

# **Record of Communication and Information Sent to** **Ms. Claudia Medina**

July 2020 Board Meeting – Virtual and In Person invitation sent

June-July 2020 – Mrs. Medina requested multiple times to be registered for ALAS Summit, however registration was not open yet

July 22, 2020 – Special BOE Meeting regarding Contract approval - Virtual and In Person invitation sent

July 23, 2020 – Finance and Facilities agenda and virtual meeting invitation sent (meeting 7.27.2020)

July 27, 2020 – Special BOE Meeting regarding Remote Learning - Virtual and In Person invitation (meeting 7.29.2020)

July 27, 2020 – Invitation sent to BOE for FMP construction site visits (Tours July 30)

August 3, 2020 – Board Meeting – Virtual and In Person invitation sent

August 10, 2020 – Special BOE Meeting regarding FMP Bid Approval, Personnel, Disposal of District Property – Virtual and In Person Invitation Sent (meeting 8.18.2020)

August 10, 2020 – District Institute agendas and virtual invitations sent to BOE (Institute Day 8.12.20)

August 11, 2020 – Invitation to B2SB Drive Through – including flyer and facebook invite

August 18, 2020 – Personnel Report Addendum sent for Special BOE Meeting

August 18, 2020 – Message from the Board President regarding OMA guidelines sent via email to all BOE

August 27, 2020 – Invitation and Agenda for the Finance and Facilities Committee – virtual and in person

August 27, 2020 – Reply needed email regarding BOE retreat availability

August 31, 2020 – Date change – reply needed email sent regarding BOE Retreat Availability

August 31, 2020 – Email following conversation with BOE member requesting to attend meetings remotely and unavailability for the retreat.

August 31, 2020 – Email sent regarding Proviso East survey for the stadium – requesting reply

September 4, 2020 – Email sent regarding new Board Book Site and reestablishing the account for electronic board books

September 6, 2020 – Correspondence regarding new Board Book site and posting and where to find the available documents.

September 6, 2020 – Email sent with virtual and in person information and policy regarding attending board meetings remotely

September 6, 2020 – Responded to inquiry regarding public posting of board materials

September 9, 2020 – Reminder sent to all board to complete the Proviso East Survey

September 13, 2020 – Notice and Agenda sent for Special BOE on September 15 – also teams/calendar invitation sent

September 15, 2020 – Notice and Agenda resent to CM by request at 3:29PM

September 18, 2020 – Reminder sent to complete Proviso East Survey

September 21, 2020 – Board Package sent to all members with the book Your Leadership Legacy and information stating “looks forward to talking in depth at their retreat”

September 23, 2020 – Calendar Invitation, Notice and Agenda sent to all Board Members to “block off their schedule” for the retreat including teams link

September 23, 2020 – Retreat Logistics email sent to all BOE members

September 23, 2020 – Retreat Dinner Invitation sent to all BOE

September 23, 2020 – Reply Needed email requesting if Board Members will be attending the retreat in person

September 24, 2020 – BOE Retreat agenda and Notice calendar/teams invitation updated with later start time

September 24, 2020 – Email sent to CM stating the guest speaker has started his presentation and the teams link to the meeting.

September 29, 2020 – Email sent to all BOE member with information regarding the IASB Virtual Summit Registration requesting reply if BOE members would like to attend

September 29, 2020 – Correspondence with CM regarding Special Meeting Materials

October 2, 2020 – Email sent to all BOE requesting reply regarding registering for West Cook Division Meeting

October 5, 2020 – Email invitation and agenda sent to all BOE for F&F Committee

October 5, 2020 – Email sent to all BOE regarding registration to West Cook Division Meeting

October 7, 2020 – Email sent to all BOE regarding funeral arrangements for class of 2021 student

October 9, 2020 – Email sent to CM stating that Board Packet Delivery today would be a box as it includes the binder and materials handed out at the Board Retreat.

October 9, 2020 – Email calendar invite sent to all BOE for October Board Meeting

October 13, 2020 – Correspondence regarding registering CM for ALAS – no registration information included on CM request.

October 13, 2020 – Reply to CM FOIA request

October 13, 2020 – Reply to CM FOIA request with a note that stated “based on your original request, you submitted 3 FOIA requests – the third request that was attached was a duplicate of the second request”

October 21, 2020 – FOIA extension sent to CM by ME

October 27, 2020 – FOIA Extension sent to CM

October 29, 2020 – FOIA replied to CM

October 29, 2020 – FOIA replied to CM

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October 29, 2020 – FOIA replied to CM

October 30, 2020 – F&F Invitation sent to all BOE members

November 6, 2020 – Board of Education invitation sent to all BOE members (virtual and in person)

November 9, 2020 – Email sent to CM, JLH, RA, WG, NW confirming CM received the invitation to the BOE meeting sent November 6.

November 10, 2020 – Revised BOE items sent to CM and NW

November 16, 2020 – Ribbon Cutting Schedule sent to all BOE members

November 19, 2020 – Meeting Notice and Invitation sent to all BOE members regarding location change

November 25, 2020 – Email to CM requesting numerical size for women’s cut blazer

November 25, 2020 – F&F invitation and agenda sent to all BOE members

November 30, 2020 – Reminder to reply to November 25 email regarding sizing

December 3, 2020 – East NHS Breakfast with Santa Invitation sent to all BOE members

December 8, 2020 – Special Meeting notice sent for 12.14 meeting re audit, bid approval and grading policy

December 8, 2020 – Email to CM regarding increased size personnel chart delivered to home

December 8, 2020 – Closed session materials sent to CM & NW for BOE meeting

December 8, 2020 – Board Presidents Report sent to CM & NW for BOE meeting

December 9, 2020 – Thank you sent for Edible arrangement sent to home

December 10, 2020 – Email sent to all BOE regarding special meeting requesting to wear blazers for photos, meal and flyer regarding toy drive with community partners

December 11, 2020 – Email sent to all BOE regarding postponing photo session scheduled for 12.14 meeting

December 11, 2020 - Email sent to all BOE sending 12.14 special meeting materials to BOE members

December 14, 2020 – Email sent to CM & NW for special meeting – audit management letter sent

December 30, 2020 – F&F invitation sent to all BOE members

January 6, 2021 – Funeral Arrangements for Ms. Robinson sent to all BOE members

January 10, 2021 – Meeting invitation sent to all BOE members for Regular Meeting

January 11, 2021 – Memorial Link for Ms. Robinson services sent to all BOE members

January 12, 2021 – Teams invitation sent to all BOE members for regular meeting

January 13, 2021 – PTMan Dr. King Recording sent to all BOE members

January 24, 2021 – Email sent to all BOE regarding retreat on 1.30 at Proviso East and packet delivery

January 24, 2021 – Calendar invitation sent to all BOE for retreat on 1.30

January 28, 2021 – Retreat reminder sent to all BOE members

January 29, 2021 – Agenda sent to all BOE members for retreat and reminder to wear black zip-up sweater for photos

January 30, 2021 – Invitation, agenda reminder for F&F sent to all BOE

February 2, 2021 – Email sent to CM that all BOE Retreat Materials were delivered at 6:20AM

February 8, 2021 – BOE FYI sent to all members

February 11, 2021 – Reminder sent to all BOE regarding east/west basketball game

February 12, 2021 – BOE FYI sent to all members

February 16, 2021 – Reply Needed sent to all BOE requesting if attending town hall

February 19, 2021 – Request for Special Meeting Availability sent to all BOE

February 19, 2021 – BOE FYI sent to all members – and reminder to reply for Special Meeting availability

February 19, 2021 - Received from CM (7:48PM) stating “I work every Saturday. I teach all day. I am never able to attend a Saturday”

February 19, 2021 – Reply sent to communication received from CM stating “I work every Saturday. I teach all day. I am never able to attend a Saturday”

February 19, 2021 – Received email from CM (8:20PM) stating “this flyer is not informative, nor does it let us know the state of the District or meet the criteria for board information. There is no transparency here or any information. Could you expand and explain what impasse means in regard to the teachers Union?”

February 20, 2021 - Received email from CM to all BOE stating, “The continual scheduling of Special Board meetings on weekends is a problem. I work every Saturday, I teach college courses that cannot be rescheduled. My ability to attend a spontaneous meeting on a Saturday will not change. I have not been able to join any Saturday for the past year, nor will I be able to for the next couple of years. It would be appreciated that these meetings be scheduled in advance, way in advance and not on a Saturday so that all board members could attend.”

February 22, 2021 – Email sent to all BOE stating based on majority – special meeting will be February 27

February 22, 2021 – Email sent to all BOE regarding Stadium demolition set for February 25 @ 8AM

February 22, 2021 – received email request from CM stating, “Community members have voiced interest in buying some of the relics from the buildings that could be kept as keep sakes. they even have asked to purchase them to make money for the district. Could we some how incorporate and availability or list of items being demolished to see if there is community interest? items such as lockers, rises, bricks are all items that have sentimental value to our community members.”

February 25, 2021 - Email reminder sent to all BOE regarding Town Hall and reminder about dinner for students and families

February 26, 2021 – Received request from CM for agenda and board materials to be sent for Special BOE 2/27

February 26, 2021 – Email sent to all BOE with notice an agenda for Special Meeting on 2/27

February 27, 2021 – Received 4 FOIA requests (after business hours – officially received 3/2) from CM

March 1, 2021 – Received email request from CM to RA requesting all items from the special meeting be overturned until proper documentation is presented due to public outcry from community

March 4, 2021 – Email sent to all BOE with video from Mr. Scheidler mentioned during public comment on Special Meeting 2/27

March 7, 2021 – Email sent to all BOE sharing all Policy Updates up for first reading

March 8, 2021 – Received email request from CM asking for all policies to be printed for review

March 9, 2021 – FOIA extension sent to CM For all requests

March 9, 2021 – Sent edible arrangement for death in the family

March 10, 2021 – Received thank you from CM regarding arrangement sent for death in the family

March 10, 2021 – FOIA response #1 sent to CM

March 12, 2021 – Please reply email sent to all BOE requesting availability for Special BOE re SAT prep programs

March 15, 2021 – Received FOIA request from CM

March 16, 2021 – Email sent to all BOE with Special BOE materials

March 16, 2021 – FOIA Response sent to CM

March 16, 2021 – FOIA Response sent to CM

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March 16, 2021 – FOIA Response sent to CM

March 17, 2021 – Message from the BOE President sent to all BOE regarding Resolution

March 17, 2021 – Received email from CM stating she is still not in receipt of description of the organization, or any of the descriptions of the positions being created. What that impact will be, or how the decisions were made.

March 18, 2021 – Message from the BOE President sent to all BOE regarding logistics of executing Resolution

March 19, 2021 – Received email from CM stating will not sign the resolution and to remove her name

March 22, 2021 – FOIA Extension sent to CM