

**NEW LENOX SCHOOL DISTRICT 122  
SPENCER CROSSING SCHOOL  
1711 SOUTH SPENCER ROAD  
NEW LENOX, IL 60451  
WEDNESDAY, MAY 19, 2010  
BOARD OF EDUCATION MEETING MINUTES  
7:00 p.m.**

**1. CALL TO ORDER**

The meeting was called to order at 7:00 p.m. by President Markus.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

The following board members were present: Member Gillooley, Member Kedzior, Member Markus, Member Martino, and Member Miller

The following board members were absent: Member Broderick and Member Smith

President Markus announced that the district has received sad news about one of our students. She requested that Oster-Oakview Principal Mark Fleming Principal come up to the podium. Mr. Fleming informed everyone that one of their students Connor Kemp has passed away and asked for a Moment of Silence to remember Connor.

**4. NEW LENOX NOTABLES**

- T.E.A.M. ASSET: Caring Neighborhood (MAY, 2010)  
Mrs. Zimmerman announced the T.E.A.M. Asset for May is Caring Neighborhood. This can be reinforced at school by encouraging students to find ways to serve in their neighborhoods.
- RECOGNITION: Alex M. Martino Junior High School Student -- Jana Mudrock Recognition  
This recognition will take place at the June 16, 2010 Board Meeting.
- RECOGNITION: Liberty Junior High School Scholastic Bowl Team  
The board recognized members of the Liberty Scholastic Bowl Team in their 3<sup>rd</sup> place finish in the IESA State competition and presented them with a Certificate of Achievement.
- RECOGNITION: New Lenox School District 122 Retirees  
The following retirees were recognized for their years of service to the district. Patricia Glasscock, Linda Lane, David Baird and (*Roger Schneider, not in attendance*) Dr. Sass presented them with a token of appreciation.

- Spencer Crossing/Spencer Pointe School Highlights -- Spencer Campus Principals Shane Street and Kim Gray and Assistant Principal Dee Scott presented a power point presentation on their schools.

**5. PUBLIC COMMENT**

There was not public comment at this meeting.

**6. CONSENT AGENDA**

President Markus asked if anyone would like any consent agenda items pulled and considered separately. Hearing no comments, President Markus asked for a motion to approve the consent agenda consisting of the Approval Of Minutes, Authorize Treasurer To Pay Bills Listed For Payment, Approve Treasurer's Report, Approve Personnel Report, Executive Session Minutes Review Approval, Destruction Of Executive Session Audiotapes And E-Mail Upgrade Project Contract. A motion was made by Member Gillooley, and seconded by Member Kedzior to approve the consent agenda as presented. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays, 2 absent.

**7. SUPERINTENDENT REPORT**

- COMMUNICATIONS/ANNOUNCEMENTS

- District Events

- Graduation Information

Dr. Sass announced the Alex M. Martino Junior High School graduation will be held on Thursday, May 27, 2010 at 7:00 p.m. at Lincoln-Way West High School and the Liberty Junior High School graduation will be held on Friday, May 28, 2010 at 7:00 p.m. at Lincoln-Way West High School. The board shall meet in the Fieldhouse at 6:30 p.m. to obtain information for the evening.

- ADMINISTRATIVE UPDATE REPORT

**8. BOARD GOVERNANCE**

- IASB INFORMATION

- **IASB Conference Update: Collective Bargaining Update**

Since Member Broderick was not in attendance, this item will be moved to next month.

- **IASB Delegate Proposal Discussion**

Due to Member Broderick's absence, this item will be moved to next month's agenda.

- November 2010 IASB Board Conference Participants**  
 At the Wednesday, May 5, 2010 Committee of the Whole Meeting, the board members came to a consensus to not utilize hotel rooms at the November convention. At this meeting, the board discussed they would like to allow any board member that would like to attend the convention the opportunity to go. Hotel rooms will be paid personally if a board member chooses to stay overnight.
- Policy Approval: 1<sup>st</sup> Reading**  
 A motion was made by Member Gillooley and seconded by Member Kedzior to approve the following policies/procedures and exhibits for a first reading. Dr. Manville reviewed proposed changes to Policy 5:220 Substitute Teachers to be implemented during the 2<sup>nd</sup> Reading. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays 2 absent.

|   |  |
|---|--|
| 2:250-E2 Exhibit – Immediately Available Public Records           | The board reviewed at the May 5, 2010 Meeting, the addition of documents ready for immediate public access to include Policies On-Line. A copy of the exhibit is enclosed and ready for a first reading.   |
| 5:220 Substitute Teachers   | The board reviewed this policy with Dr. Manville and decided after administrator feedback they would like to change the last sentence in the policy to read as follows:<br><br>“In addition, a substitute teacher who is also a parent in the District will not be assigned to the grade level that his or her own children are students in.” This policy will be approved for a 2 <sup>nd</sup> reading at the June 16, 2010 board meeting. |
| 7:60-AP2-E4 Student Residency Required Documents for New Students | The proposed change of this exhibit as reviewed on May 5, 2010 would include the following sentence under Category I Letter from manager and proof of last month’s payment. (In addition, to the 3 documents required from Category II, a copy of a gas, electric, or water bill must be submitted each trimester to the District Office.)   |

- Policy Approval: Second Reading**  
 A motion was made by Member Martino and seconded by Member Miller to approve the policies listed below for a 2<sup>nd</sup> reading. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays 2 absent.

|  |   |
|--|---|
| 2:20 Powers And Duties of the School Board                           | #6,#8,#11, #15 are new added powers and duties of the School Board. Accept all changes.   |
| 2:40 Board Member Qualifications                                     | Legislation removed conflict of serving as treasurer and school board member. Other changes include individuals ineligible for board membership by holding an incompatible job and certain types of State or Federal employment and a child sex offender is ineligible for school board membership. Accept all changes. |
| 2:70-E Exhibit – Checklist for Filing Board Vacancies by Appointment | Updated to comply with PA-96-538. Accept all changes.   |

|  |   |
|--|---|
| 2:110 Qualifications, Term, and Duties of Board Offices                                    | Board President is given duty to serve as head of the public body for purposes of the OMA and FOIA. Recording secretary's duties are clarified. Accept all changes.   |
| 2:200 Types of School Board Meetings   | Revised to designate the superintendent as the district official to receive the required training on compliance with OMA. OMA is shared responsibility of board. Accept all changes. Keep our sentence on post executive session.   |
| 2:250 Access to District Public Records  | Extensive revisions to FOIA language. Accept all changes.   |
| 2:250-API Administrative Procedure – Access to and Copying of District Public Records      | Rewritten to comply with PA 96-542 and adds text containing some of the more utilized FOIA exemptions. Accept all changes.  |
| 2:250-E1 Exhibit Written request for District Records                                      | Keep our current form (this form mirrors the AG form on their website) Our form is currently on our website.  |
| 3:40 Superintendent  | Adds superintendent district management duties including, without limitation, preparing, submitting, publishing, and posting reports and notifications as required by state and federal law. Accept all changes.  |
| 4:30 Revenue and Investments   | Edited to omit the requirement for board approval of collateral agreements. It now requires the superintendent or designee to keep the board informed of collateral agreements. Accept as proposed with our added languages and deletions   |
| 4:40 Incurring Debt  | Adds establishing a line of credit with a bank or other financial institution as another possible type of debt. Accept all changes.   |
| 4:60 Purchases and Contracts   | Updated through new legislation to add reporting and posting requirements for contracts. Accept all changes   |
| 4:60-API Administrative Procedure – Purchases  | Adds new requirements to Purchases and Contracts, adds a section p. regarding transportation of students with special needs and adds new sentences on the competitive bidding process. Accept all changes   |
| 4:100 Insurance Management   | Now includes mentors as certified staff members among the individuals to be covered by liability insurance. Board duty to insure against loss or liability and indemnify and protect specific individuals is added. Accept all changes.   |
| 4:110 Transportation   | Updated to comply with three public acts. Accept all changes. Keep our introductory 1 <sup>st</sup> Section on General Purpose of Transportation.   |
| 4:110-AP2 Administrative Procedure Pre-Trip and Post-Trip Inspection: Bus Driving Comments | Bus Driving Comments is renamed from Erratic Driving Reports and updated with the language from PA 96-655 and 96-410. Accept all changes.   |
| 4:120 Food Service   | Updated to delete references to Section 305.17 and Appendix A & B of that Section and ISBE eliminated provisions from its adopted amendments to legal references. Accept all changes.   |
| 4:120-AP Administrative Procedure – Food Service   | Updated to delete references as above. Accept all changes.  |
| 4:130 Free and Reduced—Price Food Service  | Footnote updates changing dates for schools to petition regional superintendent for opt-out from operating the breakfast program. These are mandated by Public Act 96-158 and 96-734. Accept all changes.   |
| 4:140 Waiver of Student Fees   | Updated to comply with PA 96-360 and the National School Lunch Act. Accept all changes. Plus our Eligibility Criteria Changes reviewed at the January 2010 Strategic Planning Session.  |
| 4:140-E1 Exhibit Application for Fee Waiver  | Keep current form.  |
| 4:150 Facility Management and Building Programs  | Changes prior board approval needed for renovations from \$5,000 to \$12,500. Footnote changes for Health/Life Safety Code and Green Buildings Act. Accept these changes. Additional change for 2 <sup>nd</sup> reading changes last paragraph as follows: <u>The Superintendent or designee Board of Education</u> may name a room or designate some area on a school's property in honor of an individual or group that has performed outstanding service to the school without using the process in this policy. |
| 4:160 Environmental quality of Buildings and Grounds                                       | Policy name changed from Hazardous and Infectious Materials to Environmental Quality of Buildings and Grounds and language changes on pesticide usage. Accept all changes. Keep our Director of Facilities and Planning title in Policy   |
| 4:160-AP Administrative Procedures – Environmental Quality of Buildings and Grounds        | Renamed to match policy and updated to include the responsibility of compliance with state and federal law by the Director of Facilities and Planning Accept all changes. Substantial additions to Pesticide Application Sections. Keep our Director of Facilities and Planning title in Policy.  |
| 4:170 Safety   | Amended to delete redundant language regarding wireless and cellular telephone use by bus drivers. Two Public Acts reinforce that schools not expected to provide AEDs and trained AED users when outside group using schools. Accept all changes.  |

|   |   |
|---|---|
| 4:170-AP6 Administrative Procedure – Plan for Responding to a Medical Emergency at a Physical Fitness Facility                  | Proposed changes based on proposed amendments to rules in response to PA 95-712. Accept all changes.  |
| 4:170-AP6 E1 Exhibit – School Staff AED Notification Letter   | Now specifies where to find the response plan referred to in updated Plan for Responding to a Medical Emergency at a Physical Fitness Facility and Governmental Employees Tort Immunity Act protecting staff members from liability. Accept all changes.  |
| 4:170-AP6 E2 Exhibit – Automated External Defibrillator Incident Report   | Renamed and updated referencing that the superintendent or designee will follow the administrative rule keeps the form up-to-date. Accept all changes.  |
| 5:10 Equal Employment Opportunity and Minority Recruitment  | Genetic Information is added to policy’s list of protected categories based on recent legislation. Footnote additions on State Equal Pay Act that defines date of underpayment as each time wages are underpaid, and Equal Employment Opportunities Act and Age Discrimination in Employment Act were amended by the Lilly Ledbetter Fair Pay Act that clarifies discriminatory compensation decisions. Accept all changes. Retain complaint manager contact information. |
| 5:20 Workplace Harassment Prohibited  | Renamed from Sexual Harassment and adds a paragraph on workplace harassment prohibited. Adds another sentence in the Making a Complaint; Enforcement section. Keep our current complaint managers. Accept all changes.  |
| 5:30 Hiring Process and Criteria  | Complies with PA 96-431 and PA 96-623 which urges employers using employment verification systems like E-Verify to consult the IDOL website for current information .In addition, makes significant changes to ADA’s definition of disability. Accept all changes.  |
| 5:90 Abused and neglected Child Reporting   | Updated to comply with 96-431. Superintendent must notify State and Regional Supt. When certificate holder is dismissed or resigns from the district as a result of committing an act against children. Accept all changes.   |
| 5:100 Staff Development Program   | Updated to comply with PA 96-431 which requires boards to conduct an in-service, at a minimum once every two years training all district staff on educator ethics, teacher-student conduct, and school employee student conduct. Accept all changes.  |
| 5:120 Ethics  | Updated to comply with PA 96-431 district staff maintain professional and appropriate relationships with students, parents, staff members, and others. Accept all changes.  |
| 5:120-AP2 Employee Conduct Standards  | Updated educator ethics, teacher-student conduct, and school employee-student conduct. Accept all changes.  |
| 5:280 Educational Support Personnel-Duties and Qualifications   | Adds language to Coaches section for training, adds language to bus drivers section to notify Secretary of State within 30 days if a bus driver has been called to active duty. Accept all changes.   |
| 6:20 School Year Calendar and Day   | Footnote changes on school day hours, pledge of allegiance requirement, and required moment of silence to recognize veterans during any type of event held at school on November 11. Accept all changes. Check about hearing for Veteran’s Day.   |
| 6:50 School Wellness  | Non substantive changes to include resources available from Action for Healthy Kids and Farm Fresh Schools Program. New Junk Food Rule limits types and amounts of junk food sold. Accept footnote changes.   |
| 6:60 Curriculum Content   | <ul style="list-style-type: none"> <li>• Change our #4 to match Press #5.</li> <li>• Change our #5 to match Press #6.</li> <li>• Change our #8 to match Press #9.</li> <li>• Change our #11 to match Press #13.</li> <li>• Make Press #14 our NEW #13.</li> <li>• Just change the following numbers to match: <ul style="list-style-type: none"> <li>○ #13 to #14;</li> <li>○ #14 to #15;</li> </ul> </li> <li>• Make Press #19 to our NEW #16.</li> </ul>                |
| 6:120-AP2 Administrative Procedure – Access to Classrooms and Personnel   | Accept New procedure.   |
| 6:120-AP2 E1 Exhibit – Request to Access Classroom(s) or Personnel for Special Education Evaluation and/or Observation Purposes | Accept New Exhibit.   |
| 6:340 Student Testing and Assessment Program  | Updated to distinguish the assessment program from the policy on grading and promotion. Accept all changes.   |
| 7:10 Equal Educational Opportunities  | Changes in policy language to incorporate gender identity and order of protection status as protected categories. Footnote updated to include PA 96-814 information of the Illinois Department of Human Rights jurisdiction over schools as a place of public accommodation. Accept all changes.  |

|  |  |
|--|--|
| 7:20 Harassment of Students Prohibited   | Protected categories now include gender identity and order of protection status. Accept all changes.   |
| 7:50 School Admissions and Student Transfers To and From Non-District Schools        | Revised to implement PA 96-844, which adds a new sentence on age eligibility and another new sentence on admission procedures. Accept attached revision.   |
| 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students | Footnote changes and links to new eye examination and dental examination forms. Accept all changes.  |
| 7:180 Preventing Bullying, Intimidation, and Harassment                              | Protected categories now added to this policy. State law requires boards update their bullying policy every two years and file with the ISBE. Our policy was updated in March 2008 and sent to ISBE. Accept all changes and submit to ISBE once adopted. |
| 7:190 Student Discipline   | New Legislation changed definition of a weapon. Also adds a sentence on expulsion requirement may be modified by the superintendent and/or board on a case-by-case basis. Accept all changes.  |
| 7:240 Conduct Code for Participants in Extracurricular Athletics                     | Accept all of first paragraph only. Updates which add that participants in extracurricular activities are to conduct themselves as good citizens and exemplars of their school at all times.   |
| 8:20-E Application and Procedures for Use of School Facilities                       | Use our current form.  |
| 8:70 Accommodating Individuals with Disabilities                                     | Non-substantive update on footnote changes regarding the Americans with Disabilities Act, the Department of Justice, and the Illinois Environmental Barriers Act. Accept all changes and retain sentences on complaint managers contact information.     |
| 8:100 Relations with Other Organizations and Agencies                                | Adds IEMA, local organizations for civil defense and other appropriate disaster relief organizations concerned with civil defense. Accept all changes.   |

**9. ASSOCIATE SUPERINTENDENT REPORT**

Dr. Manville had no report this month.

**10. BUSINESS MANAGER REPORT**

- **IDOT SAFETY HAZARDS APPROVAL**

Mr. Huang asked for a motion to approve the 38 IDOT Safety Hazards for 2010-2011 school year. A motion was made by Member Martino, and seconded by Member Miller to approve the IDOT Safety Hazards as presented. A board discussion ensued. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays, 2 absent.

- **KINDERGARTEN BUSING**

Mr. Huang asked for a motion to approve the Busing of all Kindergarten students for the 2010-2011 school year as long as the students are within their attendance center boundaries. A motion was made by Member Martino and seconded by Member Kedzior to approve the Busing of all Kindergarten students for the 2010-2011 school year within their attendance center boundaries. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays, 2 absent.

- PAID BUSING  
Mr. Huang reviewed the two options for paid busing with the board. A motion was made by Member Gillooley and seconded by Member Miller to charge \$280 for the 2010-2011 school year. This allows the total cost per student for paid busing for 2011-2012 school year to be phased in rather than charging parents for full paid transportation fee. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; No, and Member Miller; yes. 4 ayes, 1 nay, 2 absent.

A motion was made by Member Gillooley to cap the paid transportation cost at 3 students per family. Motion failed for lack of a second. A Board discussion ensued. A motion was made by Member Miller and seconded by Member Gillooley to keep the current paid transportation cap at 2 1/2 students per family. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; no, Member Markus; yes, Member Martino; no, and Member Miller; yes. 3 ayes, 2 nays, 2 absent. This will be revisited next year before approval next year for the 2011-2012 school year.

- 2010-2011 LUNCH PRICING APPROVAL  
A motion was made by Member Martino and seconded by Member Markus to approve the 2010-2011 Student Lunch Pricing in the amount of \$2.95. A Board discussion ensued. Motion carried 5 ayes, 0 nays, 2 absent. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays, 2 absent.

- ASPHALT BID  
A motion was made by Member Gillooley and seconded by Member Miller to approve the Asphalt Bid including A1; 2-1; 3-2; 4-3; 4-5; 4-7; 4-8; 4-9; 5-1; 5-2; 6-1; and 7-1 to Oak Lawn Black Top in the amount of \$164,650. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays, 2 absent. Oak Lawn Black Top is not authorized to do additional work until Harold Huang renegotiates unit prices that are in line with the other bidders on the project as Oak Lawn's unit prices were significantly higher than the other companies.

- SCHOOL DISTRICT MEMBERSHIP INFORMATION  
The board reviewed the member costs associated with the IASB, NSBA and SCOPE Memberships. Mr. Huang discussed just belonging to IASB and not SCOPE and NSBA. The board will take formal action at the Wednesday, June 16, 2010 meeting.

11. **EXECUTIVE SESSION\*** (Collective Bargaining, Employment, Evaluation and Compensation of Personnel)  
A motion was made by Member Martino and seconded by Member Gillooley to go into Executive Session at 8:07 p.m. for the purposes of Collective Bargaining, Employment, Evaluation and Compensation of Personnel. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays, 2 absent.
12. **PERSONNEL REPORT**  
None at this meeting.
13. **ADJOURNMENT**  
A motion was made by Member Miller and seconded by Member Martino to return to open session. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays, 2 absent.

A motion was made by Member Miller and seconded by Member Martino to adjourn the meeting. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, and Member Miller; yes. 5 ayes, 0 nays, 2 absent. The meeting adjourned at 9:22 p.m.

Respectfully submitted,

\_\_\_\_\_  
Luann DiMonte, Recording Secretary

Approved by:

\_\_\_\_\_  
Kathy Markus, Board President

\_\_\_\_\_  
Sue Gillooley, Board Secretary