

**BOARD OF EDUCATION  
LEMONT-BROMBEREK CSD 113A  
BUSINESS MEETING MINUTES  
OLD QUARRY MIDDLE SCHOOL - LRC  
LEMONT, ILLINOIS 60439  
Monday, July 22, 2019**

**1. CALL TO ORDER**

Damon Ascolani called to order the Business Meeting of the Lemont-Bromberek CSD 113A Board of Education at 6:02 p.m. on Monday, July 22, 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, Patrick Kerrigan, and Dave Molitor. Bethany Martino arrived at 6:06 p.m. and Al Malley, Vice President, arrived at 6:23 p.m.

Board Members Absent: Cindy Kelly.

Administration present: Dr. Courtney Orzel, Superintendent, and Steve Davis, Director of Technology.

Staff Present: None.

Audience Members (from sign in sheet, if legible): Whitney Wilda

**B. Pledge of Allegiance:** Dave Molitor

**C. Approval of the Agenda:**

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve the agenda as submitted.

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

|                  |     |        |
|------------------|-----|--------|
| Damon Ascolani   | yes |        |
| Kevin Collins    | yes |        |
| Cindy Kelly      |     | absent |
| Patrick Kerrigan | yes |        |
| 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 Dave Molitor, seconded by Patrick Kerrigan, to approve the open and closed session minutes dated June 24, 2019, as submitted.

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

|                |     |
|----------------|-----|
| Damon Ascolani | yes |
| Kevin Collins  | yes |

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

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

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

**A. President's Report**

**B. Board Committee Reports**

- Policy Committee – Mr. Molitor reported that the Policy Committee plans on setting a date to discuss PRESS 101.

**C. Union Representation Reports**

**D. PTO/Foundation Reports**

**E. Principals' Report**

- Oakwood School – Mrs. Zimmerman submitted a written report.
- River Valley School – Mrs. Lynch submitted a written report.
- Old Quarry Middle School – Mr. Sweeney submitted a written report.

**F. Assistant Superintendent's Report**

**G. Superintendent's Report**

- Update on Enrollment – Dr. Orzel reported that the District is completing a day-by-day enrollment report to continue to monitor class size and anticipated enrollment between now and the beginning school year.

**H. Treasurer's Reports**

Motion made by Patrick Kerrigan, seconded by Bethany Martino, 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 June 2019, as presented.

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

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

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

**3. COMMENTS FROM THE AUDIENCE**

Mr. Ascolani invited members of the audience to address the Board.

- Ms. Whitney Wilda submitted a written public comment request but provided no additional comment on the matter at this time.

**4. PRESENTATIONS, SPECIAL EVENTS, DISCUSSION**

**A. Presentation – Tentative Budget for FY20**

- Mrs. Germany presented the tentative budget for FY20 to the Board of Education.

**5. 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 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:
  - Taylor DeSandre, OW Social Worker, effective 2019-2020 school year
  - Wendy McCleary, OQ Paraprofessional, effective 2019-2020 school year
  - Annamarie Lee Carrera, Bus Driver (DOT test pending), effective date to be determined
  - Cora Cachat, OQ Temporary 1-Year Title I Math Specialist, effective 2019-2020 school year
- The Transfer of:
  - Tracy Schwarz, from OQ P/T Paraprofessional to OQ F/T Paraprofessional, effective 2019-2020 school year
- The Resignation of:
  - Sarah Groff, OW Social Worker, effective May 30, 2019
  - Amanda Rokaitis, OW 2<sup>nd</sup> Grade Teacher, effective May 30, 2019
  - Stacey Lauer, OW Instructional Coach, effective May 30, 2019
- The Leave of Absence of:
  - Donna Dicharia, Custodian, 3 week FMLA leave, effective June 18, 2019
  - Barbara Germany, Business Manager/CSBO, (Revised) 6 week FMLA leave, effective July 12, 2019
  - Cassandra Haan, RV 4<sup>th</sup> Grade Teacher, Parental leave following 24 week FMLA leave (effective 10/9/19), return date August 2020
- Approval of Hazardous Walking Routes Resolution
- Approval of School Lunch Fees for 2019-2020 School Year
- Approval of Disposal of Curricular Materials

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

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

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

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

### **Payroll:**

7/5/19  
Regular: \$542,360.12

7/19/19

Regular: \$547,288.38

**Bills/Accounts Payable:**

Bills dated July 18, 2019 in the amount of \$1,224,784.15.

**C. Monthly Report – Personnel**

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

- Taylor DeSandre, OW Social Worker, effective 2019-2020 school year
- Wendy McCleary, OQ Paraprofessional, effective 2019-2020 school year
- Annamarie Lee Carrera, Bus Driver (DOT test pending), effective date to be determined
- Cora Cachat, OQ Temporary 1-Year Title I Math Specialist, effective 2019-2020 school year

The Transfer of:

- Tracy Schwarz, from OQ P/T Paraprofessional to OQ F/T Paraprofessional, effective 2019-2020 school year

The Resignation of:

- Sarah Groff, OW Social Worker, effective May 30, 2019
- Amanda Rokaitis, OW 2<sup>nd</sup> Grade Teacher, effective May 30, 2019
- Stacey Lauer, OW Instructional Coach, effective May 30, 2019

The Leave of Absence of:

- Donna Dicharia, Custodian, 3 week FMLA leave, effective June 18, 2019
- Barbara Germany, Business Manager/CSBO, (Revised) 6 week FMLA leave, effective July 12, 2019
- Cassandra Haan, RV 4<sup>th</sup> Grade Teacher, Parental leave following 24 week FMLA leave (effective 10/9/19), return date August 2020

**D. Consider Approval of Hazardous Walking Routes Resolution**

According to Public Act 094-0439, any school board may provide free transportation for any pupil residing within 1.5 miles from the school attended where conditions are such that walking, either to or from the school to which a pupil is assigned for attendance or to or from a pick-up point or bus stop, constitutes a serious hazard to the safety of the pupil due to vehicular traffic or rail crossings.

The determination of what is a serious safety hazard is made by the school board, in accordance with guidelines promulgated by the IDOT. Each year, the District is required to certify its Hazardous Walking Routes by Resolution to determine if the list remains unchanged. This current list is unchanged from last year. If a Serious Safety Hazard is suggested for any student living within 1.5 miles from their attendance center, the local school board may make application for a serious safety hazard determination as outlined in Section 29-3 of the Illinois School Code.

Once a serious safety hazard has been determined, then the local school board shall annually review the conditions and determine whether or not such hazardous conditions remain unchanged.

**E. Consider Approval of School Lunch Fees for 2019-2020 School Year**

The National School Lunch Program is a break-even program. Increases (or decreases) in pricing must cover the cost of the program so that the district is neither profiting nor subsidizing the program. Price increases are considered each year and cover the entire cost of the lunch program. The District has historically used the Weighted Average Price Requirement Paid Lunch Equity (PLE) Tool provided to us by the USDA Food and Nutrition

Service to price the district lunches. The Paid Lunch Equity (PLE) Tool provided by the USDA was created to help districts calculate their paid lunch price increase requirement.

Being that the pricing for student lunches is provided for us as submitted on the bid document for the Nonprofit School Food Service Program at \$2.88 per lunch, it is recommended that the price for student lunch be \$2.85 per student (keeping in mind that the district may neither profit, or subsidize from the program). We are able to round down the price as per the Paid Lunch Equity Tool Instructions.

It is the administrative recommendation the Board of Education approve lunch fees \$2.85 per student lunch in the district for the 2019-20 school year.

**F. Consider Approval of Disposal of Curricular Materials**

During the month of May and June, the OQ LRC engaged in a decommissioning process, which included removing materials that were no longer being utilized in instruction from their classrooms, workrooms, and storage spaces. The attached list provides an overview of the types of materials and former instructional materials being decommissioned. The materials included novels that haven't been the checkout of the collection in over ten years. Some of the materials had previously been removed from the inventory but were never disposed of or removed from the buildings. In addition, all materials were removed from the inventory catalog by the LRC assistants. The remaining materials will be recycled, donated or disposed before the start of the new school year. There are 49 boxes that will be donated with books with ten or more years old with minimal check-outs.

It is the administrative recommendation to approve the 2018-2019 disposed materials from OQ LRC as presented.

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**6. BOARD ACTION**

**A. Consider Approval of Tentative Budget for FY20**

Attached please find the tentative budget for FY20 for Board approval. This tentative budget must be on public display for no less than 30 days and the BOE must notify the public and hold a hearing to hear public comment on the tentative budget. A public notice will be placed in the Lemont Reporter in the next week to provide this notification. At last month's meeting, the public hearing date was set for September 23, 2019.

We will continue to review this budget over the next month to update where necessary, and as more current revenue information becomes available, make adjustments accordingly.

**Recommended Motion:**

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve the tentative budget for FY20 as presented.

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

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

Dave Molitor            yes

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

**B. Consider Approval of Additional Bus Lease**

As previously reported to you in mid-June, Pat was informed by Midwest that they intended to pick up one of the 21 buses leased 2 years ago (on a 3 year lease). After we had leased the buses, Pat had requested that one of the buses be returned as our routes did not indicate that it was needed. Due to a changeover in ownership at Midwest, there has been difficulty in communicating with the organization. No one ever responded to Pat's numerous requests. Since the time of Pat's request however, route requirements have changed and the bus will indeed be needed. In mid-June, Pat received a call that Midwest was coming to pick up the bus. Apparently, unbeknownst to us, the deletion of the lease occurred and the lease was "paid off" on Midwest's books after 2 years. As a result, we are not only responsible for a payment for 20 buses instead of the 21 originally leased. Upon getting in contact with representatives from Midwest, we learned that in order to rectify the situation, they will re-lease the bus to us for one year, for the same cost as the other 20 buses.

It is the administrative recommendation to approve this bus lease for 1 (one) bus for 1 (one) year, as presented, in the amount of \$11,366.00.

**Recommended Motion:**

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve the bus lease for 1 (one) bus for 1 (one) year, as presented, in the amount of \$11,366.00.

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

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

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

**7. ADJOURN TO CLOSED SESSION**

Motion made by Dave Molitor, and seconded by Patrick Kerrigan, at 6:19 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. Self-evaluation, practices and procedures or professional ethics, when meeting with a representative of a statewide association of which the District is a member. 5 ILCS 120/2(c)(16).
- 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    | yes |        |
| Cindy Kelly      |     | absent |
| Patrick Kerrigan | yes |        |
| Al Malley        |     | absent |
| Bethany Martino  | yes |        |
| Dave Molitor     | yes |        |

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

**8. CLOSED SESSION**

**9. RECONVENE TO OPEN SESSION**

Motion made by Dave Molitor, seconded by Patrick Kerrigan, at 8:44 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      |     | absent |
| 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.

**10. ACTION AS A RESULT OF CLOSED SESSION**

**A. Consider Approval to Open or Keep Closed Minutes**

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve keeping minutes closed.

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

|                  |     |        |
|------------------|-----|--------|
| Damon Ascolani   | yes |        |
| Kevin Collins    | yes |        |
| Cindy Kelly      |     | absent |
| 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.

**11. ADVANCED PLANNING**

**AUGUST**

- Prepare Tentative Budget
- SWCCCASE Classroom Leases
- Lemont Athletic Club Lease
- Annual Approval of Curriculum and Instruction Materials

**SEPTEMBER**

- Presentation and Approval of School Improvement Plans
- Public Hearing for Budget
- Adopt Budget
- Annual Posting of Administrator Compensation
- Approval of School Recognition Applications
- Administrator/Teacher Salary Report for Posting
- Audit Standards
- Delivery of Audit
- Introduce New Staff to the Board
- PMA Contract

**12. ADJOURNMENT**

The motion was made by Patrick Kerrigan, seconded by Bethany Martino, to adjourn the Regular Meeting of the Board of Education at 8:46 p.m.

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

|                  |     |        |
|------------------|-----|--------|
| Damon Ascolani   | yes |        |
| Kevin Collins    | yes |        |
| Cindy Kelly      |     | absent |
| 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.



Damon Ascolani, President

26 AUG 2019  
Date



Kevin Collins, Secretary

26 AUG 19  
Date