

## MINUTES OF THE REGULAR MEETING, JUNE 20, 2023

The meeting of the Board of Education, School District 123, Cook County, Illinois, convened at 6:01 p.m. on Tuesday, June 20, 2023, at Oak Lawn Hometown Middle School, 5345 W. 99<sup>th</sup> Street, Oak Lawn, IL 60453.

Members Present: Peter DeRousse, Adriana Sebek, Ed Smykowski, Jennifer Fortier, Jay Lurquin and Brian Nichols.

Members Absent: None

Administrators Present: Dr. Enderle, Dr. Loftin and Dr. Macchiay

Also Present: Community members, parents and staff

The Pledge of Allegiance was said.

Mr. Nichols read the Mission Statement.

Public Comment President Nichols stated that citizen comments were allowed to address the Board. Public comment would be limited to 30 minutes with each person being limited to five minutes.

- No one came forward at this time

Discussion I: Departing Board Member Proclamation  
Mr. Nichols read the Departing Board Member Proclamation. He thanked Jackie Lichter for her dedication and stewardship and wished her luck in her future endeavors.

Action I: It was moved by Mr. DeRousse, seconded by Mrs. Sebek to approve the departing Board member proclamation. Voting aye: Mr. DeRousse, Mrs. Sebek, Mr. Smykowski, Mrs. Fortier, Mr. Lurquin and Mr. Nichols. Nays: None. Absent: None. The motion passed.

Discussion II: Board Vacancy Process  
Mr. Nichols discussed the process the Board followed to fill the Board vacancy.

Action II: It was moved by Mrs. Fortier, seconded by Mrs. Sebek to approve the appointment of Carly Bishop to the Oak Lawn Hometown School District 123 Board of Education to fill the vacancy created by the resignation of Jackie Lichter until the April 1, 2025 consolidated election. Voting aye: Mrs. Fortier, Mrs. Sebek, Mr. DeRousse, Mr. Smykowski, Mr. Lurquin and Mr. Nichols. Nays: None. Absent: None. The motion passed.

Mrs. Bishop swore the Oath of Office.

### President's Report

President Nichols discussed the June 7<sup>th</sup> IASB Governing Board meeting. They worked through the planning of the 2023-2024 meetings. Mr.

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Nichols also reflected on the past year and expressed his gratitude to all who contributed to this year's success.

### Superintendent's Report

- A. Dr. Enderle also expressed his appreciation and thanks to the Board, staff, parents and community for the past school year.
- Superintendent Enderle's report included:
    - Dr. Enderle reviewed the FOIA requests this month which included:
      - a request from Vince Espi of Local Labs, regarding all records and email correspondences with Lurie Children's Hospital from 7/1/2022-present;
      - a request from Daniel Hernandez of PDC 14, regarding bid tabs and awarded contracts for the gymnasium ceiling and duct repainting at Hometown School;
      - a request from the North America Procurement Council regarding updated plan holder, bid tabulation and contract award information as it is available for copier paper;
      - a request from Melinda Creasy regarding bid tabulations, cost and awarded contractors/subcontractors performing painting, drywall finishing, glazing and signage;
      - a request from Adam Zelizer of University of Chicago, regarding the Board's votes on IASB resolutions from 2018 through 2022.
    - Summer School began on June 12<sup>th</sup>. Summer School is scheduled to run for 15 days from 8:30 to 12:30. There are approximately 545 students enrolled.
    - Dr. Enderle reviewed the results of the Thomas Engagement Survey. Overall work engagement raised slightly to 69%. The district is seeking to enhance role and increase clarity. Lower engagement trends were identified with staff members with 10-15 years of service and within support staff categories. Areas of focus include ambitious instruction, collective responsibility, safety and building positive relational trust.
    - Results from the 5Essentials survey are currently being reviewed.
    - The D123 Job Fair took place on May 30<sup>th</sup> from 12:00-8:00. There were over 50 interested candidates and the district is currently in the process of hiring 6 candidates.
    - D123 has applied for three new competitive preschool grants. There is a potential for up to \$1.1 million in new funding.
    - D123 Bond ratings are currently at A+ from S&P and A1 from Moody's. The district is in the process of being reviewed by S&P to potentially raise the rating from A+ to AA-.

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- D123 is working to enhance cybersecurity. Per the CISA report, the district is currently following many of the best practices recommended for school districts.
  - Dr. Enderle updated the Board on the status of some of the current capital projects.
- B. Business Office – Mike Loftin
  - C. Learning, Communication and Technology – Joe Macchia
  - D. Literacy and Intervention – Katy Spreitzer
  - E. Operations – Leo Cassidy
  - F. Student Services – Sheleah Blissett

At 6:45 p.m., it was moved by Mrs. Fortier, seconded by Mr. Lurquin, to adjourn to closed session for the purpose of discussing: the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body 5 ILCS 120/2(c)(1); Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by section 2.06 5 ILCS 120/2(c)(21); Student disciplinary cases. 5 ILCS 120/2(c)(9); Security procedures, school building safety and security 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).

Closed session discussions were completed at 8:19 p.m. and it was unanimously agreed to return to open session.

It was moved by Mrs. Fortier, seconded by Mr. Lurquin to resume open session. Voting aye: Mrs. Fortier, Mr. Lurquin, Mrs. Sebek, Mr. DeRousse, Mrs. Bishop, Mr. Smykowski and Mr. Nichols. Nays: None. Absent: None. The motion passed.

It was moved by Mr. DeRousse, seconded by Mrs. Sebek to amend the consent agenda to remove personnel item E, the SRO Intergovernmental Agreement. Voting aye: Mr. DeRousse, Mrs. Sebek, Mrs. Bishop, Mr. Smykowski, Mrs. Fortier, Mr. Lurquin and Mr. Nichols. Nays: None. Absent: None. The motion passed.

### Consent Agenda

It was moved by Mrs. Fortier, seconded by Mr. DeRousse, to approve / adopt the Consent Agenda that included the following items:

#### MINUTES

Minutes of May 17, 2023.

Closed Minutes of May 17, 2023.

Minutes of May 22, 2023.

Closed Minutes of May 22, 2023.

Destruction of the following closed session audio recordings, as per P.A. 93-523: May 24, 2021.

#### APPROVAL OF BILLS

Bill List Report

June 19, 2023

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\$5,397,975.71 Education Fund Payroll, June 2<sup>nd</sup>, June 16<sup>th</sup>  
 \$ 519,451.31 Teacher Pension Fund Bills, June 2<sup>nd</sup>, June 16<sup>th</sup>  
 \$ 982,403.85 Education Fund Bills  
**\$6,899,830.87 Total Education Fund Expenditures**  
 \$ 126,665.68 Operations & Maintenance Fund Payroll, June 2<sup>nd</sup>,  
 June 16<sup>th</sup>  
 \$ 126,665.68 Operations & Maintenance Fund Bills  
**\$ 428,956.46 Total Operations & Maintenance Fund Expenditures**  
 \$ 468.24 Transportation Fund Payroll, June 2<sup>nd</sup>, June 16<sup>th</sup>  
 \$ 65,363.32 Transportation Fund Bills  
**\$ 65,831.56 Transportation Fund**  
 \$ 197,628.47 FICA / Medicare & IMRF Fund Bills, June 2<sup>nd</sup>, June 16<sup>th</sup>  
 \$ Construction Fund  
 \$ Debt Services  
 \$ Tort & Judgement Fund  
 \$ Municipal Retirement Fund  
**\$7,718,913.04 TOTAL ALL EXPENDITURES**

Summary of and Board Approved Payables by Fund

ACCEPTANCE OF FINANCIAL REPORTS

Imprest Fund-Category Summary Report  
 Fund Balances  
 Revenue Recap Summary  
 Expense Recap Summary  
 FY23 Budget Forecast

PERSONNEL

Resignations

Mashaiar Adam	Lunchroom Supervisor	Sward
Sana Ahmed	Lunchroom Supervisor	Hannum
Amber Brodtko	Social Worker	OLHMS
Jamie Cunningham	Psychologist	OLHMS
Lisa Gallagher	SPED Teacher	Kolmar
Catherine Lindsey	Math Support Teacher	Covington
Karen Mensinga	Teacher	Teacher
Adrienne Ricci	Lunchroom Supervisor	Sward

Retirement Requests

Anne Donovan-Brady	Teacher	Kolmar
Timothy Dugan	Paraprofessional	OLHMS
Maria Wojdyla	Custodian	Hannum

Certified Staff Recommendations (pending compliance with Board Policy and State and Federal law)

Suzanne Amra	Principal	Sward
Toni DeFalco Lawson	Teacher	Hometown
Katherine Krych	School Nurse	Kolmar
Christina McLane	SPED Supervisor	Districtwide
Ashley Peters	ESY/PTP Teacher	Summer School
Stephanie Sichelski	ESY/PTP Teacher	Summer School

Support Staff Recommendations

Jasmine Aceremo	P/T Sweeper	Summer
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Maribel Calderon	Sub-Custodian	District Wide
James Gilmartin	P/T Sweeper	Summer
Ethan Kortz	P/T Sweeper	Summer
Molly Lawlor	P/T Sweeper	Summer
Abigail Mallo	P/T Sweeper	Summer
Grace Moloney	P/T Sweeper	Summer
Michael Moloney	P/T Sweeper	Summer
Andrew Swain	P/T Sweeper	Summer

Voting aye: Mrs. Fortier, Mr. DeRousse, Mr. Smykowski, Mrs. Sebek, Mrs. Bishop, Mr. Lurquin and Mr. Nichols. Nay: None. Absent: None. The motion passed.

Mr. Nichols left the meeting at 8:30 p.m.

Discussion III: Hometown Intergovernmental Agreement [4B]  
Dr. Enderle reviewed the Intergovernmental agreement (IGA) with the city of Hometown regarding a pickleball court at Hometown School. The school district attorney and the Hometown attorney worked to create the IGA. There will be a 30-day termination clause. The city will be responsible to restore the property if they choose to terminate the agreement. The IGA includes robust insurance coverage. It was agreed that the school can use the court during school hours. Mr. Lurquin asked about community member parking for the pickleball court. It was confirmed that they would most likely use the back parking lot. Mr. DeRousse asked if hours will be posted for the pickleball court. Dr. Enderle confirmed hours would be listed. Mrs. Fortier noted a typo in the dates on the IGA that should be corrected.

Action IV: It was moved by Mrs. Fortier, seconded by Mrs. Sebek to approve the Intergovernmental Agreement between the city of Hometown and Oak Lawn-Hometown School District with the corrected dates. Voting Aye: Mrs. Fortier, Mrs. Sebek, Mr. Smykowski, Mr. DeRousse, Mrs. Bishop and Mr. Lurquin. Nays: None. Absent: Mr. Nichols. The motion carried.

Discussion IV: Audit Arrangement Letter [3D]  
Dr. Loftin discussed the Audit Arrangement Letter. This is a standard item for the Board. Due to changes and additions to the letter over the last few years, the school district attorney reviewed to letter. Auditing costs have increased over the last few years mainly due to the annual comprehensive report which is a very detailed, in-depth and time-consuming report.

Action V: It was moved by Mr. DeRousse, seconded by Mrs. Fortier, to approve the FY23 audit arrangement with RSM LLP. Voting aye: Mr. DeRousse, Mrs. Fortier, Mr. DeRousse, Mr. Smykowski, Mrs. Bishop, Mrs. Sebek and Mr. Lurquin. Nays: None. Absent: Mr. Nichols. The motion passed.

Discussion V: Resolution Designating Interest Earnings [3D]  
Dr. Loftin reviewed the resolution designating interest earnings. This is an annual item for the Board. This resolution allows the district flexibility to transfer the money earned from interest earnings from one fund to

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another should it be necessary. D123 has never taken advantage of this resolution but it is recommended to continue to approve it should it be needed in the future.

- Action VI: It was moved by Mr. Smykowski, seconded by Mrs. Fortier, to approve the resolution designating interest earnings FY2023-FY2024. Voting aye: Mr. Smykowski, Mrs. Fortier, Mrs. Sebek, Mr. DeRousse, Mrs. Bishop and Mr. Lurquin. Nays: None. Absent: Mr. Nichols. The motion passed.
- Discussion VI: FY24 Tentative Budget [3D]  
Dr. Loftin presented the FY24 tentative budget. This is the first draft of the FY24 budget and it is based on projections from Forecast 5. Administration presents the first draft of the tentative budget in June, the second draft in August and the final draft goes to the Board for approval in September. At this point, the budget predicts a healthy budget surplus. Dr. Loftin discussed several ways to lower the budget surplus. Dr. Loftin also discussed the possibility of eliminating student fees in the future as other neighboring districts have done.
- Action VII: It was moved by Mrs. Fortier, seconded by Mr. DeRousse, to approve the FY24 Tentative Budget. Voting aye: Mrs. Fortier, Mr. DeRousse, Mrs. Sebek, Mr. Smykowski and Mr. Lurquin. Nays: None. Abstain: Mrs. Bishop. Absent: Mr. Nichols. The motion passed.
- Discussion VII: Paper Bid FY2023-FY2024 [3D]  
Dr. Loftin reviewed the bids for paper for the district. This is an annual item in which we are required to go out to bid since the district spends over \$25,000 on paper annually. Midland Paper is the lowest responsible bidder at \$35.90 per case. This is approximately a 17% decrease from the cost last year. The district has a long history with Midland and has been satisfied with their quality.
- Action VIII: It was moved by Mrs. Fortier, seconded by Mr. DeRousse, to approve the Paper bid 2023-2024. Voting aye: Mrs. Fortier, Mr. DeRousse, Mr. Smykowski, Mrs. Bishop, Mrs. Sebek and Mr. Lurquin. Nays: None. Absent: Mr. Nichols. The motion passed.
- Discussion VIII: School Supplies Preferred Vendor [3D]  
Dr. Loftin recommended Warehouse Direct and Amazon Business as the preferred vendor for school supplies. It was confirmed that the district is not limited to purchasing from these two vendors only if the cost for an item is better elsewhere.
- Action IX: It was moved by Mr. Smykowski, seconded by Mrs. Fortier to approve the school supplies preferred vendor as proposed. Voting aye: Mr. Smykowski, Mrs. Fortier, Mrs. Sebek, Mr. DeRousse, Mrs. Bishop and Mr. Lurquin. Nays: None. Absent: Mr. Nichols. The motion passed.
- Discussion IX: Second Reading of the 2023 / 2024 Disciplinary Handbook [4C].

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This is an annual item for the Board. Dr. Macchia reviewed the updates for the 2023/2024 handbook. Dr. Macchia confirmed that the attorney has reviewed the edits and had only minor recommendations. Mrs. Sebek questioned if the handbook addressed things which happen outside of the school day specifically regarding electronic devices and social media. Dr. Macchia confirmed that administration is in the midst of conversation with the principals regarding assertive and progressive discipline in this area. Dr. Enderle discussed the Student Behavior section regarding When and Where Conduct Rules Apply. Number 4 of this sections states "Anywhere, if the conduct interferes with, disrupts, or adversely affects the school environment, school operations, or an educational function, including but not limited to, conduct that may reasonably be considered to: (a) be a threat or an attempted intimidation of a staff member; or (b) endanger the health or safety of students, staff or school property." This would cover the majority of events outside of the school day regarding social media.

Action X: It was moved by Mrs. Fortier, seconded by Mr. DeRousse to approve the 2023/2024 Disciplinary Handbook. Voting aye: Mrs. Fortier, Mr. DeRousse, Mrs. Sebek, Mr. Smykowski and Mr. Lurquin. Nays: None. Absent: Mr. Nichols. Abstain: Mrs. Bishop. The motion passed.

Discussion X: First Reading of Select School Board Policies: 2:170; 4:100; 7:305  
Dr. Enderle reviewed the recommended policy updates. Most updates are minor. Administration has reviewed the updates and practices are aligned.

Discussion XI: First Reading of Select School Board Policies for Review and Monitoring: 2:80; 2:80-E; 4:45; 5:230; 6:10; 6:190; 6:240; 7:275; 8:25; 8:95.  
These are policies which have not been updated in the last five years. Administratively, there are no issues with these policies.

Future Meeting Previews Special Meeting – June 28, 2023 @ District Office  
Business Meeting – August 28, 2023 @ OLHMS

- 6-Month Release of Minutes
- Fiscal Year Tentative Budget
- Upcoming FY24 Tentative Budget
- 6K World Vision Race

\*These items are not to be intended as all inclusive

### Board Comments:

Jay Lurquin welcomed Carly Bishop as new member to the Board of Education.

Adjourned – 9:28 p.m.

The next special meeting of the Board of Education will be held on June 28, 2023 at the Oak Lawn Hometown Administrative Office, 4201 W. 93<sup>rd</sup> Street, Oak Lawn, IL 60453. The next regular meeting of the Board of Education will be held on August 27, 2023 at Oak Lawn Hometown Middle School, 5345 W. 99<sup>th</sup> Street, Oak Lawn, IL 60453.

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President



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Secretary