

**MINUTES REGULAR MEETING
MOKENA SCHOOL DISTRICT 159 - BOARD OF EDUCATION
MOKENA ELEMENTARY SCHOOL
August 21, 2013**

BOARD OF EDUCATION

	PRESENT	ABSENT
Mrs. Danielle Didrickson- President	✓	
Mr. Jim Andresen- Vice President	✓	
Mrs. Anna Briscoe- Secretary	✓	
Mrs. Stacy Cesta	✓	
Mr. Aaron Janik		✓
Mr. Patrick Markham	✓	
Mr. Joseph Spalla	✓	

STAFF PRESENT:

Dr. Omar Castillo, Superintendent; Kathleen Wilkey, Assistant Superintendent of Instruction; Eileen Parente, Director of Student Services, John Troy, Director of Business Operations & Transportation; Mike Rolinitis, Principal; Anna Kirchner, Principal; Eric Melnyczenko, Principal; Judy Splayt, Assistant Principal; Mari Jo Hanson, Assistant Principal; Steve Hastings, Director of Technology, Mary Louise Knoerzer, Board Secretary.

VISITORS: John McGivney, Jenny Daley

PRESS: Sarah Janssen, 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 August 21, 2013.

COMMUNICATIONS

PUBLIC: None

BOARD EDUCATION: None

APPROVAL OF PREVIOUS MINUTES

Mr. Spalla moved to approve minutes for Special Meeting July 15, 2013; seconded by Mr. Andresen; BOE all in favor. Mrs. Cesta moved to approve minutes for Regular meeting July 17, 2013; seconded by Mr. Andresen; BOE all in favor. Mr. Markham moved to approved Closed Session minutes for June 24 and July 15, 2013; seconded by Mr. Andresen; BOE all in favor. Mr. Andresen moved to approved minutes for Closed Session July 17, 2013, seconded by Mrs. Briscoe. The BOE was all in favor- Mr. Spalla abstained.

SUPERINTENDENT REPORT

Dr. Castillo updated the BOE:

- Changes in Board Agenda
- Administrator's Retreat
- Opening Teacher Institute Days
- First Day of School

ASSISTANT SUPERINTENDENT REPORT

Mrs. Wilkey reported to the BOE:

- Kindergarten Study to be conducted this first semester
- The Implementation of the Mentor Program

DIRECTOR OF STUDENT SERVICES

Mrs. Parente updated the BOE:

- August 6th Workshop – Team building at the building level
- New Staff Orientation – August 14 with the newly hired Papa-professionals
- Parent Communication – developed a satisfaction survey for parents to complete

DIRECTOR OF BUSINESS OPERATIONS & TRANSPORTATION

Mr. Troy updated the BOE:

- Transportation – bus routes; buying a used bus for backup; commended the bus drivers for their diligence and patience
- Buildings Update: Oak tree removal; installation of new security systems
- Parking lot maintenance at MES and MJH
- Utilities- savings of 12%

DIRECTOR OF TECHNOLOGY

- Interactive Projector bid
- New Copier/Printer Program has been implemented
- Network Infrastructure Planning – long term plan in place by 11/2013

PRINCIPAL REPORTS

Mr. Rolinitis reported on behalf of MJH to BOE:

- Training is taking Cleaning schedule on time
- Master schedule complete
- Projectors installed; training is being provided by trained staff to share with rest of staff.
- Behavior training – Be Respect, Be Responsible, Be Safe
- Spanish is Back!
- Cross Country, Boy's Volleyball and Cheerleading is starting up
- BTS night -9/3 at 6pm

Mr. Melnyczenko reported on behalf of MIS to BOE:

- Positive Behavior Assembly
- Hallway , Lunch and Recess expectations-- Be Respect, Be Responsible, Be Safe
- BTS night – 8/28 6pm

Mrs. Kirchner reported in behalf of MES to BOE:

- Welcomed 650 students today!
- Training of expectations has begun; very positive-- Be Respect, Be Responsible, Be Safe
- She thanked the Behavioral Committee for all their efforts with e new expectations program

INFORMATION REPORTS

FINANCIAL REPORT

Mr. Troy reviewed the Financial Report with the BOE. The revenue for the month in all funds was \$450,314.26. The expenditures for the month in all funds were \$1,363,228.93.

TREASURER REPORT

Mr. Troy reviewed the Treasurer's Report with the BOE reporting an ending balance of \$12,917,204.32.

2013-2014 TENTATIVE BUDGET PRESENTATION

Mr. Troy presented to the BOE the tentative Budget via PowerPoint:

- Budget Purpose
- Budget Adoption Process
- Budget Surplus/History
- How Did We Achieve 1.7M Surplus- Revenue/Expenses
- Review Fund Balance Policy

- Cash Flow: Levy, Registration And Transportation Fees
- Fy14 Projected Revenues And Expenses
- Debt: Two Bonds Outstanding
- Summary

Dr. Castillo commended Mr. Troy and his District Office staff and the District Leadership Team for their diligence on achieving a sound budget.

Mr. Andresen thanked Mr. Troy for his presentation and hard work.

DISTRICT 843 SPECIAL EDUCATION MINUTES

Mrs. Cesta reported:

- Thanked Mr. Spalla for attending the Long-Ranged Planning Session
- Extended School Year Update
- District #843 zeros out all their accounts/Districts will receive their refund next month
- District 122 Resolution is still on target
- Opening Day of LW District 843 – thanked Dr. Castillo. Mrs. Wilkey and Mrs. Parente for attending

ACTION REPORTS

DISTRICT BILLS

Recommended Motion:

Mr. Andresen reviewed District bills this month. Mrs. Cesta 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. Markham, Mr. Spalla

Nays: None

Abstain: None

MOTION CARRIED 6-0

PERSONNEL

Mrs. Briscoe moved to approved Personnel item 1-6 as presented; subject to successful background check, drug screening (if applicable) and physical; seconded by Mr. Andresen.

On Roll Call

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

Nays: None

Abstain: None

MOTION CARRIED 6-0

1. Certified–Re-Assignment

Karen Bussean	Teacher	MES	2013-14 School year	\$36,308 Lane 1, Step A
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2. Certified –New Hire

Ryan Martin	Teacher	MES	2013-14 School ye	\$23,805 Lane 1, Step D(.60 FTE)
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3. Classified Resignation

Brandon Kopp	FT Custodian	MES	8/2/2013	
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Katherine Arroyo	Building aide	MJH	8/5/2013	
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4. Classified-New Hire

Kathleen Milo	Bus Driver	District	2013-14 school year	\$13.89/hr/4.25/day 174 days/year
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Sarah Ziesmer	Sub Building aide	MES	2013-14 school year	\$8.31 /hour as needed
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Linda Marquardt	Building aide	MJH	2013-2014 school year	\$8.31/hr/5hr/day 174 days/year
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Eileen Arsich Building aide MJH 2013-14 School \$8.31/hr/6.5hr/day
174 days/year

5. Classified – Leave of Absence

Lynn Goergen Food server District 9/11/2013

6. Administrative- Leave of absence

Eric Melnychenko Principal MIS 9/20-10/15/2013

CONSENT AGENDA

Recommended Motion:

Mr. Spalla moved to approve Consent Agenda items 1 through 3, seconded by Mrs. Cesta, as presented:
The following consent agenda items were approved as follows:

1. MES Job Descriptions- Administrative Secretary- 12 month; Administrative Secretary- 10 ½ month; Receptionist
2. Approval of Purchase of Used Bus
3. American Capital Resolution (for Managed Print contract)

On Roll Call

Ayes: Mr. Andresen, Mrs. Briscoe, Mrs. Cesta, Mrs. Didrickson, Mr. Markham, Mr. Spalla
Nays: None Abstain: None

MOTION CARRIED 6-0

APPROVAL OF TENTATIVE BUDGET

Recommended motion:

Mr. Spalla moved that the Board of Education approve the tentative Budget for the 2013-2014 school year and approve the Public Hearing on the budget for Wednesday September 25, 2013, as required by State Statute. The motion was seconded by Mr. Andresen.

On Roll Call

Ayes: Mr. Andresen, Mrs. Briscoe, Mrs. Cesta, Mrs. Didrickson, Mr. Spalla
Nays: Mr. Markham Abstain: None

MOTION CARRIED 5-1

Discussion was held to schedule the Board of Education September Board meeting date one week later in order to be compliance with the display of the budget for 30 days.

CHANGE BOARD MEETING DATE

Mr. Spalla moved that the September Board of Education meeting be moved from September 18, 2013 to September 25, 2013; the motion was seconded by Mrs. Cesta. The Board was all in favor.

ITEMS FOR SEPTEMBER 25 MEETING

- Extra Curricular Fees - reduction
- Audit Update
- Budget Adoption
- 6 & 10 day Enrollment- Class Sizes
- Review of Closed Session Minutes

GOOD OF MOKENA

- Board member and/or Superintendent of the Month similar to District #843
- Family First Theme for MPS
- Dr. Castillo thanked Mrs. Kupiec and all the students of Bus #10 for a great first day experience

Regular meeting
August 21, 2013

- The Administration acknowledged former student George Rung for a perfect ACT score of 36

ADJOURNMENT

At 9:19 pm Mr. Andresen moved to adjourn to the Regular August 21, 2013 meeting; the motion was seconded by Mrs. Briscoe. The meeting was adjourned by unanimous vote.

Minutes Respectfully Submitted by
Mary Louise Knoerzer, Executive Secretary



President

Secretary