

Minutes of the regular meeting of the Board of Education that was held on Wednesday, December 10, 2008 in the Board Room of the Administration Center.

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

#### Recognition of Summit Hill Junior High School Baseball Team

The accomplishments of the Summit Hill Junior High School Speech Team at the recent IESA Area 23 Speech Contest were recognized by the Board of Education and those in attendance.

The Board President called a recess at 7:10 P.M. and reconvened the Board at 7: 14 P.M.

#### Approval of Minutes

A motion was made by Mr. Balcerzak and seconded by Mrs. Glawe that the Board of Education approve the regular session meeting minutes of November 12, 2008 as presented. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Glawe aye, Mrs. Bonzani aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

A motion was made by Mr. Balcerzak and seconded by Mrs. Glawe that the Board of Education approve the IASB Workshop Meeting Minutes of November 19, 2008 as presented. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Glawe aye, Mrs. Bonzani aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Approval of Treasurer's Report

A motion was made by Mr. Balcerzak and seconded by Mrs. Glawe that the Board of Education approve the Treasurer's report for the month of November 2008 as presented. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Glawe aye, Mrs. Bonzani aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

|                            |                        |
|----------------------------|------------------------|
| Education Fund             | \$ 13,708,396.55       |
| Tort Immunity Fund         | 214,135.56             |
| Operations and Maintenance | 138,710.26             |
| Life Safety Fund           | 134.40                 |
| Bond & Interest            | 3,766,252.85           |
| Transportation             | 1,613,395.91           |
| I.M.R.F.                   | 292,127.20             |
| Site & Construction        | 564,742.52             |
| Working Cash Fund          | 3,412,906.49           |
| <b>TOTAL ALL FUNDS</b>     | <b>\$23,710,801.74</b> |

#### Approval of Financial Report

A motion was made by Mr. Balcerzak and seconded by Mrs. Glawe that the Board of Education approve the Financial Report for the month of November 2008 as presented. Roll Call Vote:

Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Glawe aye, Mrs. Bonzani aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Approval of Bill List

A motion was made by Mr. Balcerzak and seconded by Mrs. Glawe that the Board of Education approve the Bill List of December 5, 2008 as presented. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Glawe aye, Mrs. Bonzani aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Committee Reports

Mr. Pain provided reports to the Board from the District Excellence Team meeting that was held on December 3, 2008 and from the November 13, 2008 District Improvement Team Meeting,

#### Resignation of Staff

Mr. Pain presented a letter of resignation from lunchroom supervisor, Jean Dammer. Mr. Pain recommended that the Board accept Ms. Dammer's resignation letter effective November 26, 2008.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education accept the letter of resignation of Jean Dammer effective November 26, 2008. After a voice vote, the motion carried.

#### Request for Family Medical Leave

Mr. Pain stated that a letter requesting a family medical leave was received from Indian Trail School Third Grade Teacher, Lucy Rios. Mr. Pain recommended that the Board grant the request of Lucy Rios for a family medical leave.

A motion was made by Mr. Macek and seconded by Mrs. Glawe that the Board grant the request of Lucy Rios for a family medical leave to begin approximately March 27, 2009 and to continue until the end of the 2008-2009 school year 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 recommended that the Board grant regular employment status to school nurses, Sylvia Kemp, Diane Vainauskas, and to clerical aide Kim Weber.

A motion was made by Mrs. Glawe and seconded by Mrs. Molinare that the Board of Education employ Sylvia Kemp as a regular status school nurse effective December 12, 2008, Diane Vainauskas as a regular status school nurse effective November 26, 2008, and Kim Weber as a regular status clerical aide effective November 24, 2008. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Glawe aye, Mrs. Bonzani aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

Mr. Pain presented the personnel files of lunchroom supervisors to the Board and recommended that the Board employ Denise O'Donnell effective December 5, 2008 at a rate of \$10.25 per hour, and

As substitute lunchroom supervisors at a rate of \$10.25 per hour Lisa Gilbert as a substitute lunchroom supervisor at a rate of \$10.25 per hour.

A motion was made by Mr. Macek and seconded by Mrs. Glawe that the Board of Education employ individuals listed in the minutes of this meeting and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Glawe aye, Mrs. Bonzani aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### First Reading of Board Policies

Mr. Pain stated that the Policy Committee has met on November 10, 2008 and reviewed Board Policies and recommended that the Board approve the first reading of these policies.

A motion was made by Mr. Balcerzak and seconded by Mrs. Glawe that the Board of Education approve the first reading of Board Policies 2:220, 4:60, 4:70, 4:160, 5:90, 5:100, 5:150, 5:240, 5:250, 5:290, 5:330, 6:10, 6:60, 6:120, 6:160, 6:230, 7:10, 7:20, 7:50, 7:100, 7:210, 7:230, 7:240, 7:290, 7:300, 7:340 and 2:80-E as presented. After a voice vote, the motion carried.

#### 2008 Levy Hearing

At 8:00 P.M., the Board President declared the 2008 Levy Hearing opened and requested that if anyone wished to address the Board regarding the 2008 Levy to come forward to speak. The Board President stated that no persons came forward to speak and requested that the Board close the hearing.

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board close the 2008 Levy Hearing. After a voice vote, the motion carried and the levy hearing was closed.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education authorize the President to sign the Certification of Compliance with the Truth in Taxation Act for the 2008 Levy. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 9 nays.

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board that the Board adopt a certificate of tax levy resolution for the 2008 levy in the amounts of: Education Fund, \$20,609,616; Operations & Maintenance Fund, \$2,161,111; Transportation Fund, \$1,265,040; Working Cash Fund, \$210,840; Illinois Municipal Retirement Fund, \$632,520; Tort Immunity Fund \$210,840; and Special Education Fund, \$263,550; including Bond and Interest for a total levy in the amount of \$29,235,755. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Waiver of Limitation of Administrative Costs Hearing

The Board President, Mr. Doyle, declared the hearing of the Waiver of Limitation of Administrative Costs be opened for the purpose of discussing the Waiver of Limitation of Administrative Costs at approximately 8:03 P.M. No person came forward with questions or comments on the Administrative costs. Mr. Doyle, the Board President, requested that the Board close the hearing for the administrative cost hearing.

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board of Education close the Hearing of the Waiver of Limitation of Administrative Costs. After a voice vote, the motion carried.

#### Approval of Waiver of Limitation of Administrative Costs

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education waive the limitation of administrative costs for the 2008-2009 fiscal year and that the Illinois State Board of Education be notified of the waiver within 45 days of the Board's action, as required by the Illinois School Code. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Acceptance and Transmittal of 2008 Comprehensive Annual Financial Report

Mr. Pain recommended that the Board authorize the submission of the 2008 Comprehensive Annual Financial Report to the Association of school Business Officials for examination in the hope that the District will earn its twenty-fourth consecutive ASBO (Association of School Business Officials) award for excellence in financial reporting.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education authorize the submittal of the 2008 Comprehensive Annual Financial Report to the Association of School Business Officials. After a voice vote, the motion carried.

#### Approval of District Response to Intervention (RtI) Plan

Mr. Pain stated that while the District has made AYP, the district is required to submit a District Improvement Plan only for the purpose of submitting a District Response to Intervention Plan (RtI) by January 2009. Mr. Pain recommended that the Board approve the 2008 Plan for submission.

A motion was made by Mr. Macek and seconded by Mrs. Molinare that the Board of Education approve the 2008 District Response to Intervention Plan as presented. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Authorization to Transfer Funds from Inactive Account to Bond and Interest Fund

Mr. Pain stated that at the request of Harris Bank, it is recommended that the Board formally close the account that was established through donations in support of the 2005 referendum in the amount, approximately \$1,800, which has been sitting unused since the successful vote. Mr. Pain recommended that the Board take action to move that money to the appropriate school district fund.

A motion was made by Mrs. Glawe and seconded by Mr. Balcerzak that the Board of Education authorize transfer of funds from the Referendum Committee account to the Board and Interest Fund. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Authorization to Bid Frankfort Square Remodeling

Mr. Pain stated that the specifications for remodeling work for the Frankfort Square Elementary School are nearly complete and recommended that the Board of Education approve the bidding of this work in January 2009. Mr. Pain stated that remodeling is focused on areas that are failing (floor tile and carpeting), and do not meet current public building codes (bathrooms), or do not meet the standards of the other Summit Hill school buildings (telephones, sound proofing, and technology). Mr. Pain recommended that the Board approve the bidding of the remodeling work.

A motion was made by Mr. Macek and seconded by Mrs. Glawe that the Board of Education authorize the administration to seek bids for the remodeling of the Frankfort Square School. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Acceptance of Non-Medical Insurance Bids

Mr. Pain stated that bids were opened on December 5 for non-medical insurance, including workers' compensation and recommended that the Board approve the low bid of Collection Liability Insurance for the period of January 24, 2009 through June 30, 2011.

A motion was made by Mr. Macek and seconded by Mrs. Glawe that the Board of Education accept the bid of the Collection Liability Insurance Cooperative (CLIC) in the amount of \$160,558 for non-medical insurance, including workers' compensation for the period of 1/24/2009 to 6/30/2011. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Ethics Statement Filers

Mr. Pain stated that current legal requirements and District 161 practice requires that current school board members and district employees holding administrative position requiring administrative certificates, ad school business officials who authorize the spending of \$1,0000.00 or more or who supervise more that 25 employees, file *Statement of Economic Interest* forms. These employees include:

*Residing In DuPage County:*

Dean Gerdes

*Residing in Cook County:*

Julie Egan

Jan Zevkovich

James Letsos

*Residing In Will County:*

Nan Clinton

Chris Carey

Christine Hudziak

James Jakubowski  
Pam Kohlbacher  
Daniel Pierson  
Paula Sereleas

Kathryn Klein  
Beth Lind  
Barb Rains  
Dawn Schiro

Keith Pain  
Michael Ruffalo

A motion was made by Mr. Balcerzak and seconded by Mrs. Molinare that the Board of Education authorize the Superintendent to notify the Will County Clerk of the above listed employees who are required to file *Statements of Economic Interest* forms. After a voice vote, the motion carried.

#### Authorization to increase the Imprest Fund

Mr. Pain stated that because of the changes in accounting for sports activities and hot lunches, the demand for reimbursements has increased beyond the monthly capacity of the Imprest Fund that is currently set at \$15,000. Mr. Pain recommended that the Board increase the Imprest Fund from \$15,000. to \$20,000.

A motion was made by Mrs. Glawe and seconded by Mr. Macek that the Board of Education increase the monthly limit on the Imprest Fund from \$15,000.00 to \$20,000.00. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Approval of Mileage Reimbursement

Mr. Pain stated that the IRS has reset the reimbursement rate for mileage reimbursement while performing duties as employees of the District or Board Members. Mr. Pain recommended that the Board continue to set the mileage reimbursement rate to parallel the rate recommended by the Internal Revenue Service.

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board of Education set the reimbursement amount for mileage incurred by an employee while in the performance of duties as an employee or Board Member of Summit Hill School District at 55¢ per mile as of January 1, 2009. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays.

#### Enrollment Report

Mr. Pain reported that there are currently 3, 373 students enrolled in the District.

#### Miscellaneous Items

Mr. Pain and members of the Board discussed the blending of special education student into the preschool program, the addition of the strings program and the addition of a special education teacher for the second half of the school year for students in grades one through four.

#### Parent Survey Results

Mr. Pain and members of the Board reviewed the results of the Parent Survey that was implemented during the recent Parent/Teacher Conferences.

#### Initial 2009-2010 School Calendar Input

Mr. Pain presented a tentative school calendar for the 2009-2010 school year and requested that members of the Board review the calendar and provide input before its final approval.

#### Notification of 2009 Illinois Textbook Loan Funds

Mr. Pain stated that almost every year, the Illinois Textbook Loan Program offers some funds for the purchase of textbooks and year, the funds will be offered to students in 7-8 and to help defray part of the cost of purchasing new music or art textbooks or Response to Intervention textbook materials. Mr. Pain stated that this year, there is approximately \$40/student total of available for access, as long as the curriculum is adopted prior to March 15, 2009. Mr. Pain stated that it is the administration's intent to bring recommendations to the Board at a February School Board meeting.

#### Implementation of School Board *Board Book*

Mr. Pain stated that it is the administration's intent to fully begin the process of utilizing *Board Book* during the month of January 2009. Mr. Pain stated that the December meeting was completely executed using the *Board Book* process without mandating that Board members utilize the process.

#### Science Fair Survey

Mr. Pain and members of the Board discussed the conducting of a survey regarding the continuance of the Science Fair.

#### District 843 Meeting Report

Mrs. Molinare presented a report to the Board of the recent November 25, 2008 meeting of the District 843 Special Education Meeting which she attended.

#### Report of IASB Joint Conference

Members of the Board discussed and shared information from some of the workshops and presentations that they attended at the November IASB/IASA/IASBO Joint Conference.

#### Adjournment to Closed Session

A motion was made by Mr. Macek and seconded by Mr. Balcerzak that the Board go into closed session according to 5 ILCS 120/3 to consider information regarding appointment, employment or dismissal of an employee or officer. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays. The time was 9:12 P.M.

#### Return to Open Session

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board return to Open Session. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Bonzani

aye, Mrs. Glawe aye, Mrs. Kenny aye, Mr. Macek aye. Motion carried: 7 ayes, 0 nays. The time was 10:00 P.M.

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. After a voice vote, the motion carried. The time was 10:01 P.M.

Respectfully submitted,

Arliss Bouton  
Secretary to the Superintendent

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President

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Secretary