

**AMENDED MINUTES REGULAR MEETING
MOKENA SCHOOL DISTRICT 159 - BOARD OF EDUCATION
MOKENA ELEMENTARY SCHOOL
October 17, 2012**

BOARD OF EDUCATION

	PRESENT	ABSENT
Mr. Patrick Markham– President	✓	
Mr. Michael Ford- Secretary	✓	
Mr. Franceschini	✓	
Mrs. Kathy Moore	✓	Via phone
Mr. Scott Peters	✓	
Mr. Joseph Spalla	✓	

STAFF PRESENT:

Steve Stein, Superintendent, John Troy, Director of Business Operations; Mike Rolinitis, Principal; Eileen Parente, Director of Student Services, Anna Kirchner, Principal; Mari Jo Hanson, Assistant Principal; Steve Hastings, Director of Technology; Ann Lewandowski, Director of Food Service; Ken Stanley, Director of Buildings and Grounds; Mary Louise Knoerzer, Board Secretary; Laurel McGowan, Toni Szostak.

VISITORS: John McGivney, Anna Briscoe, Karrie Bieker

PRESS: Ginger Brashinger, Southtown Star; Will O'Brien, Mokena Messenger; Jessica Cilella, Mokena Patch

PLEDGE OF ALLEGIANCE

Mr. Markham led the Board of Education in the Pledge of Allegiance.

OPEN SESSION and ROLL CALL

Mr. Markham called the Regular meeting of the Board of Education of Mokena Public School District 159 to order at 7:04 pm on October 17, 2012.

COMMUNICATIONS

PUBLIC:

Karrie Bieker, *a resident*, requested the BOE to develop a District approval process for mailings after she and other parents received mailings from Board President Markham, which they thought to have inaccuracies, incorrect grammar and the appearance of self-promotion.

MTA: None

BOARD EDUCATION

Mrs. Moore inquired why she was not receiving a copy of draft agenda; Mr. Markham said he would check into the process.

SUPERINTENDENT REPORT

Mr. Stein reported:

- No FOIA requests
- Staff/Mokena Fire Dept. Volleyball Charity game – November 29 – MJH – 6pm
- Book Study – asked the BOE to consider; reply their interest to him via email
- Began his presentation on the bullying form available on website; internet connection failed; suspended to later in meeting

- Thank you note from Mrs. Bohrer

INFORMATION REPORTS

FINANCIAL REPORT

Mr. Troy reviewed the Financial Report with the Board of Education. The revenue for the month, in all funds was \$5,732,440 or 31% of budgeted revenues. Last year the revenue for September was \$4,884,407 or 28% of budgeted revenues. The months of August/September and May/June are usually the months when we receive the most of the tax revenue from the Will County Treasurer. Included in the District revenues are the following amounts:

	<u>Sept. '12</u>	<u>FY12 YTD</u>
GSA Received	\$66,623.48	\$133,237.44
Local Tax Received	\$5,254,708.87	\$7,238,412.76

The expenditures for September, in all funds, were \$1,356,906.24 or 7.3% of the budgeted expenditures. Last year the expenditures for October in all funds were \$1,254,434 or 6.7% of budget. BOE of requested the update on Transportation and Special Education receipts from State.

TREASURER REPORT

Mr. Troy reviewed the Treasurer's Report with the Board of Education reporting an ending balance of \$16,683,628.33 for September.

FUND BALANCE

Mr. Troy presented a PowerPoint presentation on Fund Balance. The purpose of fund balance policy is to support cash flow needs; necessary for unforeseen expenses; support school improvement plans. He stated most area schools surveyed maintain a year end fund balance no less than the range of 15-20 % of annual expenditures. The slides reflected revenues by month for 2012; revenue by month for 2011; expenses for 2012 and 2011; following slides depicted fund balances combined with revenues and expenses. The presentation supplied historical data for revenue and expenses; separated out; reflecting tax dollar receipts; reflecting the district low average of 25% and a high range anywhere from 55- 75%. A sample policy was including in the presentation. Discussion was held among the BOE. Mr. Markham requested this be put on the November agenda as Action.

Mrs. Moore requested from Mr. Troy data with the "floor" being raised from 25-35 %.

LEVY INFORMATION

Mr. Troy presented to the BOE some preliminary information regarding the upcoming levy. Historical data was presented; future planning was discussed. Further discussion will be on held at the November Board meeting.

PRIORITIES

Priorities were discussed to have a Special Meeting to continue the discussion of the BOE priorities, a follow-up from the last meeting in June. All agree it needs to be firmed up. Reduction of fees for Transportation and extracurricular; capital projects; curriculum and technology all need to be considered.

Mr. Peters asked if this could be accomplished at the next meeting of the Committee of the Whole in December.

Mr. Markham suggested a Special meeting be scheduled on a Saturday. He assigned Mr. Spalla to poll the Board members on their preference for a meeting date.

Continuation of the Superintendent Report

Mr. Stein was able to present the bullying form on line to the BOE. He walked the BOE and the audience through the form and explained how a person would complete this form and submit it. The manual form was presented also. The form will be available at the end of day on Friday for use. Mr. Markham thanked Mr. Hastings for his diligent efforts on producing this form through the survey monkey. He also verified that the on-line forms and manual forms were tracked. The Board members were pleased this was accomplished so quickly after the initial request.

At 8:35 pm the meeting was recessed for Board pictures to be taken. Mr. Markham asked for a Roll Call vote.

On Roll Call

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mr. Peters, Mr. Regan, Mr. Spalla

Nays: Mrs. Moore

Abstain: None

MOTION CARRIED 6-1

Mrs. Moore was not present for pictures.

At 8:50 pm, the Board meeting reconvened. On voice vote the motion carried.

Mr. Markham turned the meeting over to Mr. Spalla, Board Vice-President to oversee the rest of the BOE October 17 meeting. Mr. Markham remained for the duration of the meeting.

SCHOOL REPORT CARDS

The school reports were presented to the BOE by Mr. Stein. The School Improvement plans will be attached in November once they are presented at the November 14 Board meeting. Questions were asked and answered by the administration.

ROE ANNUAL LIFE SAFETY REPORT

Mr. Troy presented the Will County Life Safety report results for the district buildings. The few minor violations were corrected. The buildings are clean and in working order.

GIRLS ON THE RUN (GOTR)

The administration is requesting the addition of an extra-curricular activity, *Girls on the Run*, be added to Schedule B of the Professional Negotiation Agreement between the Board of Education and the Mokena Teachers Association. The program is designed to allow every girl to recognize her inner strength, the Girls on the Run curriculum inspires girls to define their lives on their own terms. This will be brought back for action in November.

BOARD MEETING LOCATION CHANGE

Mr. Stein suggested one of the December board meetings be change to Mokena Junior high, so the BOE of could view the new LCD Interactive projectors installed at MJH.

DELEGATE ASSEMBLY AGENDA

These are the twenty nine items on the Delegate Assembly agenda that the Board needs to discuss and give their recommendations to our appointed delegate prior to the IASB, IASA and IASBO Conference. the list was provided for the BOE review.

ACTION REPORTS

Personnel

Recommended Motion:

Mr. Markham moved to approve personnel recommendations 1 through 3 as presented, subject to successful background checks, drug screening and physicals. The motion was seconded by Mr. Franceschini.

On Roll Call

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mrs. Moore, Mr. Peters, Mr. Regan, Mr. Spalla

Nays: None

Abstain: None

MOTION CARRIED 7-0

1. Classified – New Hire

Gloria Whalen	Food Server	District	10/1/2012	\$8.31/hr 3 hrs/day 5 days/wk 166 days/yr
Keith Coppens	Basketball Coach	MJH	2012-2013 Season	Stipend \$3,773
Joanne Malone	Sub-Building Aide	MES	2012-2013	\$8.31/hr as needed
Frances Latkowski	Sub-Building Aide	MES	2012-2013	\$8.31/hr as needed
Veronica Villa	Sub-Building Aide	MES	2012-2013	\$8.31/hr as needed

2. Classified – Status Change

Dawn Nelligan	Food Server	District	2012-2013	\$8.31/hr 3 hrs/day 5 days/wk 166 days/yr
Laura Shanesy	Food Server	District	2012-2013	\$8.31/hr 3 hrs/day 5days/wk 166 days/yr

3. Classified Resignation

Mary Walsberg	Food Server	District	9/28/2012	
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4. Certified- Leave of Absence

Sarah Boldman	Social Worker	MJH	3/2/2013- 4/22/2013 or upon dr.'s release	
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5. Classified – New Hire

Keith McDonald	Bus Driver	District	2012-2013 School Year	\$13.89/hr 4.25hrs/day 5 days /wk
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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. Markham.

On Roll Call

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mrs. Moore, Mr. Peters, Mr. Regan, Mr. Spalla

Nays: None

Abstain: None

MOTION CARRIED 7-0

10 YEAR SAFETY SURVEY REPORT- MJH

Mr. Franceschini moved that the Board of Education approve the Ten Year Life Safety report for Mokena Junior High School and authorize the President and Board Secretary to sign the certificate for the submittal to Illinois State Board of Education. The motion was seconded by Mr. Peters.

