

**BOARD OF EDUCATION  
LEMONT-BROMBEREK CSD 113A  
BUSINESS MEETING MINUTES  
OLD QUARRY MIDDLE SCHOOL - LRC  
LEMONT, ILLINOIS 60439  
Wednesday, March 21, 2018**

**1. CALL TO ORDER**

Patrick Kerrigan called to order the Business Meeting of the Lemont-Bromberek CSD 113A Board of Education at 6:31 p.m. on Wednesday, March 21, 2018 in the Old Quarry Middle School LRC.

**A. Roll Call**

Upon roll being called, the following board members were present: Patrick Kerrigan, Vice President, Kevin Collins, Secretary, Cindy Kelly, Bethany Martino and Dave Molitor.

Board Members Absent: Damon Ascolani, President, and Al Malley

Administration present: Dr. Courtney Orzel, Superintendent, Daniela Fountain, Assistant Superintendent, Barbara Germany, Business Manager, Susan Wulczyn, Director of Student Services, Pat Crean, Director of Operations, Steve Davis, Director of Technology, 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: Stacey Lauer, Jen Klukas, Michelle Rakoczy, Beth Bogdanich, Maria Papiez, Cathy Cortez, Michelle Nevin, Colleen McNaughton, and Maureen Orlando

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

**B. Pledge of Allegiance:** Kevin Collins

**C. Approval of the Agenda:**

Motion made by Cindy Kelly, seconded by Kevin Collins, to approve the agenda as presented.

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

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

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

**D. Approval of Minutes:**

Motion made by Cindy Kelly, seconded by Bethany Martino, to approve the open and closed session minutes dated February 21, 2018, as submitted.

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

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

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

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

### **A. Board Committee Reports**

- Finance and Audit – Mr. Malley (Chairperson) and Mr. Collins, member – Next meeting April 4, 2018.
- Policy – Mr. Molitor (Chairperson) and Mr. Ascolani, member – PRESS 96 will have its second reading tonight and two additional policies will have their first reading.
- Insurance – Mr. Kerrigan and Ms. Kelly, members – The meeting scheduled for March 21<sup>st</sup> was cancelled and will be rescheduled at a later date.
- Technology – Mr. Molitor and Ms. Martino, members – The teacher devices were selected based on a staff vote. They will be using the Apple Mac.
- Wellness and Safety – Mr. Ascolani and Ms. Martino, members – Ms. Martino reported that the committee added the Safety component and will review safety related issues.

### **B. Union Representation Reports**

### **C. PTO/Foundation Reports**

### **D. Principals' Report**

- Oakwood School – Dr. Orzel reported that the SD 113A Educational Foundation accepted a \$10,000 grant for Oakwood School at the March 7<sup>th</sup> Lemont Junior Women's Club meeting. This grant will allow us to provide 21<sup>st</sup> century STEM experiences to our students. This grant will be the finishing touch for us to update the LRC. Oakwood students will have opportunities to come to the LRC with their teacher and explore, create, code and engineer.
- River Valley School – Mrs. Lynch reported on the success of the Art Fair and Musical Night. There were approximately 800 attendees. Mrs. Lynch thanked the Board for their hiring of an Art Teacher at River Valley this year.
- Old Quarry Middle School – Mr. Billingsley reported on the student leaders who attended the Holocaust museum for a day of leadership training and action planning. The students listened to a Holocaust survivor as well as a child soldier survivor from Rwanda. The students developed a plan to make better connections with the elderly in the Lemont community. This includes visits to local nursing homes and a variety of other activities.

### **E. Assistant Superintendent's Report**

Mrs. Fountain along with pilot math teachers presented findings from the math task force and the progress of the math pilot.

### **F. Superintendent's Report**

1. Progress Toward Vision
2. Community Forum/Panel on April 25<sup>th</sup> at 6:30 pm at OQMS – Dr. Orzel reported that the panel will consist of herself, Board President Damon Ascolani, Union

President Michelle Nevin, and a PTO representative. A representative from the Educational Foundation will moderate.

3. Strategic Planning Recap – The Board met on March 17<sup>th</sup> for a strategic planning discussion. The Strategic Planning committee will meet again on April 12<sup>th</sup> at 6:00.
4. Senator John Curran visited Old Quarry Middle School and was given a tour by two student ambassadors who did a wonderful job.

**G. Treasurer’s Report**

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

Revenue collected to date is \$18.9 m and expenditures to date are \$20.4 m.

Motion made by Dave Molitor, seconded by Kevin Collins, 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 2018, as presented.

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

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

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

**3. COMMENTS FROM THE AUDIENCE**

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

**4. CONSENT AGENDA**

- A. Board Vice-President Kerrigan 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;
- Monthly Operations Report;
- The administrator request for reassignment;
- The resignation of:
  - Allison Lococco, OW Custodian, effective February 23, 2018;
  - Brenda Smith, OW First Grade Teacher, effective February 28, 2018;
- The Leave Request of:
  - Clark Wilson, Maintenance, FMLA 12 week leave, effective February 2, 2018;
  - Amanda Roth, FMLA intermittent 12 week leave, effective March 1, 2018;
  - Eileen Thomas, FMLA intermittent 12 week leave, effective March 1, 2018;
- The Retirement of:
  - Lisa DeFina, OW Paraprofessional, effective June 30, 2018;

- Maureen Orlando, OW Paraprofessional, effective June 30, 2019;
- Debra Lynch, RV Principal, effective June 30, 2022.
- Monthly Report - Enrollment;
- Monthly Report – Discipline;
- Monthly Report – Food Service;
- Monthly Report – Freedom of Information Act;
- Monthly Report – Second Reading of PRESS 96;
- Approval of Job Descriptions and Evaluations for Support Staff;
- Approval of Teacher on Special Assignment Job Description.

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

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

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

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

**Payroll:**

3/2/2018  
Regular: \$559,220.39

3/16/2018  
Regular: \$550,790.14

**Bills/Accounts Payable:**

Bills dated March 15, 2018 in the amount of \$840,769.31.

**C. Monthly Operations Report**

**D. Monthly Report: Personnel**

The administrator request for reassignment;

The resignation of:

- Allison Lococco, OW Custodian, effective February 23, 2018;
- Brenda Smith, OW First Grade Teacher, effective February 28, 2018.

The Leave Request of:

- Clark Wilson, Maintenance, FMLA 12 week leave, effective February 2, 2018;
- Amanda Roth, FMLA Intermittent 12 week leave, effective March 1, 2018;
- Eileen Thomas, FMLA Intermittent 12 week leave, effective March 1, 2018.

The Retirement Request of:

- o Lisa DeFina, OW Paraprofessional, effective June 30, 2018;
- o Maureen Orlando, OW Paraprofessional, effective June 30, 2019;
- o Debra Lynch, RV Principal, effective June 30, 2022.

**E. Monthly Report – Enrollment**

- Enrollment has increased by 2 since February 21, 2018.

**F. Monthly Report – Discipline**

**G. Monthly Report – Food Service**

**H. Monthly Report – Freedom of Information Act (FOIA)**

- o FOIA – Kaylin Rhods, Three Point Consulting – Certified Staff Salary Schedule – 30 minutes;
- o FOIA – Stephen Chichelli, SmartProcure – Purchase Order Information – 30 minutes.

**I. Monthly Report – Second Reading PRESS 96**

**J. Approval of Job Descriptions and Evaluations for Support Staff**

The support staff evaluation committee met this year to review the current evaluation process, evaluation instruments, and job descriptions. The committee consisted of special education paraprofessionals, nurses, secretaries, LRC assistants, and technology assistants. Several meetings from August to December occurred after school to make the communication among evaluators and employees.

The process met the commitment to make a recommendation to the school board by the end of the 2017-2018 school year as outlined in the collective bargaining agreement.

**K. Approval of Teacher on Special Assignment Job Description**

**5. BOARD ACTION**

**A. Consider the 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 licensed 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, was provided to the Board.

Motion made by Dave Molitor, seconded by Kevin Collins, to approve the resolution to not renew the employment of the following non-tenured teachers: Elizabeth Bogdanich, Thomas Gaw, Jamie Henry, Amanda Rokaitis, and Krystina Borowski.

Upon roll being called, the members voted as follows:

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

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

**B. Consider Approval of Contract for Comcast E-Rate Services**

The Board was presented with a renewal of the existing Comcast internet service. This renewal also includes an upgrade of the bandwidth from the existing 200 mg/s. This upgrade is necessary to accommodate current and future technology initiatives. Regularly throughout the school day, we have experienced network slowdowns and this upgrade will help to alleviate this issue. There are two options for this contract: one for 24 months at a cost of \$2,200/month, and one for 36 months at a cost of \$2,000/month.

Not included is the renewal of our building to building connection between Old Quarry and River Valley. This service will be replaced by a private fiber network to be presented later.

It is the administrative recommendation to approve the contract with Comcast for 36 months of service at \$2,000/month for 500 mb/s as presented.

Motion made by Cindy Kelly, seconded by Kevin Collins, to approve the contract with Comcast for 36 months of service at \$2,000/month for 500 mb/s as presented.

Upon roll being called, the members voted as follows:

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

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

**C. Consider Approval of Contract for Vero E-Rate Services**

In reviewing options during the E-rate process for bandwidth upgrades, a proposal for a private fiber network connecting all of our buildings was presented as an option. This option will provide cost savings to the district as well as greatly increased bandwidth and speed between our schools.

The other option for increased bandwidth is to continue with Comcast. If we were to continue, our building to building connectivity with Comcast, it would come at a greater cost with no increased value to the district compared to Vero. Although we will not be recommending Comcast for our building to building connectivity, we will be continuing with Comcast for our internet connection.

The proposal from Vero Network will provide us with virtually unlimited bandwidth that will scale with our equipment capability. This means that in the future should we increase from a 10 gb/s to a 40 gb/s or more connection, there would be no increase in the monthly recurring cost for bandwidth for five years. At the end of the five years, we can renew or explore other options. Vero Networks owns the equipment and will provide the maintenance service required to maintain it.

The process will include trenching a new fiber network between the Oakwood/River Valley campus, down 127<sup>th</sup> Street to Old Quarry Middle School. The cost includes all permitting necessary to deliver the connection to our server rooms. Vero works with municipalities in order to not interfere with traffic, etc. In addition, the community can benefit from decreased costs due to increased local fiber network availability from other vendors besides Comcast.

The current cost of our monthly inter-building bandwidth is \$4,412.40. The recommended E-rate contract with Vero Network will be \$2,904.00. It was confirmed that the work needed for this would be done over the summer.

Motion made by Dave Molitor, seconded by Bethany Martino, to approve the contract with Vero Network in the amount of \$2,904.00 per month for a 60-month term.

Upon roll being called, the members voted as follows:

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

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

**D. Consider Approval of Math Curriculum Recommendation**

The K-5 Math Taskforce has conducted a comprehensive review of math curriculum during the 2017-2018 school year. The Task Force is recommending the adoption of Eureka Math for the 2018-2019 school year as presented in the Assistant Superintendent's March Report. The following approval is for student consumable materials and teacher manuals until the end of the 2020-2021 school year. Additional approval of student manipulatives will be presented during the April 2018 board meeting.

Motion made by Cindy Kelly, seconded by Bethany Martino, to approve the adoption of Eureka Math as presented.

Upon roll being called, the members voted as follows:

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

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

**E. Consider Approval of Student Fees for the 2018-2019 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 requested the fees to increase by CPI or 2.1%. In previous years when CPI has been lower than 1%, we recommended no increase. We are recommending no increase to school fees for this year, but will be adding a fee for the 1:1 technology implementation.

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 that the school fees for the 2018-19 school year be as follows:

**Recommended 2018-19 Fees**

	2018-19	% Increase
Technology Fee	\$25.05	0.0%
EC/K	\$44.85	0.0%
Book & Materials Fee		
EC/K	\$80.66	0.0%
Grades 1-2	\$182.15	0.0%
Grades 3-8	\$193.05	0.0%
Fee Totals		
EC/K	\$105.70	0.0%
Grades 1-2	\$227.00	0.0%
Grades 3-8	\$237.90	0.0%
1:1 Fee		
1 <sup>st</sup> Child in the Family	\$80.00	
Additional Child(ren) – per additional child	\$40.00	

Motion made by Dave Molitor, seconded by Kevin Collins, to approve the school fees for the 2018-19 school year as presented.

Upon roll being called, the members voted as follows:

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

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

**6. NEW/OLD/UNFINISHED BUSINESS**



**A. First Reading – Policy 7:180 and 7:275**

Policy 7:180 Prevention of and Response to Bullying, Intimidation and Harassment, and policy 7:275 Orders to Forgo Life-Sustaining Treatment, were removed from the First Reading at the February meeting in order to review attorney clarification. These policies were provided to the Board for first reading.

**7. ADJOURN TO CLOSED SESSION**

Motion made by Kevin Collins, and seconded by Dave Molitor, at 7:26 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 anticipate action as a result of closed session.

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

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

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

**8. CLOSED SESSION**

**9. RECONVENE TO OPEN SESSION**

Motion made by Dave Molitor, seconded by Bethany Martino, at 8:16 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		absent
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

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

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

**A. Consider Approval of Termination of Employee**

Motion made by Cindy Kelly, seconded by Kevin Collins, to approve the termination of employment of School Bus Driver as discussed in closed session.

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

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

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

**B. Consideration of and Action on District Agreement Regarding Student Programming**

Motion made by Kevin Collins, seconded by Dave Molitor, to approve and ratify the agreement as presented.

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

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

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

**11. ADVANCED PLANNING**

**April**

- Approval of Current Year Amended Calendar (if ER days are not 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
- Transportation Discussion Item

**May**

- School Board Reorganization; IASB Representative/IASB Delegate selected

- Administrator and ESP Wages (Non-Union) Discussion Begins
- Final Staffing Recommendations for Next School Year
- Annual Review of Safety Plans, Protocols and Procedures
- Approval of 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
- Title I Plan
- Tentative Amended Budget (if necessary)


**12. ADJOURNMENT**


The motion was made by Dave Molitor, seconded by Kevin Collins, to adjourn the Regular Meeting of the Board of Education at 8:26 p.m.

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

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

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

  
 Damon Ascolani, President  
 4/18/2018  
 Date

  
 Kevin Collins, Secretary  
 18 APR 18  
 Date