**BOARD OF EDUCATION**

**SUNSET RIDGE SCHOOL DISTRICT 29**

**525 SUNSET RIDGE ROAD**

**NORTHFIELD, ILLINOIS 60093**

**RETURN TO SCHOOL TASK FORCE MEETING**

**DECEMBER 7, 2020**

**3:30 P.M.**

**MINUTES**

**ROLL CALL: (3:33 p.m.)** Ms. Alpert Knight called the meeting to order at 3:30 p.m. and upon roll call, the following were present via video-conferencing:

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 Present: Mrs. Peterson, Ms. Alpert Knight, Mr. Subeck, Mrs.

 Detlefsen

 Absent: None

 Also Present: Dr. Stange, Dr. Sukenik. Mrs. Kiedaisch, Mrs. Styczen,

Mrs. Dunham, Mrs. Bell, Mrs. Meziere, Mrs. Berkhof, Mrs. Bauer, Mrs. Zogby, Mrs. Peck, Mrs. Mertes, Mrs. Dold, Mrs. Malan, Mrs. Westfall

**DISCUSSION: 2.1 Approval of Minutes**

Mrs. Peterson motioned to approve the minutes from the October 12, 2020 meeting. Mrs. Alpert Knight seconded the motion. The Board voted as follows:

 Yea: Mrs. Peterson, Ms. Alpert Knight, Mr. Subeck, Mrs. Detlefsen

 Nay: None

 THE MOTION WAS APPROVED.

 **3.1 Public Comment**

There were no public comments.

 **4.1 Discussion: Metrics**

Dr. Stange provided an overview of the COVID-19 metrics noting a slight downward trend in Test Positive Rates and New Cases per 100,000 Residents. He also noted changes in IDPH/CCDPH guidance relative to options to reduce quarantine times.

**4.2 Discussion: Reflections of Task Force Functioning and Continuous Improvement Efforts**

The committee discussed the strengths and challenges relative to the functional operations of the Task Force. After discussing the topic in breakout groups, the full committee recommended the following changes to the organization of the group:

1. Clarify the purpose and role of the Task Force as an “advisory” versus a Decision Making group.
2. Engage in pre-meeting planning to provide structure to agenda items.
3. Organize meeting agenda to delineate between “informational” items, “discussion” items for feedback to the administrative team,

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1. and items for “recommended” changes to policy or the Return to School Plan for Board approval.
2. Structure meetings with regular use of “breakout groups” to facilitate sharing of diverse perspectives.
3. Institute a formal decision-making process for formal recommendations.

**ADJOURNMENT:** At 5:01 p.m.,Ms. Alpert Knight moved to adjourn the meeting, and Mrs.

Detlefsen seconded the motion. All were in favor.

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Approved\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, 2021