

MINUTES OF THE REGULAR MEETING, SEPTEMBER 28, 2015

The meeting of the Board of Education, School District 123, Cook County, Illinois, convened at 6:02 p.m. on Monday, September 28, 2015 at the Oak Lawn-Hometown Middle School, 5345 W. 99<sup>th</sup> Street, Oak Lawn, Illinois.

Members Present: Mrs. Fortier, Mr. Nichols, Mrs. Roche, Mrs. Misner, Ms. Roche and Mr. Mason

Members Absent: Mr. DeRousse

Administrators Present: Dr. Enderle, Mr. Andersen, Mr. Macchia, Mr. Loftin, Ms. Anderson and Ms. Riha

Also Present: Community members, parents and staff

It was moved by Mrs. Misner seconded by Mr. Nichols 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).

Closed session discussions were completed at 6:55 p.m. and it was unanimously agreed to return to open session.

Open Session The meeting was called to order at 7:00 p.m. roll call was taken with all members present with the exception of Mr. DeRousse.

The Pledge of Allegiance was said.

Mr. Mason read the Mission Statement.

Public Comment President Mason stated that citizen comments were allowed to address the Board. Public comment would be limited to 15 minutes with each person being limited to three minutes.

There were no speakers and President Mason declared public comment closed.

President's Report President Mason stated he had no report at this time, but asked that all Board members stay after the meeting to sign a budget document.

Administrative Report Assistant Superintendent Mike Loftin reviewed the 2015-2016 Final Budget. He delivered an overview of the District's revenues, budgetary outlook, future variables, expenditures and discussed the total operating funds. Mr. Loftin also advised that the District would be moving to an accrual basis of accounting by FY17 and discussed the difference between cash basis vs. accrual basis.

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Assistant Superintendent Loftin noted his office had received the Illinois Association of Business Officials Meritorious Budget Award. The award represents a significant achievement in budget development and reflects a commitment of the business department to meet the highest standard and transparency in school budgeting. D123 was one of fourteen districts in Illinois to achieve this high rating.

### Budget Public Hearing – 2015-2016

President Mason stated that the purpose of the Budget Public Hearing was to take comments from the public regarding the 2014-2015 Final Budget. There were no speakers and President Mason declared the Budget Public Hearing closed.

### Administrative Report

Assistant Superintendent Andrea Anderson briefed the Board on the instructional coaching implementation. She stated that the coach position is part teacher, part leader, part change agent and part facilitator. Instructional coaches work directly with teachers in their schools and classrooms to assist with the application of new knowledge and skills necessary to improve the academic performance of all students. Accompanying Ms. Anderson were coaches from Sward, Kolmar, Covington and Hometown schools who spoke of their experiences in working with their school's teachers to build trust, relationships and collaborate with teams.

### Superintendent's Report

Superintendent Enderle's report included:

- 1<sup>st</sup> FOIA request  
The Better Government Association requested any and all current collective bargaining agreements, all personnel agreements, the approved operating and capital budgets for the 2015-16 school year, all legal settlements and current payroll records. The FOIA was successfully responded to within 1 day.
- School Open House Events  
Six successful open house events were very well received and attended. He thanked principals and teaching staff for making these events so successful.
- Parent University  
Four Parent University sessions were held with a total of seventy-one parents in attendance. Videos of presentations will be available on the website as well as video archives.
- OLHMS Spark Space  
The Ed Foundation through a grant has helped support a 3D printer, a robotic station, a coding station and a circuitry station all of which students can engage in at different times of the day.
- IASB Report to the Membership  
Proposals are available for the Boards' review to direct the Boards' IASB Delegate with a voting direction when the assembly convenes during the Tri-Conference in November.
- August Publications

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Consent Agenda

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

MINUTES

- a. Minutes of August 24, 2015
- b. Closed Minutes of August 24, 2015
- c. Minutes of September 8, 2015
- d. Closed Minutes of September 8, 2015

FINANCE

- Approval of Bills
- Summary of and Board Approved Payables by Fund
- Imprest Fund-Category Summary Report
- Fund Balances
- Revenue Recap Summary
- Expenditures Recap Summary

PERSONNEL

**Lane Changes**

Karen Bjorklund	7 MA	7 MA+15
Cassie Cipriani	7 MA+30	7 MA+45
Karen Clauss	5 MA+30	5 MA+45
Jennifer Coennen	12 MA+15	12 MA+30
Neda Issa	5 MA	5 MA+15
Monica Lang	3 BA	3 BA+15
Kathleen Ogean	11 BA+15	11 MA
Mara Petraitis	16 MA	16 MA+15
Judy Rayson	14 MA	14 MA+15
Sahar Shehaiber	7 MA+15	7 MA+30
Jennifer Sieracki	10 MA+15	10 MA+30
Pamela Skordas	16 MA	16 MA+15

**Retirement**

Mary Siska                      Kolmar Instructional Aide

**Resignations**

Shane Hamberlin              Hometown Instructional Aide

**Reclassifications**

Ashley Jackson – Instructional Aide at Hometown for the 2015-2016 school year, effective 09/01/2015 at a salary of \$15,675.66. Salary based on \$13.25 per hour x 6.5 hours per day x 182 days. *Reclassified from Teacher Aide to Instructional Aide.*

**Support**

Kathleen Alvarado – Instructional Aide at Hometown for the 2015-2016 school year, effective 09/16/2015 at a salary of \$14,728.23. Salary based on \$13.25 per hour x 6.5 hours per day x 171 days. *Replacement for Kelly Meade/Resignation.*

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Noula Angelos - Instructional Aide at Hometown for the 2015-2016 school year, effective 09/28/2015 at a salary of \$14,039.19. Salary based on \$13.25 per hour x 6.5 hours per day x 163 days. *New Position.*

William Conroy – Substitute Sweeper, District Wide for the 2015-2016 school year, effective 09/21/2015 at a salary of \$8.25 per hour. *New Position.*

Patrice Foster – Instructional Aide at Kolmar for the 2015-2016 school year, effective 08/26/2015 at a salary of \$16,020.18. Salary based on \$13.25 per hour x 6.5 hours per day x 186 days. *Replacement for Olga Warner/Retirement.*

Dolores Garcia – Lunchroom Supervisor at Kolmar for the 2015-2016 school year, effective 09/21/2015 at a salary of \$8.25 per hour. *Replacement for Tracy Melnik/Reclassification*

Tasha Hurn - Instructional Aide at OLHMS for the 2015-2016 school year, effective 09/01/2015 at a salary of \$15,675.44. Salary based on \$13.25 per hour x 6.5 hours per day x 182 days. *Replacement for Latoya Montgomery/Resignation.*

Cathleen Kelly - Teacher Aide at Kolmar for the 2015-2016 school year, effective 09/01/2015 at a salary of \$9,760.66. Salary based on \$8.25 per hour x 6.5 hours per day x 182 days. *Replacement for Denise Mangan/Retirement.*

Barbara Melland – Lunchroom Supervisor at Hannum for the 2015-2016 school year, effective 08/31/2015 at a salary of \$8.25 per hour. *Replacement for Michaeline Dory/Resignation.*

Shawn O'Connor - Instructional Aide at OLHMS for the 2015-2016 school year, effective 09/01/2015 at a salary of \$15,675.66. Salary based on \$13.25 per hour x 6.5 hours per day x 182 days. *Replacement for Stephanie Taraba/Reclassification.*

Jeanne Padron – Lunchroom Supervisor at Kolmar for the 2015-2016 school year, effective 09/08/2015 at a salary of \$8.25 per hour. *Replacement for Karen Lively/Resignation.*

Colleen Rech - Instructional Aide at Hometown for the 2015-2016 school year, effective 09/14/2015 at a salary of \$14,900.49. Salary based on \$13.25 per hour x 6.5 hours per day x 173 days. *New Position.*

Heidi Rigik – Lunchroom Supervisor at Kolmar for the 2015-2016 school year, effective 08/31/2015 at a salary of \$8.25 per hour. *Replacement for Angelica Salinas/Resignation.*

Carrie Rizzi – Nurse at OLHMS for the 2015-2016 school year, effective 10/13/2015 at a salary of \$24,206.00. Salary based on \$24.50 per hour x 6.5 hours per day x 152 days. *Replacement for Linda Fitzgerald/Retirement.*

Susan Weber– Lunchroom Supervisor at Hannum for the 2015-2016 school year, effective 09/23/2015 at a salary of \$8.25 per hour. *Replacement for Shantell Woody/Resignation.*

### **Certified**

Diana Ahern – Bachelor of Arts in Elementary Education from University of Florida Gainesville in December 2008. Masters of Arts in Special Education from University of Florida Gainesville in May 2010. Grade 4/5 PTP Teacher at Kolmar for the remainder of the 2015-2016 school year (177 days), effective 08/25/2015 at a salary of \$56,408.76. *Replacement for Michelle Eiduk/Resignation.*

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Jennifer Mosterd – Bachelor of Science in Elementary Education from Illinois State University in December 2014. Grade 3 Teacher at Hometown for the remainder of the 2015-2016 school year (175 days), effective 08/27/2015 at a salary of \$42,011.60. *Replacement for Amanda Williams/Resignation.*

Jenna Tilton – Bachelor of Science in Education from Eastern Illinois University in December 2007. Masters of Arts in Curriculum and Instruction from Concordia University Chicago in December 2011. Grade 1-3 PTP Teacher at Kolmar for the remainder of the 2015-2016 school year (178 days), effective 08/24/2015 at a salary of \$61,308.13. *Replacement for Jocelyn Grauer/Resignation.*

Voting aye: Mr. Mason, Ms. Roche, Mr. Nichols, Mr. Lurquin, Mrs. Fortier, and Mrs. Misner. Nay, none. The motion carried.

Discussion: There were no additional questions regarding the final 2015-2016 budget.

It was moved by Mr. Nichols seconded by Mrs. Misner, to approve the Oak Lawn-Hometown School District 123 final budget FY 2016. Voting aye: Mrs. Fortier, Ms. Roche, Mr. Nichols, Mr. Lurquin, Mr. Mason, and Mrs. Misner. Nay, none. The motion carried

Discussion: Superintendent Enderle reviewed the Recognition of Schools. This is an annual process to uphold general state guidelines such as instructional training, support staff and certification.

It was moved by Mrs. Fortier seconded by Mr. Lurquin, to approve the Application of the Recognition of Schools. Voting aye: Mrs. Fortier, Ms. Roche, Mr. Nichols, Mr. Lurquin, Mr. Mason, and Mrs. Misner. Nay, none. The motion carried.

Discussion: Superintendent Enderle discussed the first reading of select board policies: 2:160; 2:160-E; 2:260; 4:50; 5:50; 5:170; 5:270; 5:290; 6:140; 7:10; 7:40; 7:90; 7:260; 7:310; 7:325; 8:10; 8:80. He highlighted two of the policies noting changes in language.

Discussion: Dr. Enderle reviewed and recommended approval of the Emergency Operational Report and Plan revisions, 2015/2016. He explained that annually one of the recommendations of the State board is to conduct a First Responder's Meeting for the purpose of revising the district's Emergency Operation Plan and also to review any initiatives and update new staff. Representatives from surrounding governmental agencies are included in the meeting so that all are aware of the district's emergency procedures.

It was moved by Mrs. Misner, seconded by Mr. Lurquin, to approve the Emergency Operational Plan Revisions for the school year 2015/16. Voting aye: Mrs. Fortier, Ms. Roche, Mr. Nichols, Mr. Lurquin, Mr. Mason, and Mrs. Misner. Nay, none. The motion carried.

It was moved by Mr. Lurquin, seconded by Mr. Nichols, to approve the Emergency Operational Plan Report for the school year 2015/16. Voting aye: Mrs. Fortier, Ms. Roche, Mr. Nichols, Mr. Lurquin, Mr. Mason, and Mrs. Misner. Nay, none. The motion carried.

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Discussion: Mr. Loftin and Mr. Andersen discussed the Performance contracting request for proposal regarding summer work for 2016. In keeping with the District's 10 year Life Safety audit the following is being considered:  
Replacement of boiler replacements at McGugan and Gaddis  
Exterior parking lot lighting at Hannum, Hometown and Brandt  
Standardizing HVAC controls: updating software  
Energy Saving: changing fluorescent lighting to LED lighting  
Mr. Loftin and Mr. Andersen discussed the bid process with the board.

It was moved by Mr. Lurquin, seconded by Ms. Roche, to approve the request for proposal (RFP) for Performance Contracting. Voting aye: Mrs. Fortier, Ms. Roche, Mr. Nichols, Mr. Lurquin, Mr. Mason, and Mrs. Misner. Nay, none. The motion carried.

Board Comments: None

It was moved by Mrs. Fortier, seconded by Ms. Roche to adjourn the meeting at 8:27 p.m. Roll call vote was unanimous. The motion carried.

Adjourned - 8:27 p.m.

The next regular meeting of the Board of Education will be held on October 26, 2015 at the Oak Lawn-Hometown Middle School, 5345 W. 99<sup>th</sup> St., Oak Lawn, Illinois.

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President

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Secretary