

**BOARD OF EDUCATION  
LEMONT-BROMBEREK CSD 113A  
BUSINESS MEETING MINUTES  
TELEPHONIC MEETING  
Monday, May 18, 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, May 18, 2020 telephonically.

**A. Roll Call**

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

Board Members Absent: None.

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

Staff Present: Dr. Anthony McConnell.

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

**B. Pledge of Allegiance:** Damon Ascolani.

**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	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. Approval of Minutes:**

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to approve the open session minutes dated April 27, 2020, 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            yes  
Bethany Martino    yes  
Dave Molitor        yes

With a vote of Yeas 7, the President declared the motion passed.

## 1. COMMUNICATIONS, ANNOUNCEMENTS, ADMINISTRATION REPORTS AND SCHEDULES

### A. President's Report

### B. Board Committee Reports

- Policy – Mr. Molitor (Chairperson) and Mr. Ascolani, Member – Mr. Molitor reported that the Policy Committee met on May 18, 2020 to discuss PRESS 103, and the first reading of PRESS 103 will be presented as New Business. Mr. Molitor also reported that he and Mrs. Wulczyn will schedule a meeting to further discuss policy updates regarding health and wellness.

### C. Union Representation Reports

### D. PTO/Foundation Reports

- Carolyn Cesarz, SD113A Educational Foundation President, reported that with the support of CITGO, a \$10,000 donation was made to the Foundation. In addition, \$18,000 was raised through events hosted during the school year. Although their spring campaign was stunted, the Foundation was able to award over \$34,000 to grant recipients. Mrs. Cesarz hopes to meet face to face in the future to celebrate the grant award recipients. Mrs. Cesarz also informed the Board of Education that there will be changes in the Educational Foundation's Board for the upcoming school year.

### E. Superintendent's Report

- Update on Enrollment – Dr. Orzel reported that enrollment has remained steady, and the District will continue with online enrollment.
- Update on Space
- Re-entry Committee Planning Efforts – Dr. Orzel reported that Dr. McConnell created a Re-entry Committee comprised of union members, teachers, nurses, principals, and administrators. The committee met to discuss what re-entry would look like through multiple approaches. Communication will be sent to staff to keep them updated and informed throughout the process.

### F. Treasurer's Reports

Motion made by Kevin Collins, seconded by Patrick Kerrigan, 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 2020, 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.

## 2. COMMENTS FROM THE AUDIENCE

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

### 3. 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 Dave Molitor, 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:
  - Kelly Taylor, OW Special Education Teacher, effective 2020-2021 school year
  - Kaylyn Brothers, RV 4<sup>th</sup> Grade Teacher, effective 2020-2021 school year
  - Jessica Krawczyk, RV Secretary, effective July 1, 2020
  - Brooke Polonus, OQ ELA/Math Teacher, effective 2020-2021 school year
  - Kristen Cook, OQ Science Teacher, effective 2020-2021 school year
  - Victor Schikora, Bus Driver, effective date to be determined pending license
  - Sara Bradley, Custodian, effective date to be determined
  - Pamela Ignarski, OQ Technology Assistant, effective 2020-2021 school year
  - Samantha Dellaportas, RV Nurse, effective 2020-2021 school year
- The Transfer of:
  - Colleen Hanson, from OQ 7<sup>th</sup> Grade Science Teacher to OQ 6<sup>th</sup> Grade Science Teacher, effective 2020-2021 school year
  - Renee Layman, from OQ 7<sup>th</sup>/8<sup>th</sup> Grade Science/Social Studies Teacher to OQ 7<sup>th</sup> Grade Science Teacher, effective 2020-2021 school year
- The Resignation of:
  - Stephanie Glowicki, OW/RV Paraprofessional, effective May 22, 2020
- The Leave of Absence of:
  - Amanda Grochowski, OQ Special Education Teacher, 12 week FMLA leave, effective August 12, 2020
- Monthly Report – Enrollment
- Monthly Report – Discipline
- Monthly Report – Food Service
- Approval of Proposed Field Trips for Old Quarry Middle School
- Approval of NWEA MAP Renewal
- 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            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:**

5/8/2020  
Regular:    \$564,460.84

**Bills/Accounts Payable:**

Bills dated May 12, 2020 in the amount of \$511,208.42.

**C. Monthly Report – Personnel**

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

- Kelly Taylor, OW Special Education Teacher, effective 2020-2021 school year
- Kaylyn Brothers, RV 4<sup>th</sup> Grade Teacher, effective 2020-2021 school year
- Jessica Krawczyk, RV Secretary, effective July 1, 2020
- Brooke Polonus, OQ ELA/Math Teacher, effective 2020-2021 school year
- Kristen Cook, OQ Science Teacher, effective 2020-2021 school year
- Victor Schikora, Bus Driver, effective date to be determined pending license
- Sara Bradley, Custodian, effective date to be determined
- Pamela Ignarski, OQ Technology Assistant, effective 2020-2021 school year
- Samantha Dellaportas, RV Nurse, effective 2020-2021 school year

The Transfer of:

- Colleen Hanson, from OQ 7<sup>th</sup> Grade Science Teacher to OQ 6<sup>th</sup> Grade Science Teacher, effective 2020-2021 school year
- Renee Layman, from OQ 7<sup>th</sup>/8<sup>th</sup> Grade Science/Social Studies Teacher to OQ 7<sup>th</sup> Grade Science Teacher, effective 2020-2021 school year

The Resignation of:

- Stephanie Glowicki, OW/RV Paraprofessional, effective May 22, 2020

The Leave of Absence of:

- Amanda Grochowski, OQ Special Education Teacher, 12 week FMLA leave, effective August 12, 2020

**D. Monthly Report – Enrollment**

Since April 22, 2020, enrollment has increased by 3 with 3 students entering the district.

**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
- Springfield
- Washington DC

It is the administrative recommendation to approve the proposed field trips for Old Quarry Middle School for 2020-2021.

**H. 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, 2020, through July 31, 2021, 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 2020-2021 MAP assessment administration for students in grades Kindergarten through eight is projected to be \$28,800.00. 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 FY21 budget. The final invoice for the 2020-2021 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, 2020 through July 31, 2021, at a cost of \$12.50 per student in grades K-8.

**I. Consider Approval of Renewal Agreement for Food Services**

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

**J. 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 advanced 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 indicate that programming will require two classes/sections.

After analysis of available instructional time, supervision alternatives and costs for both District 113A and District 210, the following items are recommended for 2020-2021:

1. The participating students will take their math class at Lemont High School on the high school's "G" 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 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 participate Old Quarry students (those who live on established high school routes) at the end the of 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 higher-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 2019-2020 are listed in the attachments below. The projection for our district's proportionate share of the high school teachers' salaries for next year (\$21,992.58) 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 2020-2021 budget.

**K. Consider Approval of District 113A Consolidated Plan**

Last year, ISBE announced that all Illinois school districts must develop a new Consolidated District Plan. We must now submit a renewal to the plan that was developed last year in consultation with stakeholders in order to access FY21 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 the 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.

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 the submission of the grant applications for 2020-2021. Going forward, the plan will be reviewed annually and amended, as necessary.

**5. BOARD ACTION**

**A. Consider Approval of Tentative Amended Budget for FY2019-20**

We are requesting that the Board consider the amendment of the 2019-20 budget. The amended budget will include a transfer from Education to the O/M Fund, adjustments to supplies and purchased services due to this year's early school closure, as well as additional spending in the O/M Fund for project work being completed early as the result of schools being closed to students.

The Board will consider starting the process of public notice to amend the budget per School Code 105 ILCS 5/17-1. This process begins with giving public notice of tentative changes to the budget, holding a public budget amendment hearing, and approval of the amended budget in June.

It is the administrative recommendation to approve the amended budget as presented and set a public hearing for June 22, 2020 after 6:30 p.m. and direct administration to publicize said public board hearing and meeting accordingly.

**Administrative Recommendation:**

Approve the Tentative 2019-20 Amended Budget as presented and direct the administration to provide public notice of the same; establishing a public hearing for said budget on June 22, 2020 after 6:30 p.m.

**Recommended Motion:**

Motion made by Cindy Kelly, seconded by Dave Molitor, to approve the Tentative FY 2019-20 Amended Budget as presented and direct administration to provide public notice of the same; establishing a public hearing for said budget on June 22, 2020 after 6:30 p.m.

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 Foundation Grant Awards**

According to 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.

**Recommended Motion:**

Motion made by Dave Molitor, seconded by Patrick Kerrigan, to accept 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	yes
Bethany Martino	yes
Dave Molitor	yes

With a vote of Yeas 7, the President declared the motion passed.

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

A. First Reading – PRESS 103

**7. ADVANCED PLANNING**

**JUNE**

- Annual Review of Safety Plans, Protocols and Procedures
- Budget Assumptions
- Set Public Hearing Date for Budget
- Approval of Contracts Over \$1,000
- Finalize Administrator & ESP (Non-Union) Wages
- Per Contract, On or Before June 30<sup>th</sup>, Board and Superintendent Agree on Goals for Next Year
- Disposal of Used/Obsolete Equipment – Non-Electronic
- Administrative Contracts
- 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


**8. ADJOURNMENT**


The motion was made by Dave Molitor, seconded by Patrick Kerrigan, to adjourn the Regular Meeting of the Board of Education at 6:51 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.

  
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Damon Ascolani, President  
23 June 2020  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Kevin Collins, Secretary  
23 June 20  
\_\_\_\_\_  
Date