

**BOARD OF EDUCATION
LEMONT-BROMBEREK CSD 113A
BUSINESS MEETING MINUTES
OLD QUARRY MIDDLE SCHOOL - LRC
LEMONT, ILLINOIS 60439
Wednesday, March 20, 2019**

1. CALL TO ORDER

Damon Ascolani called to order the Business Meeting of the Lemont-Bromberек CSD 113A Board of Education at 6:33 p.m. on Wednesday, March 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, Cindy Kelly, Al Malley, Bethany Martino, and Dave Molitor. Kevin Collins, Secretary, attended by telephone conference call. Patrick Kerrigan, Vice President, arrived at 6:46 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, and Johnny Billingsley, Principal/Old Quarry.

Staff Present: Brian Holdman.

Audience Members (from sign in sheet, if legible): None.

B. Approval of Secretary Pro Tempore

Motion made by Damon Ascolani, seconded by Cindy Kelly, to approve Mr. Dave Molitor as the appointed Secretary Pro Tempore.

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

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

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

C. Pledge of Allegiance: Audience

D. Approval of the Agenda:

Motion made by Cindy Kelly, seconded by Bethany Martino, to approve the agenda as presented.

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

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

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

E. Approval of Minutes:

Motion made by Dave Molitor, seconded by Bethany Martino, to approve the open and closed session minutes dated February 20, 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	yes	
Bethany Martino	yes	
Dave Molitor	yes	

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

F. Recognition

1. Recognition of OQMS Varsity Boys Basketball Team

2. COMMUNICATIONS, ANNOUNCEMENTS, ADMINISTRATION REPORTS AND SCHEDULES

A. President's Report

- Legislative Alliance – Mr. Ascolani, Mr. Molitor, and Dr. Orzel attended the Legislative Alliance on February 26th and 27th. This event provided an opportunity to lobby with legislators, hear issues and concerns from Districts in other parts of the State, and follow the actions of the newly appointed Governor.
- Palos Park Meeting – Mr. Ascolani and Dr. Orzel along with the Superintendent and Board of Education President of Lemont High School met with the Palos Park Mayor and Village Manager. No further development has been planned at this time, but Mr. Ascolani and Dr. Orzel plan to meet with Palos Park representative at least twice a year to remain up to date.

B. Board Committee Reports

- Finance and Audit – Mr. Malley (Chairperson) and Mr. Ascolani, Member – Next Meeting April 3, 2019
- Insurance – Mr. Kerrigan and Ms. Kelly, Members – Next Meeting April 1, 2019

C. Union Representation Reports

D. PTO/Foundation Reports

E. Principals' Report

- Oakwood School – Mrs. Zimmerman reported that the School Leadership Team met to monitor the progress of the goals set in the school's improvement plan, and Oakwood is on target to meet the goal of 60% at the 70th percentile in reading. Mrs. Zimmerman also met with each classroom teacher individually to set goals for specific students and groups of students.
- River Valley School – Mrs. Lynch reported on the benchmark meetings held at each grade level to discuss strategies and areas of opportunity in relation to instruction and student success. Based on the data collected, groups of students were identified and targeted for specific instruction.
- Old Quarry Middle School – Mr. Billingsley submitted a written report.

F. Superintendent's Report

- Update on WELL Summit – Dr. Orzel, Mrs. Lynch, and Mrs. Zimmerman attended the Women in Education Leading and Learning (WELL) Summit on March 13th and 14th through the Illinois Principals Association.
- Update on Enrollment – Dr. Orzel reported that five new students enrolled in the District since the last Business Meeting held on February 20, 2019.

H. Treasurer's Report

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

Expenditures are at 70% of the anticipated budget and revenue is at 61% of the anticipated budget.

Motion made by Cindy Kelly, 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 February 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:
 - Erica Lopez, OQ Head Swim Coach, effective March 21, 2019

- Michelle Anderson, OW/RV Instructional Paraprofessional, effective March 21, 2019
- Mary Reed, OQ Physical Education Teacher, effective 2019-2020 school year
- Gina Domjan, OQ Physical Education Teacher, effective 2019-2020 school year
- Natalee Ciecun, OQ ELA Teacher, effective 2019-2020 school year
- The Continuation of:
 - Breanna Johnson, OW Temporary 1-year 2nd Grade Teacher, effective 2019-2020 school year
 - Maria Papiez, Temporary 1-Year Teacher on Assignment, effective 2019-2020 school year
- The Transfer of:
 - Amanda Borchert, from RV Art Teacher to OQ Art Teacher, effective 2019-2020 school year
 - Katie Klukas, from OQ 6th Grade ELA Teacher to OQ Reading Specialist, effective 2019-2020 school year
 - Krystina Borowski, from RV 3rd Grade Teacher to RV/OQ EL Teacher, effective 2019-2020 school year
 - Jennifer Klukas, from RV 3rd Grade Teacher to OQ ELA Teacher, effective 2019-2020 school year
- The Resignation of:
 - Samaira Payne, School Bus Driver, effective February 26, 2019
 - William Murphy, OQ 8th Grade Social Studies Teacher, effective June 30, 2019
 - Robert Trobaugh, OQ 7th Grade Math Teacher, effective June 30, 2019
- The Leave of Absence of:
 - Lydia Assensi, RV Paraprofessional, 4 week FMLA leave, effective March 26, 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:

3/1/19
Regular: \$571,399.43

3/15/19

Regular: \$574,612.61

Bills/Accounts Payable:

Bills dated March 14, 2019 in the amount of \$621,641.61.

C. Monthly Report – Personnel

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

- Erica Lopez, OQ Head Swim Coach, effective March 21, 2019
- Michelle Anderson, OW/RV Instructional Paraprofessional, effective March 21, 2019
- Mary Reed, OQ Physical Education Teacher, effective 2019-2020 school year
- Gina Domjan, OQ Physical Education Teacher, effective 2019-2020 school year
- Natalee Ciecun, OQ ELA Teacher, effective 2019-2020 school year

The Continuation of:

- Breanna Johnson, OW Temporary 1-Year 2nd Grade Teacher, effective 2019-2020 school year
- Maria Papiez, Temporary 1-Year Teacher on Assignment, effective 2019-2020 school year

The Transfer of:

- Amanda Borchert, from RV Art Teacher to OQ Art Teacher, effective 2019-2020 school year
- Katie Klukas, from OQ 6th Grade ELA Teacher to OQ Reading Specialist, effective 2019-2020 school year
- Krystina Borowski, from RV 3rd Grade Teacher to RV/OQ EL Teacher, effective 2019-2020 school year
- Jennifer Klukas, from RV 3rd Grade Teacher to OQ ELA Teacher, effective 2019-2020 school year

The Resignation of:

- Samaira Payne, School Bus Driver, effective February 26, 2019
- William Murphy, OQ 8th Grade Social Studies Teacher, effective June 30, 2019
- Robert Trobaugh, OQ 7th Grade Math Teacher, effective June 30, 2019

The Leave of Absence of:

- Lydia Assensi, RV Paraprofessional, 4 week FMLA leave, effective March 26, 2019

D. Monthly Report – Enrollment

- Since February 21, 2019, enrollment has increased by 7 with 7 students entering.

E. Monthly Report – Discipline

F. Monthly Report – Food Service

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

- FOIA – Selena Garcia – Outsourced Custodial Services – 10 Minutes
- FOIA – John Laadt, New York University – Charter School Applications – 10 Minutes
- FOIA – Laura Reigle – Facility Plan Presentation – 10 Minutes

5. BOARD ACTION

A. Consider Approval of Resolution for Dismissal of Non-Tenured Teachers Other Than Final-Year

Each year, the Board of Education must take formal action to release non-tenured teachers whose contracts will not be renewed for the following school year. Probationary (non-tenured) teachers must receive written notice from the employing board at least 45 days before the end of the school term that they will not be re-employed for the following school year. A formal resolution is required as part of the dismissal process. The resolution, including a sample notification letter, can be found in the Board's materials below.

The administration recommends that the board approve the resolution for the dismissal of the named teachers at the March 20th board meeting. The timing for these dismissals meets the 45-day notice requirement.

The notification letters to the named teachers will be mailed on Thursday, March 21, 2019; supervisors will also hand deliver a copy of the letter to the employees on that date.

READ RESOLUTION

Recommended Motion:

Motion made by Patrick Kerrigan, seconded by Dave Molitor, to approve the resolution to not renew the employment of the following non-tenured teachers: Elizabeth Bogdanich, Jamie Henry, and Claire O'Leary.

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 Student Fees for the 2019-2020 School Year

Annually, the administration prepares a recommendation for student fees for the upcoming school year. Historically, the administration has recommended an increase in fees to match the current CPI. Last year, we implemented the new fee for 1:1 devices. This year, we are recommending no increase to school fees or 1:1 technology fees.

School fees cover such items as:

- Annual licenses
- Internet security server/web content filter
- Equipment purchases and replacement parts
- Teaching supplies
- Copying costs
- Workbooks
- Textbooks

- Classroom equipment
- Supplementary materials
- Paper
- Art supplies and music supplies
- Health room supplies
- \$5 fee for student planner in grades 1-8

The 1:1 technology fee covers all of the costs associated with the usage of the selected student device for the school year.

It is recommended the school fees for the 2019-2020 school year be as follows:

	2019-2020
Technology Fee	\$25.05
EC/K	\$44.85
Book & Materials Fee	
EC/K	\$80.66
Grades 1-2	\$182.15
Grades 3-8	\$193.05
Fee Totals	
EC/K	\$105.70
Grades 1-2	\$227.00
Grades 3-8	\$237.90
1:1 Fee	
1st Child in the Family	\$80.00
Additional child(ren) - per additional child	\$40.00

Recommended Motion:

Motion made by Dave Molitor, seconded by Bethany Martino, to approve the school fees for the 2019-2020 school year as presented.

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

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

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

C. Consider Approval to Seek Bids for Work at Old Quarry and Oakwood Schools

We are seeking Board approval for upcoming work to seek bids for the following:

1. Old Quarry – Small Gym – Flooring Replacement
2. Oakwood School – Bathroom Partition Painting

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

Recommended Motion:

Motion made by Patrick Kerrigan, seconded by Bethany Martino, to approve the request to seek bids 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.

D. Consider Approval of E-RATE Contract for Wireless Network Upgrade

Part of the E-RATE funding allows for reimbursement of Category 1 and Category 2 expenses. Category 1 type expenses are services related to Comcast and Vero and we receive reimbursement annually. Category 2 expenses are related to network infrastructure and are reimbursable at a rate of 40%. For this year, we requested an upgrade to our wireless network and filed an RFP through our e-rate consultant on the USAC website. Four companies responded to this RFP including Single Path, SHI, Sentinel, and Access One. Submittals were reviewed for pricing, understanding of needs, prior experience, flexible invoicing, and local in-state vendor. Based on this criteria, Sentinel submitted the proposal that best fit the needs of the district. The total cost of this project will be \$163,408.00 of which up to 40% is reimbursable by E-RATE. We anticipate commencing this work in June, with completion before the next school year.

This work is part of our 5 year technology plan. Implementation of this solution will provide the District with a reliable and future-proof network. The access points proposed are 802.11 AX capable. This means that in two to three years when it becomes common for devices to ship with 802.11 AX radios, they will be able to utilize the increased efficiency and speed provided by this technology. Aerohive is the only company currently offering 802.11 AX access points, and we feel this will provide us with a very capable wireless infrastructure for the next five years. Right now, Category 2 funding is only available through 2020, so we need to incorporate this valuable enhancement during this available window. Sentinel will invoice the district only for the amount not covered by E-RATE and will invoice USAC for the balance.

It is the administrative recommendation to approve the E-RATE contract with Sentinel in the amount of \$163,408.00 for a wireless network upgrade as presented.

Recommended Motion:

Motion made by Cindy Kelly, seconded by Patrick Kerrigan, to approve the administrative recommendation for the E-RATE contract with Sentinel in the amount of \$163,408.00 for a wireless network upgrade 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 Dave Molitor, and seconded by Bethany Martino, at 6:56 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 Patrick Kerrigan, seconded by Dave Molitor, at 8:06 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

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

MAY

- Administrator & ESP Wages (Non-Union) Discussion Begins
- Final Staffing Recommendations for Next School Year
- Annual Review of Safety Plans, Protocols and Procedures
- Approve End of Year Calendar with Removal of ER Days
- Food Service Price Increases Due
- Acceptance of Foundation Grant Awards
- MAP Subscription Renewal
- High School Math Program Agreement
- IPA Student Recognition
- Approval of OQMS Field Trips
- Extra-Curricular Recommendations
- Tentative Amended Budget (If Necessary)

11. ADJOURNMENT


The motion was made by Dave Molitor, seconded by Cindy Kelly, 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

04 APR 19
Date



Kevin Collins, Secretary

24 APR 19
Date