 Members Offered to Support other Members
    - a) Small Stipend paid to those offering help

- b) Small groups - limited to 10 people
  - c) District will provide PD on Canvas on Sept. 25 but it is big groups
- 2. Schedule sent out to those that signed up looking for support
- 3. Future sessions will be created if needed

**B. Human Resources Update**

- 1. Transcript Review Process
  - a) Only a few members still need to be reviewed
- 2. Salary Schedule Information
  - a) A video will be provided to make sure you are on your right step and lane
  - b) Holdback on each check since we get paid 26 pays so we get paid over the summer months
  - c) The samples will walk you through if you are being paid properly
  - d) If you are overpaid, the district has a legal right to collect that money back
- 3. SCOC
  - a) CPDUs that were rejected because it was missing name, EIN number, and signature. If one was on it, it was approved
  - b) CPDUs will be called Professional Development Hours
    - (1) Must have name, EIN number, and signature or it will be rejected
    - (2) They will be reviewed as they are entered and then bundled
    - (3) System is being updated
  - c) Transcripts are due by Oct. 15 to be paid retroactively to the beginning of the school year

**C. Teacher Appraisal Plan**

- 1. TAP Oversight Committee is meeting to finalize appraisals for 2020-2021
- 2. Proceed with Benchmarks for this year - Due by Sept. 30th
- 3. Complete your Student Learning Objectives if you are scheduled to do so this year
- 4. Further guidance surrounding informal and formal observations as well as summative conferences is forthcoming
  - a) Observations are on pause right now, nobody should be told they are to be observed

**D. U-46 School Opening Planning Team**

- 1. Prioritized Groups will return to instruction first by October - decided by district and school board
  - a) Self Contained Special Education
    - (1) Classes and Transition (PreK through Transition)
      - (a) No hard date for this
    - (2) Transition Programming (Center House, SEHS, SWEP)
    - (3) EN, ILP, MLP
    - (4) DHH (Deaf and Hard of Hearing)
  - b) PreK

- c) Kindergarten-2nd Grade
- 2. Subgroups continue to meet and will do so throughout first semester
- 3. Survey will be sent out to parents to ask if they want to stay in distance learning or return to the classroom
- 4. No new survey for teachers
  - a) If you indicated you can't do in person instruction in the next few weeks
  - b) Documentation will be needed from doctors for this
  - c) Contact HR if your circumstances have changed
  - d) This will dictate how many teachers will be needed to go back into the building
- 5. No teacher is required to be in the buildings at this time
- 6. The plan is to do this safely and slowly with all safety protocols in place
- 7. There is no timeline on when teachers will be going back to the buildings

**VII. Treasurer's Report**

- A. August Financial Report
  - 1. All bills have been paid and are up to date
  - 2. Closing and finishing reconciliations for 2019-2020
  - 3. 2019-2020 Audit will begin mid October

**VIII. Secretary's Report**

- A. Membership Update
  - 1. 2702 teachers
  - 2. 2570 members
  - 3. 132 potential members
  - 4. Section directors are reaching out to Head Reps about potential members
- B. [IEA Online Form](#)

**IX. Minority Director Report**

- A. Goals for the ETA in 2020-2021 Regarding Racial Equity and Social Justice
  - 1. Help new teachers in your building
  - 2. Support members by providing resources, hosting book studies, providing PD, and surveying member needs
  - 3. Align the focus of leadership
  - 4. Lens of Equity
    - a) Training the ETA board first

**X. November Election**

- A. Are you registered to vote? - <https://www.vote.org/>
- B. Fair Tax - <https://ieanea.org/fair-tax/>
- C. IEA Endorsed Candidates - October RA
  - 1. Endorsement are friends of education, not party affiliation

**XI. School Openings**

- A. Conversations are ongoing. Information is released once it is finalized
- B. Minimum of 2 to 3 weeks advance notice due to transportation

**XII. IEA**

- A. Daily/Weekly updates in regards to COVID
- B. Local presidents share what is happening in their local

**XIII. COVID in buildings**

- A. Admin has protocols for how cleaning is to happen
- B. This should be shared at SD so everyone knows what they are
- C. Email John Heiderscheidt and Barb Bettis if admin is not following the protocols
- D. COVID page on the district staff intranet website for protocols

**XIV. IEP meetings**

- A. Should try to be scheduled during asynchronous time if possible
- B. 10 days lead time for the meeting
- C. General education teachers are needed but should always be the same teacher

**XV. Union information**

- A. should only be done over personal emails, not district emails
- B. Non-members, dropped members, and admin need to leave before the 10-minute ETA portion of the staff meeting

On motion of Barb Bettis the ETA adjourned at 5:27 P.M.

Draft for approval

Respectfully submitted,

Donna Kielbasa  
ETA Secretary