

**MINUTES COMMITTEE OF THE WHOLE  
MOKENA SCHOOL DISTRICT 159 - BOARD OF EDUCATION  
MOKENA ELEMENTARY SCHOOL  
June 6, 2012**

**BOARD OF EDUCATION**

	<b>PRESENT</b>	<b>ABSENT</b>
Mr. John Troy – President	✓	
Mr. Patrick Markham- Vice President	✓	
Mr. Mike Ford– Secretary	✓	
Mr. Franceschini	✓	
Mrs. Kathy Moore	✓	Via phone
Mr. Scott Peters	✓	
Mr. Joseph Spalla	✓	

**STAFF PRESENT:**

Steve Stein, Superintendent, Chuck Vitton, Assistant Superintendent of Instruction, Kirt Hendrick, Director of Business Operation, Judy Splayt, Asst. Principal; Steve Hastings, Director of Technology, Ken Stanley: Director of Buildings and Grounds, Mary Louise Knoerzer, Board Secretary, Debi Blank, Kathy Arduino, Victoria Albon.

**VISITORS:** Jeff Regan, Johnny Veitkus, Jenny Daley, Bill Phelps.

**PRESS:** Ginger Brashinger, Southtown Star

**PLEDGE OF ALLEGIANCE**

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

**OPEN SESSION and ROLL CALL**

Mr. Troy called the Committee of the Whole Meeting of Board of Education of Mokena Public School District 159 to order at 7:05pm on June 6, 2012.

**COMMUNICATIONS**

**Public**

- Bill Phelps, a resident and volunteer, reported of the successes of the BOE carnival; the event put money back into Mokena.

**Board of Education**

- Mr. Ford thanked Mr. Phelps for coordinating the carnival and following thru on all the details.
- Mr. Troy wishes to recognize people that go the "extra mile"; presented Mr. Phelps with a plaque of appreciation.

**PRINCIPAL REPORTS**

Mr. Stein reported on behalf of MJH:

- Great America Trip was enjoyed by all
- May 18 Second semester incentive event was successful and enjoyed by all grades; 8<sup>th</sup> grade party- Wheel of Wisdom, Jumpers and concessions.
- May 24 was 8th Graduation- all were dignified and appropriate; thanked the BOE for their participation
- Checks were returned for extra curriculars along with a new letter and new fees listed; will be taking signups immediately
- IASA conference welcomes the return of Mokena SD 159

Mrs. Splayt reported:

- The Crisis committee met due to requirements with First Responders and reviewed the MPS crisis plan; need to have more unannounced lock downs drills
- Met new Fire Chief; worked with ESDA on some issue for MES

#### **SUPERINTENDENT REPORT**

Mr. Stein reported:

- Several thank you notes from staff
- No FOIA's
- Some conflicts of future Board meetings dates: November 21, 2012; January 2, 2013; April 3, 2013.

#### **INFORMATION REPORTS**

##### **Finance: Fund Balance Policy Samples:**

Mr. Hendrick presented information regarding policy 4:20, of several Will County Districts for comparison. He presented MOEPERT for many Will County school districts.

##### **Balanced Budget Definition:**

Mr. Hendrick presented information titled, Revenues / Expenditures / Over and Under / Fund Balance – FY04 to FY11 – Data Source – Annual Financial Reports. It would seem that an agreed upon definition for Mokena 159 would be beneficial for strategic planning and goal setting.

##### **Revenue Update:**

Real Estate Distribution for 2011 received in Spring 2012-5/17 – \$391,453; 5/31- \$2,053,380.

**Parent Advisory/Discipline:** Parent Student Handbook for 2012-2013 was presented to the BOE for review.

**Curriculum:** Dr. Vitton presented a kindergarten update from the Board Curriculum Committee on full day vs. half day programs. Additional research was presented on Early Childhood education and half day programs; Common Core Standards were included.

**Policy:** Board Policies 4:60 and Policy 4:150 were presented for first readings.

**Buildings and Grounds/Transportation:** Mr. Hendrick presented information regarding implementing a dilution control program for cleaning chemicals in District 159 for the 2012-2013 school year.

#### **Lincoln Way Special Education Minutes**

Mrs. Moore presented:

- Recognized retirees
- Asking district to pay their bills on time
- Oakview may not be ready for the first day of school
- Dr. Bintz will present #843 budget to District if requested
- Approved certified salary increases
- Change bus leases from 3-5 years.
- Insurance changes for staff were positive

#### **Carnival Update**

Mr. Stein presented a carnival revenue /expense. Expenses - \$2,545.51; Revenue- \$4,726.00; Profit - \$2,180.49. NuWay also donated their services for garbage pickup for the entire weekend.

**ACTION REPORTS**

**Personnel**

**Recommended Motion:**

Mr. Franceschini moved to approve amended personnel recommendations 1 through 6 as presented, subject to successful background checks, drug screening and physicals. The motion was seconded by Mr. Peters.

**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 – New Hire**

Jennifer Macie	Teacher	MES	2012-2013 school year	Lane 4, Step E \$44,203
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**2. Classified – New Hire**

Nuala Gavin	Nurse	MES	8/13/2012	\$22.00/hr ,5 days/wk 7.5hrs/day 184 days/yr
Laura Vlosak	Nurse	MIS	8/13/2012	\$15.62/hr ,5 days/wk 7.5hrs/day 184 days/yr
Lucas Tiberi	Summer- help custodian	District	6/4/- 8/2/2012	\$8.37/hr 4 days/wk 9 hrs/day
Ryan Carr	Summer -help custodian	District	6/4/- 8/2/2012	\$8.25/hr 4 days/wk 9 hrs/day
Sean Regan	Summer -help custodian	District	6/4/- 8/2/2012	\$8.25/hr 4 days/wk 9 hrs/day

**3. Certified- Family Medical Leave of Absence**

Melissa Chevalier	Teacher	MJH	8/21- 10/22/2012
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**4. Classified -Family Medical Leave of Absence**

Lisa Jungles	Custodian	MES	7/2/2012
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**5. Certified – Resignation**

Jennifer Thomas	Teacher	MES/MIS	End of 2011-1 school year
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**6. Classified – Resignation**

Jennifer McGee	Custodian	MIS	5/24/2012
Joan Young	Building Aide	MES	End of 2011-12 school year
Belinda Wikstrom	Admin. Secretary	MIS	6/30/2012

Mr. Stein wished Mrs. Thomas the best in her future endeavors; he said that she was one of the best teachers he has ever had the opportunity to work with during his career.

**CLASSIFIED EMPLOYEE HANDBOOK**

Mr. Spalla moved that the Board of Education approve the updated Classified Employee Handbook as presented. The motion was seconded by Mr. Franceschini.

**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**

**AGREEMENT FOR RECIPROCAL REPORTING BETWEEN MPS 159 & MOKENA POLICE DEPARTMENT**

Mr. Spalla moved that the Board of Education approve the Agreement for Reciprocal Reporting between Mokena School District 159 and Mokena Police Department as presented. Mr. Ford seconded the motion.

**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. Markham moved that the Board of Education reject the custodial and maintenance supply bids as presented at May 16, 2012 regular Board meeting. The motion was seconded by Mr. Ford.

**On Roll Call**

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

Nays: Mr. Peters

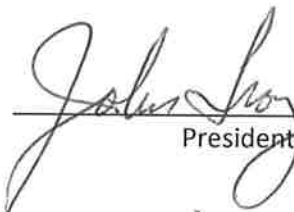
Abstain: None

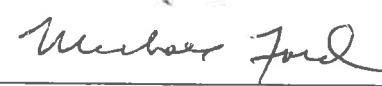
**MOTION CARRIED 6-1**

The District will continue past practice to purchase supplies for the building and grounds department.

**CLOSED SESSION**

At 9:30 pm Mr. Troy moved to adjourn to Closed Session for purposes of personnel and leasing; not to return. The motion was seconded by Mr. Ford. Meeting adjourned by unanimous vote.

  
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President

  
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Secretary