

# Minutes of Regular Meeting

## The Board of Education Summit Hill District 161

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A Regular meeting of the Board of Education of Summit Hill District 161 was held March 25, 2009, beginning at 7:00 PM in the Administration Office Board Room.

The Board President, Sean William Doyle, called the meeting to order at 7:02 P.M. The Secretary, Ken Balcerzak, called roll. Members in attendance were: Mr. Doyle, Mr. Balcerzak, Mrs. Bonzani, Mrs. Glawe, Mrs. Kenny, and Mr. Macek. Member absent: Mrs. Molinare. Others in attendance were: Mr. Pain, Mr. Gerdes, Ms. Egan, Ms. Schiro, Ms. Rains, staff, students, administrators and community members.

### Recognition of Students and Staff

Students from the Summit Hill Jr. High School Volleyball Program were recognized for their efforts in volleyball. Mr. Martin Acevedo Walker School PE Teacher was recognized for receiving the Illinois Association for Health, Physical Education, Recreation & Dance's Young Professional Teacher of the Year.

### Approval of Minutes

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board of Education approve the regular session meeting minutes of March 11, 2009 as presented. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board of Education approve the closed session meeting minutes of March 11, 2009 as presented. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

### Approval of Treasurer's Report

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board of Education approve the Treasurer's Report for February 2009. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

|                            |                 |
|----------------------------|-----------------|
| Education Fund             | \$ 8,660,266.32 |
| Tort Immunity Fund         | 130,329.89      |
| Operations and Maintenance | 170,424.29      |
| Life Safety Fund           | 134.40          |
| Bond & Interest            | 1,517,966.56    |
| Transportation             | 1,267,192.41    |
| I.M.R.F.                   | 177,926.50      |
| Site & Construction        | 1,192,869.45    |

|                        |                         |
|------------------------|-------------------------|
| Working Cash Fund      | 3,435,514.53            |
| <b>TOTAL ALL FUNDS</b> | <b>\$ 16,552,624.35</b> |

#### Approval of Financial Report for February 2009

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board of Education approve the Financial Report for February 2009. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

#### Committee Reports

Mr. Pain reported to the Board of the District Improvement Team Meeting that was held on March 23, 2009.

#### Board Policy Manual Review

Members of the Board reviewed section 4 of the Board Policy Book. Suggestions were made for the policy committee to research or change at their next meeting.

#### Resignation of Staff

Mr. Pain presented a letter of resignation from custodian Anthony Schultz. Mr. Pain recommended that the Board accept Mr. Schultz's letter of resignation.

A motion was made by Mr. Balcerzak and seconded by Mrs. Bonzani that the Board of Education accept the letter of resignation of Anthony Schultz effective March 12, 2009. After a voice vote, the motion carried.

Mr. Pain presented a letter of resignation from teacher Bonnie Ulstad. Mr. Pain recommended that the Board accept Ms. Ulstad's letter of resignation.

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board of Education accept the letter of resignation of Bonnie Ulstad effective the end of the 2008-2009 school year. After a voice vote, the motion carried.

Mr. Pain presented a letter of resignation from teacher Jeanette Ramirez and recommended that the Board accept Ms. Ramirez's letter effective the end of the school year.

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board of Education accept the letter of resignation of Jeanette Ramirez effective the end of the 2008-2009 school year. After a voice vote, the motion carried.

Mr. Pain presented a letter of resignation from teacher Alexandra Letsos. Mr. Pain recommended that the Board accept Ms. Letsos' letter of resignation.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education accept the letter of resignation of Alexandra Letsos effective the end of the 2008-2009 school year. After a voice vote, the motion carried.

#### Request for Family Medical Leave of Absence

Mr. Pain presented a letter requesting a family medical leave of absence from teacher Jennifer Arrivo. Mr. Pain recommended that the Board grant Ms. Arrivo's request under the customary conditions.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board grant the request of Jennifer Arrivo for a family medical leave of absence to begin approximately August 17, 2009 and to continue until approximately January 12, 2010 and under the customary conditions and with the provision that she not take employment in a public or private school during the length of her family medical care leave. After a voice vote, the motion carried.

#### Employment of Staff

Mr. Pain presented the personnel file of Ellen Decker to the Board for review and recommended that she be employed as a teacher for a portion of the school year.

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board of Education employ Ellen Decker as a teacher effective approximately May 18, 2009 until the end of the 2008-2009 school year and on the prorated MA +15 Lane, Step 8 location of the 2008-2009 teacher salary. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

Mr. Pain presented the personnel files of Lisa Gilbert and Sandra Coghlan to the Board for review and recommended that they be employed as substitute clerks in the District's schools when needed.

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board of Education employ the persons listed in the minutes of this meeting as substitute clerical aides. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

Mr. Pain presented the personnel file of Kristine Bowen to the Board for review. Mr. Pain recommended that the Board employ Ms. Bowen as a teacher for the 2009-2010 school year.

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board of Education the Board of Education employ Kristine Bowen as a teacher for the 2009-2010 school year on the MA Lane, Step 2 of the 2009-2010 teacher salary schedule and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

Mr. Pain presented a list of teachers to the Board of Education and recommended that they be employed as tenured teachers.

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board of Education offer a tenure contract for school year 2009-2010 and employ:

Martin Acevedo  
JoAnne Bobek  
Rita Bottomley  
Stephanie Delgrosso  
Kelly Dinolfo  
Michael Donovan  
Lauren Driscoll  
Tammy Johnson  
Laura Kinnan  
Joseph Klosak  
Jennifer Kraus  
Heather Marcinkowski  
Ryan McGuckin  
Kristy Milazzo  
Lona Mucha  
Manel Salah  
Danielle Wassell  
Meagan Weis  
April Wsol

Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

Mr. Pain presented a list of teachers to the Board of Education and recommended that they be employed as fourth year teachers.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education offer a fourth year probationary contract for school year 2009-2010 and employ:

Karen Adamczyk  
Jodi Canter  
Thomas Chrusciel  
Dianne Condon  
Tara Connors  
Lori Coverick  
Michelle Cox  
Tina Dalfonso  
Erik Donovan  
Joann Hand  
Kimberly Hauser  
Amy Hokanson  
Koren Lane  
Jennifer McFarland  
Kathleen McGrath  
Jodi Reyes  
Jenny Rhodes  
Susan Stachler  
Shari Stokoski  
Tina Walker

Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

Mr. Pain presented a list of teachers to the Board of Education and recommended that they be employed as third year teachers.

A motion was made by Mr. Balcerzak and seconded by Mrs. Glawe that the that the Board of Education offer a third year probationary contract for school year 2009-2010 and employ:

Brian Barnas  
Allison Bryze  
Mary Burke  
Kathleen Cheverud  
Kathleen Dompeling  
Marybeth Egan  
Steven Evenhouse  
Julie Grubbe  
Susan Hartley  
Julie Kurzweil  
Margaret LaBeau  
Jessica LaFemina  
Donna Loraitis  
Maggie McCarthy  
Julie Nance  
Joan Peterson  
Jennie Probst  
Tina Prorok  
ViAnn Rickey  
Brooke Roach  
Roxanne Rodgers  
Julie Sajewich  
Jill Schechtman  
Lacey Schmidt  
Molly Ward

Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

Mr. Pain presented another list of teachers to the Board and recommended that they be employed as second year teachers.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education offer a second year probationary contract for school year 2009-2010 and employ:

Jennifer Arrivo  
Deniz Aslan  
Kaaren Bailey  
Frances Boss  
Christina Broholm  
Maria Bullion  
Lisa Carlson  
Nicole Chinski  
Cheryl Christensen  
Joanna DiSabato  
Catherine Goddard  
Susan Hearne  
Katie Herman  
Joanne Madonia  
Debra Manning  
Colleen Maranto  
Jennifer Mazur  
Alison McCarthy  
Linda O'Dell  
Lucille Perz  
Patricia Pfeiffer  
Jennifer Roney  
Leah Satalic  
Sandra Schlesselman  
Maura Sherman  
Raymond Strzykalski

Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

Mr. Pain recommended that the Board extend the contracts of the administrators listed in the minutes of the meeting.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board approve the extension of the employment contract through June 30, 2010 for the following administrators: Christine Carey, Nan Clinton, Julie Egan, Dean Gerdes, Christine Hudziak, Kathryn Klein, Pamela Kohlbacher, James Letsos, Beth Lind, Daniel Pierson, Barbara Rains, Michael Ruffalo, Dawn Schiro, Paula Sereleas, and Jan Zevkovich. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

#### Non-Renewal of Staff

Mr. Pain recommended that the Board of Education adopt a Resolution for the non-renewal of some staff members.

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board of Education adopt the Resolution Authorizing Notice of Dismissal of Non-Tenured Teachers Other Than Final-Year Probationary Teachers as attached to the minutes of this meeting and direct the Superintendent to provide notification of this action to the teachers listed in Exhibit 1. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board adopt the Resolution Authorizing Notice of Dismissal to Final Year Probationary Teachers as attached to the minutes of this meeting and direct the Superintendent to provide notification of this action to the teachers listed in Exhibit 1. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education approve the resolution authorizing the dismissal of certain educational support personnel as attached to the minutes of this meeting and direct the Superintendent to provide notification of this action to the educational support personnel as listed in Exhibit 1. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education approve the resolution authorizing the honorable dismissal of certain educational support personnel as attached to the minutes of this meeting and direct the Superintendent to provide notification of this action to the support staff member listed in Exhibit 1. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

#### Adoption of Agreement for Section 125 Plan

Mr. Pain recommended that the Board adopt the agreement for the Section 125 plan for the District. A motion was made by Mr. Balcerzak seconded by Mr. Macek that the Board of Education adopt an agreement of the Summit Hill School District #161 Section 125 Plan to begin April 1, 2009 Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.



#### President's Comments

Mr. Doyle thanked the students for their excellent presentation and congratulated students for their accomplishments.

#### Enrollment Report

Mr. Pain stated that there are currently 3,750 students enrolled in the District schools at this time.

#### Indian Trail School Presentation

Indian Trail students presented the Board with an overview of club activities and what students have been learning through extra-curricular activities.

#### Teacher Mentoring Program

Ms. Schiro gave an overview of the teacher mentoring program and stated that the district would be receiving funds for this program from the state.

#### Special Services Report

Director of Special Services, Julie Egan, presented an update of the Summit Hill Special Services program that is in place within the district.

#### Summer School Explorations

Mrs. Schiro gave a report of the progress that has been made in preparing for the summer program

#### Lincoln-Way District 843 Special Education Meeting Report

Mrs. Glawe reported to the Board regarding the March 24, 2009, District 843 Special Education Meeting that she attended.

#### Adjournment to Closed Session

A motion was made by Mr. Macek and seconded by Mrs. Glawe that the Board of Education adjourn to closed session according to 5 ILCS 120/3 to consider information regarding appointment, employment or dismissal of an employee or officer, and 5 ILCS 120/2(c)(8), as amended by P.A. 93-79 and 93-422 to discuss security procedures and the use of personnel and equipment to respond to an actual, a threatened, or a reasonably potential danger to the safety of employees, students, staff, the public or public property. Roll Call Vote: Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Glawe, aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays. The time was 8:46 P.M.

#### Return to Open Session

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board return to Open Session. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Glawe, aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays. The time was 10:20 P.M.

#### Employment of Staff

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that Board of Education extend the contract of Superintendent Keith Pain amending the termination date of the agreement from June 30, 2011 until June 30, 2012 and to set the goals of the Superintendent in collaboration with the Board and Superintendent and to be presented no later that the last meeting in September 2009. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Glawe, aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays.

#### Adjournment of Regular Meeting

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board adjourn the regular meeting of the Board of Education. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Glawe, aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays. The time was 10:25 P.M.

Respectfully submitted,  
Arliss Bouton  
Secretary to the Superintendent

**EXHIBIT 1**  
**Teachers dismissed effective at the close of the 2008-2009 School Year**

Diane Crnich  
Courtney Kryzwon  
Joanna Maas  
Suzanne MacLeod  
Leah O'Connell  
Mary Perrot

**EXHIBIT 1**  
**Fourth Year Probationary Teacher dismissed effective at the close of the 2008-2009**  
**School Year due to decrease in enrollment**

James Grimes

**EXHIBIT 1**  
**Educational Support Personnel dismissed**  
**effective at the close of the 2008-2009 School Year**

|                        |                            |
|------------------------|----------------------------|
| April Bernico          | Paraprofessional           |
| Susan Eisenbrandt      | Paraprofessional           |
| Tamara Gibbons         | Paraprofessional           |
| Kathy Jamroz           | Paraprofessional           |
| JoAnn Lewis            | Paraprofessional           |
| Lawrence Matthies      | Paraprofessional           |
| Robin Millner          | Paraprofessional           |
| Joanne Pappas          | Paraprofessional           |
| Kimberly Peterson      | Paraprofessional           |
| Victoria Potempa       | Paraprofessional           |
| Judy Radusewicz        | Paraprofessional           |
| Melissa Simek          | Paraprofessional           |
| Barbara Singer-Johnson | Paraprofessional           |
| Ann Spadoni            | Paraprofessional           |
| Stephanie Spellman     | Paraprofessional           |
| Lauren Switalski       | Paraprofessional           |
| Diane Theis            | Paraprofessional           |
| Kristi Trezak          | Paraprofessional           |
| Angela Turano          | Paraprofessional           |
| Julie Groos            | Paraprofessional - Pre All |

**EXHIBIT 1**  
**Educational Support Personnel dismissed effective at the close of the 2008-2009**  
**School Year due to elimination of position**

Kimberly Weber