

**MINUTES REGULAR MEETING  
MOKENA SCHOOL DISTRICT 159 - BOARD OF EDUCATION  
MOKENA ELEMENTARY SCHOOL  
September 25, 2013**

**BOARD OF EDUCATION**

	<b>PRESENT</b>	<b>ABSENT</b>
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; Judy Splayt, Assistant Principal; Steve Hastings, Director of Technology, Mary Louise Knoerzer, Board Secretary, Toni Szostak, Kim Rueth and Laurel McGowan.

**VISITORS:** Pat Hackett, Mia Hackett.

**PRESS:** None

**PLEDGE OF ALLEGIANCE**

Mrs. Didrickson, the Board of Education, Administration and audience recited the Pledge of Allegiance.

**ROLL CALL/2013-2014 BUDGET HEARING**

At 7:02 pm President Didrickson asked for a motion to open the 2013-2014 Budget Hearing on September 25, 2013. A motion to open the Budget Hearing was made by Mrs. Cesta, seconded by Mr. Andresen. She asked if there were any public comments. Hearing none, President Didrickson asked for a motion to close the 2013-2014 Budget Hearing closed. Mr. Spalla moved that the 2013-2014 Budget Hearing closed, seconded by Mr. Markham. Roll call was taken; Board consensus.

**OPEN SESSION**

Mrs. Didrickson called the Regular meeting of the Board of Education of Mokena Public School District 159 to order at 7:08 pm on September 25, 2013.

**COMMUNICATIONS**

**PUBLIC:** *Mr. Hackett* asked the BOE and administration to consider having a girl's softball team affiliated with MJH. Mr. Rolinitis addressed this issue; he is working with the athletic director and the business department to develop additional sports/activities at MJH.

**BOARD EDUCATION:** *Mr. Andresen* thanked Mr. Hackett for his comments.

**APPROVAL OF PREVIOUS MINUTES**

Mr. Janik moved to approve minutes for Regular Meeting August 21, 2013; seconded by Mrs. Cesta; Board was all in favor.

**ADMINISTRATOR TEAM GOALS**

Dr. Castillo presented the Administrative Leadership Team Goals to the BOE. The two-day Administrator Retreat was held August 8 and 9, 2013. Day one was held at the Transition House in Frankfort; the second day was a field trip to downtown Chicago.

**Administrator Focus areas:**

- Focus 1: Communication; Develop an effective communication and marketing plan for all stakeholders to recognize student and district achievements. Objectives, Strategy and Action steps were presented.
- Focus 2: Culture (Customer Service); Promote and maintain a culture of excellence through open communication and collaboration with all stakeholders. Objectives, Strategy and Action steps were presented.
- Focus 3: Facilities; Provide high quality and well maintained facilities to promote a positive learning environment. Objectives, Strategy and Action steps were presented.
- Focus 4: Curriculum; Provide all Mokena 159 students the opportunity and tools to reach their fullest potential through responsible allocation of resources. Objectives, Strategy and Action steps were presented.
- Focus 5: Technology; Utilize technology to increase student engagement and enhance learning that promotes problem solving and innovation as 21<sup>st</sup> Century learners. Objectives, Strategy and Action steps were presented.
- Next Steps: Explore the use of electronic board packet; A 3/5 year comprehensive district plan.
- Develop the Strategic Plan Timeline by June 2014.

Mr. Markham thanked the administrators for their hard work and dedication to this process. The BOE would like to see a draft of the timeline in February.

**SUPERINTENDENT REPORT**

Dr. Castillo updated the BOE:

- Teacher Evaluation Training- Collaborated with Will County ROE and provided an Administrator Academy on site 9/24/2013
- District Administrators meet with MTA
- New Lenox Withdrawal Agreement Update

**ASSISTANT SUPERINTENDENT REPORT**

Mrs. Wilkey reported to the BOE:

- Professional Development  
*Interactive Projector Training*  
*Journeys Reading Program- Questions & Answers Opportunity*  
*Teacher Evaluation Danielson Framework: Domain 1- Planning and Preparation*
- Science Fair – possibility of bringing back
- Benchmarking/Grade level Data analysis(GLDA)Meetings Update

**DIRECTOR OF STUDENT SERVICES**

Mrs. Parente updated the BOE:

- Fall 2013 McKinney-Vento Liaison Workshop
- Non-violent Crisis Intervention Trainings (CPI)
- ISBE Special Education Focused Monitoring /District Team was trained; Monitoring dates in District are 11/19-11/22.

**DIRECTOR OF BUSINESS OPERATIONS & TRANSPORTATION**

Mr. Troy updated the BOE:

- Electrical Energy Contract – 2 year plan- questions asked and answered.
- New used bus approved last month – possible purchased thru LW
- Illinois School Maintenance Project Grant – matching grant for \$50,000; asking for Board approval next month.

### DIRECTOR OF TECHNOLOGY

- Interactive Projector bid results
- Type to Learn – program can accessed thru district website for home use

### PRINCIPAL REPORTS

Mrs. Kirchner reported in behalf of MES to BOE:

- GLDA held this week for grades 1 & 2 for Reading and Math
- How to Make Everyone Shine- next steps
- Rising Star- School Improvement Plans

Mr. Rolinitis reported on behalf of MJH to BOE:

- All Fall sport teams have been selected
- Lockdown drill took place this week- under one minute MJH was locked down
- Mrs. Hanson is Interim Principal at MIS as last week
- GLDA meetings are being held weekly; working to meet the student needs

Dr. Castillo reported on behalf of MIS to BOE:

- Student Council elections took place
- Applications are being accepted for Peer mediation
- GLDA met this week; great collaboration among the teachers
- Orange Day 10/9 – Bullying Awareness

Dr. Castillo announced to the BOE the Administrators working on their Doctorate: Kathleen Wilkey, Mike Rolinitis, Mari Jo Hanson and Eric Melnyczenko.

### INFORMATION REPORTS

#### FINANCIAL REPORT

Mr. Troy reviewed the Financial Report with the BOE. The revenue for the month in all funds was \$1,047,718. The expenditures for the month in all funds were \$1,093,214.

#### TREASURER REPORT

Mr. Troy reviewed the Treasurer's Report with the BOE reporting an ending balance of \$12,871,702.82.

#### 2013-14 ENROLLMENT REPORT

Dr. Castillo presented 2013-14 enrollment for District 1S9:

<b>Grade</b>	<b>Attending Students</b>
Kdg.	147
1 <sup>st</sup>	154
2 <sup>nd</sup>	154
3 <sup>rd</sup>	153
4 <sup>th</sup>	183
5 <sup>th</sup>	189
6 <sup>th</sup>	190
7 <sup>th</sup>	209
8 <sup>th</sup>	241

#### BUDGET REIVEW- CURRICULUM FOCUS

Mrs. Wilkey presented to the BOE the Curriculum Budget:

- Technology Integration
- Behavior Programs
- Textbook/workbook Updates
- MJH Spanish Program
- Common Core Transition

- Teacher Evaluation

### REVIEW OF EXTRA-CURRICULAR

Mr. Troy explained to the BOE after careful consideration, the administration recommends reducing all extra-curricular fees to a flat rate structure of \$50 dollars for each sport activity; \$25 dollars for each club activity; and \$10 dollars for each intramural activity. This recommended reduction in fees has been accounted for in the District's FY 14 tentative budget. Last year total revenue received from fees was \$82,731 this year we are budgeting \$35,000 dollars in revenues.

Questions were asked and answered of the Board. Mrs. Didrickson and Mr. Andresen felt the reduction suggested was appropriate. Mr. Spalla questioned Band fees. Mr. Markham was pleased with the reduction of extra-curricular fees; wants transportation fees to be considered this year for implementation for next school year.

### SPECIAL EDUCATION #843 MINUTES

Mrs. Cesta presented to BOE:

- Parent University – 11/2/2013- Pioneer Grove
- Security Bids on hold
- Transportation survey has been sent to parents
- District #122 Withdrawal Agreement

### JOB DESCRIPTIONS

Mrs. Parente presented to the BOE for First Read updated job descriptions:

- Health Service Coordinator
- Health Aide

### BOARD PROCEDURES AND GOALS

Dr. Castillo and Mrs. Didrickson reviewed the results of the Board Goals Workshop held on July 15, 2013 with the Board of Education. Items covered:

- Core Values/Belief Statement
- Mission Statement
- Vision statement
- Areas of Focus
  1. Communication
  2. Customer service
  3. Facilities
  4. Curriculum
  5. Technology
- Annual Planning and Evaluation Cycle and Board/Superintendent Communication Expectations

### ACTION REPORTS

#### DISTRICT BILLS

#### Recommended Motion:

Mrs. Didrickson reviewed District bills this month. Mr. Janik moved to approve the bills as presented. The motion was seconded by Mrs. Cesta.

#### On Roll Call

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

**MOTION CARRIED 7-0**

**PERSONNEL**

Mrs. Briscoe moved to approved Personnel item 1-8 as presented; subject to successful background check, drug screening (if applicable) and physical; seconded by Mr. Spalla.

**On Roll Call**

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

Nays: None

Abstain: None

**MOTION CARRIED 7-0**

**1. Administrative-reassignment**

Mari Jo Hanson	Interim Principal	MIS	9/9/-10/15/2013	Per diem rate
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**2. Certified Resignation**

Anthony Soyak	Teacher	MES	7/25/2013	
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**3. Classified-New**

**Hire**

Rachael Aguirre	Bus Driver floater	District	2013-14 school year	\$14.24/hr/4.25/day 174 days/yr
Sunyoo Ku	Food Server	District	9/16/2013	\$8.31/hr 3 hrs/day 167 days/yr

Fania Berg	Sub Para-pro	MES	9/26/2013	\$85/day
Fania Berg	Sub Bldg aide	MES	9/26/2013	\$8.31/hr
Laura Spaulding	Sub Bldg aide	MES	9/26/2013	\$8.31/hr

**4. Classified –Resignation**

Mike Bartos	Bus Driver	District	8/19/2013	
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**5. Classified-LOA**

Jeanine Wentzlaff	Cook	MJH	9/9/2013-1/5/2014	
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**6. Certified –LOA**

Carrie Bidinger	Social Worker	MIS	10/28-2013- 2/27/2014 or upon Dr.'s release	
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**7. Classified re  
assignment**

Karen Hertzog	Sub Cook	MJH	9/9/2013-1/5/2014	\$ 12.21/hr 6 rs/c 5days/wk
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Dina Fugett	Food Server	District	9/9/2013	\$8.31/hr 3hrs/day 5 days/wk
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**8. Certified – Extended Sub**

Deborah Hocking	Teacher MIS		8/30/2013	155.02/day
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Jocelyn Pascale	Social Worker	MIS	10/28/2013	\$155.02/day
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**CONSENT AGENDA**

**Recommended Motion:**

Mr. Spalla moved to approve Consent Agenda items 1 through 7, seconded by Mr. Janik, as presented:  
The following consent agenda items were approved as follows:

1. Salary Compensation Report
2. Shared Services Report
3. Hazardous Routes
4. Annual Application for Recognition of Schools
5. Semi-Annual Review of Closed Session Minutes
6. Verbatim Destruction of Closed Session Minutes
7. Policy 3:30 Organizational Chart

**On Roll Call**

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

**MOTION CARRIED 7-0**

Mrs. Didrickson motioned to move item: VIII. D. Adoption of Annual Budget to last item under Action Requests. The Board was all in Favor.

**EPSON PROJECTORS**

Mrs. Briscoe moved that the Board of Education accept the bid to purchase 37 Epson Brightlink 475Wi Interactive projectors. The motion was seconded by Mr. Markham.

**On Roll Call**

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

**MOTION CARRIED 7-0**

**EXTRA-CURRICULAR FEES**

Mr. Spalla moved to revise and set the extracurricular fees for the 2013-2014 school year to the amounts presented in Table 2 of the extra-curricular fee information report. The motion was seconded by Mr. Andresen. (attachment: Table 2)

**On Roll Call**

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

**MOTION CARRIED 7-0**

**ADOPTION OF ANNUAL BUDGET**

**Recommended motion:**

Mr. Spalla moved that the Board of Education approve the Budget for the 2013-2014 as presented. The motion was seconded by Mrs. Cesta.

**On Roll Call**

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

**MOTION CARRIED 7-0**

**ELECTRICAL ENERGY CONTRACT**

Mr. Spalla moved to approve the Ameren electric contract entitled "Ameren Energy Marketing Company Electric Service Agreement exhibit A", issued on September 25, 2013. The motion was seconded by Mr. Janik.

**On Roll Call**

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

**MOTION CARRIED 7-0**

**ITEMS FOR OCTOBER MEETING**

- Audit Report
- Maintenance Grant approval
- District #122 withdrawal agreement
- ISAT results
- ROE Life Safety
- Leasing for Closed Session
- Adopts Board Goals

**GOOD OF MOKENA**

- Staff Volleyball game 10/10- MJH-7pm
- Halloween Hallow – 10/19-MPD
- Interactive projector for an upcoming Board meeting
- PTA Pumpkin Contest – 10/29 – MES 6:30
- Fall Fling – CD & Me – 11/15

**ADJOURNMENT**

At 9:36 pm Mr. Andresen moved to adjourn the Regular September 25, 2013 meeting to go to Closed session for purposes relating to purchasing and leasing ; Pursuant of ILCS 5 120/2 (c)(S); to return. The motion was seconded by Mr. Janik. The board was all in favor.

At 10:11 Mr. Markham motioned adjourn the Regular September 25, 2013 meeting; the motion was seconded by Mr. Andresen seconded. The meeting was adjourned by unanimous vote.

Minutes Respectfully Submitted by  
Mary Louise Knoerzer, Executive Secretary

  
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President

  
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Secretary



# MOKENA PUBLIC SCHOOLS DISTRICT 159

## Information Report

**Table 2. Current fees and proposed changes for 2013-2014**

Activity	Approx # of kids	Current Fees	Approx. Total Current Fee Receipts	Proposed New Fees	Approx Total New fee Receipts
Basketball	100	\$250	\$25,000	\$50	\$5,000
Cross Country	25	\$200	\$5,000	\$50	\$1,250
Track	65	\$100	\$6,500	\$50	\$3,250
Volleyball	30	\$225	\$6,750	\$50	\$1,500
Cheerleading	20	\$125	\$2,500	\$50	\$1,000
Poms	20	\$125	\$2,500	\$50	\$1,000
Scholastic Bowl	15	\$100	\$1,500	\$25	\$375
Debate Club	20	\$20	\$400	\$25	\$500
Drama Team	45	\$40	\$1,800	\$25	\$1,125
Intramurals	70	\$10	\$700	\$10	\$700
Angler's Club	15	\$45	\$675	\$25	\$375
Band	50	\$80	\$4,000	\$50	\$2,500
Jazz	20	60	\$1,200	\$50	\$1,000
Choir	50	\$80	\$4,000	\$50	\$2,500
Percussion Ensemble	10	\$35	\$350	\$25	\$250
Exercise Club	24	\$15	\$360	\$25	\$600
Intramurals	65	\$26	\$1,690	\$10	\$650
Just Say No	24	\$21	\$504	\$25	\$600
Play/Talent show	50	\$22	\$1,100	\$25	\$1,250
Girls On the Run GOTR	24	55	\$1,320	\$25	\$600
<b>Approximate total revenue:</b>			<b>\$67,849</b>		<b>\$26,025</b>
<b>Approx total loss in revenue due to reduction:</b>					<b>\$41,824</b>