

**NEW LENOX SCHOOL DISTRICT 122
102 SOUTH CEDAR ROAD
NEW LENOX, IL 60451
WEDNESDAY, SEPTEMBER 16, 2009
BOARD OF EDUCATION MEETING MINUTES
7:00 p.m.**

1. Call to Order

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

2. Pledge of Allegiance

3. Public Hearing 2009-10 New Lenox School District 122 Budget 7:00 p.m.

President Markus opened the Public Hearing and asked if any written testimony or members of the public had any comment. Hearing none, President Markus asked for a motion to close the public hearing on the 2009-10 Budget.

4. Public Hearing Adjournment

A motion was made by Member Gillooley and seconded by Member Kedzior to adjourn the Public Hearing. Motion carried on a roll call vote. Member Broderick; yes, Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, and Member Smith; yes. 7 ayes, 0 nays.

5. Roll Call

The following board members were present. Member Broderick, Member Gillooley, Member Kedzior, Member Markus, Member Martino, Member Miller and Member Smith

6. New Lenox Notables

- **New Lenox Mom's Club Supply Drive Recognition and**
- **Parkview Christian Church Supply Drive Recognition**
Mrs. Zimmerman thanked representatives from the New Lenox Mom's Club and Parkview Christian Church Supply Drive who generously donated school supplies and back packs to our students.

- **PTO Board Recognition**
President Markus thanked the PTO representatives for all of their hard work and dedication for our district. Mrs. Stefanie Zuraitis, current PTO President introduced the 2009-10 PTO Executive Board Members.

Kristin Labriola	Vice President
Colleen Lucchetti	Secretary
Laura Hansen	Treasurer
Lara Smith	Assistant Treasurer
Christine Lynch	Assistant Treasurer
Heidi Lange	Correspondence Secretary

The New Lenox School District recognized the 2008-09 PTO Board Members including: Julie Kirkeeng; Stefanie Zuraitis, Laura Hansen, Lara Smith, Colleen Lucchetti, Christine Lynch, and Carrie Singleton

- **Introduction of FY10 New Certified Staff**
Dr. Manville introduced the following new certified staff members.

First Name	Last Name	Position	Location
Therese	Bellamy	IK	Cherry Hill
	Child-		
Christine	Goepner	Nurse	Haines
Shawn	Connolly	Psych.	Liberty/Mart.
Dana	Curta	PE	Ridge
Keith	Elias	SW	Cherry Hill
Staci	Everaert	SW	Martino
Jean	Farrell	SLP	Ridge
Nicole	Fazio	1st Grade	Pointe
Valerie	Gardner	Special Ed.	Bentley
Cathleen	Lally	Special Ed.	Liberty
Nida	Lendraitis	SW	Prairie
Ann	Magdziasz	Tech. Teacher	Martino
Matthew	Maloney	Govt/Career	Liberty
Erin	Marton	Spanish	Liberty
Elizabeth	Middlebrook	Psych.	Tyler/Bentley
Alysse	Nooner	3rd Grade	Prairie
Erin	O'Leary	1st Grade	Prairie
Kyle	Rinke	Band	Int. Bldgs.
Debbie	Schimick	Special Ed.	Martino
Jennifer	Stiglic	Fabr/Fash/Med	Martino
Nicole	Wolf	LRC	Bentley

7. **Public Comment**

There was no public comment at this meeting.

8. **Consent Agenda**

President Markus asked if any board members would like any items pulled from the consent agenda. Member Smith asked for page 7 of 30 the Franczek, Radelet bill in the amount of \$952.15. A motion was made by Member Gillooley and seconded by Member Miller to approve the consent agenda consisting of the Approval of Minutes as amended, Authorize Treasurer to Pay Bills Listed for Payment except for page 7 of 30 item payable to Franczek, Radelet, Approve Treasurer's Report, Approve the Personnel Report. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, Member Smith; yes and Member Broderick; yes 7 ayes, 0 nays,

Member Smith discussed the Franczek bill detail that the legal costs for \$952.15 were described as a FOIA. Board discussion ensued regarding the Franczek, Radelet bill. Dr. Sass responded that there was no formal FOIA, but a community member's inquiry regarding personal information of various district employees. Hearing no further discussion, President Markus asked for a motion to approve the bill as presented.

A motion was made by Member Gillooley and seconded by Member Miller to approve page 7 of 30 of the bills payable list payable to Franczek, Radelet in the amount of \$952.15. Motion carried on a roll call vote. Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, Member Smith; yes and Member Broderick; yes. 7 ayes, 0 nays.

9. **Superintendent Report**

• **Communications/Announcements**

Dr. Sass congratulated Member Markus and Member Gillooley for becoming IASB LeaderShop Academy members and Member Broderick for maintaining Master Board Member Status.

Dr. Sass presented an American Flag to President Markus from the Friday, September 11, 2009 Patriot Day Celebration. This flag was given to our district in remembrance of employees and former board members who passed away. We will display this flag at the district office.

Dr. Sass reviewed with the board recent Public Acts that were signed by Governor including:

96-0748 – trained AED staffer needs only to be available during staffed business hours.

96-0647 – authorizes the ISBE to implement a pilot program to test digital technologies as an alternative to textbooks in three diverse school districts.

96-0434 – requires school districts to annually prepare an itemized salary compensation report for every employee holding an administrative certificate. This will be posted on our website by October 1st.

96-0266 -- requires boards of education to report the base salary and benefits of all district administrators and teachers to the Illinois State Board of Education by **July 1, 2010**. We have inquired with the State Board on its plan to disseminate the information.

Dr. Sass referred the board to brochures from Pioneer Grove, MacKay Center and Premier Academy. Due to the board's busy schedule this fall, we will postpone providing board tours until the spring.

- **Administrative Update Report**

None at this meeting.

- **Board Committee Reports**

- **Policy Committee** – Member Smith had no report.
- **Finance Committee** – Member Broderick reported that a meeting was held this evening at 6:00 p.m. to review the ISBE audit and how it impacts the current budget. The next Finance Committee Meeting will be held on October 8, 2009 at 6:00 p.m.
- **Site and Long Range Planning Committee** – Member Smith announced there was no report.
- **Personnel Committee** – Member Gillooley announced that at the August 31, 2009 Personnel Meeting staffing plan and class sizes were reviewed. In addition, the committee reviewed the Superintendent Evaluation form. The next meeting will be held on October 2, 2009 at 8:30 a.m.

- **SCOPE Board** – Member Markus had no report this month but mentioned that SCOPE is holding their fall meeting on October 29, 2009 and the Spring Meeting will be on April 29, 2010.
- **IASB Report** – Member Broderick announced that IASB Convention in Chicago will be held on November 20 – 22, 2009. She encouraged board members to review the pre-conference schedule including Chicago School Tours.
- **Three Rivers** – Member Kedzior announced the next Three Rivers Association Dinner will be held on Tuesday, October 6, 2009 at the Joliet Renaissance Center.
- **District 843 Governing Board** – Member Gillooley introduced Mrs. Sally Bintz who presented the “Lose the Training Wheels” video and presented an update on programs offered at the District 843 Cooperative.
 - a. **Colorado Avenue Property Discussion**
Mrs. Sally Bintz, Director of the District 843 Cooperative, Mr. Craig Englert, Business Administrator of the District 843 Cooperative and Mrs. Courtney Stillman, President of the Frankfort School District 157-C were in attendance to discuss the proposed Colorado Avenue Property usage with the board members.
- **Board Governance Issues**
 - **Board Meeting Location Schedule**
Dr. Manville reviewed the Board Meeting Location Schedule with the board members. The next board meeting will be held at Oster-Oakview School on Wednesday, October 21, 2009. There will be a 6:30 p.m. Board Tour and the meeting will begin at 7:00 p.m. Some ideas for providing this information to the public include: putting on the website, on the bulletin boards at all schools, on Channel 6, on the marquees at the schools and sending a Connect-Ed to parents.
 - **Meeting Evaluation Form Discussion**
President Markus discussed the draft of the Meeting Evaluation Form with the board. This will be reviewed with Mr. Jeff Cohn from the IASB when we attends the

Tuesday, September 29, 2009 Special Board Meeting. A board discussion ensued regarding this form. The consensus was the board to move forward in using this form and make adjustments to the form after meeting with the IASB representative, if necessary.

- **2nd Reading of Policies**
A motion was made by Member Martino and seconded by Member Gillooley to approve the following policies for a second reading.

<u>Policy/Procedure Number</u>	<u>Name</u>
2:220-E1	Exhibit – Board Treatment of Closed Meeting Verbatim Records and Minutes
4:30	Revenue
4:55	Use of Credit and Procurement Cards
4:55-AP	Administrative Procedure – Controls for the Use of District Credit and Procurement Cards
4:55-E	P Card Authorization and Payment Form
4:120	Food Services
4:120-AP	Administrative Procedure – Food Services
4:130	Free and Reduced-Price Food Services
4:170	Safety
4:170-AP1	Administrative Procedure – Comprehensive Safety and Crisis Program
4:170-AP6	Administrative Procedure – Plan for Responding to a Medical Emergency at an Indoor Physical Fitness Facility
4:180	Pandemic Preparedness
4:180-AP1	Administrative Procedure – School Action Steps for Pandemic Influenza
4:180-AP2	Administrative Procedure – Pandemic Influenza Surveillance and Reporting
5:35	Compliance with the Fair Labor Standards Act
5:35-AP1	Administrative Procedure – Fair Labor Standards Act Exemptions
5:35-AP2	Administrative Procedure – Employee Records Required by the Fair Labor Standards Act
5:35-AP4	Administrative Procedure – Fair Labor Standards Act 12-Step Compliance Checklist
5:35-E	Exhibit – Volunteer Agreement Executed by a Non-Exempt Employee

5:120	Ethics
5:185	Family and Medical Leave
5:210	Resignations and Retirement
5:210-AP	Administrative Procedure – Resignation and Retirement
5:210-E1	Exhibit – Resignation and Termination Checkout Procedure
5:210-E2	Exhibit – Exit Interview
5:270	Employment At-Will, Compensation, and Assignment
5:310	Compensatory Time-off
5:310-E	Exhibit – Agreement to Receive Compensatory Time-off
5:330	Sick Days, Vacation, Holidays, and Leaves
6:60-AP	Administrative Procedure – Comprehensive Health Education Program
6:120-AP1, E2	Exhibit – Special Education Required Notice and Consent Forms
6:250-E	Exhibit – Volunteer Information Form and Waiver of Liability
7:40-AP	Administrative Procedure – Placement of Nonpublic School Students Transferring Into the District
7:60-AP2	Administrative Procedure – Establishing Student Residency
7:60	Residence
7:60-AP2-E1	Exhibit – Parent Statement of Compliance
7:60-AP2-E2	Exhibit – Affidavit of Residency
7:60-AP2-E3	Exhibit – Evidence of Non-Parent’s Custody, Control, and Responsibility of a Student
7:60-AP2-E4	Exhibit – Required Documents for New Students or students who have moved within the District
7:170	Vandalism
7:190	Student Discipline
7:190-E2	Student Handbook Checklist
7:250-AP2	Administrative Procedure – Protocol for Responding to Students with Social, Emotional, or Mental Health Problems

Motion carried on a roll call vote. Member Broderick; yes, Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, and Member Smith; yes. 7 ayes, 0 nays.

10. **Associate Superintendent Report**

- **Annual Recognition of Schools**

Dr. Manville asked for a motion to approve the Annual Recognition of Schools to be submitted to the ISBE. A motion was made by Member Martino and seconded by Member Broderick to approve the Annual Recognition of Schools as presented. Motion carried on a roll call vote. Member Broderick; yes, Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, Member Smith; yes. 7 ayes, 0 nays.

11. **Business Manager Report**

- **FY10 Budget Approval**

A motion was made by Member Broderick and seconded by Member Gillooley to approve the FY10 Budget as presented. Mr. Huang commented that all of the legal requirements were met, the budget was on display for more than 30 days and the notice was published in the paper on August 14, 2009. Motion carried on a roll call vote. Member Broderick; yes, Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, and Member Smith; yes. 7 ayes, 0 nays.

- **Boulder Ridge Agreement**

A motion was made by Member Gillooley and seconded by Member Kedzior to approve the Boulder Ridge Agreement as presented. Member Broderick asked what was the purpose of the extension. Mr. Nelson responded that due to the slowdown in the building of houses our district agreed to extend the agreement for another two year period.

Motion carried on a roll call vote. Member Broderick; yes, Member Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, and Member Smith; yes. 7 ayes, 0 nays.

- **Old/New Business**

A board discussion ensued regarding the Strengthsfinders Meeting that will be held in open session on Monday, October 5, 2009 from 6:30 p.m. – 9:00 p.m. at the Haven Administrative Center.

12. Board Member Comments

Member Smith asked if the grading policy changed this year. Dr. Manville responded that the philosophy is still consistent. The district philosophy uses the practices from the book, Fair is Not Always Equal, which is provided to each new certified staff member at the beginning of their employment with our district.

13. Executive Session: (Evaluation of Personnel)

A motion was made by Member Gillooley and seconded by Member Martino to go into executive session for the purposes of Evaluation of Personnel. Motion carried on a roll call vote. Member Broderick; yes, Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, and Member Smith; yes. 7 ayes, 0 nays.

14. Personnel Report

None

15. Adjournment

A motion was made by Member Broderick and seconded by Member Kedzior to return to open session. Motion carried on a roll call vote. Member Broderick; yes, Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, and Member Smith; yes. 7 ayes, 0 nays.

A motion was made by Member Broderick and seconded by Member Kedzior to adjourn the meeting. Motion carried on a roll call vote. Member Broderick; yes, Gillooley; yes, Member Kedzior; yes, Member Markus; yes, Member Martino; yes, Member Miller; yes, and Member Smith; yes. 7 ayes, 0 nays. The meeting adjourned at 9:13 p.m.

The next board meeting will be held on Wednesday, October 21, 2009 at 7:00 p.m. at the Oster-Oakview School at 809 North Cedar Road, New Lenox, IL. The Board will take a tour of Oster-Oakview School at 6:30 p.m. prior to the board meeting.

Respectfully submitted,

Luann DiMonte, Recording Secretary

Approved by:

Kathy Markus, Board President

Sue Gillooley, Board Secretary