

FRANKFORT C. C. SCHOOL DISTRICT 157-C
REGULAR MEETING
16 APRIL 2012

Minutes of a regular public meeting of the Board of Education of Frankfort Community Consolidated School District 157-C, Will County, Illinois, held in the Board Room at the Administrative Offices, 10482 West Nebraska Street, Frankfort, Illinois 60423, in said District at 7:00 p.m. on the 16th day of April 2012.

I. CALL TO ORDER

In the absence of President Brian Klene, Vice President Patrick Usher called the meeting to order at 7:00 p.m. and requested that Recording Secretary Rosemary Georgen call the roll.

II. ROLL CALL AND DETERMINATION OF QUORUM

Present: Edie Adamski, Christopher McFadden, Cari Mills, Jean Stanker, Mike Turner, Patrick Usher

Absent: Brian Klene

Vice President Usher announced that there was a quorum.

Present: Thomas Hurlburt, District Superintendent
Curt Saindon, Assistant Superintendent of Finance and Operations
Kevin Suchinski, Principal, Hickory Creek Middle School
Kristin Simpkins, Principal, Chelsea Intermediate School
Dan Prorak, Assistant Principal, Chelsea Intermediate School
Eileen Nelson, Principal, Grand Prairie Elementary School
Jake Nelson, Director of Technology
Carrie Clodi, Coordinator, Special Education Services
Janet Goggins, Instructional Coordinator

Also Present: Nancy Neuzil, Public Relations Coordinator

III. PUBLIC FORUM

None.

IV. RECOGNITION

None.

V. APPROVAL OF MINUTES OF REGULAR MEETING OF 12 MARCH 2012, OPEN/CLOSED

A motion was made by Edie Adamski, and seconded by Jean Stanker, to approve the minutes of the Regular Meeting of 12 March 2012, Open/Closed, as presented.

Voting "Aye:" Adamski, Stanker, Mills, McFadden, Turner, Usher

Motion carried: 6 Aye, 0 Nay

Brian Klene arrived at 7:18 p.m.

VI. CORRESPONDENCE

Secretary Jean Stanker was in receipt of the following correspondence: A letter from Colleen Kisel, Founder, The Treasure Chest Foundation, expressing thanks and gratitude to Frankfort School District 157-C for its generous donation of \$730 in gift cards, 10,622 toys, and \$1,068, benefiting children and teens fighting cancer.

VII. REPORTS

A. Treasurer's Report

Assistant Superintendent of Finance and Operations Curt Saindon provided the board with information included in the Treasurer's Report through the month of March 2012.

REPORTS (Continued)

B. Schools/Curriculum & Instruction

Information from each of the school administrators was included in the packet for review by the board. Each administrator provided brief oral reports updating the board on their current activities.

C. Superintendent's Report

Superintendent Thomas Hurlburt reported that Jake Nelson, Janet Goggins, and he worked on the application for the Race To The Top Phase III. It became evident that the requirements out-weigh the benefits. There were no provisions for districts that have been making AYP. It was decided that the district is better off monitoring the Race To The Top components as a non-participant.

D. Board

1. Special Education

Patrick Usher reported on the 21 March 2012 meeting of Special Education District 843. The Lincoln-Way Area Special Education Advisory Committee met on 10 April 2012. The minutes of both meetings were included in the packet for review by the board.

2. Frankfort Township Planning Commission

Representative Edie Adamski reported no meeting was held during the month of April. The next regularly scheduled meeting will occur on Wednesday, 6 June 2012.

3. Board, Frankfort Teacher Executive Board, and Administrator of the Month

The following reports for Members of the Month, Frankfort Teacher Executive Board Members Greg Rigoni and Caron Woulf and Administrator Eileen Nelson were included in the board packet.

4. Other Liaison Reports

Cari Mills reported on the current activities of the Education Foundation, and an update on the plans for their annual fundraiser which is scheduled for April 20, 2012 at CD'S & Me. Mrs. Mills provided a timetable for the various events occurring during the evening of the fundraiser on Friday.

E. Freedom of Information Request

None.

VIII. DISCUSSION ITEMS

A. Strategic Planning - Superintendent Goals Update Report

Superintendent Hurlburt provided a brief overview of his updated goals for the 2011-2012 school year. Some items included in the discussion were encouraging cutting edge teaching methodology and instruction, integration of technology with instruction including Smart Boards, increase in the use of data, providing teachers with the opportunity to be more comfortable with the use of data, facilitate meetings between principals and teachers, teacher evaluation review, etc.

B. FY 2012 Audit

Assistant Superintendent Curt Saindon discussed the reporting regulations taking effect in 2012-2013. The current regulations are similar to those in place last year.

C. Budget Update

Mr. Hurlburt and Mr. Saindon updated the board on the continuing development of the FY12/13 Budget. The district will be receiving about \$91,000 less in property tax dollars next year. Attention will be paid to enrollment figures and possibly streamlining operations and staffing.

DISCUSSION ITEMS (Continued)

D. Request To Seek Bids For Truck

Mr. Saindon has recommended seeking bids and price quotes for purchasing a new vehicle for Maintenance and Grounds Department.

E. Summer School

Over the past three years that the district has offered summer school, it has cost the district over \$10,000. This past summer, the summer school program was moved from early summer to August. A significant drop in enrollment occurred which cost the district \$6,000 to run. Pre and post testing has shown little improvement in retention for the start of the year by taking summer school. It is the recommendation of Mr. Hurlburt not to offer summer school for the 2012 summer. Summer school for at risk students would not be discontinued. A discussion ensued. Each member of the board was polled to provide their opinion regarding the status of summer school. No decision was reached. Mr. Hurlburt will look into to the matter further.

F. Legal Firm RFP Update

The following is a list the Administration received of eight proposals from various Attorney/Legal Firms to represent Frankfort District 157-C:

Franczek & Radelet
Sraga & Hauser
Scariano, Hime & Petrarca
Canna & Canna
Ottoosen, Britz, Kelly, Cooper Gilbert & Dinalfo
Klein, Thorpe & Jenkins
Robbins, Schwartz, Nichlas, Lifton & Taylor
Whitt Law

IX. ACTION ITEMS

A. Payment Of Bills

A motion was made by Christopher McFadden, and seconded by Cari Mills, to approve payment of bills as presented.

Voting "Aye:" McFadden, Mills, Stanker, Turner, Adamski, Usher, Klene

Motion carried: 7 Aye, 0 Nay

B. Consent Agenda

The following items were removed from the list for further discussion: Item 4 - - Intergovernmental Agreement With Village Of Frankfort and Item 8 -- - Approval of Summer Help.

A motion was made by Jean Stanker, and seconded by Mike Turner, to table the discussion and approval of Item 4 - - Intergovernmental Agreement With Village Of Frankfort until the May Board Meeting. All members voted "Aye." Motion carried.

8. Approval Of Summer Help

Recommend the employment of the following summer clerical/curriculum support staff contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education:

<u>Name</u>	<u>Rate Per Hour</u>
Meredith Coffey	\$9.25
Cara Stanek	\$9.25
Katherine Stanker	\$8.25

ACTION ITEMS - - Consent Agenda (Continued)

Recommend the employment of the following summer technology support staff contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education:

<u>Name</u>	<u>Rate Per Hour</u>
Alex Popek	\$14.82
Dawn Davis	\$17.15

Recommend the employment of the following summer custodial support staff contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education:

<u>Name</u>	<u>Rate Per Hour</u>
Kyle Kolb	\$9.25

A motion was made by Mike Turner, and seconded by Patrick Usher, to approve Item 8 - - Approval of Summer Help as amended.

*Voting "Aye:" Turner, Usher, McFadden, Mills, Stanker, Adamski, Klene
Motion carried: 7 Aye, 0 Nay*

A motion was made by Patrick Usher, and seconded by Jean Stanker, to approve the following:

1. Technology Lease Approval

Approve the use of Providence Capital for a four-year technology lease with a buyout option for Chelsea School as presented. Furthermore, that the Board direct the Administration to execute any finalized lease paperwork and other documents, as necessary, based on negotiation of all final terms and conditions. This lease will be entered into in May of 2012 with funding occurring in June of 2012 and repayment occurring annually in July of 2012-2015. The buyout, if enacted, would occur at the end of the fourth year just prior to the lease's expiration in June 2016.

2. Technology Purchase For Chelsea

Approve the purchase of 67 lap top computers and 180 desktop computers from Dell Direct as presented. Total pricing is estimated to be \$168,111 and final, exact pricing will be determined at the time the full order is placed in late April or early May. Resale of old, unneeded equipment and delivery of this new equipment is set to occur in early to mid-June, and the technology will be set up and ready to go for the start of the 2012-2013 school year.

3. Amendment To Aramark Contract

Approve the contract renewal and two new amendments of the services contract with Aramark as presented. This would include setting next year's contractual increase at 3%, setting next year's prepayment discount at 2%, adjusting school year custodial staffing to include the Hickory Creek swing shift position in the Aramark contract (estimated saving of \$7,000-\$9,000 or more, depending on insurance selections), and adjust the hiring of our summer cleaning crew by putting all nine adult summer cleaning crew members on the Aramark contract (for a 12 week summer cleaning schedule) to realize a few hundred dollars in additional savings and to streamline the staffing process. We would ask the Board to direct and authorize the Administration to complete the negotiations and review of said changes and execute any contractual amendments or other documents, as needed.

ACTION ITEMS - - Consent Agenda (Continued)

5. Seek Bids/Price Quotes For Pickup Truck
Approve and direct the Administration to go out for bid for a pickup truck (Ford F-350 XLT, or approved equal) with the additional features as presented. Once bids have been received, the Administration will bring a recommendation to purchase to the Board in May and plan to accept delivery of the pickup truck in June. Funding for this purchase will come out of available Operations and Maintenance Fund capital outlay and equipment monies.
6. MAI Agreement
Approve the MAI Land Appraisal for the Will County Land Use Department.
7. School Maintenance Grant Application
Approve the Administration's request and application for a \$50,000 School Maintenance Matching Grant as presented. In addition to approving the capital projects to be completed under this grant program, we ask the Board President sign and approve the District Certification Form and direct the Administration to complete the application process and submit all necessary paperwork, both hard copy and electronically, as required to secure this grant.
9. National Teacher Appreciation Week
Sponsor a luncheon for staff during National Teacher Appreciation Week in recognition of their dedicated service and commitment to the children of Frankfort School District 157-C.
10. Amend Calendar 2011-2012 - - Unused Emergency Days
*Authorize the Superintendent to file with the regional office a revised calendar for the 2011-2012 school year as follows:
Last day of school - - Tuesday, 5 June 2012*
11. Schedule FY2012 Audit Review
Accept the tentative schedule of work as presented for Smith, Koelling, Dykstra and Ohm, our independent auditors, to complete the FY 2012 school district audit, and direct the Administration to complete all tasks necessary to effectuate the completion of this audit.
12. Board Of Education Policies (Second Reading)
Approve to amend or adopt the following Board of Education policies:
 - 2:120 Board Member Development
 - 2:200 Types Of School Board Meetings
 - 4:110 Transportation
 - 4:170 Safety
 - 5:30 Hiring Process And Criteria
 - 5:220 Substitute Teachers
 - 5:285 Drug And Alcohol Testing For School Bus And Commercial Vehicle Drivers
 - 6:50 School Wellness
 - 6:110 Programs For Students At Risk Of Academic Failure And/Or Dropping Out Of School And Graduation Incentives Program
 - 7:100 Health, Eye, And Dental Examinations; Immunizations; And Exclusion Of Students
 - 7:190 Student Discipline
 - 7:270 Administering Medications To Students*Voting "Aye:" Usher, Stanker, Turner, Adamski, McFadden, Mills, Klene
Motion carried: 7 Aye, 0 Nay*

ACTION ITEMS (Continued)

C. Personnel

I. Employment Of Full-Time Certified Staff

A motion was made by Jean Stanker, and seconded by Patrick Usher, to approve the following:

Approve the full-time employment of the following FIRST YEAR certified staff for the 2012-2013 school year:

Eileen Nelson, Laura Brannigan, Jane DeHaan, Katie Ellinghaus, Kristina Porter

Approve the full-time employment of the following SECOND YEAR certified staff for the 2012-2013 school year:

Richard Innocenti, Colleen Reiser, Ryan Talaga, Diane Heimlich

Approve the full-time employment of the following THIRD YEAR certified staff for the 2012-2013 school year:

Carrie Clodi, Janet Goggins, Lori Stanevictus, Nicole Black, Kerry Bouck, Jennifer

Campos, Maribeth Fagan, Therese Jackson, Tyler Haymond, Laura Holmes, Sarah

Margalus, Shannon Diehl, Katie Milosovic, Mary Ventrella, Taylor Bussie

Approve the full-time employment of the following FOURTH YEAR certified staff and in doing so, said staff attain tenure status for the 2012-2013 school year:

Stacy Berchos, Courtney Caamano, Staci Chronos, Cari Clousing, Lindsay

Lewkowski, Amy Steele, Marc VanAssen, Cheryl Wojnarowski, Jeffrey Perich

Renew the administrative contracts for the 2012-2013 fiscal year for the following:

Kevin Suchinski, April Mahy, Kristin Simpkins, Dan Prorok, Eileen Nelson, Jacob

Nelson, Carrie Clodi, Janet Goggins, Curt Saindon

Employment Of Part-Time Certified Staff

Recommend the employment of the following part-time certified staff for the 2012-2013 school year:

Jennifer Banas .80 FTE

Sarah Sikma .80 FTE

Leslie Walton .65 FTE

Kristen Carr .50 FTE

Nicole Conroy .50 FTE

Beth Pesavento .50 FTE

Debra Sanefort .40 FTE

Voting "Aye:" Turner, Usher, McFadden, Mills, Stanker, Adamski, Klene

Motion carried: 7 Aye, 0 Nay

2. Employee Dismissal Resolutions

Item to be discussed in Closed Session.

3. Resignation

A motion was made by Patrick Usher, and seconded by Mike Turner, to accept the resignations of the following:

Caitlin Thayer effective 27 March 2012

Joyce Yurko as presented

All members voted "Aye." Motion carried.

4. Leave Of Absence

A motion was made by Jean Stanker, and seconded by Christopher McFadden, to approve the Leave of Absence for Kelly Aleshire for the 2012-2013 school year.

All members voted "Aye." Motion carried.

X. EXECUTIVE SESSION: PERSONNEL, EMPLOYMENT OF EMPLOYEES AND THE DISCUSSION OF SALARY FOR ONE OR MORE CLASSES, NEGOTIATIONS, RESIDENCY, SUPERINTENDENT EVALUATION, AND PENDING LITIGATION (Open/Closed Session)

A motion was made by Edie Adamski, and seconded by Mike Turner, to adjourn the Open Session of the meeting and move into Executive Session to discuss personnel--employment of employees and the discussion of salary for one or more classes, negotiations, residency, superintendent evaluation, and pending litigation (Open and Closed Session). All members voted "Aye." Motion carried.

President Klene declared a Closed Session 9:18 p.m. President Klene resumed Open Session at 11:35 p.m.

XI. ACTION ITEMS FOLLOWING CLOSED SESSION

Personnel

A motion was made by Cari Mills, and seconded by Patrick Usher, to adopt the resolution authorizing notice of dismissal of non-tenure certified staff other than final-year probationary teachers at the close of the 2011-2012 school year. All members voted "Aye." Motion carried.

Board Ratification Of 2012-2016 Frankfort Teachers' Association Contract


A motion was made by Patrick Usher, and seconded by Jean Stanker, to ratify the 2012-2016 Frankfort Teachers' Association Contract. All members voted "Aye." Motion carried.

XII. INFORMATION ITEMS & ANNOUNCEMENTS

The next regular meeting of the Board of Education is Monday, 14 May 2012, at 7:00 p.m., in the Boardroom at the Administrative Offices, 10480 Nebraska Street, Frankfort, Illinois 60423-2235.


XIII. ADJOURNMENT

A motion was made by Mike Turner, and seconded by Edie Adamski, that the meeting be adjourned. All members voted "Aye." Motion carried. President Klene adjourned the meeting at 11:42 p.m.



Brian Klene, President

ATTEST:



Jean Stanker, Secretary

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