

**BOARD OF EDUCATION
LEMONT-BROMBEREK CSD 113A
BUSINESS MEETING MINUTES
OLD QUARRY MIDDLE SCHOOL - LRC
LEMONT, ILLINOIS 60439
Wednesday, February 20, 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 Wednesday, February 20, 2019 in the Old Quarry Middle School LRC.

A. Roll Call

Upon roll being called, the following board members were present: Damon Ascolani, President, Patrick Kerrigan, Vice President, Kevin Collins, Secretary, Cindy Kelly, and Bethany Martino. Dave Molitor arrived at 6:32 p.m. and Al Malley arrived at 6:33 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, 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: Megan Ehn and Cyndi Picciola.

Audience Members (from sign in sheet, if legible): Katie Nash and Laura Smith.

B. Pledge of Allegiance: Kevin Collins

C. Approval of the Agenda:

President Ascolani requested the removal of action as a result of closed session and the addition of Student Disciplinary Cases as a closed session discussion topic.

Motion made by Cindy Kelly, 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		absent
Bethany Martino	yes	
Dave Molitor		absent

With a vote of Yeas 5, Absent 2, the President declared the motion passed.

D. Approval of Minutes:

Motion made by Cindy Kelly, seconded by Patrick Kerrigan, to approve the open and closed session minutes dated January 16, 2019, 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		absent
Bethany Martino	yes	
Dave Molitor		absent

With a vote of Yeas 5, Absent 2, the President declared the motion passed.

E. Recognition

1. Recognition of OQMS Chess Team

2. COMMUNICATIONS, ANNOUNCEMENTS, ADMINISTRATION REPORTS AND SCHEDULES

A. President's Report

- Palos Park Meeting – Mr. Ascolani reported that he and Dr. Orzel will be meeting with the Palos Park mayor and village manager on Friday, February 22, 2019 to gather additional information in regards to potential developments.
- Alliance Leadership Summit – Mr. Ascolani, Mr. Molitor, and Dr. Orzel will attend the Alliance Leadership Summit in Springfield on February 26-27, 2019.

B. Board Committee Reports

- Finance and Audit – Mr. Malley reported that the Finance Committee met on January 23, 2019. In addition to reviewing the District's six-month financial statements, the committee also discussed Policy 4:20 and the proposed stipulations in which the District may access the reserves that remain in fund balance. The Board agreed to bring this discussion to the Policy Committee and move forward with updating the policy to reflect the considered changes.
- Insurance – Mr. Kerrigan reported that the Insurance Committee met on January 24, 2019. Preliminary numbers were received regarding insurance premiums, which reflected a three percent increase. Mr. Kerrigan also reported that a different provider is now being used for the District's prescription plan.

C. Union Representation Reports

D. PTO/Foundation Reports

Dr. Orzel read a statement on behalf of Mrs. Carolyn Cesarz, President of the SD113A Educational Foundation.

E. Principals' Report

- Oakwood School – Mrs. Zimmerman reported on the professional development and conversation taking place at Oakwood around the topic of interactive writing. The staff are also utilizing Skyward for their gradebook and plan on transitioning to online grading for the upcoming school year.
- River Valley School – Mrs. Lynch thanked the Board of Education, Dr. Orzel, and Mrs. Foundation for allowing Dr. Voltz to visit and walk through Oakwood and River Valley with the K-5 administration. This experience provided more consistency within the buildings and was productive for all.

- Old Quarry Middle School – Mr. Billingsley reported on the overwhelming support from the students, staff, and community for Ellie Cuiching, a freshman at Lemont High School battling a brain tumor. Students sold and purchased over 400 bracelets, and the OQ Life Skills class also made a blanket to support Ellie.

F. Assistant Superintendent’s Report

Mrs. Fountain gave a presentation on Winter MAP data and results.

G. Superintendent’s Report

- Update on AASA Conference – Dr. Orzel attended the AASA National Conference on Education in which she was a finalist for the Women in School Leadership Award. Dr. Orzel thanked the Board of Education, the community, and staff for their support. At the conference, Dr. Orzel was also asked to co-lead the Aspiring Superintendents Academy.
- Update on Enrollment – Dr. Orzel provided the Board of Education with a comparison of February 2018 and February 2019 enrollment as well as an update on kindergarten and new student registration for the 2019-2020 school year.
- Update on Strategic Planning – Dr. Orzel reported that the next community newsletter will highlight the strategic planning process and is anticipated to be released in May.

H. Treasurer’s Report

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

Expenditures are at 65% of the anticipated budget and revenue is at 51% of the anticipated budget.

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

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

3. COMMENTS FROM THE AUDIENCE

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

4. 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 Bethany Martino, 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:
 - Katie Nash, OW Kindergarten Teacher, effective 2019-2020 school year
 - Bridget Babinec, Current OW P/T Paraprofessional seeking approval of hire for the new OW E.C. P/T Paraprofessional position, transferring Bridget from P/T to F/T, effective March 4, 2019
 - Brian Bushnell, OQ Soccer Co-Coach, effective February 21, 2019
 - Jeff Sell, OQ Soccer Co-Coach, effective February 21, 2019
- The Resignation of:
 - Jill Delius, OW/RV Paraprofessional, effective February 15, 2019
 - Cassiopeia Stehlik-Barry, OW P/T Art Teacher, effective June 30, 2019
 - Lisa Bryant, OW Kindergarten Teacher, effective May 29, 2019
- The Leave of Absence of:
 - Angela Pawola, RV 5th Grade Teacher, 6 week FMLA leave, effective April 24, 2019
 - Darlene Svoboda, OQ Paraprofessional, 3 week FMLA leave, effective January 7, 2019
- Monthly Report - Enrollment
- Monthly Report – Discipline
- Monthly Report – Food Service
- Monthly Report – Freedom of Information Act (FOIA)

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:

2/1/19
Regular: \$564,968.90

2/15/19
Regular: \$5778,057.02

Bills/Accounts Payable:

Bills dated February 13, 2019 in the amount of \$675,184.74.

C. Monthly Report – Personnel

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

- Katie Nash, OW Kindergarten Teacher, effective 2019-2020 school year
- Bridget Babinec, Current OW P/T Paraprofessional seeing approval of hire for the new OW E.C. P/T Paraprofessional position, transferring Bridget from P/T to F/T, effective March 4, 2019
- Brian Bushnell, OQ Soccer Co-Coach, effective February 21, 2019
- Jeff Sell, OQ Soccer Co-Coach, effective February 21, 2019

The Resignation of:

- Jill Delius, OW/RV Paraprofessional, effective February 15, 2019
- Cassiopeia Stehlik-Barry, OW P/T Art Teacher, effective June 30, 2019
- Lisa Bryant, OW Kindergarten Teacher, effective May 29, 2019

The Leave of Absence of:

- Angela Pawola, RV 5th Grade Teacher, 6 week FMLA leave, effective April 24, 2019
- Darlene Svoboda, OQ Paraprofessional, 3 week FMLA leave, effective January 7, 2019

D. Monthly Report – Enrollment

- Since January 17, 2019, enrollment has increased by 6 with 11 students entering and 5 student transferring out.

E. Monthly Report – Discipline

F. Monthly Report – Food Service

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

- FOIA – Nathan Mihelich, Illinois Retired Teachers Association – Retiree Information – 15 Minutes
- FOIA – Bethany Simpson, SmartProcure – PO/Vendor Information – 15 Minutes

5. BOARD ACTION

A. Consider Approval of the 2019-2020 School Calendar

The Calendar Committee met two times to discuss the proposed calendar for the 2019-2020 school year. The committee consisted of two parents, eight teachers, two administrators, and two Board members. Each meeting had eleven to fifteen of the members present.

Based on these discussions, the Calendar Committee proposes the attached calendar(s) with the following highlights:

- The first day of school will be August 14, 2019. (LHS first day of school is August 13 for freshman/transfers; August 14 for the entire school)
- Two student-led parent-teacher conference days will be held in November. (November 14 and 15)
- Winter Break begins at the close of the School Improvement Day on December 20, 2019 and school resumes on January 7, 2020. (LHS Winter Break is the same)
- Spring Break will begin on March 30, 2020 with school resuming on April 6, 2020. (LHS Spring Break is the same)
- The tentative last day of school would be May 22, 2020. (LHS last day is May 21st)

Calendar A: Last day of school is May 22nd if cold weather days are not used. Student-led parent-teacher conferences will count towards attendance.

Calendar B: Last day of school is May 27th if student-led conferences are not approved as student attendance days.

Recommended Motion:

Motion made by Cindy Kelly, seconded by Patrick Kerrigan, to approve Calendar A for the 2019-2020 school year as presented and Calendar B as an option if student-led parent-teacher conferences are not approved as student attendance days by the State.

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 Amending the 2018-2019 School Calendar

Attached is the amended calendar to be submitted to ISBE. Since we used three of our emergency days due to weather on November 26th, January 30th, and January 31st; we have amended our calendar to reflect the use of those emergency days. If no other emergency days are used, the last day of school will now be Thursday, May 30, 2019.

Recommended Motion:

Motion made by Cindy Kelly, seconded by Dave Molitor, to approve the amended 2018-2019 school calendar 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 Resolution Designating a Person to Prepare Preliminary Budget

Annually, the School Board, by resolution, shall designate some person or persons to prepare a tentative budget. Such budget shall be prepared in tentative form by some person or persons designated by the Board, and such tentative form shall be made conveniently available for public inspection for at least 30 days prior to final action. The administration will provide a tentative timeline for completion of the budget process, related policies and related resources from the Illinois Association of School Boards.

Recommended Motion:

Motion made by Patrick Kerrigan, seconded by Cindy Kelly, to approve the resolution to designate Dr. Courtney Orzel and Barbara Germany as authorized persons to prepare the 2019-2020 tentative budget for Lemont-Bromberek CSD 113A.

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. Consider Approval of Vendor for the 2019 Oakwood Paving Project

On February 11th, 2019, bids were received by Lemont-Bromberek District 13A for the Oakwood Parking Lot Improvement project. This bid was advertised in the Chicago Tribune and the Lemont Reporter. A total of twelve contractors submitted bids: Please see the attached bid tabulation sheet. The apparent low bidder is M&J Asphalt Paving Company Inc. our of Cicero, Illinois, with a base bid of \$364,900.00. Alternate Add bid 1 was \$21,000.00 and Alternate Add bid 2 was \$39,100.00. We would like to include both alternates as part of the package. Alternate 1 is for the hardscape play area asphalt removal and replacement. Alternate 2 work is for additional sidewalk / curb removal and replacement. At this time, we would like to proceed with the base bid and both Add Alternate 1 & 2, for a total contract value of \$425,100.00. The base bid included a construction contingency allowance of \$60,000.00. Wight & Company has reviewed the project with the low bidder to confirm that they have accounted for all the scope. Wight & Company has also consulted the references provided by the low bidder and each has indicated that their projects went well and that they would work with the low bidder again. Based upon the evaluation of the bids, scope review, and the referenced provided; it is our administrative recommendation, and the recommendation of Wight & Company, to award the contract to M&J Asphalt Paving Company Inc. in the amount of \$425,100.00 with a contingency allowance of \$60,000.00.

Recommended Motion:

Motion made by Cindy Kelly, seconded by Patrick Kerrigan, to approve M&J Asphalt Paving Company for the 2019 Oakwood Paving Project in the amount of \$425,100.00 with a construction contingency of \$60,000.00.

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. Consider Approval to Seek RFP's for Waste Disposal Services

As part of an ongoing review of expenditures, we are requesting the Board's approval to seek RFP's for waste disposal services. It has been several years since we reviewed vendors/services in this area and we would like to see what other vendors have to offer.

Recommended Motion:

Motion made by Dave Molitor, seconded by Bethany Martino, to approve the administration's release of an RFP for waste disposal services.

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.

F. Consider Approval of the Renewal of District Auditor

It is the administrative recommendation to renew our current auditors that we have used the last three years. They have worked very well with the District. They have streamlined the audit process where we complete much of the work in advance and then they are in our office only a few days. This makes the audit less intrusive for the staff and everyone involved. Below is a breakdown of the fees for the five years:

	<u>PY fee</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Audit	13,500	15,500	16,000	16,500	17,000	17,500
Single Audit	3,200	3,250	3,350	3,450	3,550	3,650
DDO	250	250	250	250	250	250
Total	<u>16,950</u>	<u>19,000</u>	<u>19,600</u>	<u>20,200</u>	<u>20,800</u>	<u>21,400</u>

Recommended Motion:

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve the renewal of Lauterbach and Amen as district auditors for 2019-2023 for the fee structure 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. NEW/OLD/UNFINISHED BUSINESS

7. ADJOURN TO CLOSED SESSION

Motion made by Patrick Kerrigan, and seconded by Kevin Collins, 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).

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.

8. CLOSED SESSION

9. RECONVENE TO OPEN SESSION

Motion made by Cindy Kelly, seconded by Dave Molitor, at 9:10 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.

10. ADVANCED PLANNING

MARCH

- Curriculum Recommendations for Next Year
- Resolutions for Dismissal of Non-Tenured Teachers
- Approval of Upcoming Year School Fees
- Notice to Not Renew Superintendent Contract Due On or Before April 1st (of Year Contract Expires)

APRIL

- Approval of Current Year Amended Calendar (If ER Days are Used)
- Staffing Recommendations for Next School Year
- Approval of Administrative Cap
- Approval of Summer Workforce
- Statement of Economic Interest Due
- Noxious Weed Agreement
- School Board Reorganization
- IASB Representative and IASB Delegate Selected
- Title I Plan

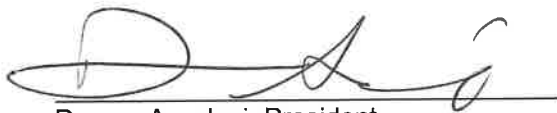
11. ADJOURNMENT

The motion was made by Cindy Kelly, seconded by Kevin Collins, to adjourn the Regular Meeting of the Board of Education at 9:16 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.



Damon Ascolani, President

20 March 2019
Date

David Molitor ^{Pro-Temp}

Kevin Collins, Secretary

3/20/2019
Date