

AGENDA
BOARD OF EDUCATION – MOKENA SCHOOL DISTRICT 159
Mokena Elementary School
September 14, 2011
7:00 PM

I.	ROLL CALL	
II.	PLEDGE OF ALLEGIANCE	
III.	2011-2012 BUDGET HEARING	1
IV.	COMMUNICATIONS	
	• Public	
	• MTA	
	• Board of Education	
V.	APPROVAL OF PREVIOUS MINUTES	
	Regular Meeting – June 9, 2011	
	Special Meeting –July 14, 2011	
	Special Meeting – August 4, 2011	
	Closed Session 1– June 9, 2011	
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1.	

VIII. ITEMS FOR OCTOBER 13, 2011 AGENDA

IX. FOR THE GOOD OF MOKENA

X. CLOSED SESSION for purposes of personnel; not to return

XI. ADJOURNMENT



MOKENA SCHOOL DISTRICT 159 **ACTION REQUEST**

Date: September 14, 2010

To: Board of Education
Steve Stein, Superintendent

From: Kirt Hendrick, Director of Business Operations

Re: Fiscal Year 2011-2012 Budget Hearing

Declare 2011-2012 Budget Hearing Open

After the start of the regular meeting, the Board President should declare the Fiscal Year 2011-2012 Budget Hearing at 7:00 PM. The President should ask if anyone wishes to address the Board regarding the 2011-2012 Budget. The budget hearing is an opportunity for members of the community to make comments regarding the proposed budget.

At the time that the questions and comments regarding the proposed budget seem to be exhausted, the President will call for a motion regarding closing the Hearing.

Recommended Motion:

"I move that we close the 2011-2012 Budget Hearing."

Moved By: _____

Seconded By: _____

INFORMATION REPORTS

Treasurer's Report Income Summary
August 01, 2011 - August 31, 2011

<i>Fund</i>	<i>Beginning Balance</i>	<i>Revenues</i>	<i>Expenses</i>	<i>Change</i>	<i>Ending Balance</i>	<i>% Change</i>
10 EDUCATION FUND	\$3,809,570.90	\$1,641,961.73	\$755,148.28	\$886,813.45	\$4,696,384.35	23.3%
20 OM FUND	\$1,644,558.53	\$136,237.10	\$109,493.02	\$26,744.08	\$1,671,302.61	1.6%
30 BOND - INTEREST FUND	\$1,266,847.22	\$252,028.56	\$0.00	\$252,028.56	\$1,518,875.78	19.9%
40 TRANSPORTATION FUND	\$1,847,130.79	\$93,017.00	\$38,184.26	\$54,832.74	\$1,901,963.53	3.0%
50 IMRF FUND	\$198,020.72	\$48,533.89	\$26,464.52	\$22,069.37	\$220,090.09	11.1%
61 NEW CONSTRUCTION FUND	\$755,094.27	\$41.31	\$0.00	\$41.31	\$755,135.58	0.0%
70 WORKING CASH FUND	\$1,614,760.28	\$7,700.90	\$0.00	\$7,700.90	\$1,622,461.18	0.5%
80 TORT FUND	\$176,512.43	\$15,608.04	\$0.00	\$15,608.04	\$192,120.47	8.8%
Totals :	\$11,312,495.14	\$2,195,128.53	\$929,290.08	\$1,265,838.45	\$12,578,333.59	0.00

Mokena School District 159
Treasurer's Detail Investment Report
August 31, 2011

Fund	Mokena St Bank Checking	Certificates of Deposit	Commercial Paper	Federal Agencies	IIIT Money Market	Illinois Funds Money Market	ISDLAF Money Market	Fund Balances
10 Education & Adequacy Grant	\$ 92,619.27	\$ 3,530,924.42	\$ -	\$ -	\$ 28.62	\$ 55,879.19	\$1,016,932.85	\$ 4,696,384.35
20 Operations & Maintenance	\$ 3,870.47	\$ 1,609,331.06	\$ -	\$ -	\$ 22.70	\$ 31,868.26	\$ 26,210.12	\$ 1,671,302.61
30 Bond & Interest	\$ 3,040.37	\$ 638,697.73	\$ -	\$ -	\$ 4,266.40	\$ 6,440.79	\$ 866,430.49	\$ 1,518,875.78
40 Transportation	\$ 130,975.10	\$ 1,392,484.60	\$ -	\$ -	\$ 0.85	\$ 12,570.58	\$ 365,932.40	\$ 1,901,963.53
50 IMRF	\$ 119.12	\$ 176,349.42	\$ -	\$ -	\$ 52.89	\$ 174.19	\$ 43,394.47	\$ 220,090.09
61 New Construction	\$ 35,529.50	\$ -	\$ -	\$ -	\$ -	\$ 2,301.74	\$ 717,304.34	\$ 755,135.58
70 Working Cash	\$ 4,043.52	\$ 1,533,392.74	\$ -	\$ -	\$ 10.32	\$ 4,036.38	\$ 80,978.22	\$ 1,622,461.18
80 Tort Fund	\$ 1,920.84	\$ 53,816.62	\$ -	\$ -	\$ 0.44	\$ -	\$ 136,382.57	\$ 192,120.47
TOTALS	\$ 272,118.19	\$ 8,934,996.59	\$ -	\$ -	\$ 4,382.22	\$ 113,271.13	\$3,253,565.46	\$ 12,578,333.59
Percentages	2.163%	71.035%	0.000%	0.000%	0.035%	0.901%	25.866%	100.000%

**LINCOLN-WAY AREA SPECIAL EDUCATION
Joint Agreement District 843**

MINUTES

Regular Meeting, August 18, 2011

Minutes of the regular meeting of the Board of Special Education, Will County, Illinois, held at Pioneer Grove Educational Center, 601 Willow Street, Frankfort, IL 60423, at 7:00 p.m. on the 18th day August 2011.

I. CALL TO ORDER

The meeting was called to order by President Katherine Moore at 7:00 p.m.

II. ROLL CALL

Present: Timothy Doyle (District #114), James Gast (District #210), Susan Gillooley (District #122); Mary Kenny (District #161), Katherine Moore (District #159); Patrick Usher (District #157C)

Staff Present: Dr. Sally H. Bintz, Director
Craig Englert, Assistant Director for Finance and Operations
Cheryl Della Penna, Administrative Assistant
Holly Kasper, Lincoln-Way Area Special Education Association
Liz Gillespie, District 843 teacher
Dawn Roiland, District 843 teacher

III. APPROVAL OF MINUTES OF REGULAR MEETING OF JULY 21, 2011

A motion was made by Mary Kenny and seconded by Susan Gillooley to approve the minutes of the Regular Meeting of July 21, 2011.

Voting Aye: Doyle, Gast, Gillooley, Kenny, Moore, Usher

Motion carried: 6 Aye, 0 Nay

IV. RECESS MEETING AND CONVENE PUBLIC HEARING ON BUDGET

A motion was made by Timothy Doyle and seconded by Mary Kenny to recess the meeting and convene a Public Hearing on the 2011-2012 budget.

Voting Aye: Doyle, Gast, Gillooley, Kenny, Moore, Usher

Motion carried: 6 Aye, 0 Nay

The Public Hearing meeting was convened by President Moore at 7:02 p.m.

ROLL CALL

Present: Timothy Doyle (District #114), James Gast (District #210), Susan Gillooley (District #122); Mary Kenny (District #161), Katherine Moore (District #159); Patrick Usher (District #157C)

Board President Moore asked if the Governing Board members wanted to make any comments. There were no Governing Board member comments. Governing Board President Moore asked if there were any public comments. Hearing none, President Moore asked for a motion to adjourn the Hearing.

A motion was made by Susan Gillooley and seconded by Patrick Usher to close the Public Hearing on the 2011-2012 budget.

Voting Aye: Doyle, Gast, Gillooley, Kenny, Moore, Usher

Motion carried: 6 Aye, 0 Nay

The Public Hearing was closed at 7:05 p.m.

V. REGULAR MEETING RECONVENED

The regular meeting was reconvened by President Moore at 7:05 p.m.

ROLL CALL

Present: Timothy Doyle (District #114), James Gast (District #210), Susan Gillooley (District #122); Mary Kenny (District #161), Katherine Moore (District #159); Patrick Usher (District #157C)

VI. PUBLIC COMMENT

There were no comments.

VII. REPORTS

A. Treasurer's Report – Financial and Payables

Mr. Englert reviewed the Treasurer's Report with the Governing Board.

B. Review of Advisory Committee Minutes

The August Advisory Committee Meeting was cancelled.

C. Director's Report

1. *Parent Advisory Council*

Dr. Bintz stated that the Parent Advisory Council continues to focus on parent mentoring and the Parent University. Pamphlets will be distributed at many of the school districts during their open house meetings to encourage parents to attend the Parent University and PLASE meetings.

2. *Opening of School*

Dr. Bintz indicated that Opening Day for the Cooperative took place on August 15, 2011 at Lincoln-Way East High School. She thanked Mrs. Kenny, Mr. Gast, and Mrs. Moore for attending the opening day. Dr. Bintz provided the Governing Board with a report and video clips of the activities that took place during the morning of the opening day.

3. *Special Education Directors' Conference*

Dr. Bintz reported on the Special Education Directors' Conference that took place in Peoria. She indicated there were mixed reviews about the information available at the conference.

4. *ESY Report*

Dr. Bintz stated that the ESY program continues to have very good outcomes with steady enrollment. She expressed her appreciation to District 157C for their hospitality and making available space in the Grand Prairie School for the Cooperative classes. In the future, the Director may need to seek available space within one or more of the school districts to facilitate the ESY program due to the fact the Mackay Center is not able to accommodate the increasing ESY enrollments.

5. *Program and Staff Update*

Dr. Bintz indicated that the Cooperative classrooms are growing. The classes are good size and fully staffed. The Clinic is now receiving students at Cherry Hill School. Discussion took place regarding the Transition House and the student population and use of the facility.

6. *Transportation*

Dr. Bintz stated that everything is going well with the start-up of the Cooperative transportation.

E. Principals' Reports

Dr. Bintz indicated that the Pioneer Grove Educational Center and the Mackay Education Center Principals reported that the opening of the schools went well.

- F. *FOIA Requests*
None were received.

VIII. APPROVAL OF THE CONSENT AGENDA

Acting on the recommendation of the Director, James Gast moved, seconded by Sue Gillooley, for the Governing Board to ratify the Consent Agenda as follows:

- A. Approval of Current Payables
Current payables were presented for review in each respective fund.
- B. Approval of Financial Statement
The Financial Statement for the month of July, 2011 and investments through August 18, 2011 was presented.
- C. Approval of Personnel Items as Listed:
1. Retirement
Non-Certified Staff
George Bolokowicz, bus driver, effective August 2, 2011.
 2. Employment
Certified Staff
Sarah Palaggi, vision itinerant teacher (maternity substitute), effective August 22, 2011 through the end of September, at \$200.00 per day.
Beverly Wilson, supervisor, for 65 days at \$450.00 per day, effective August 19, 2011.
Non-Certified Staff
Laura Bumba, paraprofessional, at a rate of \$11.67 per hour, effective August 15, 2011.
Callie Giels, paraprofessional, at a rate of \$12.38 per hour, effective August 15, 2011.
Jeannine Simon, bus driver, at a rate of \$15.10 per hour, effective June 20, 2011.
Matthew Trevere, paraprofessional at a rate of \$11.67 per hour, effective August 22, 2011.
 3. Resignation
Paul Bellone, bus driver, effective August 16, 2011.
- D. FMLA Request
Employee 5145 to begin August 15, 2011 for up to 12 weeks if necessary.
Employee 9148 to begin September 8, 2011 for up to 12 weeks if necessary.

IX. CLOSED SESSION

A motion was made by Patrick Usher and seconded by Timothy Doyle to move to closed session at 7:32 p.m. for the purpose of discussing:

- A. ***The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Cooperative.***

Voting Aye: Doyle, Gast, Gillooley, Kenny, Moore, Usher

Motion carried: 6 Aye, 0 Nay

OPEN SESSION

A motion was made by Susan Gillooley and seconded by Timothy Doyle to return to open session at 7:36 p.m. On voice vote the motion carried.

X. ACTION ITEMS

- A. Approve FY 2011-12 Budget
A motion was made by Susan Gillooley and seconded by Timothy Doyle to approve the 2011-2012 budget.
Voting Aye: Doyle, Gast, Gillooley, Kenny, Moore, Usher
Motion carried: 6 Aye, 0 Nay

B. Amend Calendar

A motion was made by Patrick Usher and seconded by Susan Gillooley to amend the proposed calendar for the 2011-2012 school year.

Voting Aye: Doyle, Gast, Gillooley, Kenny, Moore, Usher

Motion carried: 6 Aye, 0 Nay

VIII. INFORMATION ITEMS AND ANNOUNCEMENTS

The next regular meeting of the Board of Special Education will be held at 7:00 p.m. on September 15, 2011 at the Pioneer Grove Educational Center in Frankfort.

IX. ADJOURNMENT

A motion was made by James Gast and seconded by Timothy Doyle that the meeting be adjourned. All members voted Aye. Motion carried. President Moore declared the meeting adjourned at 7:45 p.m.

Respectfully submitted,
Cheryl A. Della Penna,
Administrative Assistant

President

Secretary



MOKENA SCHOOL DISTRICT 159 **INFORMATION REPORT**

Date: September 6, 2011

To: Board of Education

From: Steve Stein, Interim-Superintendent

RE: District Student Enrollment

The school year is off to a great start and it feels as if things are getting into the normal routine. Below is a summary of our enrollment by grade level.

	<u>Enrollment</u>	<u>Sections</u>	<u>Average Class Size</u>
Kindergarten	135	3 a.m./p.m.	22.5
1 st Grade	154	6	25.6
2 nd Grade	189	7	27
3 rd Grade	187	7	26.7
4 th Grade	185	7	26.4
5 th Grade	208	7	29.7
6 th Grade	230		
7 th Grade	221		
8 th Grade	240		
Total	1749		

Attached to this report you will find a breakdown of class sizes at MJH. Simply displaying an average class size for a junior high school gives a little bit of an incomplete picture, since some classes are naturally much smaller than others. Mr. Rolinitis has compiled a breakdown of teachers and classes and what each specific class looks like with regard to the amount of students per class.

In 2004 the school district contracted with Ehlers and Associates to conduct an enrollment study. The conclusion of the study was that district enrollment would

stabilize by the 2013-2014 school year within a range of 2,275 to 2,375 students.

Obviously state funding changes, the economic downturn, and the move away from full-day Kindergarten, among other factors, have combined to lower our current enrollment beyond the expectations of the study.

Historically, our Kindergarten through eighth grade total student enrollment is as follows:

<u>Year</u>	<u>Enrollment</u>
2000-2001	2215
2001-2002	2311
2002-2003	2337
2003-2004	2304
2004-2005	2322
2005-2006	2272
2006-2007	2199
2007-2008	2125
2008-2009	2081
2009-2010	2003*
2010-2011	1962

*Note that the 2009-2010 school year was the last year the district offered full-day Kindergarten.

Mokena Junior High School
Averages By Subject
September 2011

Special Education Not Included

Subject Averages

Key: High Over 30

Name	GR	Teacher	Enrolled/ Capacity	Average Per Subject
ART-8	8	Szostak, Toni	27	
ART-8	8	Szostak, Toni	25	
ART-8	8	Szostak, Toni	29	
ART-8	8	Szostak, Toni	18	
ART-8	8	Szostak, Toni	18	
			117	23

CONCERT BAND	6 - 8	Thomas, Jennifer	67
SYMPHONIC BA	6 - 8	Maffia, Jessica	42

COMPUTER-6	6	Vermeire, Tammy	27	
COMPUTER-6	6	Vermeire, Tammy	30	
COMPUTER-6	6	Vermeire, Tammy	26	
COMPUTER-6	6	Vermeire, Tammy	31	
			114	29

DRAMA-7	7	Albon, Victoria	22	
DRAMA-7	7	Szostak, Toni	19	
DRAMA-7	7	Albon, Victoria	16	
DRAMA-7	7	Leitelt, Rosalie	21	
			78	20

ENGLISH-6	6	Leader, Karen	17	
ENGLISH-6	6	Markey, Mary	16	
ENGLISH-6	6	Leader, Karen	32	
ENGLISH-6	6	Markey, Mary	33	
ENGLISH-6	6	Martinus, Craig	33	
ENGLISH-6	6	Leader, Karen	30	
ENGLISH-6	6	Markey, Mary	29	
ENGLISH-6	6	Martinus, Craig	29	
			219	27

Name	GR	Teacher	Enrolled/ Capacity	Average Per Subject
FRENCH-8	8	Leitelt, Rosalie	26	
FRENCH-8	8	Leitelt, Rosalie	26	
FRENCH-8	8	Leitelt, Rosalie	21	
FRENCH-8	8	Muehler, Cathy	16	
FRENCH-8	8	Muehler, Cathy	18	
			107	21

CHOIR-6	6	Maffia, Jessica	11
CHOIR-7	7	Maffia, Jessica	17
CHOIR-8	8	Maffia, Jessica	25
			53

MUSIC-6	6	Thomas, Jennifer	26	
MUSIC-6	6	Maffia, Jessica	30	
MUSIC-6	6	Maffia, Jessica	25	
MUSIC-6	6	Maffia, Jessica	28	
			109	27

SPANISH-7	7	Kuypers, Judy	19	
SPANISH-7	7	Kuypers, Judy	29	
SPANISH-7	7	Kuypers, Judy	18	
SPANISH-7	7	Kuypers, Judy	21	
SPANISH-7	7	Kuypers, Judy	17	
SPANISH-7	7	Kuypers, Judy	27	
			131	
				22

READING-6	6	Leader, Karen	18	
READING-6	6	Markey, Mary	16	
READING-6	6	Leader, Karen	32	
READING-6	6	Markey, Mary	33	
READING-6	6	Martinus, Craig	33	
READING-6	6	Leader, Karen	32	
READING-6	6	Markey, Mary	31	
READING-6	6	Martinus, Craig	29	
			224	28

Mokena Junior High School
Averages By Subject
September 2011

Special Education Not Included

ENGLISH-7	7	Muehler, Cathy	21
ENGLISH-7	7	Chevalier, Melissa	26
ENGLISH-7	7	Chevalier, Melissa	30
ENGLISH-7	7	Muehler, Cathy	30
ENGLISH-7	7	Truffa, Kimberly	30
ENGLISH-7	7	Chevalier, Melissa	27
ENGLISH-7	7	Truffa, Kimberly	25
ENGLISH-7	7	Truffa, Kimberly	24
			213
			27

READING-7	7	Muehler, Cathy	21
READING-7	7	Chevalier, Melissa	26
READING-7	7	Chevalier, Melissa	31
READING-7	7	Muehler, Cathy	30
READING-7	7	Truffa, Kimberly	31
READING-7	7	Chevalier, Melissa	27
READING-7	7	Truffa, Kimberly	25
READING-7	7	Truffa, Kimberly	24
			215
			27

ENGLISH	7 - 8	English, Tiffany	22
ENGLISH-8	8	Novak, Patricia	23
ENGLISH-8	8	Petrizzo, Mary	22
ENGLISH-8	8	Leitelt, Rosalie	32
ENGLISH-8	8	Novak, Patricia	32
ENGLISH-8	8	Petrizzo, Mary	32
ENGLISH-8	8	Novak, Patricia	20
ENGLISH-8	8	Petrizzo, Mary	19
ENGLISH-8	8	Martinus, Craig	29
			231
			26

READING	7 - 8	English, Tiffany	22
READING-8	8	Novak, Patricia	23
READING-8	8	Petrizzo, Mary	22
READING-8	8	Leitelt, Rosalie	32
READING-8	8	Novak, Patricia	32
READING-8	8	Petrizzo, Mary	32
READING-8	8	Novak, Patricia	20
READING-8	8	Petrizzo, Mary	19
READING-8	8	Martinus, Craig	29
			231
			26

MATH-6	6	Damico, Ursula	26
MATH-6	6	Damico, Ursula	33
MATH-6	6	Damico, Ursula	19
MATH-6	6	Vermeire, Tammy	20
MATH-6	6	Damico, Ursula	30
MATH-6	6	Vermeire, Tammy	31
MATH-6	6	Damico, Ursula	30
MATH-6	6	Damico, Ursula	32
			221
			28

MATH-7	7	West, Rick	27
MATH-7	7	Isdonas, Sue	21
MATH-7	7	Isdonas, Sue	21
MATH-7	7	Isdonas, Sue	16
MATH-7	7	West, Rick	21
MATH-7	7	West, Rick	27
MATH-7	7	West, Rick	32
MATH-7	7	West, Rick	25
MATH-7	7	West, Rick	22
			212
			24

MATH-8	8	Isdonas, Sue	23
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Mokena Junior High School
Averages By Subject
September 2011

Special Education Not Included

MATH-8	8	Shaughnessy, Don	29	
MATH-8	8	Shaughnessy, Don	16	
MATH-8	8	Shaughnessy, Don	34	
MATH-8	8	Isdonas, Sue	24	
MATH-8	8	Isdonas, Sue	25	
MATH-8	8	Shaughnessy, Don	27	
MATH-8	8	Shaughnessy, Don	28	
ALGEBRA	8	Shaughnessy, Don	24	
			230	26

PHYSICAL EDU	6	Doster, Claire	25	
PHYSICAL EDU	6	Manns, Mike	25	
PHYSICAL	6	Doster, Claire	37	
PHYSICAL	6	Doster, Claire	41	
PHYSICAL	6	Doster, Claire	37	
PHYSICAL	6	Doster, Claire	33	
PHYSICAL EDU	6	Roop, Larry	35	
			233	33

PHYSICAL EDU	7	Roop, Larry	31	
PHYSICAL EDU	7	Manns, Mike	20	
PHYSICAL EDU	7	Roop, Larry	21	
PHYSICAL EDU	7	Doster, Claire	31	
PHYSICAL EDU	7	Roop, Larry	29	
PHYSICAL EDU	7	Roop, Larry	34	
PHYSICAL EDU	7	Roop, Larry	29	
PHYSICAL EDU	7	Vandewoestyne,	30	
			225	28

PHYSICAL ED	8	Vandewoestyne, Kim	30	
PHYSICAL ED	8	Vandewoestyne, Kim	32	
PHYSICAL ED	8	Vandewoestyne, Kim	30	
PHYSICAL ED	8	Vandewoestyne, Kim	38	
PHYSICAL ED	8	Manns, Mike	27	
PHYSICAL ED	8	Manns, Mike	26	
PHYSICAL ED	8	Vandewoestyne, Kim	26	
PHYSICAL ED	8	Manns, Mike	31	
			240	30

SCIENCE-6	6	Meyer, William	18	
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SCIENCE-7	7	Baltzer, Cheryl	22	
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Mokena Junior High School
Averages By Subject
September 2011

Special Education Not Included

SCIENCE-6	6	Meyer, William	33
SCIENCE-6	6	Albon, Victoria	26
SCIENCE-6	6	Meyer, William	25
SCIENCE-6	6	Meyer, William	32
SCIENCE-6	6	Meyer, William	32
SCIENCE-6	6	Albon, Victoria	33
SCIENCE-6	6	Meyer, William	34
			233
			29

SCIENCE-7	7	Canning, Sheryl	20
SCIENCE-7	7	Baltzer, Cheryl	29
SCIENCE-7	7	Canning, Sheryl	22
SCIENCE-7	7	Baltzer, Cheryl	30
SCIENCE-7	7	Canning, Sheryl	27
SCIENCE-7	7	Canning, Sheryl	30
SCIENCE-7	7	Baltzer, Cheryl	24
SCIENCE-7	7	Baltzer, Cheryl	21
			225
			25

SCIENCE-8	8	Busch, George	26
SCIENCE-8	8	Busch, George	31
SCIENCE-8	8	Busch, George	30
SCIENCE-8	8	Canning, Sheryl	30
SCIENCE-8	8	Busch, George	32
SCIENCE-8	8	Busch, George	20
SCIENCE-8	8	Busch, George	24
SCIENCE-8	8	Canning, Sheryl	24
SCIENCE-8	8	Baltzer, Cheryl	23
			240
			27

WORLD HIST	6	Pogwist, Maryann	18
WORLD HIST	6	Pogwist, Maryann	32
WORLD HIST	6	Albon, Victoria	33
WORLD HIST	6	Pogwist, Maryann	32
WORLD HIST	6	Albon, Victoria	28
WORLD HIST	6	Pogwist, Maryann	30
WORLD HIST	6	Pogwist, Maryann	32
WORLD HIST	6	Pogwist, Maryann	28
			233
			29

AMERICAN HIS	7	Betancourt, Rick	27
AMERICAN HIS	7	Betancourt, Rick	19
AMERICAN HIS	7	Klappauf, Kim	18
AMERICAN HIS	7	Betancourt, Rick	29
AMERICAN HIS	7	Klappauf, Kim	29
AMERICAN HIS	7	Betancourt, Rick	24
AMERICAN HIS	7	Betancourt, Rick	26
AMERICAN HIS	7	Betancourt, Rick	29
AMERICAN HIS	7	Balis, David	24
			225
			25

AMERICAN HIS	8	Balis, David	31
AMERICAN HIS	8	Klappauf, Kim	29
AMERICAN HIS	8	Balis, David	30
AMERICAN HIS	8	Klappauf, Kim	33
AMERICAN HIS	8	Balis, David	21
AMERICAN HIS	8	Klappauf, Kim	22
AMERICAN HIS	8	Balis, David	23
AMERICAN HIS	8	Klappauf, Kim	23
AMERICAN HIS	8	Balis, David	28
			240
			27



MOKENA SCHOOL DISTRICT 159 **INFORMATION REPORT**

Date: September 6, 2011

To: Board of Education

From: Steve Stein, Interim-Superintendent
Ron Kaczorowski-Director of Transportation

RE: Transportation

This year we have a total of 10 buses running the regular morning pick-up and afternoon drop-off routes at all 3 schools. Additionally, we have 2 band buses picking up students at MJH and 2 band buses picking up students at MIS. A total of 4 buses are used at mid-day to drop off the morning Kindergarten students and pick of the afternoon students.

Transportation is always more complicated at the beginning of the school year. As the students, and drivers, become more familiar with the routes, stops, as well as specific building line-ups, and the buildings are able to more effectively move the students to the buses, we are able to save time.

Below you will find the bus versus walker breakdown per building.

- At MJH 412 students have signed up for bus service, while 279 are walkers. There are 17 students busing under 1.5 miles.
- At MIS 276 students have signed up for bus service, while 120 are walkers. There are 21 students busing under 1.5 miles.
- At MES 467 students have signed up for bus service, while 182 walkers. There are 36 students busing under 1.5 miles.



MOKENA SCHOOL DISTRICT 159

INFORMATION REPORT

Date: September 7, 2011

To: Board of Education
Mr. Steve Stein, Interim Superintendent

From: Dr. Charles Vitton
Assistant Superintendent for Instruction

RE: Summary of FY12 Grants

Annually, District 159 applies for state and federal grants that fund various district activities and projects. Below is a list of the different grants for which we have applied, a description of our anticipated expenditures and the total amount of funds we anticipate receiving from each grant.

STATE GRANTS

Reading Improvement Block Grant – The purpose of the program is to improve the reading and study skills of children from Kindergarten through sixth grade.

Expenditures:	FY 11 Funds: \$0
Pay reading specialists salaries	FY 12 Funds: \$0

Early Childhood Block Grant – This grant provides educational programs for children ages 3 to 5 years who are not age-eligible for Kindergarten and who are identified as being at risk of academic failure. This program must also provide parents of participating children with educational and involvement opportunities.

Expenditures:	FY 11 Funds: \$77,352
Pay Early Start teacher salaries and benefits	FY 12 Funds: \$0
Pay Early Start teacher aide salaries	
Purchase classroom supplies	
Pay for professional development for Early Start staff	

FEDERAL GRANTS

Title I – Improving the Academic Achievement of the Disadvantaged – The purpose of the program is to ensure that all children have a fair, equal, and significant opportunity to obtain a high-quality education and reach, at a minimum, proficiency on state academic achievement standards and assessments.

Expenditures:

Pay reading specialists salaries

FY 11 Funds: \$58,410

FY 12 Funds: \$95,136

Title II – Teacher Quality – The purpose of the Title II program is to provide funding for states and districts to meet the No Child Left Behind requirements that all teachers be highly qualified and to increase student achievement by improving teacher and principal quality.

Expenditures:

Class size reduction

Pay staff development fees and reimbursement for graduate work for staff at St. Mary School

FY 11 Funds: \$67,255

FY 12 Funds: \$54,118

Title IV – Safe and Drug-Free Schools and Community Act – The purpose of this grant is to support programs that prevent violence in and around schools and by strengthening programs that prevent the illegal use of alcohol, tobacco, and drugs; that involve parents and communities; and that are coordinated with related federal, state and community efforts and resources to foster a safe and drug-free learning environment that supports student academic achievement.

Expenditures:

Provide stipends for D.A.R.E officer

FY 11 Funds: \$37

FY 12 Funds: \$0

Differential Between FY10, FY11 and FY12 Grant Funds:

	FY10	FY11	FY12
Reading Improvement (State)	\$38,581	\$0	\$0
Early Childhood (State)	\$77,352	\$77,352	\$0
Title I (Federal)	\$85,148	\$58,410	\$95,136
Title II (Federal)	\$61,559	\$67,255	\$54,118
Title IV (Federal)	\$4,548	\$37	\$0
Totals	\$267,188	\$203,054 (-\$64,134)	\$149,254 (-\$53,800)



MOKENA SCHOOL DISTRICT 159 **INFORMATION REPORT**

Date: August 12, 2011

To: Board of Education
Mr. Steve Stein, Superintendent

From: Dr. Charles J. Vitton, Assistant Superintendent for Instruction

RE: Updated Job Descriptions

Attached to this Information Report are updated job descriptions for Director of Technology, Technical Support Personnel, and Director of Business Operations.

The job description for Director of Business Operations has been reviewed by one of our attorneys, Dr. Rob Cooper, as well as personnel at TRS.

I will plan to bring these job descriptions back to the Board for approval at our next meeting. If you have any questions, please feel free to contact me accordingly.

MOKENA SCHOOL DISTRICT 159

POSITION DESCRIPTION

JOB TITLE: **Director of Business Operations**

LOCATION: **District Office**

TITLE OF IMMEDIATE SUPERVISOR: **Superintendent**

QUALIFICATIONS

1. Experience in school business office operations.
2. Ability to operate independently and meet critical timelines.
3. Strong communication skills and the ability to maintain a positive public relations image.

DESCRIPTION OF DUTIES

1. Administer the business affairs of the District in such a way as to provide the best possible educational services with the resources available.
2. Insure that the school district derives maximum educational dividends from the prudent expenditure of available reserve.
3. Assist the Superintendent in the overall administrative effort, keeping him/her informed and seeking counsel or decision as necessary.
4. Provide monthly accounting of all income and expenditures.
5. Assist in annual audit preparation; analyze financial statements.
6. Responsible for budget development, preparation and filing of state budget forms.
7. Develop financial data and make financial projections as directed by the Superintendent.
8. Establish and supervise a program of budget control.
9. Responsible for the receipt and expenditure of all school district funds.
10. Monitor cash flow and make appropriate interfund loans as needed.
11. Maintain an internal auditing and control program of all funds.
12. Develop and administer a program for purchasing supplies and equipment and for maintaining existing equipment and facilities.
13. Budget and recommend appropriate spending in the area of facilities management.

14. Prepare, review and recommend bid projects.
15. Assist in collective bargaining negotiations and other legal matters pertaining to the District.
16. Assist in administering the operation and maintenance of the building and grounds, food service and transportation programs.
17. Supervise the maintenance of a system of inventory for capital equipment within the district.
18. Recommend and direct the use and rental of all buildings by school and community organizations.
19. Organize and direct a program to provide for the security of the buildings, grounds and equipment of the district.
20. Recommend changes and improvements in the business operations of the school system to provide the best student and staff services at the lowest overall cost.
21. Develop and file tax levies; investigate tax objections as warranted.
22. In the role of Treasurer, assume responsibility for the investment of district funds.
23. Manage the District's insurance program and oversee the appropriate filing of claims.
24. Develop appropriate administrative procedures relative to business office and district processes.
25. Determine and recommend appropriate costs for reimbursable expenditures and monitor the collection of appropriate fees (i.e., student tuition, rental of classroom space).
26. Prepare appropriate financial grant reports and file with appropriate offices.
27. Assume such other duties as may be assigned by the Superintendent.

WORK YEAR: 12 months

August, 2011

MOKENA SCHOOL DISTRICT 159

POSITION DESCRIPTION

JOB TITLE: Director of Technology

LOCATION: District Office

TITLE OF IMMEDIATE SUPERVISOR: Assistant Superintendent of Instruction

QUALIFICATIONS:

1. Associate Degree or Networking Certificate
2. Experience in a technology leadership role in education or technology related field
3. Experience in information systems and technology planning, implementation and management experience in a business or educational environment

Special Knowledge/Skills

1. Knowledge of infrastructure requirements and components of local and wide area networks, Internet, intranets, major hardware components, operating systems and communication systems.
2. Understanding of the methods and purposes of computer application in teaching, the management of instruction and business functions related to the operation of a comprehensive school district.
3. Demonstrated ability to identify trends and exercise mature judgment about the role of information services in K-8 education.
4. Ability to establish effective working relationships at all levels of the District.
5. Knowledge of principles of administrative organization and methods of control.
6. Knowledge of strategic planning.
7. Knowledge of computer hardware and system architecture.

DESCRIPTION OF DUTIES:

1. Provide leadership in the selection, design, implementations, integration, and ongoing support for all information systems throughout the District.
2. Provide leadership and planning to enhance and support data, voice, and network infrastructures and services.
3. Provide leadership to enhance access to, and security for, all networked resources and information systems.

4. Develop internal IT policies and procedures designed to improve work procedures and service quality.
5. Review IT staff skills and determine if any professional development is needed.
6. Participate in continual professional development to keep abreast of current and future trends in instructional technology.
7. Review and evaluate organizational effectiveness, goal determination, and strategic planning, etc., and makes recommendations for improvement.
8. Provide leadership for short and long range planning for all technology initiatives: vision, goals, program objectives and activities, infrastructure, staffing, training, evaluation and budgeting.
9. Oversee operations within the Technology Department.
10. Function as System Administrator for STI applications.
11. Maintain technical and user support for the LunchBox Program.
12. Oversee procurement, evaluation and acquisition of all information systems.
13. Supervise the development of appropriate uses of technology in educational programs.
14. Supervise and maintain the computer network.
15. Maintain daily backup of District Servers.
16. Maintain system-wide technology assets, specifications and inventory.
17. Serve as a system contact for all technology-related communication.
18. Assist technology users in resolving problems associated with ordering, service and support.
19. Interface with Buildings and Grounds, Food Service and Transportations Directors.
20. Assure compliance with software licensing.
21. Direct Supervisor to Technical Support personnel.
22. Supervise department personnel including hiring, performance management and initiating corrective and /or disciplinary actions.
23. Other duties as assigned.

TERMS OF EMPLOYMENT:

12-month year. Salary determined by the Board.

BENEFITS:

Benefits applicable to all full-time administrative personnel.

MOKENA SCHOOL DISTRICT 159

POSITION DESCRIPTION

JOB TITLE: Technical Support Personnel

LOCATION: District Office

TITLE OF IMMEDIATE SUPERVISOR: Director of Technology

QUALIFICATIONS:

1. Minimum of two-year technical degree in a computer-related course of study.
2. Demonstrate knowledge of current operating systems.
3. Able to install, maintain and troubleshoot computers and printers used in a networked environment.
4. Ability to work independently and cooperatively, set and maintain schedules, and communicate effectively with all levels of staff.
5. Demonstrate knowledge of the maintenance and use of audio-visual equipment.

DESCRIPTION OF DUTIES:

1. Install, modify, and configure new and existing computer equipment as needed.
2. Troubleshoot problems and perform regular maintenance on technical equipment.
3. Examine computer hardware on a regular basis for needed repairs and maintenance.
4. Install software and computer upgrades as needed.
5. Maintain records and provide reports on all computer-related maintenance activities.
6. Serve as resource to staff on district computer hardware issues (administration, teachers, office staff, learning centers, computer labs).
7. Perform all other duties as assigned.

TERMS OF EMPLOYMENT:

10.5 month year. Salary determined by the Board.

BENEFITS:

Benefits applicable to all 10.5 month non-certified personnel.

ACTION REQUESTS

Action Request

Mokena School District 159

REGULAR MEETING

Personnel Recommendations – September 14, 2011

NAME	POSITION	BUILDING	EFFECTIVE DATE	EMPLOYMENT DETAIL
1. Administrative- Hiring				
Shaughnessy, Don	Dean of Students	MJH	September 15, 2011	\$53,000/year 10.5 months
2. Certified - Reinstatement				
Meehan, Lori	Teacher	MES	2011-2012 School year	Lane 1, Step D Salary Pending Negotiations
3. Certified- New Hire				
Hiotis-Jochum, Georgia	Social Worker	MIS	August 30 through November 30, 2011	149.84/day (long term sub rate)
4. Classified– New Hire				
Simester, Sandy	Building aide	MES	August 29, 2011	6.75/date \$8.31/hr 174 days/yr
McGee, Pamela	Sub Food Server	Food Service	August 22, 2011	Sub rate \$8.31/hr
5. Classified – Re-assignment				
Gabrys, Sandra	Food Server	Food Service	August 22, 2011	3 hrs/day \$10.38/hr 166 days/yr
Haugh, Julie	Assist. Cook	Food Service	August 22, 2011	4.5 hrs/day \$8.72/hr 166 days/yr
Walenga, Susan	Assist. Cook	Food Service	August 22, 2011	4.5 hrs/day \$8.46/hr 166 days/yr
6. Classified– Resignation				
Cook, Lisa	Food Server	Food Service	August 15, 2011	
McGrath, Beth	Building Aide	MES	August 26, 2011	
7. Certified– Resignation				
Lavery, Leanne	Teacher- 4 th grade	MIS	August 9, 2011	
Hagemaster, Megan	Social Worker	MIS	August 17, 2011	

Recommended Motion:

"Move to approve personnel recommendations 1 through 7 presented, subject to successful background check, drug screening (if applicable) and physical."



MOKENA JUNIOR HIGH SCHOOL DISTRICT 159

19815 Kirkstone Way • Mokena, IL 60448-1334 • (708) 342-4870 • www.mokena159.org

ACTION REQUEST

To: Mr. Steve Stein, Interim Superintendent
Board of Education
CC: File
Date: September 8, 2011
RE: DEAN OF STUDENTS

After a complete review of the applicant pool and multiple interviews the administrative team determined that our best course of action is to recommend one of our own to fill the administrative position.

I would like to recommend Mr. Donald Shaughnessy for the administrative position of Dean of Students. Mr. Shaughnessy has eight years of teaching experience with us at MJHS and is currently in the process of earning his master's degree in administration. He is a well respected member of our faculty and is the best choice to fill this position.

The position is for 10.5 months and will be paid at a rate of \$53,000. All other benefits will be in accordance with the standard administrative contract.

mr/MR



MOKENA SCHOOL DISTRICT 159 **ACTION REQUEST**

Date: August 17, 2011

To: Board of Education
Mr. Steve Stein, Superintendent

From: Chris Clavenna, MES Principal
Judy Splayt, MES Assistant Principal

RE: Hiring of Lori Meehan

We recommend the employment of Mrs. Lori Meehan to fill the open third grade teaching position at Mokena Elementary School, which has opened due to the resignation of a staff member. Lori taught second grade last year at MES but due to reduction of staff her contract was not renewed.

Mrs. Meehan's salary for the 2010-2011 school year was Lane 1, Step D at \$37,948. Based on the status of current negotiations, the plan would be to bring back Mrs. Meehan at last year's lane and step, but to move her step accordingly after negotiations are completed.

If this recommendation meets with your approval the following motion would be appropriate, "move to employ Lori Meehan as a third grade teacher at Mokena Elementary School for the 2011-2012 school year."

Salary: Lane 1, Step D \$37,948



MOKENA SCHOOL DISTRICT 159 **ACTION REQUEST**

Date: July 25, 2011

To: Board of Education
Mr. Steve Stein, Interim-Superintendent

From: Dr. Nancy Chibe, MIS Interim-Principal

Re: Resignation of MIS Social Work Long-Term Substitute

In August, the Board approved the hire of Ms. Megan Hagemaster as a long-term Social Worker substitute (approximate 3 month maternity leave for Mrs. Biddinger) at Mokena Intermediate School. Ms. Hagemaster has found full-time employment and has resigned from District 159. We will now work diligently to find a replacement for the Social Worker position at MIS.

"Move to accept the resignation of Ms. Megan Hagemaster as a long-term Social Worker substitute at Mokena Intermediate School for the 2011-2012 school year".



MOKENA SCHOOL DISTRICT 159 **ACTION REQUEST**

Date: August 23, 2011

To: Board of Education
Mr. Steve Stein, Interim Superintendent

From: Dr. Charles J. Vitton, Assistant Superintendent for Instruction
Mrs. Sue Shoemaker, Director of Student Services

Re: MIS Social Worker – Long Term Substitute

Due to the maternity leave for Carrie Bidinger, social worker at MIS, we are in need of hiring a long-term substitute to fill this position until the end of November, 2011.

Mrs. Shoemaker and Mrs. Parente (District 843 Supervisor) interviewed several candidates for the position and have confidence that Mrs. Georgia Hiotis-Jochum will do a fine job in this capacity.

Mrs. Hiotis-Jochum graduated from Loras College with a BS in Psychology and earned a Masters Degree in Social Work from Dominican University. Georgia's references confirm that her education and work experience would serve the district well as a long-term Social Worker substitute at MIS. Her most recent employer, Burbank District 111, regards her highly, and her principal states she was only let go due to financial constraints.

Ms. Hiotis-Jochum would be employed until November 30, 2011 at the standard long-term substitute rate of \$149.84 per day.

If this recommendation meets with your approval, the following motion would be appropriate:

"Move to hire Ms. Georgia Hiotis-Jochum as a long-term Social Worker substitute at Mokena Intermediate School".



MOKENA SCHOOL DISTRICT 159 **ACTION REPORT**

Date: September 14, 2011

To: Board of Education
Steve Stein, Interim Superintendent

From: Ann Lewandowski

Re: Personnel Change
Assistant Cook – Julie Haugh
Assistant Cook – Susan Walenga
Food Server – Lisa Cook - resignation
Sub-Server – Pam McGee

Mrs. Haugh will be filling a vacancy created by Mrs. Varriale's resignation. Mrs. Haugh has filled in when I needed an Assistant Cook and is very knowledgeable with the position and on the cashier register. Mrs. Haugh will work 166 days, 4.5 hours per day for \$8.72 per hour.

Mrs. Walenga will be filling a vacancy created by Mrs. Gabrys transfer. Mrs. Walenga previously worked for the District and currently as been working as a sub-server. Mrs. Walenga will work 166 days, 4.5 hours per day for \$8.46 per hour.

Ms. Cook found employment over the summer and resigned her position as of August 2011. She has been a Food Server since August 19, 2010.

Ms. McGee will be working as a sub server 3 hrs. per day for \$8.31 per hour when needed.



MOKENA SCHOOL DISTRICT 159 **ACTION REPORT**

Date: September 14, 2011

To: Board of Education
Steve Stein, Interim Superintendent

From: Ann Lewandowski

Re: Personnel Change
Food Server – Sandy Gabrys

Mrs. Gabrys was off work from November 15, 2010 for the remainder of the 2010-11 school year for a medical leave of absence. Upon her release to return to work I asked her to report to the Mokena Elementary School Building to resume her duties as an Assistant Cook. Mrs. Gabrys declined to work in the Elementary building and requested work at the Junior High. The only available position was a Food Server vacated by Mrs. Cook in August of 2011. Mrs. Gabrys requested to be placed in that open Food Server position.

Mrs. Gabrys will work as a Food Server for 166 days, 3 hours per day for \$10.38 per hour.



Mokena School District 159

Action Request

Date: September 6, 2011

To: Board of Education
Mr. Steve Stein, Interim Superintendent

From: Chris Clavenna, MES Principal
Judy Splayt, MES Assistant Principal

Re: MES Building Aide

Due to the resignation of Beth McGrath, we are in need of hiring a full time building aide for Mokena Elementary School for the 2011-2012 school year.

We are fortunate to have a very qualified former staff member who has expressed interest in this position. Mrs. Sandy Simester worked as building aide in Mokena Elementary School for several years prior to leaving in February 2010. Sandy has always done a fine job in all of her assigned tasks and responsibilities and will be a welcomed addition to the MES family once again.

At this time, we are recommending the hire of Mrs. Sandy Simester as a full time building aide for Mokena Elementary School working 174 days for 6.75 hours per day at an hourly rate of \$8.31 for the 2011-2012 school year. If this motion meets with your approval, the following recommendation would be appropriate:

"Move to hire Mrs. Sandy Simester as a full time building aide for Mokena Elementary School working 174 days for 6.75 hours per day at an hourly rate of \$8.31 for the 2011-2012 school year."



Mokena School District 159

Action Request

Date: September 6, 2011

To: Board of Education
Mr. Steve Stein, Interim Superintendent

From: Chris Clavenna, MES Principal
Judy Splayt, MES Assistant Principal

Re: McGrath Resignation

It is with deep regret that we ask the Board of Education to approve the resignation of Beth McGrath. Beth has been a valuable employee of Mokena Elementary School since her hire in August 2008. Initially Beth was a part time building, who became the MES receptionist for a year until that position was eliminated. Last year, Beth served as the 2nd Grade instructional aide; this year she returned as a full time building aide. In each of her roles, Beth has done an outstanding job and will be truly missed.

Beth has accepted a position within Lincoln-Way High School District 210. We wish her the very best as she begins this new journey in her career.



MOKENA SCHOOL DISTRICT 159 **ACTION REQUEST**

Date: September 8, 2011

To: **Board of Education**

From: **Steve Stein, Superintendent**

RE: **Annual Application for Recognition of Schools**

Attached you will find copies of the Annual Application for Recognition of Schools that the district is required to submit to the Regional Office of Education by September 30, 2011. Part of the requirement for submission is that the applications for each school be approved by the Board of Education.

This application process is performed on an annual basis in order to provide verification to the county and the state that District 159 is operating within the parameters and meets the criteria of the Illinois Administrative Code, Part 1, Subpart A, B, C, D, E, F, G.

If you have any questions with regard to this process, please do not hesitate to contact me. If the Board is in agreement, the following motion would be appropriate and appreciated:

"Move to approve the Annual Application for Recognition of Schools for Mokena Elementary School, Mokena Intermediate School, and Mokena Junior High School for the 2011-2012 school year, as presented."

Application for Recognition of Public Schools 2011-2012**Mokena Elem School**
56-0991590-02 2002**Pending - District Admin**

-
- NO** Do you have any paraprofessionals in your school?
- YES** In accordance with the 23 Illinois Administrative Code Part I, Subpart A, Sections 1.10-1.100, School Recognition Requirements rules, i.e., accountability framework including school improvement plans, operational requirements, state assessment, waiver of State Board Rules and School Code Mandates, etc.
- YES** In accordance with the 23 Illinois Administrative Code, Part I, Subpart B, Sections 1.210-1.290, School Governance rules, i.e., equal opportunities for all students, waiver of school fees, discipline, absenteeism, and truancy policies, and use of isolated time out and physical restraint, etc.
- YES** In accordance with the 23 Illinois Administrative Code, Part I, Subpart C, Sections 1.310-1.330, School District Administration rules, i.e., administrative responsibilities, evaluation of certified staff in contractual continued service, and hazardous materials training, etc.
- YES** In accordance with 23 Illinois Administrative Code, Part I, Subpart D, Sections 1.410-1.470, The Instructional Program Rules, i.e., basic standards, criteria for elementary and high schools, required course substitute, special programs, credit earned through proficiency examinations, consumer education proficiency tests, ethnic foreign language credit and program approval, adult and continuing education, etc.
- YES** In accordance with the 23 Illinois Administrative Code, Part I, Subpart E, Sections 1.510-1.530, Support Services rules, i.e., transportation, health services, and training of school bus driver instructors, etc.
- YES** In accordance with the 23 Illinois Administrative Code, Part I, Subpart F, Sections 1.610-1.660, Staff Certification Requirements rules, i.e., noncertificated personnel, transcripts of credits, records of professional personnel, and records of professional personnel, etc.
- YES** In accordance with the 23 Illinois Administrative Code, Part I, Subpart G, Sections 1.705-1.790, Staff Qualifications rules, i.e., requirements for elementary teachers, requirements for teachers of middle grades, requirements for secondary teachers and specified subject area teachers in grades 6 and above, standards for reading, media services, pupil personnel services, special education personnel, requirements for bilingual education teachers, teachers of English as a second language, substitute teachers, and supervision of speech-language pathology assistants etc.

09/14/2011 Date the school board has approved the application for recognition

Application for Recognition of Public Schools 2011-2012

Mokena Intermediate School
56-0991590-02 2004

Pending - District Admin

- YES** Do you have any paraprofessionals in your school?
- YES** In accordance with the 23 Illinois Administrative Code Part I, Subpart A, Sections 1.10-1.100, School Recognition Requirements rules, i.e., accountability framework including school improvement plans, operational requirements, state assessment, waiver of State Board Rules and School Code Mandates, etc.
- YES** In accordance with the 23 Illinois Administrative Code, Part I, Subpart B, Sections 1.210-1.290, School Governance rules, i.e., equal opportunities for all students, waiver of school fees, discipline, absenteeism, and truancy policies, and use of isolated time out and physical restraint, etc.
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Application for Recognition of Public Schools 2011-2012

Mokena Jr High School
56-0991590-02 1001

Pending - District Admin

- YES** Do you have any paraprofessionals in your school?
- YES** In accordance with the 23 Illinois Administrative Code Part I, Subpart A, Sections 1.10-1.100, School Recognition Requirements rules, i.e., accountability framework including school improvement plans, operational requirements, state assessment, waiver of State Board Rules and School Code Mandates, etc.
- YES** In accordance with the 23 Illinois Administrative Code, Part I, Subpart B, Sections 1.210-1.290, School Governance rules, i.e., equal opportunities for all students, waiver of school fees, discipline, absenteeism, and truancy policies, and use of isolated time out and physical restraint, etc.
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MOKENA SCHOOL DISTRICT 159 **ACTION REQUEST**

Date: September 14, 2011

To: Steve Stein, Superintendent
Kirt Hendrick, Director of Business Operations

From: Board of Education

Re: Flexible Spending Account

Recommended Motion:

"...move that the Board of Education grant permission to Administration to identify costs and potential vendors for flexible spending account for eligible employees, with the potential adoption of a FSA beginning January 2012."

Moved By: _____

Seconded By: _____



MOKENA SCHOOL DISTRICT 159 **ACTION REQUEST**

Date: September 14, 2011

To: Board of Education

From: Steve Stein, Superintendent

Re: **Board Policy 2:220 and Policy 2:230**

Attached you will find a copy of Board Policy 2:220 and Policy 2:230 presented as Information at the August 11, 2011 Regular meeting.

Recommended Motion:

"... move to approve the following policy as presented.":

- 1. 2:220 Board of Education Meeting Procedures*
- 2. 2:230 Public Participation at Board Of Education and Petitions to the Board*

Moved By: _____

Seconded By: _____

Board of Education

Board of Education Meeting Procedure

Agenda

The Board President is responsible for focusing the Board meeting agendas on appropriate content. The Superintendent shall prepare agendas in consultation with the Board President. The President shall designate a portion of the agenda as a consent agenda for those items that usually do not require discussion or explanation before Board of Education action. Any Board member may request the withdrawal of any item under the consent agenda for independent consideration.

Items submitted by Board of Education members to the Superintendent or the President shall be placed on the agenda. District residents may suggest inclusions for the agenda; suggested inclusions must be made at least 14 days prior to next school board meeting and may be included at the discretion of the board.

The Superintendent shall provide a copy of the agenda, with adequate data and background information, to each Board of Education member at least 48 hours before each meeting, except a meeting held in the event of an emergency. The meeting agenda shall be posted in accordance with Board policy 2:200, *Types of Board of Education Meetings*.

The Board President shall determine the order of business at regular Board of Education meetings. Upon consent of a majority of members present, the order of business at any meeting may be changed.

Association Rights, Association Concerns - Board Agenda, Board Meetings – Notification, Board of Education “Board Packets” Delivered to Association President

Please refer to the current Mokena Public Schools Professional Negotiations Agreement Between Mokena Teachers' Association, IEA/NEA and Board of Education Mokena Public School District 159.

Voting Method

Following the motion and a second from the Board of an action item, the Board President will request comments or questions from any interested parties in the audience. Subsequent to the comment and input, the Board President will then direct the discussion to the School Board.

Unless otherwise provided by law, when a vote is taken upon any measure before the Board of Education, with a quorum being present, a majority of the votes cast shall determine its outcome. A vote of “abstain” or “present,” or a vote other than “yea” or “nay,” or a failure to vote, is counted for the purposes of determining whether a quorum is present. A vote of “abstain” or “present,” or a vote other than “yea” or “nay,” or a failure to vote, however, is not counted in determining whether a measure has been passed by the Board, unless otherwise stated in law. The sequence for casting votes shall be rotated.

On all questions involving the expenditure of money and on all questions involving the closing of a meeting to the public, a roll call vote shall be taken and entered in the Board’s minutes.

Any School Board member may request that his or her vote be changed before the President announces the result.

Any School Board member may request that his or her vote be recorded and may append a statement explaining it.

Minutes

The Board Secretary shall keep written minutes of all Board of Education meetings (whether open or closed), which shall be signed by the President and the Secretary. The minutes include:

1. The meeting's date, time, and place;
2. Board of Education members recorded as either present or absent;
3. A summary of the discussion on all matters proposed, deliberated, or decided, and a record of any votes taken;
4. On all matters requiring a roll call vote, a record of who voted "yea" and "nay";
5. If the meeting is adjourned to another date, the time and place of the adjourned meeting;
6. The vote of each member present when a vote is taken to hold a closed meeting or portion of a meeting, and the reason for the closed meeting with a citation to the specific exception contained in the Open Meetings Act authorizing the closed meeting;
7. A record of all motions, the members making the motion and the second; and
8. The type of meeting, including any notices and, if a reconvened meeting, the original meeting's date.

The minutes shall be submitted to the Board of Education for approval or modification at its next regularly scheduled open meeting.

At least semi-annually in an open meeting, the Board: (1) reviews minutes from closed meetings that are currently unavailable for public release, and (2) decides which, if any, no longer require confidential treatment and are available for public inspection. The Board of Education may meet in a prior closed session to review the minutes from closed meetings that are currently unavailable for public release.

The Board of Education's meeting minutes must be submitted to the Board's Treasurer on the first Monday of April and October, and at other times as the Treasurer may require.

The official minutes are in the custody of the Board Secretary. Open meeting minutes are available for inspection during regular office hours within 7 days after the Board's approval; they may be inspected in the District's main office, in the presence of the Secretary, the Superintendent or designee, or any Board of Education member. Minutes from closed meetings are likewise available, but only if the Board of Education has released them for public inspection. The minutes shall not be removed from the Superintendent's office except by vote of the Board of Education or by court order.

The Board's open meeting minutes shall be posted on the District website within 7 days after the Board approves them; the minutes will remain posted for at least 60 days.

Board Minutes

Please refer to the current Mokena Public Schools Professional Negotiations Agreement Between Mokena Teachers' Association, IEA/NEA and Board of Education Mokena Public School District 159.

Verbatim Record of Closed Meetings

The Superintendent, or the Board Secretary when the Superintendent is absent, shall audio record all closed meetings. If neither is present, the Board President or presiding officer shall assume this responsibility. After the closed meeting, the person making the audio recording shall label the recording with the date and store it in a secure location. The Superintendent shall ensure that: (1) an audio recording device and all necessary accompanying items are available to the Board for every

closed meeting, and (2) a secure location for storing closed meeting audio recordings is maintained within the District's main office.

After 18 months have passed since being made, the audio recording of a closed meeting is destroyed provided the Board approved: (1) its destruction, and (2) minutes of the particular closed meeting.

Individual Board members may listen to verbatim recordings when that action is germane to their responsibilities. In the interest of encouraging free and open expression by Board members during closed meetings, the recordings of closed meetings should not be used by Board members to confirm or dispute the accuracy of recollections.

Quorum and Participation by Audio or Video Means

A quorum of the Board must be physically present at all Board meetings. A majority of the full membership of the Board of Education constitutes a quorum.

Provided a quorum is physically present, a Board member may attend a meeting by video or audio conference if he or she is prevented from physically attending because of: (1) personal illness or disability, (2) employment or District business, or (3) a family or other emergency. If a member wishes to attend a meeting by video or audio means, he or she must notify the recording secretary or Superintendent at least 24 hours before the meeting unless advance notice is impractical. The recording secretary or Superintendent will inform the Board President and make appropriate arrangements. A Board member who attends a meeting by audio or video means, as provided in this policy, may participate in all aspects of the Board meeting including voting on any item.

Rules of Order

Unless State law or Board-adopted rules apply, the Board President, as the presiding officer, will use Robert's Rules of Order, Newly Revised (10th Edition), as a guide when a question arises concerning procedure.

Broadcasting and Recording Board Meetings

Any person may record or broadcast an open Board of Education meeting. Requests for special needs, such as seating, writing surfaces, lighting, and access to electrical power, should be directed to the Superintendent at least 24 hours before the meeting.

Recording meetings shall not distract or disturb Board members, other meeting participants, or members of the public. The Board President may designate a location for recording equipment, may restrict the movements of individuals who are using recording equipment, or may take such other steps as are deemed necessary to preserve decorum and facilitate the meeting.

LEGAL REF.: 5 ILCS 120/2a, 120/2.02, 120/2.05, and 120/2.06.
105 ILCS 5/10-6, 5/10-7, 5/10-12, and 5/10-16.
Prosser v. Village of Fox Lake, 438 N.E.2d 134 (1982).

CROSS REF.: 2:200 (Types of Board of Education Meetings), 2:210 (Organizational Board of Education Meeting), 2:230 (Public Participation at Board of Education Meetings and Petitions to the Board)

ADOPTED: September 12, 2007

Board of Education

Public Participation at Board of Education Meetings and Petitions to the Board

At each regular and special open meeting, the members of the public and District employees may comment to or ask questions of the Board, subject to reasonable constraints. In addition, following a motion and a second from the Board regarding an action item, the Board President will request comments or questions from any interested parties in the audience. Subsequent to the conclusion of the comment and input, the Board President will then direct the discussion to the School Board.

The individuals appearing before the Board are expected to follow these guidelines:

1. Address the Board only at the appropriate time as indicated on the agenda and/or when recognized by the Board President.
2. Identify oneself and be brief. Ordinarily, comments shall be limited to 3 minutes. In unusual circumstances, and when an individual has made a request in advance to speak for a longer period of time, the individual may be allowed to speak for more than 3 minutes.
3. The Board President may shorten or lengthen an individual's opportunity to speak. The President may also deny an individual the opportunity if the individual has previously addressed the Board on the same subject within the past 2 months.
4. The Board President shall have the authority to determine procedural matters regarding public participation not otherwise defined in Board of Education policy.
5. Conduct oneself with respect and civility toward others and otherwise abide by Board policy, 8:30, *Visitors to and Conduct on School Property*.

Petitions or written correspondence received other than at a public board meeting, to the Board shall be presented to the Board of Education at the next regularly scheduled Board meeting.

LEGAL REF.: 105 ILCS 5/10-6 and 5/10-16.

CROSS REF.: 2:220 (Board of Education Meeting Procedure), 8:10 (Connection with the Community), 8:30 (Visitors to and Conduct on School Property)

ADOPTED: September 12, 2007

REVISED: September 8, 2011



MOKENA SCHOOL DISTRICT 159 ACTION REQUEST

Date: August 22, 2011

To: Board of Education
Mr. Steve Stein
Superintendent

From: Kirt A. Hendrick
Director of Business Operation

Re: **Mokena School District Electrical Power Supply**

Mr. Michael Perry, our consultant from Midwest Energy, Inc. contacted me about the opportunity to lock-in current low prices for electric power. Mike said that due to the economy, the rates for electric power per kilowatt hour were at the lowest point since the 1980s. The provider, Ameren Energy Services, has offered the fixed all in price of \$0.05683 per kilowatt hour with unlimited usage. This rate is only available to commercial customers. The fixed rate is projected to save Mokena School District about \$16,100 starting in December 2012, based upon our current low rates.

We are recommending that the Board of Education approve the one-year electric power contract starting in December 2012 with Ameren Energy Services, at the fixed rate indicated.

Recommended Motion:

"I move that the Board of Education approve the one year electric power contract starting after December 2012 with Ameren Energy Services, at the fixed rate indicated."

Moved By: _____

Seconded By: _____

Mokona School District Electric Supply Offers 8-7-2011

Mokona School District

	Dec 2012 Thru Dec 2013 Cost				
	Projected Electric Cost in Jan 2012 thru Dec 2012	Exelons Offer	Direct Energy	Ameren Energy	MidAmerican Energy
Projected Cost*	\$369,884.41	\$365,622.32	\$357,145.65	\$353,159.65	\$372,719.81
Projected Savings	\$0.00	\$4,262.09	\$12,738.76	\$16,724.76	(\$2,835.40)
Percent Reduction		1.15%	3.48%	4.68%	-0.80%

* - Estimated Cost for January 2012 thru Dec 2012 Calendar year including Taxes and Distribution charges

Mokona School District's Current Electric Deal

2011	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Total
Volume (kWh)	214,149	197,988	284,361	324,526	269,388	351,986	552,084	437,640	443,838	394,174	296,015	343,128	4,109,277
Energy	\$10,107.83	\$9,345.03	\$13,421.84	\$15,317.63	\$12,715.11	\$16,613.74	\$26,058.36	\$20,656.61	\$20,949.15	\$18,005.01	\$13,971.91	\$16,195.64	\$193,957.87
Transmission	\$576.06	\$532.59	\$764.93	\$872.97	\$724.65	\$946.84	\$1,485.11	\$1,177.25	\$1,193.92	\$1,060.33	\$706.28	\$923.01	\$11,053.96
Ancillary	\$344.78	\$318.76	\$457.82	\$522.49	\$433.72	\$566.69	\$888.86	\$704.60	\$714.58	\$634.62	\$476.58	\$552.44	\$6,615.94
Capacity	\$1,370.55	\$1,267.12	\$1,819.91	\$2,076.97	\$1,724.08	\$2,252.71	\$3,533.34	\$2,800.90	\$2,840.56	\$2,522.71	\$1,894.50	\$2,106.02	\$26,299.37
Losses	\$599.62	\$554.37	\$706.21	\$808.67	\$754.29	\$985.58	\$1,545.84	\$1,225.39	\$1,242.75	\$1,103.69	\$828.84	\$960.76	\$11,505.98
RPS - Green Power	\$42.83	\$39.60	\$56.87	\$64.91	\$53.88	\$70.40	\$110.42	\$87.53	\$88.77	\$78.83	\$59.20	\$68.63	\$821.86
MidAmerican Charges	\$13,041.67	\$12,057.47	\$17,317.56	\$19,763.64	\$16,405.73	\$21,435.94	\$33,021.92	\$26,652.28	\$27,029.74	\$24,005.20	\$18,027.31	\$20,896.50	\$250,254.97
Delivery	\$7,848.41	\$7,316.37	\$9,951.61	\$10,331.30	\$8,591.31	\$10,018.22	\$12,360.37	\$11,066.99	\$11,087.11	\$10,274.95	\$10,832.09	\$9,950.71	\$119,629.44
Total	\$20,990.08	\$19,373.84	\$27,289.19	\$30,094.94	\$24,997.04	\$31,454.15	\$45,982.29	\$37,719.27	\$38,116.65	\$34,280.15	\$28,859.40	\$30,847.21	\$369,884.41

Mokona School District's Proposed 2012 to 2013 offer -- Exelon's Offer

2011	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Total
Volume (kWh)	214,149	197,988	284,361	324,526	269,388	351,986	552,084	437,640	443,838	394,174	296,015	343,128	4,109,277
Energy	\$11,035.10	\$10,202.32	\$14,653.12	\$16,722.82	\$13,881.56	\$18,137.84	\$28,448.89	\$22,551.59	\$22,870.97	\$20,311.79	\$15,253.65	\$17,681.39	\$211,751.04
Transmission	\$1,199.23	\$1,108.73	\$1,592.42	\$1,817.35	\$1,508.57	\$1,971.12	\$3,091.67	\$2,450.78	\$2,485.49	\$2,207.37	\$1,657.68	\$1,921.52	\$23,011.95
Ancillary	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
Capacity	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
Losses	\$585.23	\$541.06	\$777.11	\$886.67	\$736.19	\$961.91	\$1,508.74	\$1,195.99	\$1,212.93	\$1,077.20	\$808.95	\$937.70	\$11,229.88
RPS - Green Power	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
MidAmerican Charges	\$12,819.56	\$11,852.12	\$17,022.65	\$19,427.04	\$16,126.32	\$21,070.87	\$33,049.30	\$26,196.36	\$26,569.39	\$23,596.36	\$17,720.29	\$20,540.61	\$245,992.88
Delivery	\$7,848.41	\$7,316.37	\$9,951.61	\$10,331.30	\$8,591.31	\$10,018.22	\$12,360.37	\$11,066.99	\$11,087.11	\$10,274.95	\$10,832.09	\$9,950.71	\$119,629.44
Total	\$20,967.97	\$19,168.49	\$26,974.26	\$29,758.34	\$24,717.63	\$31,089.09	\$45,409.67	\$37,365.35	\$37,056.50	\$33,871.31	\$28,552.38	\$30,491.32	\$365,622.32

Mokona School District's Proposed 2012 to 2013 offer -- Direct Energy's Offer

2011	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Total
Volume (kWh)	214,149	197,988	284,361	324,526	269,388	351,986	552,084	437,640	443,838	394,174	296,015	343,128	4,109,277
Energy	\$12,377.81	\$11,443.71	\$16,406.07	\$18,757.60	\$15,570.63	\$20,344.79	\$31,010.46	\$25,295.59	\$25,653.84	\$22,783.26	\$17,109.67	\$19,832.80	\$237,516.21
Unit Rate	\$0.0578	\$0.0578	\$0.0578	\$0.0578	\$0.0578	\$0.0578	\$0.0578	\$0.0578	\$0.0578	\$0.0578	\$0.0578	\$0.0578	\$0.0578
Transmission	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
Ancillary	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
Capacity	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
Losses	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
RPS - Green Power	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
MidAmerican Charges	\$12,377.81	\$11,443.71	\$16,406.07	\$18,757.60	\$15,570.63	\$20,344.79	\$31,010.46	\$25,295.59	\$25,653.84	\$22,783.26	\$17,109.67	\$19,832.80	\$237,516.21
Delivery	\$7,848.41	\$7,316.37	\$9,951.61	\$10,331.30	\$8,591.31	\$10,018.22	\$12,360.37	\$11,066.99	\$11,087.11	\$10,274.95	\$10,832.09	\$9,950.71	\$119,629.44
Total	\$20,226.22	\$18,760.08	\$26,357.68	\$29,088.90	\$24,161.94	\$30,363.01	\$43,370.83	\$36,362.58	\$36,740.95	\$33,058.21	\$27,041.76	\$29,783.51	\$357,145.65

Mokona School District's Proposed 2012 to 2013 offer -- Ameren's Offer

2011	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Total
Volume (kWh)	214,149	197,988	284,361	324,526	269,388	351,986	552,084	437,640	443,838	394,174	296,015	343,128	4,109,277
Energy	\$12,170.09	\$11,251.66	\$16,160.24	\$18,442.81	\$15,309.32	\$20,003.36	\$31,374.93	\$24,871.08	\$25,223.31	\$22,400.91	\$16,822.53	\$19,499.96	\$233,530.21
Unit Rate	\$0.05683	\$0.05683	\$0.05683	\$0.05683	\$0.05683	\$0.05683	\$0.05683	\$0.05683	\$0.05683	\$0.05683	\$0.05683	\$0.05683	\$0.05683
Transmission	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
Ancillary	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
Capacity	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
Losses	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
RPS - Green Power	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	Included	\$0.00
MidAmerican Charges	\$12,170.09	\$11,251.66	\$16,160.24	\$18,442.81	\$15,309.32	\$20,003.36	\$31,374.93	\$24,871.08	\$25,223.31	\$22,400.91	\$16,822.53	\$19,499.96	\$233,530.21
Delivery	\$7,848.41	\$7,316.37	\$9,951.61	\$10,331.30	\$8,591.31	\$10,018.22	\$12,360.37	\$11,066.99	\$11,087.11	\$10,274.95	\$10,832.09	\$9,950.71	\$119,629.44
Total	\$20,018.50	\$18,568.03	\$26,111.85	\$28,774.11	\$23,900.63	\$30,021.58	\$43,735.30	\$35,938.07	\$36,310.42	\$32,675.86	\$27,654.62	\$29,450.68	\$353,159.65

Mokona School District's Proposed 2012 to 2013 offer -- MidAmerican's Offer

2011	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Total
Volume (kWh)	214,149	197,988	284,361	324,526	269,388	351,986	552,084	437,640	443,838	394,174	296,015	343,128	4,109,277
Energy	\$11,112.19	\$10,273.60	\$14,755.49	\$16,839.65	\$13,978.54	\$18,264.55	\$28,647.64	\$22,709.14	\$23,030.75	\$20,453.69	\$15,360.22	\$17,804.91	\$213,230.38
Transmission	\$704.55	\$651.38	\$935.55	\$1,067.69	\$886.29	\$1,158.03	\$1,816.36	\$1,439.84	\$1,460.23	\$1,296.83	\$973.89	\$1,128.89	\$13,519.52
Ancillary	\$344.78	\$318.76	\$457.82	\$522.49	\$433.71	\$566.70	\$888.86	\$704.60	\$714.58	\$634.62	\$476.58	\$552.44	\$6,615.94
Capacity	\$408.88	\$376.18	\$540.29	\$616.60	\$511.84	\$668.77	\$1,048.96	\$831.52	\$843.29	\$748.93	\$562.43	\$651.94	\$7,807.63
Losses	\$578.20	\$534.57	\$767.77	\$876.22	\$727.35	\$950.36	\$1,400.63	\$1,181.63	\$1,198.36	\$1,064.27	\$799.24	\$926.45	\$11,095.05
RPS - Green Power	\$42.83	\$39.60	\$56.87	\$64.91	\$53.88	\$70.40	\$110.42	\$87.53	\$88.77	\$78.83	\$59.20	\$68.63	\$821.86
MidAmerican Charges	\$13,189.44	\$12,194.08	\$17,513.79	\$19,967.56	\$16,591.61	\$21,678.62	\$34,002.65	\$26,954.25	\$27,335.98	\$24,277.18	\$18,231.56	\$21,133.25	\$253,090.37
Delivery	\$7,848.41	\$7,316.37	\$9,951.61	\$10,331.30	\$8,591.31	\$10,018.22	\$12,360.37	\$11,066.99	\$11,087.11	\$10,274.95	\$10,832.09	\$9,950.71	\$119,629.44
Total	\$21,037.85	\$19,510.45	\$27,465.40	\$30,318.86	\$25,182.92	\$31,697.04	\$46,363.22	\$38,021.24	\$38,423.09	\$34,552.13	\$26,083.65	\$31,083.97	\$372,719.81



MOKENA SCHOOL DISTRICT 159

ACTION REQUEST

Date: September 6, 2011

To: Board of Education
Steve Stein, Superintendent

From: Kirt Hendrick, Director of Business Operations

Re: Confirmation of Existence of Hazardous Transportation Routes
During 2011-2012 School Year

Under ordinary circumstances, the State will only reimburse allowable costs for transporting students who live one and one-half (1 1/2) or more miles from their school.

Section 29-3 of the Illinois School Code provides that a school district may apply to the Illinois Department of Transportation to have an area of the school district that is less than one and one half miles from the school attendance center and connected to the school attendance center by no safe pedestrian route designated as a "Hazardous Transportation Zone." In order to maintain the District's ability to claim State Transportation Aid for those elementary students living in areas affected by the hazardous findings, we must annually inform the County Superintendent that the "Hazardous" conditions requiring student transportation continue to exist.

We recommend that you authorize the notification of the Superintendent of the Will County Regional Office of Education that the Hazardous conditions requiring the transportation of students, and approved by the Illinois Department of Transportation (IDOT) for the 2011-12 school year.

Recommended Motion:

"I move that we inform the Superintendent of the Will County Regional Office of Education that the hazardous conditions requiring the transportation of students approved by the Illinois Department of Transportation for the 2011-12 school year."

Moved By: _____

Seconded By: _____

**RESOLUTION BY THE MOKENA BOARD OF EDUCATION DESIRING TO
RETAIN "APPROVED STATUS"
OF HAZARDOUS WALKING CONDITIONS ROUTES FOR THE
2011-2012 SCHOOL YEAR**

WHEREAS, the Board of Education of School District #159, Will County, Illinois, desires to retain "approved status" of hazardous routes so designated during the 2011-2012 school year,

NOW THEREFORE, be it resolved by the Board of Education of School District #159, Will County, Illinois that said previously approved conditions for:

LaPorte Road	at Everett Lane	159-01-4
LaPorte Road	at Timberview Drive	159-01-5
Schoolhouse Road	at Rock Island Railroad Tracks	159-05-1
Schoolhouse Road	at Rock Island Railroad Tracks	159-05-2
Wolf Road	at Rock Island Railroad Tracks	159-05-3
Wolf Road	at Rock Island Railroad Tracks	159-05-4
Wolf Road	from Willowcrest Ln. to 3 rd St.	159-05-5
Wolf Road	from Parker St. to 195 th St.	159-05-6
East Side of 115 th Avenue	195 th St. to 0.1 Miles South	159-05-07
East Side of 115 th Avenue	195 th St. to 0.1 Miles South	159-05-08
116 th Avenue	195 th St. to 0.1 Miles North	159-05-09
116 th Avenue	195 th St. to 0.1 Miles North	159-05-10
Schoolhouse Road	at Rock Island Railroad Tracks	159-05-11
Wolf Road	at Rock Island Railroad Tracks	159-05-12
Wolf Road	from Parker St. to 195 th St.	159-05-13
East Side of 115 th Avenue	195 th St. to 0.1 Miles South	159-05-14
116 th Avenue	195 th St. to 0.1 Miles North	159-05-15
Francis Rd.	Arden to 115 th Avenue	159-05-16
Francis Rd.	Arden to 115 th Avenue	159-05-17
Francis Rd.	Arden to 115 th Avenue	159-05-18

Mokena School District #159 requests ISBE reimbursable transportation for the identified population of the 2011-2012 school year.



The resolution having been read by the Board Secretary at the regular meeting of the Mokena Board of Education held Wednesday, September 14, 2011, was adopted this 14th day of September, 2011 by roll call vote of YEA and NAY to with:

MEMBERS WITH YEA

MEMBERS WITH NAY



MOKENA SCHOOL DISTRICT 159 **ACTION REQUEST**

Date: August 12, 2011

**To: Board of Education
Mr. Steve Stein, Superintendent**

From: Dr. Charles J. Vitton, Assistant Superintendent for Instruction

Re: Updated Job Descriptions

Previously, the Board was presented with updated job descriptions for the positions of Director of Technology, Technical Support Personnel, and Director of Business Operations. These job descriptions are in line with the current needs of the school district and will serve as a guide for ensuring that the Technology and Business offices operate efficiently and effectively.

If this recommendation meets with your approval, the following motion would be appropriate:

"Move to approve the updated job descriptions for Director of Technology, Technical Support Personnel, and Director of Business Operations, as presented".



MOKENA SCHOOL DISTRICT 159

ACTION REQUEST

Date: September 14, 2011

To: Steve Stein, Interim Superintendent

From: Board of Education

Re: Approval of Law Firms

Presentations were given as Information at the August 11, 2011 Regular meeting by law firms:

Scariano, Himes and Petrarca (SH& P)
Sraga, Hauser, LLC

Our current approved law firms are:

Sraga, Hauser, LLC
Ottosen Britz Kelly Cooper Gilbert & DiNolfo, Ltd. (OBKCG & D)

Recommended Motion:

"I move to approve the law firm(s).....as presented."

Moved By: _____

Seconded By: _____



MOKENA SCHOOL DISTRICT 159

ACTION REQUEST

Date: September 14, 2011

To: Board of Education
Steve Stein, Superintendent

From: Kirt Hendrick, Director of Business Operations

Re: Adoption of 2011- 2012 Budget

Adoption of the 2011-2012 Annual Budget

After the budget hearing is closed and there are no changes to the budget,

Recommended Motion:

"I move that this Board of Education approve the 2011-2012 Budget as presented."

Moved By: _____

Seconded By: _____