

**Minutes of Regular Meeting  
The Board of Education  
Summit Hill District 161**

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**January 22, 2014**

The regular meeting of the Board of Education of Summit Hill District 161 was held January 22, 2014 beginning at 7:00 PM at the Administrative Center.

The meeting was called to order by the President Sean William Doyle at 7:00 P.M. The Secretary David Faber called roll. Members in attendance were: Mr. Doyle, Mr. Faber, Mr. Ward and Mrs. Kohlbacher and Mrs. Werner. Members absent: Mrs. Borgens and Mr. Marron. Others in attendance were: Mrs. Rains, Ms. Nolan, principals, and community members.

**Recognition**

The Summit Hill Jr. High 7<sup>th</sup> and 8<sup>th</sup> grade Girls Basketball team were recognized for participating in the Class 4A State Tournament. The Summit Hill Competition Cheerleaders were also recognized for placing 1<sup>st</sup> in the IESA State Large Routine Division.

**Freedom on Information Request**

There were no freedom of information requests.

**Public Comments**

There were no public comments.

**Approval of Consent of Agenda**

Mr. Doyle read the items on the consent of agenda. Mrs. Werner moved and Mr. Faber seconded that the Board of Education approve the following consent agenda items:

- 4-A-1a – Regular Session Meeting Minutes of January 8, 2014
- 4-A-1b- Closed Session Meeting Minutes of January 8, 2014
- 4-A-1c- Policy Committee Meeting Minutes of January 14, 2014
- 4-A-2 – Approval of Resignation of Staff
  - Marianne Hourihan
- 4-A-3 – Approval of Family Medical Leave
  - None at this time
- 4-A-4 - Approval of Employment
  - Marianne Hourihan, Teacher at Indian Trail School
  - Kimberly Ulcigrai, Lunchroom Supervisor at Dr. Julian Rogus School
  - Meghan Sepessy, Paraprofessional at Indian Trail School

Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays.

### Approval of Minutes

A motion was made by Mrs. Werner and seconded by Mr. Faber that the Board of Education, approve the minutes of the regular session meeting minutes of January 8, 2014. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays.

A motion was made by Mrs. Werner and seconded by Mr. Faber that the Board of Education, approve the closed session meeting minutes of January 8, 2014. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays.

A motion was made by Mrs. Werner and seconded by Mr. Faber that the Board of Education, approve the policy committee meeting minutes of January 14, 2014. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays.

### Approval of Resignation of Staff

A motion was made by Mrs. Werner and seconded by Mr. Faber that the Board of Education, accept the resignation of Marianne Hourihan effective February 12, 2014. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays.

### Approval of Employment of Staff

The personnel files of Marianne Hourihan, Kimberly Ulcigrai and Meghan Sepessy were presented to the Board for review.

A motion was made by Mrs. Werner, and seconded by Mr. Faber that the Board of Education, employ Marianne Hourihan as a teacher from approximately February 13, 2014 to approximately May 27, 2014 on a prorated BA Lane Step 1 of the 2013-2014 teacher salary schedule and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays..

A motion was made by Mrs. Werner and seconded by Mr. Faber that the Board of Education, employ Kimberly Ulcigrai, as a lunchroom supervisor and at an hourly rate of \$10.25 and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays..

A motion was made by Mrs. Werner and seconded by Mr. Faber that the Board of Education, employ Meghan Sepessy as a paraprofessional at Indian Trail School and at an hourly rate of \$10.50 and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays.

#### Superintendent Advisory Committee Meeting - Finance

Mrs. Rains stated that the Superintendent Financial Advisory Committee met on January 16. Jerry Ducay, Frankfort Village Administrator updated committee members on the future development within the Village of Frankfort. Mike Holmes, District energy consultant, reviewed energy consumption over the years and Jim Jakubowski shared per capita building cost. The committee also discussed enrollment projections based on live births/housing stats per zip code that was prepared by District parent Chris Lamar.

#### SHEF

Mrs. Rains updated the board on the SHEF Committee Meeting that was held on January 16, 2014.

#### Student Registration Fees

A motion was made by Mr. Ward and seconded by Mrs. Werner that the Board of Education, continue the current student registration fee for the 2014-15 school year. The registration fee for students in grades K-8 is \$150. The fee for half-day kindergarten is \$125. Additionally, I recommend the Board approve a \$20 credit for early Kindergarten registration and \$20 credit for early Student Re-registration as presented. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays.

#### Proof of Residency of Re-Registration

Mrs. Rains stated that beginning in February the district would be communicating the component of the student registration process: proof of residency.

#### Update on Camera/Intercom Pilot

Frank Zajac stated that the camera/intercom pilot was complete and that they would be installing the rest of the camera/intercom systems in the remaining buildings..

#### First Reading of Board Policies

A motion was made by Mr. Faber and seconded by Mrs. Werner that the Board of Education approve the first reading of Board Policies: 3:60, 4:100, 5:90, 5:120, 5:200, 6:10, 6:15, 6:60, 6:250, 7:100, 7:180, 7:185, 7:300 and 8:30 as presented. After a voice vote the motion carried.

#### Adoption of Summit Program

A motion was made by Mrs. Kohlbacher and seconded by Mr. Faber that the Board of Education, adopt the Summit Program as presented. After a voice vote the motion carried.

### Cleaning Service Contract

A motion was made by Mr. Faber and seconded by Mrs. Werner that the Board of Education, authorize administration to seek bids for the cleaning service contract. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays.

### Lawn/Mulch Contract

A motion was made by Mrs. Kohlbacher and seconded by Mr. Faber that the Board of Education, authorize administration to seek bids for the lawn maintenance/mulch contract. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays.

### Enrollment Report

Mrs. Rains stated that there are 3,348 students enrolled in Summit Hill School District 161.

### Discussion of Study Island

Mrs. Rains stated that the web based program Study Island would be purchased by the district now that the district is no longer able to pay for it through Title I Funds.

### Discussion of Destiny Library Management Software

Kevin Perkins updated the Board on the new Destiny Library Management Software that the district would be purchasing.

### Applied Tech Update

Kevin Perkins updated the Board with possible modules for the Applied Tech program at Summit Hill Jr. High.

### Technology Pilot Update

Walker Principal Mike Ruffalo and Walker Teachers Anita Becker and Jen McFarland updated the Board with the progress of the technology pilot program.

### Personnel Matters (Closed Session)

A motion was made by Mrs. Werner and seconded by Mr. Faber that the Board of Education go into closed session according to 5 ILCS 120/2(c)(1) to consider information regarding appointment, employment, compensation, discipline, performance or dismissal of specific employees or officers of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. Roll Call Vote: Mr. Doyle aye, Mr. Faber aye, Mrs. Kohlbacher aye, Mr. Ward aye, Mrs. Werner aye. Motion carried: 5 ayes, 0 nays. The time was 9:26 pm.

Adjournment of Regular Meeting

A motion was made by Mrs. Kohlbacher and seconded by Mrs. Werner that the Board adjourn the regular meeting of the Board. The time was 10:59 p.m.

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President

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Secretary