

**BOARD OF EDUCATION
LEMONT-BROMBEREK CSD 113A
BUSINESS MEETING MINUTES
TELEPHONIC MEETING
Monday, March 23, 2020**

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 Monday, March 23, 2020 telephonically.

A. Roll Call

Upon roll being called, the following board members were present: Damon Ascolani, President, Al Malley, Vice President, Cindy Kelly, Patrick Kerrigan, Bethany Martino, and Dave Molitor.

Board Members Absent: Kevin Collins, Secretary.

Administration present: Dr. Courtney Orzel, Superintendent and Barbara Germany, Business Manager.

Staff Present: None.

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

B. Pledge of Allegiance: Damon Ascolani.

C. Approval of the Agenda:

Motion made by Cindy Kelly, 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		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.

D. Approval of Minutes:

Motion made by Patrick Kerrigan, seconded by Bethany Martino, to approve the open and closed session minutes dated February 24, 2020, as submitted.

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.

E. Approval of Secretary Pro Tempore

Motion made by Damon Ascolani 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		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.

2. COMMUNICATIONS, ANNOUNCEMENTS, ADMINISTRATION REPORTS AND SCHEDULES

A. President's Report

- President Ascolani commented on e-Learning and what a fantastic job the teachers and staff were doing in addition to the positive feedback received from families.

B. Board Committee Reports

- Policy Committee – Mr. Molitor reported that PRESS Issue 103 was just released. He also commented that his work with Mrs. Wulczyn on policy changes in response to the WellSat evaluation is finished. These updates will be further reviewed and forwarded to the Policy Committee.

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. Superintendent's Report

- Update on Enrollment – Dr. Orzel reported that enrollment of new students for the current school year will now take place virtually. In addition, students entering 3rd and 6th grade for the 2020-2021 school year will not have to reprove residency.
- Update on Class Size
- Update on Space
- Update on School Closures – Dr. Orzel reported that the District is working a skeletal schedule with essential staff only. In regards to e-Learning, 90% of families reported that e-Learning is going well. Dr. Orzel reached out personally to those families who expressed that e-Learning was not going well.

G. Treasurer's Reports

Motion made by Patrick Kerrigan, seconded by Cindy Kelly, 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 2020, as presented.

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.

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 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:
 - Claudia DeSantis, OQ Cheerleading Co-Coach, effective March 24, 2020
 - Eleftherios (Terry) Xydakis, Custodian, effective date to be determined
 - Kristy Kormaniak, RV Special Education Teacher, effective 2020-2021 school year
 - Victor Schikora, Substitute Bus Driver, effective date to be determined pending license
- The Transfer of:
 - Anne LeFevour, from OW Temporary 1-Year 1st Grade Teacher to RV 3rd Grade Teacher, effective 2020-2021 school year
- The Resignation of:
 - Alex Egan, Maintenance Engineer, effective March 13, 2020
 - Anna Waliczek, Custodian, effective March 20, 2020
 - Courtney Cook, OW Special Education Teacher, effective May 22, 2020
 - Gina Sandrzyk, RV 3rd Grade Teacher, effective May 22, 2020
- Monthly Report – Enrollment
- Monthly Report – Discipline
- Monthly Report – Food Service
- Monthly Report – Freedom of Information Act (FOIA)
- Approval to Seek Bids for Old Quarry Sidewalk Improvements
- Approval of Single Path Renewal Agreement
- Approval of Special Education Transportation Billing Request

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.

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

Payroll:

2/28/2020

Regular: \$588,445.49

Stipend: \$25,001.13

3/13/2020

Regular: \$588,063.13

Bills/Accounts Payable:

Bills dated March 19, 2020 in the amount of \$602,113.95.

C. Monthly Report – Personnel

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

- Claudia DeSantis, OQ Cheerleading Co-Coach, effective March 24, 2020
- Eleftherios (Terry) Xydakis, Custodian, effective date to be determined
- Kristy Kormaniak, RV Special Education Teacher, effective 2020-2021 school year
- Victor Schikora, Substitute Bus Driver, effective date to be determined pending license

The Transfer of:

- Anne LeFevour, from OW Temporary 1-Year 1st Grade Teacher to RV 3rd Grade Teacher, effective 2020-2021 school year

The Resignation of:

- Alex Egan, Maintenance Engineer, effective March 13, 2020
- Anna Waliczek, Custodian, effective March 20, 2020
- Courtney Cook, OW Special Education Teacher, effective May 22, 2020
- Gina Sandrzyk, RV 3rd Grade Teacher, effective May 22, 2020

D. Monthly Report – Enrollment

Since February 19, 2020, enrollment has decreased by 1 with 1 student entering the district and 2 students transferring out of the district.

E. Monthly Report – Discipline

F. Monthly Report – Food Service

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

1. FOIA – Jonah Meadows – Superintendent Contract and Compensation – 30 Minutes
2. FOIA – Kevin Cliff – Parent Contact Information – 15 Minutes
3. FOIA – Karen Marzano – Parent Contact Information – 15 Minutes
4. FOIA – Vince Espinoza – High School Grading Scale – 10 Minutes
5. FOIA – NBC5/Telemundo Chicago – Coronavirus Survey – 15 Minutes

H. Consider Approval to Seek Bids for Old Quarry Sidewalk Improvements

As you know, the sidewalks at Old Quarry are starting to require replacement. We have included this replacement cost in our facility plan for the 2020-2021 school year. We are requesting the Board's approval to seek bids associated with this work to be completed over the summer.

I. Consider Approval of Single Path Renewal Agreement

J. Consider Approval of Special Education Transportation Billing Request

Our special education carriers are experiencing challenges during this unique time. Most of these companies are smaller firms that work month to month. The request from our carrier is to continue to pay for services based on an average. This directive has also been vetted at the state level. I have spoken with our legal counsel, and he agrees with this request but with the following conditions:

We pay the average billing at 80%

We request in writing that the organization refrain from laying off any employees that will impact services to our district.

It is the administrative recommendation to approve the request to pay invoices in advance at an 80% level for each month through the end of this fiscal year, 19-20 once affirmation from vendors is received as presented.

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 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, 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 23rd board meeting. The timing for these dismissals meets the 45-day notice requirement.

The notification letters to the named teachers will be mailed on Tuesday, March 24, 2020; supervisors will also hand deliver a copy of the letter to the employees on that date.

Recommended Motion:

Motion made by Cindy Kelly, seconded by Bethany Martino, to approve the resolution to not renew the employment of the following non-tenured teachers: Elizabeth Bogdanich, Jamie Henry, Sarah Fedele, Cora Cachat, Sherry Richards, and Gina Mach.

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.

B. Consider Approval of Student Fees for the 2020-2021 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. 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 Book and Material fee assessed covers approximately 33% of these classroom costs.

The 1:1 technology fee covers costs associated with the usage of the selected student device for the school year. It's anticipated that based on current enrollment, we will receive approximately \$473,000 in revenue associated with school fees.

It is recommended the school fees for the 2020-21 school year be as follows:

	2020-2021
Technology Fee	\$25.05
EC/K	\$44.85
Book & Material 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 Cindy Kelly, seconded by Patrick Kerrigan, to approve the school fees for the 2020-2021 school year as presented.

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.

C. Consider Approval of Lease of Buses

On Monday, March 9th, Pat and I held a bid opening for the bus leases for our district. As you know, these leases expire this summer.

We had one company respond to the bid by the name of Central States Bus Sales. Our current vendor respectfully declined. Pat has verified references for this organization and is well-pleased with the responses.

We are recommending the following:

Twenty (20) Diesel Bluebird 2021 71/72 Passenger Buses for a price of \$339,875.80/year for 3 years.

One (1) Micro Bird 2021 18 + 2 Wheelchair Bus for a price of \$14,711.84/year for 3 years.

One (1) Micro Bird 2021 35 Passenger Micro Bird Bus for a price of \$12,764.11/year for 3 years.

This contract will include a 3-year warranty that covers parts and labor. It also includes an extended 3-year, 36,000 mile extended body warranty. Service work will be set up with a Central States representative.

New REI camera systems with three inside and one stop arm camera are included. Removal of our current system and installation into the new buses is also included.

It is the administrative recommendation to approve the bus leases for 2020-2023 with Central States as presented.

Recommended Motion:

Motion made by Cindy Kelly, seconded by Dave Molitor, to approve the lease of buses through Central States for 2020-2023 as follows:

Twenty 2021 71/72 Passenger Buses for \$339,875.80/year
One 2021 18 + 2 Wheelchair Bus for \$14,711.84/year
One 35-passenger Bus for \$12,764.11/year

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.

D. Consider Approval Hiring of New Assistant Principal for Oakwood School

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve the hiring of Ryan Talaga as Assistant Principal of Oakwood School effective July 1, 2020.

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.

E. Consider Approval of Contract for Oakwood School Assistant Principal

Motion made by Patrick Kerrigan, seconded by Bethany Martino, to approve the contract for Ryan Talaga, Assistant Principal of Oakwood School, for a 1-year term at a salary of \$77,000.00.

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. 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
- Approved 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
- Extracurricular Recommendations
- Tentative Amended Budget (If Necessary)

7. ADJOURNMENT

The motion was made by Dave Molitor, seconded by Cindy Kelly, to adjourn the Regular Meeting of the Board of Education at 6:56 p.m.

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.




Damon Ascolani, President



Date



Kevin Collins, Secretary



Date