

## **Minutes of Regular Meeting**

**July 27, 2011**

### **The Board of Education Summit Hill District 161**

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The regular meeting of the Board of Education of Summit Hill District 161 was held July 27, 2011 beginning at 7:00 PM in the Administration Office Board Room.

The meeting was called to order by the President, Mary Kenny at 7:00 P.M. The Secretary, Denise Lenz called roll. Members in attendance were: Mr. Doyle, Mrs. Molinare, Mrs. Murphy, Mrs. Lenz, Mrs. Kenny and Mrs. Borgens. Member absent: Mr. Perros. Others in attendance were: Ms. Rains, Mr. Gerdes, principals and community members.

#### **Recognition of Students and Staff**

Mr. Dean Gerdes presented the Board President, Mary Kenny, with a Certificate of Financial Recognition from the Illinois State Board of Education for the district earning the highest category of financial strength obtainable. The Board congratulated Mr. Gerdes for his efforts in attaining this certificate for the district.

#### **Presentation of District 843 Budget**

Sally Bintz, Director of District 843 presented an overview of the tentative budget for the 2011-2012 school year. Ms. Bintz invited members to attend the August 15<sup>th</sup> start of the school year and also stated that the District would be hosting a joint Board Meeting to be held in February.

#### **Approval of District 843 2011-2012 Budget**

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education approve the Lincoln-Way Area Special Education Joint Agreement District 843 2011-2012 Budget. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

#### **Approval of Consent of Agenda**

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education approve the items on the consent agenda for this meeting, including items 4-A-2a, 4-A-2b, 4-A-2c, 4-A-3, and 4-A-4. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

#### **Approval of Minutes**

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education approve the minutes of the regular session meeting of July 13, 2011. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education approve the minutes of the closed session meeting of July 13, 2011. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education approve the minutes of the Policy Committee meeting of July 13, 2011. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

#### Approval of Treasurer's Report

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education approve the Treasurer's Report for the month of June 2011 as presented. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

Education Fund	\$ 11,077,068.36
Tort Immunity Fund	\$ 275,761.04
Operations and Maintenance	\$ 1,623,987.42
Life Safety Fund	\$134.40
Bond & Interest	\$ 2,439,116.93
Transportation	\$ 1,538,259.64
I.M.R.F.	\$ 450,377.44
Site & Construction	\$ 84,522.19
Working Cash Fund	\$ 4,020,732.86
 TOTAL ALL FUNDS	 \$21,509,960.28

#### Approval of Financial Report

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education approve the Financial Report for the month of June 2011 as presented. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

#### Second Reading of Board Policies

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board approve the second and final reading of Board Policy 2:150 as presented. Roll Call Vote: Mr. Doyle nay, Mrs. Molinare nay, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 4 ayes, 2 nays.

#### Acceptance of Summit Hill Ball Field Bids

Mr. J. Clumpner of Concept Development Group, Inc. presented and discussed the bids that were received for work on the baseball and softball fields at the Summit Hill Junior High. A discussion followed and members agreed that the bid for dugouts would be held until a later date.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education approve the bid of Do All Fencing, Inc. in the amount of \$27,170 for improvements in the fences. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

#### Review of Board Goals for 2011-2014

Mrs. Rains requested that the Board review the Board Goals for the 2011-2014 school years for approval.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education adopt the following goals for the period of 2011-2014 as presented at the last meeting of the Board. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

#### Resignation of Staff

Mrs. Rains stated that the Board had received a letter of resignation Assistant Principal Ryan McGuckin. Mrs. Rains recommended that the Board accept Mr. McGuckin's letter of resignation.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy the Board of Education accept the letter of resignation of Ryan McGuckin effective July 19, 2011. After a voice vote, the motion carried.

Mrs. Rains stated that the Board had received a letter of resignation from .5 Library Media Aide Joanne Pappas. Mrs. Rains recommended that the Board accept Pappas' letter of resignation.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education accept the letter of resignation of Joanne Pappas effective July 25, 2011. After a voice vote, the motion carried.

Mrs. Rains stated that the Board received a letter of resignation from teacher Christine Olsen. Mrs. Rains recommended that the Board accept Mrs. Olsen's letter of resignation.

A motion was made by Mr. Lenz and seconded by Mrs. Murphy that the Board of Education accept the letter of resignation of Christine Olsen effective July 25, 2011. After a voice vote, the motion carried.

#### Employment of Staff

The personnel file of Mary Hardel was presented to the Board for review. Mrs. Rains recommended that the Board employ Mary Hardel as a lunchroom supervisor for the 2011-2012 school year.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Mary Hardel as a lunchroom supervisor at a daily rate of \$10.25 effective August 18, 2011 and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Julie Hein was presented to the Board for review. Mrs. Rains recommended that the Board employ Julie Hein as a clerk at the Hilda Walker School.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Julie Hein as a clerk at an hourly rate of \$8.65 effective August 18, 2011 and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Nancy Kirschsieper to the Board for review. Mrs. Rains recommended that the Board employ Nancy Kirschsieper as a clerk at the Summit Hill Junior High.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Nancy Kirschsieper as a clerk at the hourly rate of \$8.65 effective August 18, 2011 and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Sakinah Kelly were presented to the Board for review. Mrs. Rains recommended that the Board employ Ms. Kelly as a substitute school nurse.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Sakinah Kelly as a substitute nurse at an hourly rate of \$18.00 and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Kaaren Bailey was presented to the Board for review. Mrs. Rains recommended that the Board employ Ms. Bailey as a teacher for the 2011-2012 school year.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Kaaren Bailey as a teacher for the 2011-2012 school year and on the BA Lane, Step 8 of the 2011-2012 teacher salary schedule and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Jen Medendorp was presented to the Board for review. Mrs. Rains recommended that the Board employ Ms. Medendorp as a teacher for the 2011-2012 school year.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Jen Medendorp as a teacher for the 2011-2012 school year and on the MA Lane, Step 3 of the 2011-2012 teacher salary schedule and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Christine Olsen was presented to the Board for review. Mrs. Rains recommended that the Board employ Christine Olsen as a teacher to fill the extraordinary leave of a teacher at Walker School.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Christine Olsen as a teacher for the 2011-2012 school year and on the BA Lane, Step 1 location of the 2011-2012 teacher salary schedule and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Andrea Houk was presented to the Board for review. Mrs. Rains recommended that the Board employ Ms. Houk as a special education teacher to fill a short-term FMLA.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Andrea Houk as a teacher for the 2011-2012 school year and on the prorated BA Lane, Step 1 location of the 2011-2012 teacher salary schedule and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Judy Radusewicz was presented to the Board for review. Mrs. Rains recommended that the Board employ Ms. Radusewicz as a paraprofessional at an hourly rate of \$10.50.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Judy Radusewicz as a paraprofessional for the 2011-2012 school year and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Colleen Schau was presented to the Board for review. Mrs. Rains recommended that the Board employ Ms. Schau as a paraprofessional for the 2011-2012 school year.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Colleen Schau as a paraprofessional for the 2011-2012 school year and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Christopher Mena was presented to the Board for review. Mrs. Rains recommended that the Board employ Christopher Mena as a paraprofessional at an hourly rate of \$10.50.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Christopher Mena as a paraprofessional for the 2011-2012 school year and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Joanne Pappas was presented to the Board for review. Mrs. Rains recommended that the Board employ Joanne Pappas as a paraprofessional at an hourly rate of \$10.50.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Joanne Pappas as a paraprofessional for the 2011-2012 school year and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Christie Dziedzic were presented to the Board for review. Mrs. Rains recommended that the Board employ Christie Dziedzic as a paraprofessional at an hourly rate of \$10.50.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Christie Dziedzic as a paraprofessional for the 2011-2012 school year and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Michael Doyle was presented to the Board for review. Mrs. Rains recommended that the Board employ Michael Doyle as a paraprofessional at an hourly rate of \$10.50.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Michael Doyle as a paraprofessional for the 2011-2012 school year and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

The personnel file of Laila Olsson were presented to the Board for review. Mrs. Rains recommended that the Board employ Laila Olsson to fill a family medical leave at the Summit Hill Junior High School.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education employ Laila Olsson as a teacher effective August 16, 2011 and to continue until approximately September 24, 2011 and on the prorated BA Lane, Step 2 location of the 2011-2012 teacher salary schedule and subject to the completion of the application and fingerprinting process. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

#### Acceptance of National Investigations Proposal

Mrs. Rains recommended that the Board continue working with National Investigations to follow up and verify the residency of some families. Members of the Board entered into a discussion and requested that additional information be provided and discussed at the next meeting of the Board to determine if a change should be made in an effort reduce and/or change the procedures. Mrs. Rains stated that the cost to educate one student in district is \$8,468.

A motion was made by Mrs. Borgens and seconded by Mrs. Murphy that the Board of Education permit the Superintendent to sign a one year one year agreement between National Investigations, Inc. and Summit Hill School District #161. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays.

#### Approval of 2011-2012 Parent Handbook

Mrs. Rains presented an updated Parent Handbook for Board approval. A discussion followed with recommendations to the Superintendent for some clarification. Mrs. Rains requested that the Board approve the updated and revised Parent Handbook.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board approve the amended 2011-2012 Student/Parent Handbook. After a voice vote, the motion carried.

#### Approval of 2011-2012 Band Handbook

Mrs. Rains recommended that the Board approve the 2011-2012 Band Handbook.

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board approve the 2011-2012 Band Handbook as presented. After a voice vote, the motion carried.

#### Approval of Key Communicator Program

Mrs. Rains gave an overview of the Key Communicator Program that she would like the Board to consider for the District. This program would create a network of highly organized and strategically placed persons who are well-connected to both schools and community that would promote a continuing two-way exchange.

Members of the Board gave approval to begin this program in the District.

#### In-School Suspension Room

Mrs. Rains stated that she and Ms. Egan have been working with both the Summit Hill Junior High School and the Hilda Walker School to create and develop a framework for the use of a room to service disruptive students/in-school suspensions to deal with discipline issues at grades 5 – 8. Members of the Board and administration entered into a discussion at this time. It was agreed that a review of this in-suspension room would be reviewed for its effectiveness and cost after the first quarter.

Mrs. Rains was granted an approval to create 2 positions and to continue creating the framework for its inception beginning on the first day of school.

#### President's Comments

Board President Kenny addressed the issue of backpacks in the classroom. It was stated that there is concern by some of the safety issue of students with backpacks on the floors. A question arose that this is a Board issue. Mrs. Rains stated that she would provide a report to the Board of how this is handled at the schools and seek suggestions from the principals.



#### Enrollment Report and Registration Update

Mrs. Rains reported that 85% of the returning students have registered for the 2011-2012 school year. Mrs. Rains stated that there are currently 3,333 students scheduled to begin the school year in the district.

#### Pre-School For All Grant

Mrs. Rains stated that the District was not granted Preschool for All funding from the state to add two sections to the Preschool for All Program but that the district would continue to serve 40 students which the Board of Education funded.

#### Preliminary 2011-2012 Budget Presentation

Mr. Gerdes presented a one page summary of the tentative budget. Mr. Gerdes stated that at this time the district's funds are projected to have positive balances at the end of the fiscal year with a balance in the operating funds.

#### Summer 2011 Projects

Mr. Jakubowski, Supervisor of Buildings and Grounds informed the Board of the many summer projects that included inspection of fire alarm, sprinkler, electronic, fire extinguisher and backflow systems along with the thorough cleaning of each school in preparation for the upcoming school year.

#### District 843 Meeting Report

Mrs. Kenny attended the July 19, 2011 Special Education Meeting and gave a report to the Board. Member Kenny invited the Board to attend the opening day for District 843 and also stated that the administration is creating a five year plan for buildings and grounds and of major projects for District 843.

#### Board Member Comments

Mrs. Murphy expressed concerns within the district and test scores. Also discussed were new laws that were discussed at a workshop which have an effect on the school district.

Adjournment to Closed Session

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board of Education go into closed session according 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 and employee or against legal counsel for the District to determine its validity. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays. The time was 9:30 P.M.

Return to Open Session

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board return to Open Session. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays. The time was 9:55 P.M.

Adjournment of Regular Meeting

A motion was made by Mrs. Lenz and seconded by Mrs. Murphy that the Board adjourn the regular meeting of the Board. Roll Call Vote: Mr. Doyle aye, Mrs. Molinare aye, Mrs. Lenz aye, Mrs. Kenny aye, Mrs. Murphy aye, Mrs. Borgens aye. Motion carried: 6 ayes, 0 nays. The time was 9:55 P.M.

Respectfully submitted,

Arliss Bouton

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President

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Secretary