

**MINUTES REGULAR MEETING  
MOKENA SCHOOL DISTRICT 159 - BOARD OF EDUCATION  
MOKENA ELEMENTARY SCHOOL  
September 19, 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; Anna Kirchner, Principal; Eric Melnyczenko, Principal; Judy Splayt, Assistant 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

**PRESS:** Ginger Brashinger, Southtown Star; Ryan Bray, Mokena Messenger; Luke Wilosz, 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 7:00 pm on September 19, 2012.

**2012-2013 BUDGET HEARING**

Board President Markham declared the Fiscal Year 2012-2013 Budget Hearing opened at 7:02 p.m. September 19, 2012. He asked if there were any public comments. Hearing none, President Markham declared the Budget Hearing closed at 7:04 pm.

**COMMUNICATIONS**

**PUBLIC:** None

**MTA:** None

**BOARD EDUCATION**

Mr. Peters asked about the transportation analysis that was referred to at last Board meeting; was it a document from the Buildings & Grounds committee; Mr. Ford said there was no analysis.

**SUPERINTENDENT REPORT**

Mr. Stein reported:

- No FOIA request

- Application for Recognition of Schools was not updated for 2012-2013 on ISBE website yet; would present at next Board meeting
- Benchmarking for Reading was completed
- GLDA for grades K-5 were completed this week.
- Thank you note from Donna Dockus

Mrs. Moore asked for an update from Mr. Stein on Senate Bill 7 for October meeting.

Mr. Troy recognized the staff in the business office that the Board does not see at the regular Board meetings. He said Peg Ryan, Donna Dockus, Shirley Pinkul, Luann Lodes and new comer Diane Aguayo are doing a wonderful job; proud to be on their team.

## **INFORMATION REPORTS**

### **FINANCIAL REPORT**

Mr. Troy reviewed the Financial Report with the Board of Education. He noted the revenue for the month, in all funds was \$1,608,858. Based upon the FY 13 budget that we are proposing, the amount represents 8.6% of the tentative revenue. Last year the revenue for August was \$2,195,128. The timing and receiving of the levy is the reason for the variance. The expenditures for August, in all funds, were \$1,409,947 or 6.9% of the tentative expenditures in the proposed budget. Last August the expenditures in all funds were \$929,290.

### **TREASURER REPORT**

Mr. Troy reviewed the Treasurer's Report with the Board of Education noting CD's are only earning about 0.1%. The district has good relationship with PMA and the cash flow program that is in place.

### **LEASE OPTIONS – MOKENA PARK DISTRICT**

Mr. Ford and Mr. Spalla presented for first "read" the Inter-Governmental Agreement with the Mokena Park District and Mokena School District regarding usage of baseball fields and green space behind and adjacent to MES and MIS. Clarifications were sited:

Section 2 part C- repair of any damages will be completed by the MPD

Section 2 part D – would the limits remain at \$ 1,000,000- need to verify w/attorney

Section 2 part E- verify what type of type of mower will be used on property

Section 2 part F- Verify Blue Demons will be doing upgrades; work w/MPD

Incorporate "Blue Demons has first right of refusal"; MPD will handle leasing field to outside source.

Mr. Ford will clarify changes/adjustments with Mr. Romanek of Mokena Park district (MPD). Once the changes are complete, Mr. Ford will forward to Board of Education the revised contract; if satisfy it will be forwarded onto school attorney; finally brought to BOE for vote in October.

Mr. Peters questioned if Burros football will be allowed to use the fields; Burros flag has been using it for several years.

Mr. Markham thanked Mr. Ford and Mr. Spalla for their professional manner in how they handle this contract with MPD.

### **ADDENDUM TO PARENT STUDENT HANDBOOK**

Mr. Stein presented to the BOE the changes made on behalf of the Parent Advisory Committee. He highlighted some of the changes to the addendum that were agreed upon at the committee level. The updated Bullying Prevention and Intervention form was presented; available on-line and as a hard copy.

Mr. Markham was adamant that this be available on-line as to track the incidents of bullying etc. One person needs track the complaints and the follow up of the complaint; he wants this concept to go back to committee to come up with an on-line solution.

Mrs. Moore stated the form needs to be available both on-line and as a hard copy for people not technically savvy or do not have a computer; once completed the person could turn into a principal.

Mr. Spalla agreed with Mrs. Moore on having the form accessible both ways.

Mr. Peters also agreed the form be available both ways and turned into the appropriate adult.

Mr. Regan liked both ideas but preferred completing the form on-line.

Mr. Franceschini agreed the forms needed to be available both ways, however needs to be tracked.

Mr. Ford agreed with both concepts; a procedure needs to be in place; a chain of command needs to be followed.

**FUND BALANCE**

Mr. Troy stated the district does not have a fund balance policy in place. He referred to some of the policy in place in surrounding districts that was presented as information at the June 1, 2012 Board meeting. He highlighted the policy from Elwood SD. Discussion took place among the Board regarding benefit ranges for reserves. It was agreed that Mr. Troy would prepare an analysis of our cash flow with the information supplied by PMA at the October 17 Board meeting; will concentrate on the low-end for strategic long-range planning; suggest a range for upper-end. The Board will be better equipped to recommend a policy for the district.

Mr. Spalla asked for capital expenses separated from regular operational expenses.

Mr. Peters inquired about how taxes dollars received in the spring for the following year are taken into account for considering fund balance levels at the end of the year.

Mrs. Moore asked for historical data of when revenue is received vs. when our expenses are paid.

At 7:50 Mr. Markham turned the meeting over to Mr. Spalla, Board Vice-President to oversee the rest of the BOE September 19 meeting because he was not feeling well. Mr. Markham remained for the duration of the meeting .

**ACTION REPORTS**

**Personnel**

**Recommended Motion:**

Mr. Spalla 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 – Retirement**

Cathy Cassidy	Building Aide	MJH	10/19/2012
---------------	---------------	-----	------------

**2. Classified- New Hire**

Dawn Nelligan	Sub-Food Server	District	As needed	\$8.31/hr
Karen Pavlacka	Sub-Food Server	District	As needed	\$8.31/hr
Laura Shanesy	Sub-Food Server	District	As needed	\$8.31/hr
Therese Dydo	Sub-Nurse	District	As needed	\$15.62/hr



Ayes: Mr. Ford, Mr. Franceschini, Mrs. Moore, Mr. Peters, Mr. Regan, Mr. Spalla  
Nays: None  
Abstain: Mr. Markham  
**MOTION CARRIED 6-0-1**

At 8:02 pm, the Budget Hearing was reopened.

There were no public comments. A motion to close the 2012 -2013 Budget Hearing was made by Mrs. Moore. the motion was seconded by Mr. Franceschini. The Budget Hearing was closed at 8:03 p.m.

**On Roll Call**

Ayes: Mr. Ford, Mr. Franceschini, Mrs. Moore, Mr. Peters, Mr. Regan, Mr. Spalla  
Nays: None  
Abstain: Mr. Markham  
**MOTION CARRIED 6-0-1**

**ADOPTION OF 2012-2013 DISTRICT 159 BUDGET**

Mrs. Moore moved that the Board of Education approve the 2012-2013 Budget as presented. The motion was seconded by Mr. Ford.

**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**

**ITEMS FOR October 3, 2012 AGENDA**

- Senate Bill 7 Update
- Fund Balance discussion – BOE October 17
- Review the Prioritization of Goals for District 159 set by BOE
- Audit presentation

**FOR THE GOOD OF MOKENA**

- Mr. Peters reminded the community the Fall Fling sponsored by PTA and MEF – November 2, 2012 at CD & ME
- Mr. Stein sited from front page Mokena Messenger that Jim von Albade, former MPS student got a perfect 36 on his ACT

**CLOSED SESSION**

At 8:15 pm Mrs. Moore moved to adjourn to September 19 Regular Meeting to go Closed Session for purposes of personnel; not to return; Pursuant of 5 ILSC 120/2 c (1). The motion was seconded by Mr. Franceschini. The Board adjourned by unanimous vote.

  
\_\_\_\_\_  
President  
\_\_\_\_\_  
Secretary

