

FRANKFORT C. C. SCHOOL DISTRICT 157-C

REGULAR MEETING

14 APRIL 2014

Minutes of a regular public meeting of the Board of Education of Frankfort Community Consolidated School District 157-C, Will County, Illinois, held in Board Room at the Administrative Offices, 10482 West Nebraska Street, Frankfort, Illinois 60423, in said District on the 14th day of April 2014.

I. CALL TO ORDER

President Christopher McFadden called the Regular Meeting to order at 7:03 p.m. and requested that Recording Secretary Rosemary Georgen call the roll.

II. ROLL CALL AND DETERMINATION OF QUORUM

Present: Edie Adamski, Gina Briese, Cari Mills, Brian Sasso, Patrick Usher, Christopher McFadden

Absent: Mike Turner

President McFadden announced that there was a quorum.

Present: Dr. Patricia Wernet, Interim Superintendent  
Curt Saindon, Assistant Superintendent of Finance and Operations  
Dr. Kevin Suchinski, Principal, Hickory Creek Middle School  
Kristin Simpkins, Principal, Chelsea Intermediate School  
Eileen Nelson, Principal, Grand Prairie Elementary School  
Jacob Nelson, Director, Technology  
Janet Goggins, Director, Curriculum and Instruction  
Dr. Sue Ireland, Interim Director of Special Services

Also Present: Nancy Neuzil, Public Relations Coordinator; several unidentified individuals in the audience.

III. PUBLIC FORUM

None.

IV. APPROVAL OF MINUTES OF REGULAR MEETING OF 24 MARCH 2014, OPEN/CLOSED/ AND SPECIAL MEETING OF 31 MARCH 2014.

*A motion was made by Gina Briese, and seconded by Patrick Usher, to approve the minutes of the Regular Meeting of 24 March 2014, Open/Closed, and the Special Meeting of 31 March 2014, as presented. All members voted "Aye." Motion carried.*

Mike Turner arrived at 7:18 p.m.

V. CORRESPONDENCE

The Board received the following correspondence: A thank you note from Sandy Pechtold for the flowers sent to her recently; a note of appreciation from Becky Cleveland, former School Board Member, for the book donated in memory of her father, Ralph Dralle.

VI. 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 2014.

B. Schools/Curriculum & Instruction/Special Services/Technology

Information from each of the school administrators was included in the packet for review by the Board. Each administrator provided further information regarding their current activities.

C. Superintendent's Report

Dr. Patricia Wernet, Interim Superintendent, presented the Staffing Report for the 2014-2015 school year. The administration is requesting 3.1 FTE's for next school year. Dr. Wernet was available for any questions.

REPORTS (Continued)

D. Board

1. Special Education

Lincoln-Way Special Education District Governing Board met on 25 March 2014 and the Advisory Committee met on 8 April 2014. The minutes of these two meetings were enclosed in the packet for review by the Board.

2. Frankfort Township Planning Commission

Representative Gina Briese reported that no meeting of the Frankfort Township Planning Commission was held in the month of April.

3. Other Liaison Reports

Cari Mills provided a brief report on the latest FSP and Education Foundation meetings.

E. Freedom Of Information Request (1)

Esther Castillejo, the Better Government Association, requested the following information:

1. Any and all current collective bargaining agreements, including but not limited, to union contracts with teachers;
2. Any and all employment/personnel agreements and contracts with current administrators, including but not limited to superintendents;
3. The most recent approved operating and capital budgets;
4. Any and all confidentiality agreements adopted, approved or signed in calendar years 2011, 2012, and 2013;
5. Documents sufficient to show the names and corresponding job titles and salaries of any and all employees and board members as of today (The current payroll records that include names, positions, and pay.).

This request has been complied with via-e-mail on 9 April 2014.

VII. DISCUSSION ITEMS

Assistant Superintendent Curt Saindon provided the following information:

A. Board Policies (First Reading)

The Board will review and update the following policies to be approved at the May Board meeting:

- 2:30 School Board: School District Elections
- 2:110 School Board: Qualifications, Term, And Duties Of Board Officers
- 4:30 Operational Services: Revenue And Investments
- 5:10 General Personnel: Equal Employment Opportunity And Minority Recruitment
- 5:30 General Personnel: Hiring Process And Criteria
- 5:180 General Personnel: Temporary Illness Or Temporary Incapacity
- 5:190 Professional Personnel: Teacher Qualifications
- 5:240 Professional Personnel: Suspension
- 7:70 Students: Attendance And Truancy
- 7:180 Students: Preventing Bullying, Intimidation, And Harassment
- 7:190 Students: Student Discipline

B. Budget Update

Updated the Board on the continuing development of the FY14-15 Budget.

C. Maintenance Vehicle Bid

Provided the Board with information on the bid process that took place on 8 April 2014 for the replacement of a maintenance vehicle. One timely and qualified bid was received from Currie Motors for a 2015 Ford F-350 XLT for a purchase price of \$33,165.

DISCUSSION ITEMS (Continued)

D. Installation Of Unit Ventilators

Informed the Board on the bid process that took place on 3 April 2014 for the installation services related to the purchase of 13 new classroom unit ventilators at Chelsea Intermediate School. Eight timely and qualified bids were received. The qualified low bid for both the base bid and the two alternates came from Oak Brook Mechanical at a cost of \$116,000 for the base bid, \$203,000 for alternate #1 (the in-ceiling uni-vents), and \$215,000 for alternate bid #2 (the chiller).

E. Purchase New Computers For Grand Prairie And Chelsea Addition

Discussed the proposed purchase of 340 desktop computers from Dell for a total price of \$171,417.80 and 10 laptops for a total price of \$10,275.50. Funding for this purchase will come from the Lease Fund under Technology Equipment and Infrastructure. Disposal of old units will occur shortly after school is over in June and replacement with the new units will take place during the summer of 2014. New computers to be installed in August 2014.

F. Phone System Replacement

Discussed the need to replace the current phone system due to the loss of support for the current outdated system configuration. Purchasing the upgrade for the phone system will reduce the number of servers and electricity needed to run them by half (from four servers to two). This would also give redundant Emergency Responder and Unity E-Mail servers we currently do not have. Proposals: \$47,705.05 from CDW; \$33,822.20 from Sentinel. Both proposals include migration to the new platforms and the first year of maintenance support. Recommendation: Sentinel with a cost not to exceed \$33,822.20.

G. Move Renewal Date For Workman's Compensation Insurance

Advised that an offer has been received from the Illinois Counties Risk Management Trust (ICRMT), the district's workman's compensation insurance carrier, about changing the renewal/anniversary date for our insurance program. Currently, December 1<sup>st</sup> is the renewal date; proposed renewal date option by ICRMT is July 1, 2015, without any rate increase during that extension. Due to the conversion of several school district and park district accounts this July, a slight decrease in our rates and premiums of \$2,769 (a 1.9%) will occur. This new renewal rate will make it easier for budgeting as we will know our renewal rates in May before completion of our tentative budget in June. Our new renewal cycle and plan year would coincide with our fiscal year (July 1 - June 30) and our premium for 7/1/14 through 6/30/15 would be \$146,527 or a 1.9% decrease in our current rates.

X. ACTION ITEMS

A. Payment Of Bills

*A motion was made by Edie Adamski, and seconded by Patrick Usher, to approve the payment of bills as presented.*

*Voting "Aye:" Adamski, Usher, Briese, Mills, Sasso, Turner, McFadden*

*Motion carried: 7 Aye, 0 Nay*

B. Consent Agenda

*A motion was made by Edie Adamski, and seconded by Cari Mills, to approve the following:*

1. 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.*

CONSENT AGENDA (Continued).

2. Amend Calendar - 2013-2014 -- Used Emergency Days  
*Authorize the Superintendent to file with the regional office a revised calendar for the 2013-2014 school year as follows:  
Last day of school: Monday, 9 June 2014*
  
3. Maintenance Vehicle Bid  
*Approve the purchase of a 2015 Ford-F350 XLT pickup truck from Currie Motors of Frankfort, IL, for a purchase price of \$33,165. Additionally, we would ask the Board to approve offering our old, used pickup truck for sale to the Lincoln Way Area Special Education Cooperative for \$3,500, which is the stated trade-in value of the vehicle. If they wish to purchase the vehicle, they can and if not, we would trade it in to Currie and get a \$3,500 credit off the purchase price of the new pickup truck. Funds for this purchase would come out of the Operations and Maintenance Fund Capital Equipment/Vehicle line and are available to cover this purchase.*
  
4. Installation Of Unit Ventilators  
*Approve Oak Brook Mechanical to install 13 new classroom unit ventilators at a cost of \$116,000 and replace the original boiler room chiller at a cost of \$215,000 at Chelsea Intermediate School, but reject the replacement of the in-ceiling unit ventilators. Funding for these projects will come from a combination of school district reserves and State School Maintenance Grant monies and with Board approval, would be budgeted accordingly. Finally, with Board approval, the school district would coordinate with ICI to hopefully complete the work on time and under budget this summer.*
  
5. Purchase New Computers For Grand Prairie And Chelsea Addition  
*Approve the purchase of 340 Desktops from Dell for a total price of \$171,417.80 and 10 laptops for a total price of \$10,275.50. Funding for this purchase will come from the Lease Fund under Technology Equipment and Infrastructure. Disposal of the old units will occur shortly after school lets out early June and replacement with the new units will take place during the summer of 2014. The new computers should be all set up and ready to go by the time school starts in August.*
  
6. Phone System Replacement  
*Approve the replacement and installation of the Cisco Phone System with a cost not to exceed \$33,822.20 through Sentinel Technologies. After year one, anticipated annual maintenance fees are expected to be in the \$3,500 - \$4,000 range. Available funds for this purchase would come from the Education Fund Technology Equipment and Purchased Services Budgets. Installation, migration and implementation would take place in the summer of 2014 with help from Sentinel and the new system would be ready to go for the start of the 2014-2015 school year (It will look and feel very similar to our current phone system.).*
  
7. Carnegie Learning Math Program  
*Approve the adoption of the Carnegie Math curriculum resource as presented above for a five-year period beginning 7/1/14 at a total cost of \$113,622.95 payable at the commencement of this adoption period. This purchase price will include all student curriculum, teacher tests, staff development, and miscellaneous other resources as outlined in the proposal. Funding for this purchase will come out of the FY2013-2014 curriculum and instruction budget from available resources.*

CONSENT AGENDA (Continued)

8. Move Renewal Date For Workman's Compensation Insurance

*Approve changing the Workman's Compensation Insurance Plan renewal/anniversary date with ICRMT, as administered by IPMG, from December 1<sup>st</sup> to July 1<sup>st</sup> to coincide with our fiscal year. The new proposed annual premium for 7/1/14 - 6/30/15 would be \$146,527 and reflects a 1.9% decrease in premiums from the current year. Per the correspondence from IPMG, no re-underwriting will occur and the plan will essentially be extended by seven months (from 12/1/14 to 7/1/15) at these slightly reduced rates.*

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

C. Personnel

*A motion was made by Patrick Usher, and seconded by Cari Mills, to approve the following:*

1. Approval Of Summer Help

*Summer Clerical Support Staff contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education:*

*Eileen Neufeld \$8.50 Per Hour Katherine Shanker \$8.75 Per Hour*

*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:*

*Dawn Davis \$18.04 Per Hour Alex Popek \$15.58 Per Hour*

*Summer Maintenance/Grounds Support Staff contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education:*

*Thomas Cotta \$8.50 Per Hour Nicole Nepote \$8.50 Per Hour*

*Logan Newman \$8.25 Per Hour Christopher Scott \$8.75 Per Hour*

2. Employment

*Approve the transfer of Christina Cotta as a Full-Time Head Building Secretary at Grand Prairie Elementary School at an hourly rate of \$19.45 for the 2013-2014 school year contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.*

*Approve the transfer of Susan Kois as a Full-Time Building Secretary at Grand Prairie Elementary School at an hourly rate of \$15.50 for the 2013-2014 school year contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.*

*Approve up to ten (10) additional days for Dr. Susan Ireland, Interim Director of Special Services, to complete 22 IEP meetings that are scheduled in May 2014.*

*Approve the employment of Matt Dykema as a .50 PE Teacher and a .50 Paraprofessional (BA+0/Step 1) at Hickory Creek Middle School for the 2014-2015 school year contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.*

*Approve the employment of Josh Purpura as a Full-Time PE Teacher (MA+0/Step 3) at Hickory Creek Middle School for the 2014-2015 school year contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.*

3. Leave Of Absence

*Approve the unpaid Leave of Absence for Suzanne Sandowski as presented.*

ACTION ITEMS - - PERSONNEL (Continued)

4. Family Medical Leave

*Approve the Family Medical Leave for Jennifer Campos, 5<sup>th</sup> Grade Teacher at Chelsea Intermediate School.*

*Approve the Family Medical Leave for Kerry Tarala, 6<sup>th</sup> Grade Special Education Teacher at Hickory Creek Middle School.*

5. Retirement

*Approve the retirement of Arlene Pawlak, Nurse at Hickory Creek Middle School as presented.*

*Voting "Aye:" Usher, Mills, Adamski, Briese, Sasso, Turner, McFadden*

*Motion carried: 7 Aye, 0 Nay*

IX. CLOSED SESSION: APPOINTMENT, EMPLOYMENT, COMPENSATION, DISCIPLINE, PERFORMANCE AND/OR DISMISSAL OF SPECIFIC EMPLOYEES, STUDENT DISCIPLINE, STUDENT RESIDENCY, STUDENT ISSUE, RECLASSIFICATION OF EMPLOYEES, POTENTIAL SALE OR LEASE OF LAND, NEGOTIATIONS, AND PENDING LITIGATION (Open/Closed)

*A motion was made by Patrick Usher, and seconded by Cari Mills, to go into Closed Session to discuss appointment, employment, compensation, discipline, performance and/or dismissal of specific employees, student discipline, student residency, student issue, reclassification of employees, potential sale or lease of land, negotiations, and pending litigation. All members voted "Aye." Motion carried. President McFadden declared a Closed Session at 8:04 p.m.*

*Motion by, seconded by to return to Open Session. All members voted "Aye." Motion carried. President McFadden resumed Open Session at 8:20 p.m.*

X. ACTION ITEMS FOLLOWING CLOSED SESSION

A. Board Ratification Of The Amended 2012-2016 Frankfort Teachers' Association Contract

*A motion was made by Patrick Usher, and seconded by Edie Adamski, to ratify the amended 2012-2016 Frankfort Teachers' Association Contract.*

*Voting "Aye:" Usher, Adamski, Briese, Mills, Sasso, Turner, McFadden*

*Motion carried: 7 Aye, 0 Nay*

B. Approval Of Director Of Special Services Contract

*A motion was made by Edie Adamski, and seconded by Patrick Usher, to approve the employment of Jennifer Bajda as the Director of Special Services at an annual salary of \$85,000 for the 2014-2015 school year contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.*

*Voting "Aye:" Adamski, Usher, Briese, Mills, Sasso, Turner, McFadden*

*Motion carried: 7 Aye, 0 Nay*

C. Approval Of Assistant Superintendent Of Finance And Operations/CSBO Contract

*A motion was made by Edie Adamski, and seconded by Cari Mills, to approve the contract for the Assistant Superintendent of Finance and Operations/CSBO as presented.*

*Voting "Aye:" Adamski, Mills, Briese, Mills, Sasso, Turner, McFadden*

*Motion carried: 7 Aye, 0 Nay*

D. Employee Dismissal Resolutions - Educational Support Personnel

*A motion was made by Gina Briese, and seconded by Patrick Usher, to adopt the resolution authorizing notice of dismissal of educational support staff due to reduction in force at the close of the 2013-2014 school year.*

*Voting "Aye:" Briese, Usher, Adamski, Mills, Sasso, Turner, McFadden*

*Motion carried: 7 Aye, 0 Nay*

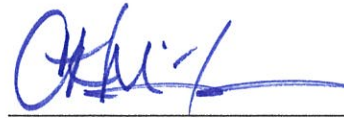
XI. INFORMATION AND ANNOUNCEMENTS

The next regular meeting of the Board of Education is Monday, May 19, 2014, at 7:00 p.m. in the Board Room at the Administrative Offices, 10482 West Nebraska Street, Frankfort, Illinois, 60423-2235.

XI. ADJOURNMENT

*A motion was made by Patrick Usher, and seconded by Gina Briese, that the meeting be adjourned. All members voted "Aye." Motion carried.*

President McFadden adjourned the meeting at 9:07 p.m.



Christopher McFadden, President

ATTEST:



Edie Adamski, Secretary

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