

**BOARD OF EDUCATION
LEMONT-BROMBEREK CSD 113A
BUSINESS MEETING MINUTES
OLD QUARRY MIDDLE SCHOOL - LRC
LEMONT, ILLINOIS 60439
Tuesday, December 17, 2019**

1. CALL TO ORDER

Damon Ascolani called to order the Business Meeting of the Lemont-Bromberek CSD 113A Board of Education at 6:30 p.m. on Tuesday, December 17, 2019 in the Old Quarry Middle School LRC.

A. Roll Call

Upon roll being called, the following board members were present: Damon Ascolani, President, Kevin Collins, Secretary, Cindy Kelly, and Dave Molitor. Bethany Martino arrived at 6:31 p.m. Patrick Kerrigan arrived at 6:36 p.m.

Board Members Absent: None.

Administration present: Dr. Courtney Orzel, Superintendent, Dr. Daniela Fountain, Assistant Superintendent, Barbara Germany, Business Manager, Susan Wulczyn, Director of Student Services, Steve Davis, Director of Technology, Pat Crean, Director of Operations, Kelly Zimmerman, Principal/Oakwood, Kate Kwasny, Assistant Principal/Oakwood, Debby Lynch, Principal/River Valley, Maggi Burkhardt, Assistant Principal/River Valley, Joe Sweeney, Principal/Old Quarry, Shirley Kleehammer, Assistant Principal/Old Quarry, and Steve Nendza, Assistant Principal/Old Quarry.

Staff Present: Micah Brandhandler, Madison Ellers, and Jenna Treanor.

Audience Members (from sign in sheet, if legible): Amy Ascolani, Trish Bliss, Jeff Cavett, Heidi Fluder, Andrea Loos, Catherine Manthey, Gail Talbot, Amie Topete, and Amy Verhoeven.

B. Pledge of Allegiance: Dr. Courtney Orzel

C. Approval of the Agenda:

Motion made by Dave Molitor, seconded by Cindy Kelly, to approve the agenda as submitted.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan		absent
Al Malley		absent
Bethany Martino		absent
Dave Molitor	yes	

With a vote of Yeas 4, Absent 3, the President declared the motion passed.

D. Approval of Minutes:

Motion made by Cindy Kelly, seconded by Kevin Collins, to approve the open and closed session minutes dated November 18, 2019, as submitted.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan		absent
Al Malley		absent
Bethany Martino		absent
Dave Molitor	yes	

With a vote of Yeas 4, Absent 3, the President declared the motion passed.

E. Recognition:

1. Austin Cavett – STR Holiday Card Contest

F. Presentation:

1. Holiday Performance from OQMS Choir

2. ADJOURN TO PUBLIC HEARING

A. Motion to Adjourn to Public Hearing to Hear Comments on the Tentative Levy for FY19

Motion made by Kevin Collins, seconded by Cindy Kelly, to adjourn to hold the Public Hearing for the purpose of hearing public comments on the tentative levy for FY19 per School Code and State Statute (35 ILCS 200/18-72).

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

3. PUBLIC HEARING

A. Motion to Convene the Public Hearing

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to convene the Public Hearing for the purpose of hearing public comments on the tentative FY19 ley.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	

Dave Molitor yes

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

B. Information

In November, Ms. Germany provided the Board of Education with information outlining the need for the tentative levy. The levy process will take place according to School Code and State Statute.

C. Public Comments

Mr. Ascolani invited members of the audience to address the Board regarding the Public Hearing. No one came forward at this time.

D. Motion to Adjourn Public Hearing

Motion made by Patrick Kerrigan, seconded by Kevin Collins, to adjourn the Public Hearing.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

4. RECONVENE TO OPEN MEETING

A. Motion to Reconvene to the Open Meeting

Motion made by Patrick Kerrigan, seconded by Dave Molitor, to reconvene the open meeting of the Board of Education.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

5. COMMUNICATIONS, ANNOUNCEMENTS, ADMINISTRATION REPORTS AND SCHEDULES

A. President's Report

- Meeting with Lemont Village Leadership – Mr. Ascolani reported that a meeting will be scheduled with the Village of Lemont, including the Mayor, to get general information and updates as well as to discuss any key issues.

B. Board Committee Reports

- Policy – Mr. Molitor (Chairperson) and Mr. Ascolani, Member – Mr. Molitor reported that the Policy Committee will be meeting in January to discuss PRESS Issue 102.
- Wellness/Safety – Mr. Collins and Mrs. Martino, Members – Mrs. Martino reported that the next meeting will take place on January 27, 2020.
- Discipline/Intervention – Mr. Collins and Mr. Malley, Members – Mr. Collins reported that the next meeting will take place on February 24, 2020.

C. Union Representation Reports

D. PTO/Foundation Reports

E. Principals' Report

- Oakwood School – Ms. Kwasny reported that Oakwood School participated in the STEM Night at Lemont High School, and Oakwood's 2nd grade students also visited the CITGO Innovation Academy. In addition, Oakwood is hosting the "12 Days of Reading" and implementing a Little Free Library outside of the school to continue building a culture of reading.
- River Valley School – Mrs. Burkhardt reported that River Valley's 4th grade students attended the STEM Night at Lemont High School and hosted a table that showcased their 4th grade solar powered car unit, which was funded by the 113A Educational Foundation. River Valley also hosted a night for students to build gingerbread houses as well as implemented a lending library outside of the school.
- Old Quarry Middle School – Mr. Nendza reported that several Old Quarry teachers spent time with Tanny McGregor, who demonstrated sketchnoting during two collaboration meetings. Old Quarry also began MTSS meetings with all staff to continue providing interventions for students. Mr. Nendza also commented on upcoming athletic and extracurricular events.

F. Superintendent's Report

- Update on Enrollment – Dr. Orzel reported that 41 new students have enrolled in the district since the first day of school, with a total of 12 since the last Board meeting. A newsletter highlighting enrollment, class size, space consideration, and strategic planning will be sent to the community in early January.
- Update on Class Size – Dr. Orzel provided the Board with current class sizes for Kindergarten through 8th grade.
- Update on Central School – Dr. Orzel reported that the facility study on Central School was completed, and the attorney sent a letter regarding rezoning, site survey, and title search. This information was shared with the Board.

G. Treasurer's Reports

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve the Treasurer's Report, Reconciliation Schedule, Variance Explanation, Bank Statement and PMA Analysis, Revenue and Expenditure Detail, Balance Sheet, Investment Structure, and FRIS Report for the Month of November 2019, as presented.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

6. COMMENTS FROM THE AUDIENCE

Mr. Ascolani invited members of the audience to address the Board. No one came forward at this time.

7. CONSENT AGENDA

A. Board President Ascolani asked if there was anyone on the Board that would like any item(s) removed from the consent agenda. No one had any requests at this time.

Motion made by Patrick Kerrigan, seconded by Kevin Collins, to approve the consent agenda which includes the following:

- Monthly report of Open Accounts Payable/Bills and Payroll
- The hiring of listed employees pending compliance with applicable Board policy and State and Federal law:
 - Joan Lenz, P/T Early Childhood Program Assistant, effective January 6, 2020
- The Leave of Absence of:
 - Julie Hayes, OQ 6th Grade Teacher, Medical leave following 12 week FMLA leave (effective 10/31/19) – Return date August 2020
 - Natalee Ciesiun, OQ 8th Grade Teacher, Medical leave beginning April 6, 2020 – Return date August 2020
 - Janice Knopinski, RV Paraprofessional, Intermittent 12 week FMLA leave, effective December 10, 2019
- Monthly Report – Enrollment
- Monthly Report – Discipline
- Monthly Report – Food Service
- Monthly Report – Freedom of Information Act (FOIA)
- Approval of Disposal of Obsolete Equipement
- Approval to Seek Bids for Upcoming Work
- Approval of OQ STEAM Encore Teacher for the CITGO Innovation Academy for the 2020-2021 School Year

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

B. Monthly Report – Open Accounts Payable/Bills and Payroll

Payroll:

11/22/19
Regular: \$582,072.26

12/6/19
Regular: \$580,423.88

Bills/Accounts Payable:

Bills dated December 16, 2019 in the amount of \$936,098.32.

C. Monthly Report – Personnel

The hiring of (pending compliance with Board Policy and State and Federal Law):

- Joan Lenz, P/T Early Childhood Program Assistant, effective January 6, 2020

The Leave of Absence of:

- Julie Hayes, OQ 6th Grade Teacher, Medical leave following 12 week FMLA leave (effective 10/31/19) – Return date August 2020
- Natalee Ciesiun, OQ 8th Grade Teacher, Medical leave beginning April 6, 2020 – Return date August 2020
- Janice Knopinski, RV Paraprofessional, Intermittent 12 week FMLA leave, effective December 10, 2019

D. Monthly Report – Enrollment

Since November 13, 2019, enrollment has increased by 3 with 4 students entering the District and 1 student transferring out of the District.

E. Monthly Report – Discipline

F. Monthly Report – Food Service

G. Monthly Report – Freedom of Information Act (FOIA)

1. FOIA – Dave Patterson – Willow Springs Student Enrollment – 15 Minutes

H. Consider Approval of Disposal of Obsolete Equipment

The administration brings a recommendation to the Board of Education to dispose of obsolete equipment in the district when needed. Attached is a list of computer equipment, audio visual equipment, desktop printers and scanners, and servers that are no longer usable for the district's needs.

I. Consider Approval to Seek Bids for Upcoming Work

We are seeking approval to seek bids for upcoming work as outlined below:

1. Bus leases will end at the end of the 19-20 fiscal year. We will need to solicit bids for bus leasing.
2. Backup generators for River Valley School and/or Oakwood School
3. Rooftop heating unit at River Valley School
4. Paving of Buses Only Parking Lot

It is the administrative recommendation to request the Board's approval of this request as presented.

J. Consider Approval of OQ STEAM Encore Teacher for the CITGO Innovation Academy for the 2020-2021 School Year

8. BOARD ACTION

A. Consider Approval of Tax Levy

The adoption of the Final Tax Levy is a procedure that by statute is required to be completed and filed prior to the last Tuesday in December.

Last month, the Board of Education adopted the Tentative Levy at an increase of more than 5% over the previous year's extension. Attached is a copy of the proper documentation that the Board of Education must approve in order for the Levy to be submitted to the proper counties and then extended according to each county's deadline.

The Tax Levy accounts for over 80% of the total revenue received by the District. It is the recommendation of the administration to approve the Final Tax Levy, as presented.

Recommended Motion:

Motion made by Cindy Kelly, seconded by Patrick Kerrigan, to approve the Final FY19 Tax Levy, as presented.

Upon the voice vote called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

9. ADJOURN TO CLOSED SESSION

Motion made by Patrick Kerrigan, and seconded by Cindy Kelly, at 6:59 p.m. to adjourn to closed session for the purpose of:

- A. Discussion on the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. However, a meeting to consider an increase in compensation to a specific employee of the District that is subject to the Local Government Wage Increase Transparency Act may not be closed and shall be open to the public and posted and held in accordance with this Act. 5 ILCS 120/2(c)(1)
- B. Collective negotiating matters between the District and its employees or their representative, or deliberation concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).
- C. Security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public, or public property. 5 ILCS 120/2(c)(8).

The Board of Education DOES NOT anticipate action as a result of closed session.

Upon voice vote being called, the members voted as follows:

Damon Ascolani	yes
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Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

10. CLOSED SESSION

11. RECONVENE TO OPEN SESSION

Motion made by Cindy Kelly, seconded by Patrick Kerrigan, at 7:23 p.m. to reconvene the Open Session Meeting of the Board of Education.

Upon voice vote being called, the members voted as follows:

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.

12. ADVANCED PLANNING

JANUARY

- Six-Month Review of Closed Session Minutes/Tapes
- Superintendent Shall Notify Board of Upcoming Evaluation (On/Before Feb. 1st)
- Summer Project Bids (If Needed)

FEBRUARY

- Resolution to Designate a Person to Prepare Preliminary Budget
- Amend School Calendar If Necessary
- Approve Next Year's Calendar
- Written Performance Evaluation of the Superintendent Due On or Before March 1st

13. ADJOURNMENT

The motion was made by Kevin Collins, seconded by Patrick Kerrigan, to adjourn the Regular Meeting of the Board of Education at 7:54 p.m.

Upon voice vote being called, the members voted as follows:

Damon Ascolani	yes
Kevin Collins	yes

Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 6, Absent 1, the President declared the motion passed.



Damon Ascolani, President



Kevin Collins, Secretary

27 JAN 20

Date

27 JAN 20

Date