

**MINUTES OF REGULAR MEETING  
BOARD OF EDUCATION- MOKENA SCHOOL DISTRICT 159  
MOKENA ELEMENTARY SCHOOL  
JANUARY 12, 2012**

**BOARD OF EDUCATION**

	<b>PRESENT</b>	<b>ABSENT</b>
Mr. John Troy – President	✓	
Mr. Joseph Spalla – Vice President	✓	
Mr. Patrick Markham – Secretary	✓	
Mr. Michael Ford	✓	
Mr. Mark Franceschini	✓	
Mrs. Katherine Moore	✓	Arrived at 7:14 pm
Mr. Scott Peters	✓	

**STAFF PRESENT:**

Steve Stein, Superintendent; Chuck Vitton, Assistant Superintendent of Instruction; Kirt Hendrick, Director of Business Operation; Mike Rolinitis, Principal; Nancy Chibe, Principal; Chris Clavenna, Principal; Judy Splayt, Asst. Principal; Don Shaughnessy, Dean of Students, Ann Lewandowski, Director of Food Services, Ron Kaczorowski, Director of Transportation; Steve Hastings, Director of Technology, Mary Louise Knoerzer, Board Secretary. Debi Blank.

**VISITORS PRESENT:**

Margo McDermed, Madeline and Bob Kral

**PRESS**

Amanda Jacobs, Mokena Messenger; Ginger Brashinger, Southtown Star; Paul Dailing, Mokena Patch

**OPENING AND ROLL CALL**

President Troy called the Regular meeting of the Board of Education of Mokena Public School District 159 to order at 7:00 p.m. on January 12, 2012.

**PLEDGE OF ALLEGIANCE**

Mr. Stein led the Board of Education and audience in the Pledge of Allegiance.

**COMMUNICATIONS**

**PUBLIC**

*Margo McDermed, a resident, made a donation to MES STARS program- 10 gift certificates from Sweet Company.*

*Jennifer Daley, a resident and parent, asked to the board to consider the staffing for next school year in regards to the music program.*

**MTA- No comment**

**Board of Education**

Mr. Markham thanked Mrs. McDermed for the gift card donation for STARS program.

**Educational Showcase** – cancelled due to inclement weather

**SUPERINTENDENT REPORT**

Mr. Stein reported no FOIA requests this month.

**APPROVAL OF PREVIOUS MINUTES**

Mr. Spalla, seconded by Mr. Peters to approve the following previous meeting minutes:  
Regular Meeting, December 8, 2011, and Closed Session, December 8, 2011 part 1 and 2.

**On Roll Call**

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

Nays: None

Abstain: None

**MOTION CARRIED 6-0**

**INFORMATION REPORTS**

**FINANCIAL REPORT**

Mr. Hendrick reviewed the Financial Report with the Board of Education.

**TREASURER REPORT**

Mr. Hendrick reviewed the Treasurer's Report with the Board of Education.

**LINCOLN WAY SPECIAL EDUCATION MINUTES**

Mrs. Moore reviewed the important points:

- Life Safety Survey will cost \$1500 for MacKay Center
- Looking for replacement of an Administrator
- Nine buses up for review
- Audit will cost \$8800
- Joint Board meeting 2/6/2012

**COMMITTEE REPORTS**

- **Finance-** Chairman Peters reported the committee will meet in next 6 weeks regarding budget; contract needs to be ratified so then can forecast a three year plan. Asked the other committees to get their budget numbers to Finance Committee for their consideration.
- **Policy-**Chairman Markham reported the committee had Second Readings of Policies:
  - 1:20 District Organization, Operations, and Cooperative Agreements
  - 2:150 Committees
  - 2:220 Board of Education Meeting Procedures
  - 2:250 Access to District Records
  - 3:30-AP Organizational Chart
  - 4:10 Fiscal and Business Management
  - 4:110 Transportation
  - 5:120 Ethics
- **Building & Grounds/Transportation-** Chairman Ford reported the committee will have:
  - Public Forum January 19, 2012
  - Presentation available on website
  - Final recommendation in February
- **Parent Advisory-** No update; next Meeting February 2, 2012
- **Curriculum –**Dr. Vitton
  - First task to evaluate Early Start program for 2012-2013
  - Budget; Working on recommendation to Finance committee
  - Next meeting January 17, 2012
- **Technology-** Chairman Spalla reported the committee had:
  - Recording the meetings is still in progress
  - Current State of Technology in MPS 159 will be presented
  - Next meeting 12/14/2011

**PROPOSED CALENDAR 2012-2013**

Mr. Stein reviewed the proposed 2012-2013 calendar with the Board of Education.

**PROJECTED ENROLLMENT AND STAFFING**

Mr. Stein reviewed the projected enrollment 2012-2013 with the Board of Education. Continued discussion will be had regarding staff needs.

### **JOINT CONFERENCE REPORT**

Mr. Ford and Mr. Spalla shared with the Board of Education their experiences at the Joint Conference in November. Mr. Ford was our delegate; attended the Finance workshop; Mr. Spalla attended Board President workshop; was certified in Open Meeting s Act.

### **NIIPC FOOD COOP**

Mr. Hendrick along with Mrs. Lewandowski reviewed the NIIPC Coop with the Board of Education. The district will request action in February for a fee of \$600 to join this Coop for the 2012-2013 year.

### **CURRENT STATE OF TECHNOLOGY**

Mr. Hastings, Director of Technology presented to the Board of Education the District's current state of technology. President Troy commended Mr. Hastings on his Powerpoint presentation.

### **ACTION REQUESTS**

#### **PERSONNEL**

##### **Recommended Motion:**

Mrs. Moore moved to approve personnel recommendations 1 and 2 as presented, subject to successful background check, drug screening (if applicable) and physical". The motion was seconded by Mr. Ford.

##### **On Roll Call**

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

Nays: None Abstain: None

##### **MOTION CARRIED 7-0**

- |    |                              |         |     |           |                                      |
|----|------------------------------|---------|-----|-----------|--------------------------------------|
| 1. | Certified – Leave of Absence |         |     |           |                                      |
|    | Guendling, Cathy             | Teacher | MES | 12/5/2011 | Medical Leave                        |
| 2. | Certified- Long-term Sub     |         |     |           |                                      |
|    | Timm, Emily                  | Teacher | MES | 12/5/2011 | \$149.84/day<br>(long term sub rate) |

#### **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 Mrs. Moore.

##### **On Roll Call**

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

Nays: None Abstain: None

##### **MOTION CARRIED 7-0**

#### **DISPOSAL OF OUTDATED COMPUTER EQUIPMENT**

##### **Recommended Motion:**

Mrs. Moore moved that the Board of Education approve the disposal of obsolete/broken computer components and equipment as per inventory list. The motion was seconded by Mr. Ford.

##### **On Roll Call**

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

Nays: None Abstain: None

##### **MOTION CARRIED 7-0**

#### **POLICY REVISIONS**

##### **Recommended Motion:**

Mr. Ford moved to approve Policy 1:20 District Organizations, Operations and Cooperative Agreements as presented, seconded by Mr. Spalla

**On Roll Call**

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mrs. Moore, Mr. Peters, Mr. Spalla, Mr. Troy,  
Nays: None Abstain: None

**MOTION CARRIED 7-0**

**Recommended Motion:**

Mr. Spalla moved to approve Policy 2:220 BOE Meeting Procedures as presented, seconded by Mr. Ford.

**On Roll Call**

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mr. Peters, Mr. Spalla, Mr. Troy,  
Nays: Mrs. Moore Abstain: None

**MOTION CARRIED 6-1**

**Recommended Motion:**

Mr. Spalla moved to approve Policy 2:250 Access to District Records as presented seconded by Mr. Spalla.

**On Roll Call**

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mr. Spalla, Mr. Troy,  
Nays: Mrs. Moore, Mr. Peters Abstain: None

**MOTION CARRIED 5-2**

Mr. Peters stated the minor change implicated micro managing on behalf of the Board.

**Recommended Motion:**

Mrs. Moore moved to approve Policy 3:30 Organizational Chart as presented, seconded by Mr. Ford.

**On Roll Call**

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mrs. Moore, Mr. Peters, Mr. Spalla, Mr. Troy  
Nays: None Abstain: None

**MOTION CARRIED 7-0**

**MOTION CARRIED 5-2**

**Recommended Motion:**

Mr. Spalla moved to approve Policy 4:10 Fiscal and Business Management as presented, seconded by Mrs. Moore.

**On Roll Call**

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mrs. Moore, Mr. Peters, Mr. Spalla, Mr. Troy  
Nays: None Abstain: None

**MOTION CARRIED 7-0**

**MOTION CARRIED 5-2**

**Recommended Motion:**

Mrs. Moore moved to approve Policy 5:120 Ethics as presented, seconded by Mr. Ford.

**On Roll Call**

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mrs. Moore, Mr. Peters, Mr. Spalla, Mr. Troy  
Nays: None Abstain: None

**MOTION CARRIED 7-0**

Policy 2:150 Committees and Policy 4:110 Transportation are tabled; will be discussed at next Policy Committee meeting.

President Troy ask the Board of Education permission to send letters to the Mokena PTA and Mokena Educational Foundation requesting permission to have a liaison from BOE on these larger Volunteer Organizations; to improve communication.

**ITEMS FOR March 8, 2012 AGENDA**

- NIIPC Recommendation
- MIS Recommendation

- Policies-second readings
- Schedule for Finance – 3yr plan
- Joint Conference report – Mrs. Moore

**GOOD OF MOKENA**

- Mrs. Clavenna thanked Mr. Spaulding, a parent, and BP who matched a donation to the district for \$300 donating half to the MES STARS program and half to the MJH Rachel's Challenge program. Also thanked Mr. Markham for actively seeking donation for STARS.
- Mokena Fire Department Essay /Coloring contest; 1<sup>st</sup> grader, Alexandra Gillund for coloring; 5<sup>th</sup> grader Connie Beebe for Essay

**CLOSED SESSION**

At 9:25 p.m. Mr. Spalla moved to adjourn to Closed Session for purposes of negotiations, leasing and personnel; not to return. The motion was seconded by Mrs. Moore.

**On Roll Call**

Ayes: Mr. Ford, Mr. Franceschini, Mr. Markham, Mrs. Moore, Mr. Peters, Mr. Spalla, Mr. Troy,  
Nays: None Abstain: None

**MOTION CARRIED 7-0**

  
\_\_\_\_\_  
President

  
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Secretary