

**BOARD OF EDUCATION
LEMONT-BROMBEREK CSD 113A
BUSINESS MEETING MINUTES
OLD QUARRY MIDDLE SCHOOL - LRC
LEMONT, ILLINOIS 60439
Wednesday, May 15, 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, May 15, 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, Bethany Martino and Dave Molitor. Cindy Kelly attended by telephone conference call. Patrick Kerrigan arrive at 6:32 p.m.

Board Members Absent: Al Malley, Vice President.

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, Maggi Burkhardt, Assistant Principal/River Valley, Johnny Billingsley, Principal/Old Quarry, and Shirley Kleehammer, Assistant Principal/Old Quarry.

Staff Present: Amanda Borchert, Marg Cunningham, Tom Gaw, Alyssa Hansen, Suzy Jacobs, Shelley Jobb, Adrienne Landgrave, and Bev O'Rozco.

Audience Members (from sign in sheet. if legible): Alan Armbrust, Carolyn Cesarz, April Elashik, Laura Harkness, Colby Lewis, Devin Page, Fred Page, Kate Page, Isa Ramirez, Kristen Ramirez, Tye Ramirez, David Rupert, Jill Russell, Matt Russell, Reagan Russell, and Jennifer Stocks.

B. Pledge of Allegiance: Dave Molitor

C. Approval of the Agenda:

Motion made by Dave Molitor, 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		absent
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

With a vote of Yeas 5, Absent 2, the 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 April 24, 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		absent
Bethany Martino	yes	
Dave Molitor	yes	

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

E. Recognition

1. TREP Safety Poster Contest Winners
2. Illinois Principals' Association Student Recognition
3. OQMS Girls' Softball Team Recognition
4. Educational Foundation Grant Recipients Presentation and Recognition

2. ADJOURN TO PUBLIC HEARING

A. Motion to Adjourn to Public Hearing to Hear Comments on the Administrative Cap

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to adjourn to hold the Public Hearing for the purpose of hearing public comments on the Limitation of Administrative Costs Waiver. This is being done per School Code and State Statute (105 ILCS 5/17-1.5).

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

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

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

3. PUBLIC HEARING

A. Motion to Convene the Public Hearing

Motion made by Patrick Kerrigan, seconded by Bethany Martino, to convene the Public Hearing for the purpose of hearing public comments on the Limitation of Administrative Costs Waiver. This is being done per School Code and State Statute (105 ILCS 5/17-1.5).

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

Damon Ascolani	yes
Kevin Collins	yes
Cindy Kelly	yes

D. PTO/Foundation Reports

E. Principals' Report

- Oakwood School – Mrs. Zimmerman reported on the celebration of Oakwood's Second Annual Art Show. There was a great turnout at the event, and the Old Quarry choir along with the second and third grade choir also sang karaoke style music during the show.
- River Valley School – Mrs. Burkhardt reported on the events and activities planned to transition the current second graders to River Valley. Parents were invited to an information night in which Mrs. Lynch and Mrs. Burkhardt provided an overview of the school. The second graders also visited River Valley for a tour of the building and had the opportunity to pair up with the current third graders.
- Old Quarry Middle School – Mr. Billingsley reported that 8th Grade Awards Assembly would take place at 8:00 a.m. on Wednesday, May 22nd. Subject area awards and citizenship awards will be presented at this time. 8th Grade Graduation will then take place on Thursday, May 23rd.

F. Superintendent's Report

- Update on Construction Grant – Dr. Orzel provided the Board with an update on the Construction Grant funds. District 113A continues to lobby and advocate in Springfield for these funds, and Dr. Orzel will provide more information once available.

G. Treasurer's Reports

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

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 April 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		absent
Bethany Martino	yes	
Dave Molitor	yes	

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

6. COMMENTS FROM THE AUDIENCE

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

7. PRESENTATION

A. Presentation – Central Facility Study

Mr. Colby Lewis and Mr. Alan Armbrust presented the Central Facility Study to the Board of Education.

8. 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:
 - Julie Esbjornson, OW Temporary 1-Year 2nd Grade Teacher, effective 2019-2020 school year
 - James Cieslik, Bus Driver, effective May 16, 2019
 - Renee Layman, 7th/8th Grade Science/Social Studies Teacher, effective 2019-2020 school year
- The Resignation of:
 - Michelle Anderson, OW/RV Instructional Paraprofessional, effective May 2, 2019
 - Joseph Trsar, OW Assistant Principal, effective June 30, 2019
 - Carolyn Beil, OQ Social Worker, effective May 30, 2019
 - Daniel Zmarzlinski, OQ Spanish Teacher, effective May 30, 2019
- The Leave of Absence of:
 - Margaret Cunningham, OW 1st Grade Teacher, Intermittent 12 week FMLA leave, effective May 3, 2019
- Monthly Report - Enrollment
- Monthly Report – Discipline
- Monthly Report – Food Service
- Approval of Proposed Field Trips for Old Quarry Middle School
- Approval of Food Services Renewal Agreement
- Approval of NWEA MAP Renewal
- Approval of Disposal of Obsolete Equipment
- Approval of E-Rate Consultant Renewal of Services
- Approval of Agreement with Lemont High School for Advanced Math Instruction
- Approval of District 113A Consolidated Plan

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

Damon Ascolani	yes	
Kevin Collins	yes	
Cindy Kelly	yes	
Patrick Kerrigan	yes	
Al Malley		absent
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:

4/26/19
Regular: \$569,790.57

5/10/19
Regular: \$571,361.12

Bills/Accounts Payable:

Bills dated May 10, 2019 in the amount of \$627,637.63.

C. Monthly Report – Personnel

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

- Julia Esbjornson, OW Temporary 1-year 2nd Grade Teacher, effective 2019-2020 school year
- James Cieslik, Bus Driver, effective May 16, 2019
- Renee Layman, OW 7th/8th Grade Science/Social Studies Teacher, effective 2019-2020 school year

The Resignation of:

- Michelle Anderson, OQ/RV Instructional Paraprofessional, effective May 2, 2019
- Joseph Trsar, OW Assistant Principal, effective June 30, 2019
- Carolyn Beil, OQ Social Worker, effective May 30, 2019
- Daniel Zmarzlinski, OQ Spanish Teacher, effective May 30, 2019

The Leave of Absence of:

- Margaret Cunningham, OW 1st Grade Teacher, Intermittent 12 week FMLA leave, effective May 3, 2019

D. Monthly Report – Enrollment

- Since April 24, 2019, enrollment has decreased by 1 with 1 new student entering and 2 students transferring out.

E. Monthly Report – Discipline

F. Monthly Report- Food Service

G. Consider Approval of Proposed Field Trips for Old Quarry Middle School

Old Quarry Middle School requests that the Board of Education approve the following field trips that require extensive travel and overnight stays:

- White Pines Dude Ranch for Kids: September 25-27, 2019
- Springfield: October 18, 2019
- Washington DC: April 2020

It is the administrative recommendation to approve the proposed field trips for Old Quarry Middle School for 2019-2020.

H. Consider Approval of Food Services Renewal Agreement

Chartwells, a subsidiary of the Compass Group, was contracted through a bid process as the district's food service provider for the 2018-2019 school year. This contract was approved in April 2017 with the option to renew for the following four years.

Section 16 of the contract approved in April 2017 stipulates that "the contract is effective for a one-year period commencing July 1, 2017 and is effective through June 30, 2018, with options to renew yearly not to exceed four additional years (each a renewal 'Term')." The Board approved a renewal last April for the 18-19 school year. We are seeking approval for the 19-20 school year. This will leave two additional years to renew after the 19-20 school year if the Board should so desire. The original contract specifies that year-to-year increases

for annual extensions may not exceed the increase in the Consumer Price Index for Urban Consumers – Food Away From Home Annual rate for December of the current school year. (CPI-U, Food Away From Home). The rate for December, 2018 was 2.8%.

It is the administrative recommendation to approve the contract for Chartwells as the Food Service Management Company for the 2019-2020 school year as presented.

I. Consider Approval of NWEA MAP Renewal

High standards of accountability for student achievement necessitate the implementation of assessment systems that offer valid and reliable data about the academic performance of our students. Current and accurate data about the instructional levels of individual students are important as teachers strive to differentiate instruction and maximize achievement.

Northwest Evaluation Association's *Measures of Academic Progress* (MAP) is a nationally-normed assessment tool which currently provides such data for students in grades K-8.

Because the MAP tests are computer generated rather than paper and pencil, the tests are acquired and scored through a subscription with the vendor. The annual renewal for the subscription term August 1, 2019, through July 31, 2020, is due at this time. The MAP assessment is providing valuable instructional and longitudinal data about our students' achievement in reading, mathematics, and language.

Cost Analysis

Based on current enrollment and mobility estimates, the total cost for the 2019-2020 MAP assessment administration for students in grades Kindergarten through eight is projected to be \$27,950.00. The price per student (\$12.50) has not changed from the previous school year. The fee includes the administration of MAP tests that 113A uses as a district benchmark, three times per year. These annual costs for the MAP test and report will be included in the FY20 budget. The final invoice for the 2019-2020 testing cycle will be adjusted for actual student enrollment.

It is the administrative recommendation to approve the annual NWEA MAP assessment subscription renewal for the term August 1, 2019 through July 31, 2020, at a cost of \$12.50 per student in grades K-8.

J. Consider Approval of Disposal of Obsolete Equipment

The administration brings a recommendation to the Board of Education to dispose of obsolete equipment in the district when needed. Attached is a list of computer equipment, audio visual equipment, desktop printers and scanners, and servers that are no longer usable for the district's needs.

K. Consider Approval of E-Rate Consultant Renewal of Services

It is the administrative recommendation to approve this annual contract with our E-Rate consultants as presented.

L. Consider Approval of Agreement with Lemont High School for Advanced Math Instruction

For many years, our district has participated in an inter-district agreement with Lemont High School District 210 to allow qualified Old Quarry Middle School students to take advance math courses for high school credit. Because the high school level math course requires a high level of commitment and a significant academic workload for middle school students, high school credit has been considered a valuable factor for programming. The agreement is renewed each year to reflect updates related to programming, scheduling, staffing and/or budgetary considerations. Typically, seventh-grade students take a placement test during

the spring. Based on the results of that test, students qualify to be enrolled in the high school math course. Preliminary data from the current testing (which used updated eligibility criteria) indicate that programming will require on class/section.

After analysis of available instructional time, supervision alternatives and costs for both District 113A and District 210, the following items are recommended for 2019-2020:

1. The participating students will take their math class at Lemont High School on the high school's "B" schedule days (every other day). This time period includes what would have been their math class at Old Quarry.
2. On the days that the students are not scheduled for their high school class (every other day), the students will work independently (with supervision) in the LRC and have instructional support provided by an OQ math teacher (see attached chart for cost details).
3. District 113A will transport the students from Old Quarry to the high school.
4. District 210 will provide bus transportation for some participating Old Quarry students (those who live on established high school routes) at the end of the advanced math class; the other students will be transported according to their parents' plans.

Additional note: If we have any individual students who are qualified for a high level high school course (beyond Math 1 Honors), we work with the high school math department to plan for those students.

The total program costs and enrollments for 2009-2010 through 2017-2018 are listed in the attachments below. The projection for our district's proportionate share of the high school teachers' salaries for next year (\$20,660.94) and transportation costs are included in the attachment as well. The salary projection is based on a full 90-day program; however, the invoice for the teacher's salary will be calculated on the actual number of days the program operates during the year. The projection also includes an estimate of the cost for texts for the course. The cost for the high school math program has been included in the 2019-2020 budget.

M. Consider Approval of District 113A Consolidated Plan

ISBE announced this Spring that all Illinois school districts must develop a new Consolidated District Plan. The current Title 1 plan was approved at the April 2018 meeting and will be updated by the District Consolidated Plan. We must now submit a new plan that was developed in consultation with stakeholders in order to access FY20 Title I, II, III, IDEA and IV funding. While some elements of the new required plan were contained in the previous law, a number of components have been added to comply with Every Child Succeeds Act (ESSA).

Our updated Consolidated District Plan was developed in consultation with teachers, principals, assistant principals, and district administrators. Parents of children served in various programs were also invited to provide input about our programming during annual parent meetings. Meetings will continue with representatives of the local nonpublic schools to engage in consultation. Ongoing consultation about our federally funded programs will occur with all of our stakeholder groups throughout the school year as more information about ESSA-related updates are disseminated by ISBE.

Our district's new Consolidated Plan can be found below and minimal adjustments were made to the plan for the 2019-2020 school year. The Consolidated Plan must be approved by the local Board of Education before it can be submitted to ISBE for review and approval.

ISBE approval of the plan is required prior to submission of the grant applications for 2019-2020. Going forward, the plan will be reviewed annually and amended, as necessary.

It is the administrative recommendation to approve the District 113A Consolidated Plan, as presented.

9. BOARD ACTION

A. Consider Approval for Waiver of Administrative Cap

Attached please find the Administrative Costs Worksheet from the 2017-18 AFR. This is a summary of Actual FY 17-18 administrative expenditures as well as budgeted administrative expenditures for FY 18-19. If the projection for the upcoming fiscal year is more than 5% higher than the previous year, the district is required to take action pertaining to the excess. While this page from the AFR does not show an increase over 5%, this was based on our tentative budget. Once the final budget was completed (subsequent to the AFR report preparation), it became apparent that a waiver of the administrative cap hearing was necessary. The positions that impact these specific line items in the budget are the Superintendent, Superintendent's Secretary, Assistant Superintendent, Business Manager, Accounts Payable Clerk, and Payroll Clerk.

School Code allows the district to hold a public hearing to waive the limitation. It is the administrative recommendation to waive the limitation by board action. This waiver is required to be completed by June 30 of the following fiscal year.

One of the requirements to waive the administrative cost limitation is that the District must be ranked by the ISBE in the lowest 25th percentile of like districts in administrative expenditures per student (4th quartile). Lemont Bromberek CSD 113A has an administrative cost per pupil of \$264.31, based on the FY17 AFR data. This ranks the district 304 out of 369 elementary districts, putting it in the lowest 25th percentile for administrative cost per pupil, commonly called the 4th quartile. Elementary districts in the 4th quartile were districts that ranked between 277 and 369 with an administrative cost per pupil of \$300.78 - \$63.60.

The low cost per pupil allows the district to waive the Limitation of Administrative Costs by board action, following a public hearing. This is authorized through Section 17-1.5 of the School Code:

School districts with administrative expenditures per pupil in the 25th percentile and below for all districts of the same type, as defined by the State Board of Education, may waive the limitation imposed under this Section for any year following a public hearing and with the affirmative vote of at least two-thirds of the members of the school board of the district. Any district waiving the limitation shall notify the State Board within 45 days of such action.

Once the waiver is approved by the Board of Education, the required signed resolution will serve as the notification requirement to the ISBE.

Recommended Motion:

Motion made by Patrick Kerrigan, seconded by Bethany Martino, to approve the Limitation on the Administrative Costs Resolution, 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		absent
Bethany Martino	yes	
Dave Molitor	yes	

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

B. Consider Approval of Flooring Bid for Old Quarry Middle School

On April 25, 2019, three vendors responded to our bid request for a flooring replacement in the small gymnasium at Old Quarry Middle School. All vendors submitted required documentation and proposed details. The lowest responsive bidder was Mr. Davids Flooring International Inc. in the amount of \$72,664. The other bidders came in at \$128,786 and \$79,167 respectively.

References from Mr. Davids were verified and we feel confident in recommending them to complete this job. They will start the work immediately upon school dismissal for the summer.

It is the administrative recommendation to approve the contract with Mr. Davids Flooring International Inc. for the Old Quarry Middle School small gymnasium flooring in the amount of \$72,664.

Recommended Motion:

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve Mr. Davids Flooring International Inc. for the Old Quarry Middle School small gymnasium flooring in the amount of \$72,664.

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

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

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

C. Consider Approval of Foundation Grant Awards

According to the Board of Education policy 8:80 regarding gifts to the district, the award of grants from the 113A Educational Foundation is being presented to the Board for formal acceptance. It is the administrative recommendation to accept the grant awards from the 113A Educational Foundation.

Motion made by Cindy Kelly, seconded by Patrick Kerrigan, to approve the award of grants from the 113A Educational Foundation.

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

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

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

10. NEW/OLD/UNFINISHED BUSINESS

A. First Reading – PRESS 100

11. ADJOURN TO CLOSED SESSION

Motion made by Dave Molitor, and seconded by Patrick Kerrigan, at 8:12 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).

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	yes	
Patrick Kerrigan	yes	
Al Malley		absent
Bethany Martino	yes	
Dave Molitor	yes	

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

12. CLOSED SESSION

13. RECONVENE TO OPEN SESSION

Motion made by Patrick Kerrigan, seconded by Dave Molitor, at 9:10 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		absent
Bethany Martino	yes	
Dave Molitor	yes	

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

14. ACTION AS A RESULT OF CLOSED SESSION

A. Consider Approval of Hiring of New Principal for Old Quarry Middle School

Motion made by Patrick Kerrigan, seconded by Dave Molitor, to approve the hiring of Joseph Sweeney as Principal of Old Quarry Middle School, effective July 1, 2019.

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.

B. Consider Approval of Contract for Old Quarry Middle School Principal

Motion made by Patrick Kerrigan, seconded by Bethany Martino, to approve the contract for Joseph Sweeney, Principal of Old Quarry Middle School.

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.

15. ADVANCED PLANNING

JUNE

- Annual Review of Safety Plans, Protocols and Procedures
- Prevailing Wage Resolution
- Budget Assumptions
- Set Public Hearing Date for Budget
- Approval of Contracts Over \$1,000
- Finalize Administrator & ESP (Non-Union) Wages

- Per Contact, On or Before June 30th Board and Superintendent Agree on Goals for Next Year
- Disposal of Used/Obsolete Equipment – Non-Electronic
- Administrative Contracts
- Certified Salary Schedule
- OMA Designee
- NaviGate Renewal
- Public Hearing and Final Amended Budget (If Necessary)

JULY

- Six-Month Review of Closed Session Minutes/Tapes
- Present/Approve Tentative Budget
- Hazardous Walking Routes Resolution
- Approve Lunch Fees


16. ADJOURNMENT


The motion was made by Patrick Kerrigan, seconded by Bethany Martino, to adjourn the Regular Meeting of the Board of Education at 9:16 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		absent
Bethany Martino	yes	
Dave Molitor	yes	

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


 Damon Ascolani, President
 24 June 2019
 Date


 Kevin Collins, Secretary
 29 June 19
 Date