

**BOARD OF EDUCATION  
LEMONT-BROMBEREK CSD 113A  
BUSINESS MEETING MINUTES  
OLD QUARRY MIDDLE SCHOOL - LRC  
LEMONT, ILLINOIS 60439  
Wednesday, December 19, 2018**

**1. CALL TO ORDER**

Damon Ascolani called to order the Business Meeting of the Lemont-Bromberек CSD 113A Board of Education at 6:30 p.m. on Wednesday, December 19, 2018 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, Al Malley, Bethany Martino and Dave Molitor. Patrick Kerrigan, Vice President, arrived at 6:31 p.m.

Board Members Absent: None

Administration present: Dr. Courtney Orzel, Superintendent, 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, Joe Trsar, Assistant Principal/Oakwood, Debby Lynch, Principal/River Valley, Maggi Burkhardt, Assistant Principal/River Valley, Johnny Billingsley, Principal/Old Quarry, and Shirley Kleehammer, Assistant Principal/Old Quarry.

Staff Present: Laura Hodge, Liz Janusz, Gayle Litsogannis, Maria Papiez, Michelle Rakoczy, Amanda Roth, and Michelle Watson.

Audience Members (from sign in sheet, if legible): Carolyn Cesarz and Whitney Wilda.

**B. Pledge of Allegiance:** Al Malley

**C. Approval of the Agenda:**

President Ascolani requested the addition of a choral performance as agenda item 1E and Student Disciplinary Cases as a closed session discussion topic in agenda item 12.

Motion made by Kevin Collins, seconded by Bethany Martino, to approve the agenda as amended.

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

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

With a vote of Yeas 7, the President declared the motion passed.

**D. Approval of Minutes:**

Motion made by Dave Molitor, seconded by Kevin Collins, to approve the open and closed session minutes dated November 13, 2018, as submitted.

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

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

With a vote of Yeas 7, the President declared the motion passed.

**E. Choral Performance**

The Old Quarry Choir presented a holiday performance to the Board of Education.

**2. ADJOURN TO PUBLIC HEARING**

**A. Motion to Adjourn to Public Hearing to Hear Comments on**

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to adjourn to hold the Public Hearing for the purpose of hearing public comments on the tentative levy for FY18 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	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

**3. PUBLIC HEARING**

**A. Motion to Convene the Public Hearing**

Motion made by Patrick Kerrigan, seconded by Dave Molitor, to convene the Public Hearing for the purpose of hearing public comments on the tentative FY18 levy.

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

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

With a vote of Yeas 7, the President declared the motion passed.

**B. Information**

In November, Mrs. 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	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

**4. RECONVENE TO OPEN MEETING**

**A. Motion to Reconvene the Open Meeting**

Motion made by Patrick Kerrigan, seconded by Bethany Martino, 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	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

**5. COMMUNICATIONS, ANNOUNCEMENTS, ADMINISTRATION REPORTS AND SCHEDULES**

**A. Board Committee Reports**

- Calendar – Mr. Molitor reported that the Calendar Committee held its first meeting on December 3, 2018 and will meet again after the New Year.
- Policy – Mr. Molitor reported that the Policy Committee met on December 14, 2018 to discuss PRESS 99.
- Wellness/Safety – Mrs. Martino reported that the Wellness/Safety Committee met on December 19, 2018. An update on security was provided, and Mrs. Langrave, an Oakwood 2<sup>nd</sup> grade teacher, also gave a presentation on Sandy

Hook Promise. Mr. Collins also reported that the District sent four administrators/staff members to the ALICE training, which was further discussed at the Committee meeting along with a review of the District's safety plan.

**B. Union Representation Reports**

**C. PTO/Foundation Reports**

Mrs. Carolyn Cesarz reported that the Foundation is currently preparing for the Harlem Wizards fundraiser that will take place in February. Tickets are anticipated to go on sale in the near future and the community will begin to see publicity around town for the event. Mrs. Cesarz also reported that Mr. Brandhandler, the music teacher at Oakwood School, received a grant from Ecolab to create a recording studio, which the Foundation was able to help facilitate.

**D. Principals' Report**

The principals submitted written reports to the Board of Education.

**E. Superintendent's Report**

- Update on Palos Park Master Plan Open House – Dr. Orzel and Dr. Ticknor, Superintendent of Lemont Township High School District 210, attended the Palos Park Master Plan Open House on December 4, 2018. As a result, a meeting has been requested with the Village of Palos Park and surrounding school districts in January or February of 2019 to discuss this potential growth in relation to the District's space and enrollment issues. Dr. Orzel stated the importance of Lemont and District 113A being a part of this plan.
- Central Feasibility Study – Dr. Orzel reported that the administration is in the process of looking at Central School to do a feasibility study. Dr. Orzel also discussed the potential of the Construction Grant, which looks favorable for the District.
- Legislative Update – Dr. Orzel reported on the Property Tax Relief Grant Application.
- Security Update – Dr. Orzel reported that the administration has taken action to move forward with the panic buttons. The panic buttons will be installed on all District phones during Winter Break, and the staff will be made aware through email and properly trained after Winter Break.
- Technology Update – Dr. Orzel addressed the wireless issues and reported that a wireless controller will be installed in Old Quarry during Winter Break. A complete upgrade will also be completed next summer.
- Enrollment Update – Dr. Orzel reported that the District continues to see an increase in enrollment, so it is important to continue to think about the Palos Park Master Plan as well as the Central Feasibility Study as we move forward.

**H. Treasurer's Report**

Mrs. Germany provided a report on financials for the district.

Expenditures are at 54% of the anticipated budget and revenue is at 48% of the anticipated budget.

Motion made by Cindy Kelly, seconded by Patrick Kerrigan, to approve the July 2018 Reports; August 2018 Reports; September 2018 Reports; October 2018 Reports; and 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 2018, 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	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, 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. PRESENTATION**

**A. Presentation – River Valley School Improvement Plan**

Mrs. Debby Lynch and members of the School Leadership Team presented the River Valley School Improvement Plan to the Board of Education.

**B. Discussion – Policy 4:20**

Mr. Malley led a discussion regarding Policy 4:20, which drives the District’s budgeting and spending. Money that is not spent goes into fund balance, and the District is unable to access this money as a result of this policy. Mr. Malley requested that the Board review this information and allow a discussion of this policy at the upcoming Finance Committee meeting. This information will be brought back to the Board and then further discussed with the Policy Committee. As a result, this process will be completed over the course of a few months.

**8. 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 Dave Molitor, seconded by Patrick Kerrigan, 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:
  - Jonathan Williams, OQ Wrestling Coach, effective December 20, 2018
- The Leave of Absence of:
  - Kristy Blazewski, OW 2<sup>nd</sup> Grade Teacher, 5 week extension of 18 week FMLA leave, return date May 6, 2019
  - Howard Miller, Custodian, 4 week FMLA leave, effective November 26, 2018
  - Courtney Rubo, RV 4<sup>th</sup> Grade Teacher, 12 week leave of absence, effective May 5, 2019
  - James Sliwa, Maintenance, 12 week FMLA leave, effective November 29, 2018
  - Josie Strama, Custodian, 12 week FMLA leave, effective January 7, 2019
- The Retirement of:
  - Mary Mattas, RV Paraprofessional, effective June 30, 2019
- Monthly Report - Enrollment
- Monthly Report – Discipline
- Monthly Report – Food Service

- Approval of ThoughtExchange Contract

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

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

With a vote of Yeas 7, the President declared the motion passed.

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

##### **Payroll:**

11/23/18  
 Regular: \$653,582.39  
 Special: \$1,151.57

12/7/18  
 Regular: \$548,277.03

##### **Bills/Accounts Payable:**

Bills dated December 14, 2018 in the amount of \$947,752.53.

#### **C. Monthly Report – Personnel**

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

- Jonathan Williams, OQ Wrestling Coach, effective December 20, 2018

The Leave of Absence of:

- Kristy Blazewski, OW 2<sup>nd</sup> Grade Teacher, 5 week extension of 18 week FMLA leave, return date May 6, 2019
- Howard Miller, Custodian, 4 week FMLA leave, effective November 26, 2018
- Courtney Rubo, RV 4<sup>th</sup> Grade Teacher, 12 week leave of absence, effective May 5, 2019
- James Sliwa, Maintenance, 12 week FMLA leave, effective November 29, 2018
- Josie Strama, Custodian, 12 week FMLA leave, effective January 7, 2019

The Retirement of:

- Mary Mattas, RV Paraprofessional, effective June 30, 2019

#### **D. Monthly Report – Enrollment**

- Since November 14, 2018, enrollment has increased by 2 with 3 new students entering and 1 student transferring out.

#### **E. Monthly Report – Discipline**

#### **F. Monthly Report – Food Service**

#### **G. Consider Approval of ThoughtExchange Contract**

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**9. BOARD ACTION**

**A. Consider Approval of River Valley School Improvement Plan**

Motion made by Dave Molitor, seconded by Bethany Martino, to approve the River Valley School Improvement Plan.

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

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

With a vote of Yeas 7, the President declared the motion passed.

**B. 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 tax 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 Patrick Kerrigan, seconded by Kevin Collins, to approve the Final FY18 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	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

**C. Consider Approval of Short-Term Substitute Training Agreement**

Public Act 100-596 created a short-term substitute license. The following are the new requirements for this one-time short-term license: hold an Associate's degree or higher from a regionally accredited institution of higher education or show completion of 60 semester hours of coursework.

Specifics regarding the short-term substitute license:

- Valid for substitute teaching in all grades of the public schools, prekindergarten through grade 12
- Valid until June 30, 2023, and may not be renewed
- Cannot teach more than 5 consecutive days per licensed teacher
- Must complete a training program provided by the school board
- Cannot serve as a Paraprofessional

I will work in collaboration with our union to jointly develop a training for short-term substitute teachers to offer the training onsite as needed. In recognition of this requirement, South Cook ISC, the Illinois Association of Regional Superintendents, IEA and IFT have developed a training that meets all of the required components; a school board and the teachers' union may use our training for their short-term substitute teachers (see sample). Upon successful completion of the training, and to be eligible for employment, the employing school district must have the attached agreement signed and returned to South Cook ISC.

South Cook ISC will provide evidence of completion to all participants so that short-term substitute teachers have documentation to indicate they complete this training. Please note that this training is a condition of employment and **is not** for licensure.

Those completing the training **may** receive their short-term substitute license after meeting all ISBE requirements including but not limited to, the application process, completion of 60 hours of college coursework and a criminal history/background check. It is recommended that all candidates complete or have the process started before completing the training.

**Recommended Motion:**

Motion made by Patrick Kerrigan, seconded by Kevin Collins, to approve the Short-Term Substitute Training Agreement.

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

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

With a vote of Yeas 7, the President declared the motion passed.

**10. NEW/OLD/UNFINISHED BUSINESS**

- A. First Reading – PRESS 99

**11. ADJOURN TO CLOSED SESSION**

Motion made by Kevin Collins, and seconded by Patrick Kerrigan, at 7:38 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).
- D. Student disciplinary cases. 5 ILCS 120/2(c)(9).

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

With a vote of Yeas 7, the President declared the motion passed.

## 12. CLOSED SESSION

## 13. RECONVENE TO OPEN SESSION

Motion made by Dave Molitor, seconded by Patrick Kerrigan, at 8:40 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	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

## 14. ADVANCED PLANNING

### JANUARY

- Six-Month Review of Closed Session Minutes/Tapes
- Superintendent shall notify Board of upcoming evaluation (On/Before Feb. 1<sup>st</sup>)
- Approve Calendar

- 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 1<sup>st</sup>
- Review of Superintendent contract shall take place on or before March 1<sup>st</sup> of each contract year


**15. ADJOURNMENT**


The motion was made by Dave Molitor, seconded by Kevin Collins, to adjourn the Regular Meeting of the Board of Education at 8:4 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	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

  
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 Damon Ascolani, President  
 16 JAN 2019  
 \_\_\_\_\_  
 Date

 - ProTemp  
 \_\_\_\_\_  
 Kevin Collins, Secretary  
 16 Jan 2019  
 \_\_\_\_\_  
 Date