

Minutes of Regular Meeting

December 9, 2009

The Board of Education Summit Hill District 161

A Regular meeting of the Board of Education of Summit Hill District 161 was held December 9, 2009, beginning at 7:00 PM in the Administration Office Board Room.

The meeting was called to order by the President, Sean William Doyle at 7:01 P.M. The Secretary, Ken Balcerzak called roll. Members in attendance were: Mr. Doyle, Mr. Balcerzak, Mrs. Molinare, Mrs. Kenny, Mrs. Lenz, Mr. Macek and Mrs. Murphy. Others in attendance were: Mr. Pain, Mr. Gerdes, Ms. Schiro, Mrs. Rains, Ms. Egan, Building administrators, students, parents, and community members.

Approval of Consent of Agenda

A motion was made by Mrs. Lenz and seconded by Mr. Macek that the Board of Education approve the consent agenda items: 4-A-2a, 4-A-2b, 4-A-2c, 4-A-3, 4-A-4, 4-A-5. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Approval of Minutes

A motion was made by Mrs. Lenz and seconded by Mr. Macek that the Board of Education approve the Regular Session Meeting Minutes of November 18, 2009 as presented. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

A motion was made by Mrs. Lenz and seconded by Mr. Macek that the Board of Education approve the Closed Session Minutes of November 18, 2009 as presented. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

A motion was made by Mrs. Lenz and seconded by Mr. Macek that the Board of Education approve the Policy Committee Minutes Minutes of November 23, 2009 as presented. Roll Call Vote: Mr. Doyle aye, Mr. Balcerzak aye, Mrs. Molinare aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Muphy aye. Motion carried: 7 ayes, 0 nays.

Approval of Treasurer's Report

A motion was made by Mr. Balcerzak and seconded by Mrs. Lenz that the Board of Education approve the Treasurer's Report for the month of November 2009 as presented. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Education Fund	\$ 13,090,792.32
Tort Immunity Fund	155,301.20
Operations and Maintenance	467,472.48
Life Safety Fund	134.40
Bond & Interest	4,066,463.45
Transportation	1,618,277.42
I.M.R.F.	377,258.14
Site & Construction	(177,569.52)
Working Cash Fund	3,700,428.27
TOTAL ALL FUNDS	\$23,298,558.16

Approval of Financial Report

A motion was made by Mr. Balcerzak and seconded by Mrs. Lenz that the Board of Education accept the Financial Report for the month of November 2009 as presented. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Approval of the Bill List

A motion was made by Mr. Balcerzak and seconded by Mrs. Lenz that the Board of Education approve the Bill List of December 4, 2009 as presented. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Committee Meeting Reports

Mr. Pain discussed the recent District Excellence Team Meeting that was held on December 2, 2009.

Resignation of Staff

Mr. Pain stated that the Board had received a letter of resignation from Jennifer Arrivo. Mr. Pain recommended that the Board accept Ms. Arrivo's letter of resignation.

A motion was made by Mrs. Lenz and seconded by Mr. Macek that the Board of Education accept the letter of resignation of Jennifer Arrivo. After a voice vote, the motion carried.

Employment of Staff

Mr. Pain presented the personnel file of Lauren Switalski to the Board for review. Mr. Pain recommended that the Board employ Mrs. Switalski at an hourly rate of \$10.50 effective November 23, 2009 through December 18, 2009.

A motion was made by Mr. Balcerzak and seconded by Mrs. Lenz that the Board employ the person listed in the minutes of this meeting as a sub – paraprofessional effective November 23, 2009 through December 18, 2009 and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Mr. Pain presented the personnel file of Lauren Gatto to the Board for review. Mr. Pain recommended that the Board employ Ms. Gatto to fill a family medical leave.

A motion was made by Mrs. Lenz and seconded by Mr. Balcerzak that the Board employ the individual listed in the minutes of this meeting for the period of approximately January 25, 2010 and continue through approximately April 1, 2010 Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy. Motion carried: 7 ayes, 0 nays.

Mr. Pain presented the personnel file of Christine Gribbin to the Board for review. Mr. Pain recommended that the Board employ Mrs. Gribbin at an hourly rate of \$18.00 as needed.

A motion was made by Mr. Macek and seconded by Mrs. Balcerzak that the Board employ the person listed in the minutes of this meeting as a substitute nurse and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Mr. Pain presented the personnel file of Ashlyn Alexander to the Board for review. Mr. Pain recommended that the Board employ Ms. Alexander as a substitute paraprofessional at an hourly rate of \$10.50 as needed.

A motion was made by Mrs. Lenz and seconded by Mrs. Balcerzak that the Board employ the person listed in the minutes of this meeting as a substitute

paraprofessional and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Mr. Pain presented the personnel file of Jennifer Boyer to the Board for review.
Mr. Pain recommended that the Board employ Ms. Boyer as a substitute paraprofessional at an hourly rate of \$9.50 as needed.

A motion was made by Mrs. Lenz and seconded by Mrs. Balcerzak that the Board employ the person listed in the minutes of this meeting as a substitute paraprofessional and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Mr. Pain presented the personnel file of Joann Lewis to the Board for review.
Mr. Pain recommended that the Board employ Ms. Lewis as a substitute paraprofessional at an hourly rate of \$9.50 as needed.

A motion was made by Mr. Macek and seconded by Mrs. Lenz that the Board employ the person listed in the minutes of this meeting as a substitute paraprofessional and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Training Pay Rate for Non-Certified Employees

A motion was made by Mr. Macek and seconded by Mrs. Lenz that the Board of Education set an hourly rate of \$8.65 as a training rate for non-certified lunchroom supervisors for the 2009-2010 School Year. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

First Reading of Board Policies

A motion was made by Mrs. Lenz and seconded by Mr. Balcerzak that the Board of Education approve the first reading of Board Policies 2:20, 2:40, 2:70-E, 2:110, 3:40, 4:30, 4:40, 4:100, 4:110, 4:140, 4:150, 4:160, 5:30, 5:90, 5:100, 5:120, 5:250, 5:280, 5:330, 6:50, 6:110, 6:300, 6:340, 7:100, 7:190, and 8:70 as presented. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

2009 Levy Hearing

At 8:00 P.M., the Board President declared the 2009 Levy Hearing opened and requested that if anyone wished to address the Board regarding the 2009 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 Mrs. Lenz that the Board close the 2009 Levy Hearing. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

A motion was made by Mrs. Lenz and seconded by Mr. Macek that the Board authorize the President to sign the Certification of Compliance with the Truth in Taxation Act for the 2009 Levy. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

A motion was made by Mr. Macek and seconded by Mrs. Lenz that the Board adopt a certificate of tax levy resolution for the 2009 levy in the amounts of: Education Fund, \$21,109,565; Operations & Maintenance Fund, \$2,876,669; Transportation Fund, \$1,291,434; Working Cash Fund, \$215,239; Illinois Municipal Retirement Fund, \$645,717; Tort Immunity Fund \$269,049; and Special Education Fund, \$215,239; including Bond and Interest for a total levy in the amount of \$30,745,150. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Waiver of Limitation of Administrative Cost

The Board President, Mr. Doyle declared the hearing of the Waiver of Limitation of the Administrative Cost be opened for the purpose of discussing the Waiver of Limitation of Administrative Costs at approximately 8:04. No persons came forward with questions or comments on the Administrative cost. Mr. Doyle, the Board President, requested that the Board close the hearing for the administrative cost hearing.

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

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board waive the limitation of administrative costs for the 2009-2010 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. Kenny aye,

Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy aye. Motion carried: 7 ayes, 0 nays.

Acceptance and Transmittal of 2009 Comprehensive Annual Financial Report

Mr. Pain recommended that the Board authorize the submittal of the 2009 Comprehensive Annual Financial Report to the Association of School Business Officials for examination in the hope that the District will earn its twenty-fifth consecutive ASBO (Association of School Business Officials) award for excellence in financial reporting.

A motion was made by Mr. Macek and seconded by Mrs. Lenz that the Board authorize the submittal of the 2009 Comprehensive Annual Financial Report to the Association of School Business Officials for examination. After a voice vote, the motion was carried.

Residency Proposal

Mrs. Rain discussed how National Investigations may help in finding nonresident students in the district.

Acceptance of Gifts from School Organizations

A motion was made by Mrs. Lenz and seconded by Mr. Balcerzak that the Board approve with the appreciation of the Board of Education, the gifts from Mrs. Formanski in the approximate amount of \$800.00. After a voice vote, the motion was carried.

Ethics Statement Filers

Mr. Pain stated that current legal requirements and District 161 practice requires that District employees holding administrative positions requiring administrative certificates, and school business officials who authorize the spending of \$1,000 or more to file statements of economic interest, along with persons who supervise more than 25 employees. These employees include:

Residing In DuPage County:
Dean Gerdes

Residing in Cook County:
Julie Egan Jan Zevkovich James Letsos
Beth Lind

Residing In Will County:
Nan Clinton Chris Carey Christine Hudziak
James Jakubowski Kathryn Klein
Pam Kohlbacher Keith Pain
Daniel Pierson Barb Rains

Michael Ruffalo
Paula Sereleas

Dawn Schiro

A motion was made by Mrs. Lenz and seconded by Mr. Balcerzak that the Board 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 was carried.

Appointment of F.O.I.A Representatives

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board appoint Barb Rains and Dean Gerdes to be the F.O.I.A. Representatives for the Summit Hill School District. After a voice vote, the motion was carried.

President's Comments

Mr. Doyle stated that the ISAB Conference was very successful and thanked everyone for their hard work.

Enrollment Report

Mr. Pain stated that there are currently 3,541 students enrolled in the Summit Hill School District schools.

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.

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 Mrs. Lenz that the Board go into closed session according to 5 ILCS 120/2 (1), as amended by P.S. 93-57 to consider the appointment, employment compensation, discipline, performance, or dismissal of the specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy. Motion carried: 7 ayes, 0 nays. The time was 8:49 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, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy. Motion carried: 7 ayes, 0 nays. The time was 10:02 p.m.

Adoption of Resolution

A motion was made by Mrs. Lenz and seconded by Mr. Balcerzak that the Board adopt a Resolution Directing the Issuance of a Notice To Remedy to employee #161C who has been identified in closed session and serve or cause to be served, on behalf of the Board of Education, the Notice to Remedy upon the teacher discussed in closed session. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy. Motion carried: 7 ayes, 0 nays.

Adjournment to Closed Session

A motion was made by Mr. Macek and seconded by Mrs. Lenz that the Board go into closed session according to 5 ILCS 120/2 (c)(11) to discuss litigation, when an action against, affecting or on behalf of the particular District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes and according to 5 ILCS 120/2(c)(8), as amended by P.A. 93-79 and P.A. 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: Mr. Doyle aye, Mrs. Molinare aye, Mr. Balcerzak aye, Mrs. Kenny aye, Mrs. Lenz aye, Mr. Macek aye, Mrs. Murphy. Motion carried: 7 ayes, 0 nays. The time was 10:09 p.m.

Return to Open Session

A motion was made by Mrs. Molinare 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. Kenny aye, Mrs. Lenz aye, Mr. Macek aye. Motion carried: 6 ayes, 0 nays. The time was 10:27 p.m.

Adjournment of Regular Meeting

A motion was made by Mr. Balcerzak and seconded by Mr. Macek that the Board of Education adjourn the regular meeting of the Board. After a voice vote, the motion carried. The time was 10:55 P.M.

Respectfully submitted,

Tammy Miller
Standing Secretary to the Superintendent

President

Secretary