



FOR IMMEDIATE RELEASE

August 16, 2018

District 157-C August 15, 2018 Board of Education Meeting Recap

FRANKFORT, IL — The regular Frankfort School District 157-C Board of Education meeting of August 15, 2018 was called to order by Board President Gina Briese at 7:00 p.m. The roll call was taken, and a quorum was present. The Board recited the Pledge of Allegiance.

The Board acknowledged a letter of correspondence from Eileen Nelson, former Grand Prairie Elementary School principal, thanking the Board for the opportunities they provided her.

The Board approved the Open and Closed Session minutes of the regular meeting of June 20, 2018.

No one signed up to speak during the Public Forum portion of the meeting.

The Board heard a presentation from Director of Lincoln-Way Area Special Education District 843 Sarah Rexroad and District 843 Business Manager Craig Englert on the district's fiscal year 2018-2019 tentative budget. Rexroad said total expenditures are up \$639,142 due to an increase in expected program refunds from the previous year. Operating expenditures are down \$780,000 due to the elimination of the district's ACCESS program. District 843's certified staff received a 2.1 percent salary increase equal to the Consumer Price Index. Rexroad received a 3 percent raise, and staff members who gave notice of retirement received a 5 percent raise. The district had a \$50,000 decrease in workers' compensation insurance. The district's base funding minimum state revenue is budgeted at \$659,300 in accordance with Illinois State Board of Education rules, and its actual base funding minimum revenue is scheduled to be \$767,627. Rexroad said any difference will be refunded to member districts. Additionally, the district is budgeting \$30,000 for a plow truck; \$30,000 for life safety projects; a decrease of \$24,000 in its cleaning contract fees; and a decrease in \$250,000 in transportation expenditures, as it does not plan to purchase buses this fiscal year. "Overall, the budget is stable and steady at this point," Rexroad said. Frankfort School District 157-C Superintendent Maura Zinni said that District 843's enrollment remaining the same during Rexroad's time with the district is a testament to her work.

School principals, Director of Curriculum & Instruction Janet McClarence, and Director of Special Services Jennifer Bajda presented on the district's Multi-Tiered System of Supports for kindergarten through eighth grade. Beginning this year, all faculty members will receive handbooks regarding MTSS, which McClarence described as a common process for how faculty respond to students' academic, social and emotional needs for their overall well-being. Based on students' national, state and local assessment results, they are placed into Tiers 1-3, with Tier 1 as the core curriculum group, and Tiers 2 and 3 needing more support. Bajda said the system ensures no students fall through the cracks – that students who need additional support or additional challenges receive what they need. To help students who need

additional support, the district has interventionists who support teachers. Through MTSS, each school will have Data Days, where faculty members analyze trends across assessment data to determine if changes need to be made to curriculum. Looking ahead, the district plans to add social workers to the MTSS team to adopt curriculums for social emotional learning and develop a screener for students. “The system seems very comprehensive, thorough and unified,” Board President Gina Briese said.

Director of Technology Jacob Nelson reported that the summer was busy installing new equipment, upgrading software and preparing for one-to-one laptop instruction at Hickory Creek Middle School.

Director of Human Resources Shayna Cole reported that the district will start the new school year fully staffed with the exception of some support positions. She said she is confident the positions will be filled by the next board meeting, but the district is facing challenges that all districts face when it comes to filling specialized and support staff positions. Cole also reported that the district’s New Teacher Orientation went well, and each new teacher was paired with a mentor.

Supervisor of Buildings & Grounds Rodney Davis reported that his department caught up on inspections, painting, landscaping, installation of equipment and other life safety projects over the summer. He said the week before school will be spent helping teachers prepare their classrooms and preparing all common areas in the schools.

The Board discussed liaisons for the 2018-2019 school year and determined that Edie Adamski would continue to serve on the Lincoln-Way Area Special Education District 843 Board of Trustees and the district’s Emergency Planning Committee; Edith Lutz would continue to serve on the District Insurance Committee; Dr. Larry Kociolek would serve as the Illinois Association of School Boards delegate; Kevin Regas would serve on the Frankfort Township Planning Commission; and Brett Cosich would serve as the Board of Education Hearing Officer.

Theresa Larkin, co-president of the Family School Partnership, updated the Board on plans for the 2018-2019 school year, including spirit wear sales, book fairs, hot lunches, smoothie sales, Dine and Donate events, and more. She said the organization plans to go as paperless as possible this year.

During the Superintendent’s Report, Dr. Zinni updated the Board on staffing, which included approximately eleven new positions to add more social/emotional support and to slightly reduce class sizes. She said the district’s enrollment remains steady, at just fewer than 2,500 students. She also provided a report on teachers who have attained tenure and a summary of grants the district has received in the past three years. Dr. Zinni reported that, from the district’s Emergency Planning Commission meeting in June, the district plans to do an active shooter drill with staff and train students about Run, Hide, Fight through age-appropriate presentations. At Curriculum Nights, parents will also receive the same training about RHF that staff received last year from the Frankfort Police Department. She added that the district plans to pilot a program at Chelsea where parents can volunteer to be present during drop-off and pick-up times to have increased adult presence on campuses. Dr. Zinni also reported that the district will march in the Frankfort Fall Festival parade on September 2.

Director of Business and Operational Services Kate Ambrosini provided the Board with the July and August 2018 Treasurer’s Reports and Graphs. In June, the total fund balance increased by \$7,997,176 primarily due to property tax receipts. Monthly revenue receipts totaled \$16,305,577 primarily due to Will County property tax receipts and inter-fund transfers. Monthly expense disbursements totaled \$8,308,401 primarily due to payroll, accounts payable and inter-fund transfers. In July, the total fund balance decreased by \$558,013 primarily due to reduced property tax receipts. Monthly revenue receipts totaled \$882,818 primarily due to Will County property tax receipts. Monthly expense disbursements totaled \$1,440,831 primarily due to payroll and accounts payable.

There was one Freedom of Information request that was responded to in a timely manner. One FOIA request is pending and in progress.

In discussion, Briese reported that she and Dr. Zinni reviewed closed session meeting minutes from December 2017 through May 2018 and found two sets of minutes suitable for release from January 17, 2018 and April 18, 2018.

In discussion, Briese reported that the audio recordings of closed session meetings from August 2016 through January 2017 are due for destruction.

In discussion, Nelson reported that the district's email system is due for an upgrade, and he plans to complete a few projects over Thanksgiving break in anticipation of the upgrade over winter break. He said he hopes to present final pricing for these projects at the Board's next regular meeting.

In discussion, Ambrosini reported that she plans to combine two outstanding copier leases into one RFP for new leases.

In discussion, Ambrosini presented the district's annual debt schedule, fiscal year 2017-2018 purchasing card rebate notification, and fiscal year 2017-2018 year-end fund balance analysis. Ambrosini said there was a roughly \$5.3 million increase in the district's fund balance over the fiscal year. Adamski asked if the district was asking for an increased levy this year, and Ambrosini said the budget does include a higher 2018 levy and could potentially include higher property tax abatement. Adamski said the district should be able to ask for less money if it continues to abate money. "I think very seriously we should look at the budget and not be asking for so much," she said. "I have concerns about how high our reserves are." Lutz and Regas also said they would like to give more back to taxpayers. Ambrosini said she has seen districts decrease their levies without abatement in the past to end up in positions where they had to cut programs, because of the compounding results. "That's a position I don't want us to be in," she said. "That's why I look to abate from Debt Service, while we can." Debt Service abatement still reduces the overall levy, just in a different manner. Dr. Zinni said the district is in a great place financially and advised the Board to discuss the levy and district's fees further to determine if the district is in a place where it can make changes.

In discussion, Ambrosini presented the tentative fiscal year 2018-2019 budget to the Board. Revenue is estimated at \$36,588,896, excluding inter-fund transfers which is a 3.38 percent increase from the previous fiscal year. Expenditures are estimated at \$37,064,370, excluding inter-fund transfers, which is a 6.17 percent increase from the previous fiscal year. The district's fund balances are anticipated to remain relatively flat. . Ambrosini said the tentative budget shows a \$24,526 surplus for the fiscal year.

The Board took action to approve the purchase and adoption of K-8 social emotional curriculum programs Mawi Learning (\$18,500) and Second Step (\$8,700) for the 2018-2019 school year.

The Board took action to approve the employment of Jenniffer Faruzzi as a full-time Blended Preschool Teacher at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Lindsay O'Gean as a full-time Kindergarten Teacher at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Yvonne Winkler as a full-time Technology Teacher at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Kathryn Grygiel as a full-time Teacher on Daily Assignment at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Jennifer Bohren as a full-time Art Clerk at Grand Prairie Elementary School with a start date of August 22, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Jennifer Bucci as a full-time Library Clerk at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Julie Armor as a full-time School Nurse at Grand Prairie Elementary School with a start date of August 15, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Marissa Mistina as a full-time Special Education Paraprofessional at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Corissa Campbell as a full-time Special Education Paraprofessional at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Kristen Grant as a full-time Special Education Paraprofessional at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Julie Saldok as a part-time Title I Paraprofessional at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Pam Snyder as a part-time Title I Paraprofessional at Grand Prairie Elementary School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Laura Burke as a part-time Lunch/Recess Supervisor at Grand Prairie Elementary School with a start date of August 22, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Alexandra Michalski as a full-time School Psychologist at Chelsea Intermediate School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Deena Savas as a full-time Special Education Teacher at Chelsea Intermediate School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Melaura Carattini as a full-time Special Education Paraprofessional at Chelsea Intermediate School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Stacey Fillmore as a full-time Special Education Paraprofessional at Chelsea Intermediate School with a start date of August 22, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Marsha Kmet as a part-time Title I Reading Interventionist Support Aide at Chelsea Intermediate School with a start date of August 22, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Ellen Phillips as a part-time Title I Math Aide at Chelsea Intermediate School with a start date of August 21, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Tricia Dotson as a full-time Assistant Principal at Hickory Creek Middle School with a start date of August 6, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Maggie Gallagher as a full-time Paraprofessional at Hickory Creek Middle School with a start date of August 22, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of David Przybylski as a full-time Paraprofessional at Hickory Creek Middle School with a start date of August 22, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve the employment of Adam Turlakes as a part-time Paraprofessional/Reading Support at Hickory Creek Middle School with a start date of August 22, 2018, contingent upon the receipt and evaluation of employment documentation required by District 157-C and the Illinois State Board of Education.

The Board took action to approve The Chelsea Tigers Intramural Program for third, fourth and fifth grade students, beginning September 10, 2018, and ending November 15, 2018.

The Board took action to approve contracts with Nicolette Dumaresq for school psychologist services, Soliant for deaf or hard of hearing services, and Kusinski & Associates for school psychologist services for the 2018-2019 school year.

The Board took action to approve replacing specific employee names within board policies with job titles. The following policies reviewed and amended are: 2:260, Uniform Grievance Procedure, 4:40, Incurring Debt, 4:80, Accounting and Audits, 5:10, Equal Employment Opportunity and Minority Recruitment, 5:20, Workplace Harassment Prohibited, 5:170, Copyright, 6:60, Curriculum Content, 6:135, Accelerated Placement Program, 6:250 Community Resource Persons and Volunteers, 7:20, Harassment of Students Prohibited, 7:180, Prevention of and Response to Bullying, Intimidation and Harassment, 7:50, School Admissions and Student Transfers To and From Non-District Schools, 7:270, Administering Medicines to Students, and 8:70, Accommodating Individuals with Disabilities.

The Board took action to approve the fiscal year 2018-2019 tentative budget, as well as the Notice of Public Hearing, and to direct the administration to complete a final budget in anticipation of the public budget hearing on September 19, and in anticipation of subsequent Board approval of the final budget at the September 19 regular board meeting in accordance with State statute.

The Board took action to approve the fiscal year 2018-2019 tentative budget of the Lincoln-Way Area Special Education District 843.

The Board took action to approve the appointment of Shayna Cole as the district's Illinois Municipal Retirement Fund Authorized Agent.

The Board took action to approve the payment of bills for June 2018 and July 2018 as presented.

The Board took action to approve a memorandum of understanding with the Village of Frankfort, pending the insurance company's review, for a District Resource Officer. The MOU is a joint agreement between the district and the village to employ a police officer to work in all three of the district's buildings when school is in session. The school district would pay 75 percent of the officer's salary, and the village would pay the remaining 25 percent along with the full cost of benefits. Frankfort Police Chief John Burica said the officer would serve as a resource to students, faculty and community members to assist with crime prevention and also serve as a mentor to students. Dr. Zinni said the FPD is an invaluable resource to the district, because police are trained to see risks educators are not trained to see. Burica said it would take a minimum of six months to get an officer in the district's schools because of training time. Adamski said that, from serving on the district's Emergency Planning Committee, she supports the initiative very much.

In the Consent Agenda, the Board approved the release of closed session meeting minutes from January 17, 2018 and April 18, 2018.

In the Consent Agenda, the Board approved the destruction of audio recordings of closed session meetings from August 2016 until January 2017.

In the Consent Agenda, the Board approved the adoption of a resolution certifying existing hazardous routes for pupil transportation to assure state reimbursement.

In the Consent Agenda, the Board approved a resolution declaring Chelsea science tables as surplus and authorizing Ambrosini to sell, trade or dispose of these surplus items, as appropriate, for their fair market value in accordance with established State statutes and the Illinois School Code.

The Board adjourned the regular meeting at 9:01 p.m.

The next regular District 157-C Board of Education meeting will be held on September 19, 2018 at 7:00 p.m. in the District Office Board Room at Grand Prairie Elementary School, 10482 W. Nebraska Street, in Frankfort, Illinois.