

**BOARD OF EDUCATION
LEMONT-BROMBEREK CSD 113A
BUSINESS MEETING MINUTES
OLD QUARRY MIDDLE SCHOOL - LRC
LEMONT, ILLINOIS 60439
Wednesday, January 16, 2019**

1. CALL TO ORDER

Damon Ascolani called to order the Business Meeting of the Lemont-Bromberek CSD 113A Board of Education at 6:31 p.m. on Wednesday, January 16, 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, Al Malley, Bethany Martino and Dave Molitor.

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, 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: Daryl Mercer and Laurie Saulys.

Audience Members (from sign in sheet, if legible): Carolyn Cesarz

B. Approval of Secretary Pro Tempore:

Motion made by Damon Ascolani to nominate Mr. Dave Molitor as the appointed Secretary Pro Tempore was approved unanimously.

C. Pledge of Allegiance: Patrick Kerrigan

D. Approval of the Agenda:

Motion made by Cindy Kelly, seconded by Bethany Martino, 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	yes
Al Malley	yes
Bethany Martino	yes
Dave Molitor	yes

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

E. Approval of Minutes:

Motion made by Cindy Kelly, seconded by Patrick Kerrigan, to approve the open and closed session minutes dated December 19, 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.

F. Recognition

1. Recognition of OQMS State Champion Cheerleading Team

2. COMMUNICATIONS, ANNOUNCEMENTS, ADMINISTRATION REPORTS AND SCHEDULES

A. Board Committee Reports

- Calendar – Mrs. Martino reported that the Calendar Committee met on January 10, 2019 to discuss the tentative calendar for the 2019-2020 school year. Approval of the calendar will take place once the State releases more information regarding possible changes.
- Finance – Mr. Malley reported that the next meeting will take place on January 23, 2019, in which Policy 4:20 and the second quarter budget will be discussed.
- Insurance – Mr. Kerrigan reported that the next meeting will take place on January 24, 2019.
- Policy – Mr. Molitor requested that Policy 7:270 be removed from the second reading of PRESS 99.

B. Union Representation Reports

C. PTO/Foundation Reports

Mrs. Carolyn Cesarz reported that the Harlem Wizards event will take place on February 8, 2019 at Old Quarry. There is much excitement in the community and tickets are selling fast, with two premier seating options completely sold out. Mrs. Cesarz also discussed the need for teacher volunteers for the event.

D. Principals' Report

- Oakwood School – Mrs. Zimmerman reported on the building of Oakwood students' ownership over learning and also discussed the Fall data points regarding students' understanding of three specific questions utilized in each lesson. Students will be assessed again in both the Winter and Spring.
- River Valley School – Mrs. Lynch reported on the book study in which the staff at River Valley have been participating. Teachers are reading the book titled *Quick Guide to Reaching Struggling Writers* and are finding effective support through reading and discussing this book.
- Old Quarry Middle School – Mr. Billingsley recognized the OQMS Chess Team and invited the Board of Education to the conference tournament on January 26, 2019, which will be held in the Old Quarry LRC.

E. Assistant Superintendent's Report

Mrs. Fountain reported on the professional development opportunities for certified staff in relation to ELA and Math. In February, Mrs. Fountain will present data updates on Math implementation.

F. Director of Student Services Report

Mrs. Wulczyn provided an update on special education staffing.

G. Superintendent's Report

- Update on Enrollment – Dr. Orzel reported on the influx of new students after Winter Break and commented on current enrollment numbers.
- Update on Strategic Planning – Dr. Orzel reported that a community newsletter was mailed out over Winter Break, and the next newsletter will outline the District's strategic planning process, goals, and initiatives.
- Notice to Board on Evaluation of Superintendent – This month, Dr. Orzel gave notice to the Board of her evaluation as Superintendent.
- ISTE Leadership Summit - Dr. Orzel will be attending the ISTE Leadership Summit in California from January 17, 2019 to January 21, 2019.
- Community Newsletter – Dr. Orzel asked the Board for feedback regarding the community newsletter. Mr. Ascolani commented that it was comprehensive and that he liked the tri-fold design. The next community newsletter is anticipated to be released in late April.

H. Treasurer's Report

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

Expenditures are at 62% of the anticipated budget and revenue is at 49% 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 December 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.

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. Mr. Molitor requested that Policy 7:270 be removed from the second reading of PRESS 99.

Motion made by Al Malley, 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:
 - Maureen Gallimore, RV Part-Time Paraprofessional, effective January 17, 2019
- The Leave of Absence of:
 - Donna DiCharia, Custodian, 4 week FMLA leave, effective January 16, 2019
 - Linda Leonard, Bus Driver, 6 week FMLA leave, effective November 28, 2018
 - Lauren Sanders, RV 3rd Grade Teacher, 6 week FMLA leave, effective April 17, 2019
- The Retirement of:
 - Maureen O'Neil, OQ Paraprofessional, effective June 30, 2019
- Monthly Report - Enrollment
- Monthly Report – Discipline
- Monthly Report – Food Service
- Second Reading of PRESS 99 save Policy 7:270
- Approval of Proposal for Central School Re-Opening Feasibility Study
- Approval of Paraprofessional Staffing Recommendation

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:

12/21/18
Regular: \$579,520.48
Stipend: \$45,074.75

1/4/19
Regular: \$570,409.59

1/18/19
Regular: \$549,215.90

Bills/Accounts Payable:

Bills dated January 10, 2019 in the amount of \$714,202.91

C. Monthly Report – Personnel

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

- Maureen Gallimore, RV Part-Time Paraprofessional, effective January 17, 2019

The Leave of Absence of:

- Donna DiCharia, Custodian, 4 week FMLA leave, effective January 16, 2019
- Linda Leonard, Bus Driver, 6 week FMLA leave, effective November 28, 2018
- Lauren Sanders, RV 3rd Grade Teacher, 6 week FMLA leave, effective April 17, 2019

The Retirement of:

- Maureen O’Neil, OQ Paraprofessional, effective June 30, 2019

D. Monthly Report – Enrollment

- Since December 20, 2018, enrollment has increased by 9 with 10 students entering and 1 student transferring out.

E. Monthly Report – Discipline

F. Monthly Report – Food Service

G. Second Reading – PRESS 99

Policy 7:270 removed for further review.

H. Approval of Proposal for Central School Re-Opening Feasibility Study

As you are aware, Dr. Orzel, Pat, and I met with other architectural firms in order to determine the best fit for a feasibility study for Central School. After discussing the attributes of each organization, we decided that STR Partners LLC would best fit our needs for this study.

Attached you will find a proposal for the Re-Opening Feasibility Study for Central School. This proposal includes the objectives, scope of work, and district responsibilities.

It is the administrative recommendation to approve STR Partners LLC to complete the Re-Opening Feasibility Study for Central School in the amount of \$6,000 for fixed fees. Service compensations will be extra and invoiced at cost.

I. Approval of Paraprofessional Staffing Recommendation

Due to the needs of two incoming 3-year-olds, we are requesting the services of an additional halftime paraprofessional in the Early Childhood program. As you know, we are mandated to serve students on their third birthday, so enrollment increases as the school year progresses. Both of these students are safety risks, one due to social/emotional/behavioral issues and the other due to mobility issues. Given that the students will be in the same class, we predict that the needs of the first (who enters very soon) will be diminished by the time the second, who will require the services of an individual paraprofessional, enters two months later. Both will be accommodated in the same class per balancing our class configurations.

We would appreciate your consideration of hiring an additional halftime paraprofessional to meet the needs of these students in the Least Restrictive Environment.

5. BOARD ACTION

A. Consider Approval for the Solicitation of Bids for 2019 Oakwood Paving Improvements

As part of our continued facility improvement, the Oakwood facility is scheduled for paving lot improvements this year. We are seeking board approval to solicit bids for this project. The anticipated schedule for this project is as follows:

- 1/21/2019 Send District Advertisement to Bid (for papers)
- 1/28/2019 Documents Available to Bidders
- 2/11/2019 Bid Opening
- 2/12/2019 Scope Review and Recommendation to District
- 2/20/2019 Requested Board Action

The work to be completed will be as follows:

- North Parking and Drives: Full Reconstruction
- East Drive: Remove Asphalt Down to Stone Base and Replace
- East Parking: Remove Down to Stone Base and Replace
- South Drive: Full Reconstruction
- Existing Storm Sewer Replacement (4 or 5 structures need replacement)
- North parking area drainage improvements (storm sewer and curb work)

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve the solicitation of bids for the 2019 Oakwood Paving Improvements as recommended by administration.

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

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

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

6. NEW/OLD/UNFINISHED BUSINESS

7. ADJOURN TO CLOSED SESSION

Motion made by Dave Molitor, and seconded by Bethany Martino, at 7:03 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).
- E. Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).

The Board of Education DOES anticipate action as a result of closed session.

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

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

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

8. CLOSED SESSION

9. RECONVENE TO OPEN SESSION

Motion made by Dave Molitor, seconded by Bethany Martino, at 8:17 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. ACTION AS A RESULT OF CLOSED SESSION

A. Consider Approval to Open or Keep Closed Minutes

Motion made by Patrick Kerrigan, seconded by Bethany Martino, to approve keeping minutes closed.

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.

11. ADVANCED PLANNING

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
- Review of Superintendent Contract Shall Take Place On or Before March 1st of Each Contract Year

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)

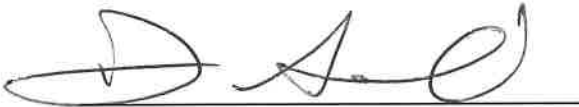
12. ADJOURNMENT

The motion was made by Cindy Kelly, seconded by Patrick Kerrigan, to adjourn the Regular Meeting of the Board of Education at 8:24 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 FEB 2019
Date



Kevin Collins, Secretary

20 FEB 19
Date