

**MINUTES REGULAR MEETING  
MOKENA SCHQOL DISTRICT 159 - BOARD OF EDUCATION  
MOKENA ELEMENTARY SCHOOL  
May 15, 2013**

**BOARD OF EDUCATION**

	<b>PRESENT</b>	<b>ABSENT</b>
Mrs. Danielle Didrickson- President	✓	
Mr. Jim Andresen- Vice President	✓	
Mrs. Anna Briscoe- Secretary	✓	
Mrs. Stacy Cesta	✓	
Mr. Mike Ford	✓	
Mr. Patrick Markham	✓	
Mr. Joseph Spalla	✓	

**STAFF PRESENT:**

Steve Stein, Superintendent; Chuck Vitton, Assistant Superintendent of Instruction; Eileen Parente, Director of Student Services, John Troy, Director of Business Operations; Mike Rolinitis, Principal; Anna Kirchner, Principal; Eric Melnyczenko, Principal; Judy Splayt, Assistant Principal; Steve Hastings, Director of Technology, Mary Louise Knoerzer, Board Secretary, Debi Blank, Kim Rueth, Laurel McGowan, Luann Lodes, Cheryl Sorley and Toni Szostak.

**VISITORS:** Omar Castillo, John McGivney, Madeline and Bob Kral.

**PRESS:** Ginger Brashinger, Southtown Star; Ryan Bray, Mokena Messenger

**PLEDGE OF ALLEGIANCE**

Mrs. Didrickson, the Board of Education, Administration and audience recited the Pledge of Allegiance.

**OPEN SESSION and ROLL CALL**

Mrs. Didrickson called the Regular meeting of the Board of Education of Mokena Public School District 159 to order at 7:00 pm on May 15, 2013.

**COMMUNICATIONS**

**PUBLIC:** None

**MTA/PTA:** None

**BOARD EDUCATION:** None

**SUPERINTENDENT REPORT**

Mr. Stein reported to BOE:

- No FOIA request
- End of Year - very busy in all buildings
- Commented on *Mokena Messenger* article of MIS and the Human Sundaes

**PRINCIPAL REPORTS**

Mrs. Kirchner reported to BOE:

- OBIE and train safety this week...great weather; great lesson for students
- GLDA – 5/16 and 5/17; school improvement goals

Mr. Melnyczenko reported to the BOE:

- Thanked the PTA for a great job on Staff appreciation week
- District #843 STEP program raised \$1,080 for Autism Awareness
- Pre-registration for 5<sup>th</sup> grade band
- Welcomed maintenance man Jim Posthumus back;

Mr. Rolinitis reported to BOE:

**READING PROGRAM**

**Recommended Motion:**

Mr. Spalla moved to approve the purchase of JOURNEYS 2014 as the new Reading program for Kindergarten – 3<sup>rd</sup> grade for the 2013-2014 school year. The motion was seconded by Mr. Andresen.

**On Roll Call**

Ayes: Mr. Andresen, Mrs. Briscoe, Mrs. Cesta, Mrs. Didrickson, Mr. Ford, Mr. Markham, Mr. Spalla

Nays: None

Abstain: None

**MOTION CARRIED 7-0**

**CONSENT AGENDA**

**Recommended Motion:**

Mr. Ford moved to approve Consent Agenda items 1 through 4H, seconded by Mrs. Briscoe, as presented:

The following consent agenda items were approved as follows:

1. Revised School Calendar 2012 -2013
2. Parent/Student Handbook 2013-2014
3. Special Education Attorney approval
4. Updated Job Descriptions:
  - a. District Secretary/Receptionist
  - b. Administrative Assistant for Business Operations
  - c. Payroll /Accounting Coordinator
  - d. Payroll/Benefits Clerk
  - e. Administrative Assistant for Student Services
  - f. Administrative Assistant for Instructional Services
  - g. Executive Secretary to Superintendent
  - h. Director of Business Operations and Transportation

**On Roll Call**

Ayes: Mr. Andresen, Mrs. Briscoe, Mrs. Cesta, Mrs. Didrickson, Mr. Ford, Mr. Markham, Mr. Spalla

Nays: None

Abstain: None

**MOTION CARRIED 7-0**

**PERSONNEL**

Mr. Ford moved to approved Personnel item **D1** as presented; seconded by Mr. Spalla. The Board approved unanimously.

Mrs. Cesta moved to approved Personnel item **D2** subject to background check and physical as presented; seconded by Mr. Andresen. The Board approved unanimously.

Mrs. Briscoe moved to approved Personnel item **D3** as presented; seconded by Mr. Spalla. The Board approved unanimously.

Mr. Spalla moved to approved Personnel item **D4** as presented; seconded by Mr. Ford. The Board approved unanimously.

Dr. Omar Castillo presented Kathleen Wilkey to the BOE and audience. Mr. Spalla moved to approved Personnel item **D5** subject to background check and physical as presented; seconded by Mrs. Cesta.

**On Roll Call**

Ayes: Mr. Andresen, Mrs. Briscoe, Mrs. Cesta, Mrs. Didrickson, Mr. Ford, Mr. Spalla

Nays: None

Abstain: None

**MOTION CARRIED 6-0**

Mr. Markham stated "present".

- Extremely busy week at MJH; Spring concert; Incentive day; 8<sup>th</sup> grade Great America trip; practice for Graduation; and 8<sup>th</sup> grade Graduation on May 28, 2013 at LW East at 7pm.

## **INFORMATION REPORTS**

### **FINANCIAL REPORT**

The revenue for the month in all funds was \$217,331.78 or 1.16 % of budgeted revenues. The expenditures for the month in all funds were \$1,010,693 or 5.43% of the budgeted expenditures.

### **TREASURER REPORT**

Mr. Troy reviewed the Treasurer's Report with the BOE reporting an ending balance of \$7,924,014.34.

### **INSURANCE UPDATE**

Mr. Troy explained to the BOE the district will remain with Blue Cross/Blue Shield as the health insurance carrier; will be working with the broker next week to firm up the final plan. There will be approximately a 5-7 % increase in premiums.

### **RESOLUTION OF INTEREST EARNINGS**

Mr. Troy reviewed the Resolution of Interest Earnings with the BOE; will be bringing for action in June.

### **INTERACTIVE PROJECTORS**

Dr. Vitton reviewed the plans for the district's implementation of interactive computers. The interactive projectors are currently being installed at MJHS; professional development will be provided throughout next school year to ensure that all staff will have the necessary expertise to use the projectors effectively. At MES and MIS, classrooms are currently being retrofitted with new whiteboards to accommodate the projectors; the interactive projector installation will commence in the fall. It is the District's plan that all instructional classrooms in the three schools will have short-throw interactive projection capabilities by January of 2014.

### **MANAGED PRINT CONTRACT**

Dr. Vitton provided an update of the Managed Print contract bid results. The formal RFP process was started on March 22, 2013 with vendor a walk-through conducted over spring break. There were a total of 6 vendors that responded to the initial RFP. The 6 vendors were paired down to 2 vendors who were deemed to be the best fit for the school district. Those two vendors selected were Martin-Whalen and Proven Business Systems. Members of the district administrative team will visit school districts next week that currently have managed print contracts with the two competing vendors; we will come to consensus on the final vendor and work out details of a new contract; will be bringing for action in June.

## **ACTION REPORTS**

### **DISTRICT BILLS**

#### **Recommended Motion:**

Mr. Ford reviewed District bills this month. Mr. Ford moved to approve the bills as presented. The motion was seconded by Mr. Spalla.

#### **On Roll Call**

Ayes: Mr. Andresen, Mrs. Briscoe, Mrs. Cesta, Mrs. Didrickson, Mr. Ford, Mr. Markham, Mr. Spalla

Nays: None

Abstain: None

**MOTION CARRIED 7-0**

**Personnel D1-5 as follows:**

**1. Certified – Retirement**

Rhonda Paris                      Teacher                      MIS                      5/30/2013

**2. Classified – New Hire**

Dawn Olsen	SPED Para-professional	MES	2013-14 school year	\$16.44/hr 7 hrs/day 5 days/wk 174/yr
Gina Blazek	SPED Para-professional	MES	2013-14 school year	\$11.00/hr 7 hrs/day 5 days/wk 174/yr
Heidi Edwards	SPED Para-professional	MIS	2013-14 school year	\$15.04/hr 7 hrs/day 5 days/wk 174/yr
Chris Dosen	Custodian – Summer help	District	6/3- 8/2/2013	\$ 8.25/hr 9 hrs/day 4 days /wk
Joe Silvestri	Custodian – Summer help	District	6/10- 8/2/2013	\$ 8.38/hr 9 hrs/day 4 days /wk
Ryan Carr	Custodian – Summer help	District	6/3- 8/2/2013	\$ 8.38/hr 9 hrs/day 4 days /wk
Joe Papp	Summer help-custodian	District	6/3- 8/2/2013	\$8.25/hr 9 hrs/day 4 days /wk

**3. Classified – Re-assignment**

Luann Lodes	Administrative Assistant for Student Services	District	7/1/2013
Cheryl Sorley	Administrative Assistant for Instructional Services	District	7/1/2013

**4. Director of Business Operations increase for 2013 -2014**

John Troy	Director of Business Operations	District	2013-2014 school year	\$85,000 for 1 <sup>st</sup> year of 3 year contract
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**5. Administrator- New Hire**

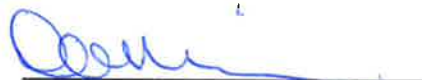
Kathleen Wilkey	Assistant Superintendent of Instruction	District	2013-2014 school year	\$103,000
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**ITEMS FOR JUNE 19 MEETING**

- Managed Print Contract
- Budget – possible draft
- Resolution of Interest Earnings
- Custodial supplies overages- analysis of new cleaning system
- Insurance update
- Food Coop benefit analysis

**ADJOURNMENT**

At 7:40 pm Mr. Markham moved to adjourn to Closed Session for reasons of Student Discipline and Personnel; Pursuant of 5ILCS 120/2(c)(1)(9); Mr. Andresen seconded the motion. The meeting was adjourned by unanimous vote.

  
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President

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Secretary