

I. Call to Order

The following schools and departments signed in:

Green - in attendance

Yellow - absent

Elementary: Bartlett Elementary, Centennial, Century Oaks, Channing, Clinton, Coleman, Creekside, Early Learners, Fox Meadow, Garfield, Glenbrook, Hanover Countryside, Harriet Gifford, Hawk Hollow, Heritage, Highland, Hillcrest, Hilltop, Horizon, Huff, Illinois Park, Independence, Laurel Hill, Liberty, Lincoln, Lord's Park, Lowrie, McKinley, More at 4, Nature Ridge, O'Neal, Oakhill, Ontarioville, Otter Creek, Parkwood, Prairieview, Ridge Circle, Spring Trail, Sunnysdale, Sycamore Trails, Timber Trails, Washington, Wayne, Willard

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

HighSchool: Bartlett, Center House/CSP/SWEP/Moving On, DREAM, Elgin, Larkin, South Elgin, Streamwood

Departments: Art, Diagnosticians, Educational Pathways, ELL, Health Services, Music, Physical Education, Psychologists, Social Workers, Specialized Student Services, Speech & Language, Teacher Leaders @ ESC

I. Consent Agenda

- A. Approval of [Oct. 20, 2021 Minutes](#)
- B. Approval of November Agenda

The consent agenda was approved.

II. President's Report

- A. Association Grievance 01-21-22
 1. Finalization of [Grievance 01-21-22 Resolution Document](#)
 - a) You should have your NEWLY formed U-46 Rising Team at this time. The head rep should have met with the principal to ensure the process was followed and consensus was reached. The team should have no more than 8 members (4 classroom teachers, 2 related services, 2 admin).
 - b) Notification MUST be given when an outside consultant is coming to a school to enter classrooms. There should be two day notice and the principal should offer the option to opt out.
 - c) Creation of the U46 Rising Implementation team. Team will provide oversight to the implementation of U46 Rising in our schools
 2. SD, SIP, U-46 Rising are 3 separate teams
 3. Next applications for rigor and equity schools may be coming out in November.

- a) Not sure what this is yet, do not apply
 - b) Needs to be an application process
 - c) Admin cannot say you are doing it
- 4. LSI is not to be part of your observations
- 5. Additional grievances at 2 schools
 - a) Will file a grievance if the admin is not willing to work with members
- 6. Implementation Team
 - a) Scott Sternal - Abbott MS
 - b) Meagen Balzar - Streamwood High School
 - c) Ana Roberts - Creekside
 - d) Barbara Bettis - President
- 7. Schools without Rising Teams
 - a) We have a number of schools with zero members, or very few members of their U46 Rising team. This is being brought to the implementation team.
 - b) The only PD one must attend is mandatory PD through a DCD day. You do not have to leave your classroom to attend PD. The entire U46 Rising Team and process is voluntary.
 - c) You should not be receiving any payment for this work.
- 8. U46 Rising Concerns Reporting U46Rising@theeta.org
 - a) email where you can report concerns specific to U46 Rising and it's implementation
 - (1) Infractions of the grievance language
 - (2) Insertion of U46 Rising/LSI language in your appraisals
 - (3) Should not include questions about U46 Rising. Those questions should follow the normal process of your principal, SIP/SD teams, Head Rep, and Section Director
 - (4) When submitting concerns, include as much information and documentation as possible.

B. President's Update

- 1. Article 9 of the Elgin Agreement
 - a) 9.2 - District Responsibilities is Student Discipline
 - (1) Building principals and building administration, and the district administrative staff, shall support teachers in connection with all matters relating to student discipline.
 - (a) Providing standardized threat assessment tools for schools to address students who pose a threat to self and/or others;
 - (b) Evaluating the threat to determine the level of concerns and action required;
 - (c) Creating a student-specific safety plan utilizing various resources to decrease the threat of violence;

- (d) Maintaining a sense of safety among students, teachers and parents;
- (e) Implementing any other reasonable and necessary resource or strategy to address the causes adversely impacting an educational program.

b) 9.4 - Exclusions from Class

(1) In any case where usual and customary methods fail to correct student discipline problem or classroom disruption, and where, because of the magnitude of the breach of discipline or disruption, or the persistence of the misconduct, the educational program is disrupted, the teacher may exclude the offending student from class by referring the student to building administration. The teacher must notify the principal of such exclusion in a timely manner. The teacher may, in such a case, request that readmission to class be preceded by a private conference between any or all of the following persons: the teacher, the building principal or his/her designee, the student, the student's parents or guardian.

(a) This is not a normal, daily exclusion for a single office managed behavior but repeated disruptions or the behavior is so extreme there is not another option.

(b) The teacher will inform the administration of the next steps that will be followed which may include a request that the student not be readmitted to the class without a private conference

(c) Other options can include a restorative conference, MTSS interventions, Behavior Plans, Safety Plans, Renew, WRAP, etc.

(2) This is for very extreme cases not the daily disruptions of students

(3) Safety plans should be shared with all of the staff who is in contact with the student in the building

(4) If a referral is written, it should also be put in the PLP

c) 9.7 - Parent and Student Complaints & 9.8 - Administrative Incident Report

(1) The number of 9.7 and 9.8 conferences continues to increase across the district

(2) Always remember to take a representative with you to these meetings (Weingarten Rights, Section 9.9 of the Elgin Agreement)

(3) The timelines for a 9.7 and a 9.8 differ

- (a) 9.7 is when the complaint is filed by a parent or student
- (b) 9.8 is within three days of when the administrator was reasonably made aware of the issue
- (4) Head Reps should be keeping track of the number of 9.7 and 9.8 conferences. If there are a large number occurring, contact your Section Director.
 - (a) Data will be collected on the number of these. No teacher names will be attached, just school, admin, and reason
- (5) students are challenging authority these days...be sure to adhere to Professional behavior at all times no matter how frustrating the situation becomes, we are all under stress walk away for the moment if you have to

C. Bargaining 2021-2022

- 1. Joint Bargaining
- 2. Contractual Committee Work
 - a) On Thursday, November 18, ETA and Administrative Chairpersons of our contractual committees will meet to discuss next steps regarding bargaining
 - (1) Each team will receive a Google Form with questions about their committee
 - (2) Committees will review current language and potential improvements/changes to that language for consideration
 - (3) Committees will need to set an additional meeting time to do this work
 - (4) We will follow the IBB process for bargaining
 - (5) Full bargaining will begin in January
 - (a) Hoping to get a contract to membership to vote on in April or May
- 3. Contract Improvement Committee
 - a) Approval is needed on the members that applied for the CIC
 - b) Jose Rosa and Lori Ann Pettey will co-chair the CIC and organize the work of the teams
 - c) The teams will meet and organize after Thanksgiving. Details will be forthcoming.
 - d) [Approval of CIC Members](#)
 - (1) The CIC members were unanimously approved

D. Committee appointments

- 1. MTSS
 - a) Artemio Penalbert - Dual Language
 - b) Elizabeth Bruner - Middle School
 - c) Christine Bodnar Larison - Social Worker
- 2. Safety Council

- a) Aaron Styles - Elgin High School
- 3. Open seat on PAR

III. 1st VP Report

A. TAP Update and Concerns

1. Informal Observations

- a) can happen without announcement but it must be known that it is an informal observation.
- b) The observation should be approximately 15-20 minutes.
- c) A post conference needs to occur within 3 days of the observation.

2. Formal Observations

- a) need to occur at a MUTUALLY agreed upon time. Your administrator should not dictate the when and the what.
- b) You select the components that you want to be observed on (2a, 2b, 2c, 2d, 2e, 3a, 3b, 3c, 3d, 3e).
- c) The components of the observation cycle (Planning, Observation, and Reflection) must occur within a two-week calendar time frame.
- d) The formal observation SHOULD NOT be dictated by your administrator
- e) It SHOULD NOT include any pieces of LSI or U-46 Rising
- f) It SHOULD NOT focus on an area where you are working in an overload
- g) It is in your best interest to fill out all the forms for your Observations
- h) Make sure the submit button is hit before you leave the office after your summative conference
- i) Email TAPADM@u-46.org if you are having issues with admin not showing up for observations on time

B. TAP has discussed the process of defaulting this year again

- 1. TAP decided that there will be observations this year and no defaulting
- 2. SLOs still need to be completed
- 3. No decision has been made on the 3 year observation cycle

IV. SCOC

- A. Salary Letter with a credit summary for everybody around Nov. 26th
- B. Not sure if retro pay will be part of this file or a separate letter

V. 2nd VP Report

A. TWE

- 1. If you have not turned in an envelope with TWE donations, be sure to turn it into Jose, Donna, or Carol
- 2. Once we have a count of the funds raised, we will inform everyone of the next fundraising steps as we work towards our goal of \$5000 for 5 scholarships this year

3. If you have any interest in supporting the work of TWE this year, email Jose, Donna, or Carol
4. Would like to get all donations turned in before Winter Break

VI. Treasurer Report

- A. Budget was presented

VII. Secretary Report

- A. Please get updated membership lists to Kathy Difatta
 1. Turn in tonight with TWE Money
- B. Trying to clean up membership rolls and who are reps this year

VIII. Minority Director Report

- A. Racial and Social Justice Book Studies
- B. This is a PLC and will earn a Professional Credit
- C. 7 books have been picked
- D. Applications remain open until Dec. 15
 1. [Book Study Application](#)

IX. Region 24

- A. IEA RA Election - Tuesday, November 30, 2021
 1. In person at every building and the IEA Elgin Office
 - a) Early voting the day before at ETA offices
 2. Only ETA-IEA-NEA Members can vote
 3. Confirm your ETA-IEA-NEA membership with Member Representative running the election
 4. Sign the Affidavit/Member Roster (Member Representative will initial to verify)
 5. If your name is not on Affidavit/Member Roster, Member Representative will verify (IEA membership card, call IEA region office)
 6. We are electing 25 representatives and 1 Ethnic Minority Representative. With those positions plus the Region Chair and Vice Chair we will have 28 delegates.
 7. In your envelope:
 - a) Ballot
 - b) Candidate Statements
 - c) Scantron
 - d) Affidavit
 - e) Voting Directions
 - f) Write-In Instructions

B. HB 2778

1. The COVID School Employee Benefit & Wage Protection Bill will require districts to provide COVID administrative days to any school or college employees to be used for all COVID related absences like quarantining and testing. The bill would also provide paycheck protection for hourly employees. This means if you're an hourly employee and your school or higher education institution has to close due to any COVID-related reason, you would still receive your full paycheck.

2. [Email Governor J.B. Pritzker](#) to encourage him to sign this bill into law.

X. Vaccine Clinics at elementary schools

- A. IEMA is running the clinics
- B. Parent is allowed to be in with the child and can stay the 15 minute wait time
- C. Health services is supplying extra staff and admin for the clinics
- D. The plan is a very thorough plan

Jenny Kowaczek made a motion to adjourn the meeting and Isabelle Torres seconded
The ETA meeting adjourned at 6:15 P.M.

The minutes were acknowledged on January 19, 2022

Respectfully submitted,

Donna Kielbasa
ETA Secretary