

SAF Agenda

May 13, 2026

6:00 PM

Ms. Harris, Principal

CRYSTAL LAKE MIDDLE SCHOOL

Breaking Boundaries, Unlocking Potential, and Pursuing Excellence

- 1. Welcome!**
- 2. Approval of the meeting minutes of April, 22, 2026 meeting**
 - Facilities, Maintenance & Capital Planning Discussion: Athletic facility needs and shared-use partnerships with municipalities; Work order delays, duplicate requests, and maintenance backlog concerns; Updates on priority work orders; Review of capital planning through the DEFP Five-Year Work Plan and facility assessments; Procedures for community donations, campus improvements, and approved vendor requirements
 - Resources, Staffing & Operational Capacity: Discussion of staffing levels, operational challenges, and resource allocation; Ongoing efforts to improve efficiency and reduce maintenance backlogs
 - Referendum & District Priorities (Dr. Allen Zeman): Overview of the upcoming referendum and district funding priorities; Discussion regarding student retention, school utilization, program enhancements; Accountability, communication, transparency, and staffing priorities
 - School Safety & SRO Concerns: Concerns regarding SRO contract changes and communication with municipalities; District response regarding safety priorities and ongoing review process
 - Human Resources Update (Dr. Ernie Lozano): Transportation: 103 positions reduced (primarily vacant positions); Safety & Security: 7 vacant positions reduced; Maintenance: Over 600 employees continue supporting facilities and work orders; Leadership reductions included a 16% reduction at director level and above; Discussion regarding restructuring, staffing support, and teacher placement plans
 - Class Size Funding Discussion: Review of concerns related to staffing strain and class size funding reallocations; Discussion regarding impacts on elementary and secondary schools
 - **Adjourn**
 - **Please sign the Sign in Sheet**

School Advisory Forum (SAF) Meeting Minutes

Date: Wednesday, May 13, 2026

Meeting Facilitator: Mrs. Alina Aiken

1. Welcome

The meeting was called to order and opened by Mrs. Alina Aiken, who welcomed all attendees.

2. Approval of Minutes

The minutes from the April 22, 2026, SAF Meeting were reviewed.

Action: The minutes were approved as presented.

3. Facilities, Maintenance & Capital Planning

Discussion focused on current facility needs and long-term capital planning priorities:

- Highlighted athletic facility needs and opportunities for shared-use partnerships with local municipalities
- Addressed concerns regarding:
 - Work order delays
 - Duplicate service requests
 - Ongoing maintenance backlog
- Provided updates on priority work orders and efforts to improve response timelines
- Reviewed capital planning processes through the **DEFP Five-Year Work Plan** and facility assessments
- Clarified procedures related to:
 - Community donations
 - Campus improvements
 - Approved vendor requirements

4. Resources, Staffing & Operational Capacity

- Discussion centered on current staffing levels and operational challenges across departments
- Identified resource allocation needs to better support school operations
- Ongoing initiatives were shared to:
 - Improve operational efficiency
 - Reduce maintenance backlog
 - Enhance overall service delivery

5. Referendum & District Priorities (*Presented by Dr. Allen Zeman*)

- Overview provided on the upcoming referendum and associated district funding priorities
- Key areas of discussion included:
 - Student retention strategies
 - School utilization and capacity
 - Program enhancements and expansion opportunities
- Emphasized the importance of:
 - Accountability
 - Clear communication
 - Transparency in decision-making
 - Strategic staffing priorities

6. School Safety & SRO Concerns

- Concerns were raised regarding:
 - Changes to School Resource Officer (SRO) contracts
 - Communication gaps with municipalities

- District representatives reaffirmed:
 - Safety remains a top priority
 - Ongoing review of SRO agreements and partnerships
 - Continued evaluation of safety protocols and staffing
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7. Human Resources Update *(Presented by Dr. Ernie Lozano)*

Transportation:

- Reduction of 103 positions, primarily vacant roles

Safety & Security:

- 7 vacant positions reduced

Maintenance:

- Over 600 employees continue to support facilities and work order completion

Leadership:

- Implemented a 16% reduction at the director level and above

Additional Discussion:

- Organizational restructuring efforts
 - Staffing support strategies
 - Teacher placement plans for upcoming school year
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8. Class Size Funding Discussion

- Reviewed concerns regarding:
 - Staffing strain due to funding adjustments
 - Reallocation of class size funding
- Discussed the impact on:
 - Elementary schools
 - Secondary schools

- Emphasized need for balanced staffing to maintain instructional quality
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9. Adjournment

The meeting was adjourned following the conclusion of all agenda items.

10. Sign-In

All attendees were reminded to sign the official sign-in sheet.

☆ SAC Sign in Sheet for Crystal Lake MS (1871)

#	Date: <u>May 13, 2026</u>	Time: <u>5pm</u>	SBBC Employee	Parent of Student	Community/Business	Sign Here
1	Angelina Thayer	Yes				
2	Mery Ibanez	Yes				
3	Shedric McLaughlin	Yes				
4	Gie'in Basini	✓				
5						
6						
7						
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10						
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12						

Date: _____

Time: _____

SBBC
Employee

Parent of
Student

Community/Business

Sign Here

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