

FRANKFORT C. C. SCHOOL DISTRICT 157-C
REGULAR MEETING
13 JANUARY 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 13th day of January 2014.

I. CALL TO ORDER

President Christopher McFadden called the Regular Meeting to order at 7:04 p.m. and requested that Recording Secretary Rosemary Georgen call the roll.

II. ROLL CALL AND DETERMINATION OF QUORUM

Present: Edie Adamski, Gina Briese, Carl Mills, Brian Sasso, Mike Turner, Patrick Usher, Christopher McFadden:

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

Also Present: Nancy Neuzil, Public Relations Coordinator; Dan Spacek; Karissa Fletcher; Amy Steele

III. PUBLIC FORUM

None.

IV. RECOGNITION (Cafeteria)

The Board adjourned the meeting at 7:06 p.m. to proceed to the cafeteria to honor Hickory Creek Middle School students who competed at the Illinois Elementary School Association (IESA) Speech Contest on November 16, 2013. The following students are Judge's Choice Winners in Regular Duet Acting and Small Group Acting categories:

<u>8th Grade Winners</u>	<u>7th Grade Winners</u>	<u>6th Grade Winners</u>
Chris Gromnicki	Devin Galmines	Kendall Blankenburg
Erik Lynch	Kayla Rea	Lauren Dauber
Max Martin	Sam Ruby	Anna Jungels
Brendan McCray	Ben Schwieters	Ethan Lewandowski
Ashley Williams	Katie Sunderland	Jacob Mandernach
		Matthew McCauley
		Mia Nielsen
		Aria Purl
		Emily Smith
		Nate Stern

The Board returned to regular session at 7:30 p.m.

V. APPROVAL OF MINUTES OF THE REGULAR MEETING OF 16 DECEMBER 2013 (OPEN/CLOSED)

A motion was made by Patrick Usher, and seconded by Gina Briese, to approve the minutes of the Regular Meeting of 16 December 2013 (Open/Closed) as presented. All members voted "Aye." Motion carried.

VI. CORRESPONDENCE

The Board received the following correspondence: Thank you notes from the administrators and staff from Hickory Creek Middle School, Chelsea Intermediate School, and Grand Prairie Elementary School for the dinner provided to celebrate the holidays.

VII. PRESENTATION

Facilities Improvement Plan Update

Assistant Superintendent Curt Saindon and Director of Buildings and Grounds Dan Spacek provided the Board with a brief summary of the capital improvement projects completed in house during the past few years and the savings generated by completing these projects with existing District staff and equipment. A preliminary or tentative plan outlining some of the identified major projects and/or capital purchases to be completed in the next few years was discussed.

The following individual items were also discussed: Aramark Value Added Facility Management Plan - Frankfort 157C, Grand Prairie Facilities Plan, Chelsea Facilities Plan, Hickory Creek Facilities Plan, and District Facilities Plan.

VIII. 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 December 2013.

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, stated:

- Thanked the custodial and maintenance staff for their untiring work during the wintry holiday season.
- Thanked Nancy Neuzil for her excellent work as Public Relations Coordinator.
- To comply with Public Act 98-63 - Firearm Concealed Carry Act, the district is in the process of obtaining the necessary signage and will be conspicuously posting these signs at all of the school buildings.
- The position of Director of Special Services has been posted on the web sites of the Illinois Association of School Administrators and Illinois Alliance Association of Special Education Administrators.
- Thirty seven applications have been received by BWP & Associates so far to fill the position of Superintendent. The posting will close on January 31. A meeting will be held in closed session on Monday, February 17, to review the slate of candidates.

D. Board

1. Special Education

Lincoln-Way Special Education District 843 governing board met on 10 December 2013. The minutes were enclosed in the packet for review by the Board.

2. Frankfort Township Planning Commission

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

3. Other Liaison Reports

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

REPORTS (Continued)

E. Freedom Of Information Request (1)

1. Kate Schott (Shaw Media Group) requested to be placed on the notification list and be provided notice of all Board meetings and minutes/press releases/Board Briefs for recently completed meetings.

IX. DISCUSSION ITEMS

A. E-Mail Storage & Retrieval System

Assistant Superintendent Curt Saindon and Director of Technology Jacob Nelson discussed the recommendation to complete a review of a five-year e-mail storage, archival and retrieval systems in order to bring a purchasing recommendation to the Board in Spring 2014, to be implemented in Summer 2014. The anticipated cost of a three- or five-year storage program that is expected to cost about \$12,000-\$15,000 or \$20,000-\$25,000 for the initial setup and about \$1,500-\$2,000 or \$2,500-\$5,000 annually thereafter, respectively. Final pricing will be determined once a vendor is selected.

B. Grand Prairie Elementary School Technology Rollover

Mr. Saindon requested approval to obtain price quotes and lease financing terms for the rollover of computers at Grand Prairie School and the new addition at Chelsea Intermediate School. With Board approval, Jacob Nelson would obtain price quotes and Mr. Saindon would obtain lease financing proposals to hopefully bring recommendations to the Board in April or May of 2014 thereby allowing the technology to be replaced in Summer 2014.

C. School Fees 2014-2015

Mr. Saindon discussed tentative/preliminary school fees for 2014-2015. A tentative registration fee breakdown list covering Pre-K through Grade 8 was provided for review by the Board. Finalization of a fee schedule will occur at the February 2014 Board Meeting.

D. Abatement Resolution

Mr. Saindon updated the Board on the previously discussed \$300,000 abatement of O&M Fund reserves to the Debt Service Fund for the 2013 Tax Levy. He is requesting approval of the related Resolution and Certification by the Board.

E. Electronic Board Packets

In order to streamline Board packet information, improve the efficiency of Board meetings, and be more environmentally friendly by reducing the paper copies made in preparation to the Board meetings, the possibility of purchasing an electronic board packet was discussed. It has been tentatively estimated that the software and service would cost less than \$5,000 per year. Jacob Nelson, Curt Saindon, and Debbie Jankowski will continue to review the various software programs available in the marketplace.

F. Board Policies (First Reading)

The following Board policies are scheduled to be reviewed and/or updated, but the first reading was pushed back to the February Board Meeting.:

- 3:60 General School Administration: Administrative Responsibility Of The Building Principal 5:50
General Personnel: Drug And Alcohol-Free Workplace: Tobacco Prohibition
- 5:90 General Personnel: Abused And Neglected Child Reporting
- 5:120 General Personnel: Ethics And Conduct
- 6:250 Instruction: Community Resource Persons And Volunteers
- 8:30 Community Relations: Visitors To And Conduct On School Property
- 7:185 Students: Teen Dating Violence Prohibited

X. ACTION ITEMS

A. Payment Of Bills

A motion was made by Edie Adamski, and seconded by Cari Mills, to approve the payment of bills as presented.

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

Motion carried: 7Aye, 0Nay

ACTION ITEMS (Continued)

B. Resolution Transferring Funds From The O&M Fund To The Debt Service Fund, To Abate Series 2004C Capital Appreciation Bonds In The Amount Of \$300,000 For Tax Year 2013

A motion was made by Edie Adamski, and seconded by Cari Mills, to approve the attached Abatement Resolution transferring funds from the Operations and Maintenance Fund of Community Consolidated School District Number 157-C, Will and Cook Counties, Illinois, to the School Bond and Interest Fund of 2004 of said School District for the payment of principal and interest on the Capital Appreciation General Obligation School Bonds, Series 2004C, of said School District and abating taxes heretofore levied for the year 2013 to pay debt service on said bonds. Additionally, that the Board direct the Administration to file said Resolution and associated Certifications with the Will County Clerk and Cook County Clerk by the end of February as required by law.

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

C. Consent Agenda

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

1. Review Of Closed Session Minutes- July 2013 Through December 2013
Acknowledge that the Closed Session Minutes were reviewed and that it is recommended that the 19 August 2013 and 25 September 2013 Closed Session Minutes be released for the public record.
2. Verbatim Destruction Of Closed Session Minutes
Approve the destruction of audio recordings of Closed Session Meetings from February 2012 until July 2012 due to the fact 18 months have passed since being made and the written minutes of the closed sessions have been approved by the Board of Education.
3. Authorization To Prepare FY2015 Tentative Budget
Authorize the Superintendent and his/her designee to prepare a tentative budget for fiscal year 2015.
4. Seniority List
Authorize the distribution of the seniority lists per the requirements of the Illinois School Code.
5. Recommendation To Approve E-Mail Storage & Retrieval System
Approve Technology Department to complete a review of a three-year e-mail storage, archival and retrieval system in order to bring a purchasing recommendation to the Board in Spring 2014 with plans to implement a system in Summer 2014. The anticipated cost of a three-year storage program is expected to be about \$12,000-\$15,000 for the initial setup and the first three years of service, and then about \$1,500-\$2,000 annual thereafter, with final pricing to be determined once a vendor is selected. Once a vendor is selected, a purchasing recommendation will be brought to the Board for review and consideration in Spring 2014.
6. Recommendation To Obtain Price Quotes And Financing Terms For Grand Prairie Elementary Technology Rollover
Approve the Business Office to obtain price quotes and lease financing terms to rollover the computer technology at Grand Prairie Elementary School and the new addition to Chelsea Intermediate School. With approval to proceed, it is anticipated that a selected/recommended technology provider and leasing services provider would be brought to the Board for review and approval in April or May of 2014 and the technology would be replaced during Summer 2014.

ACTION ITEMS -- Consent Agenda (Continued)

7. Authorization To Complete/Update Facilities Improvement Plan
Approve the hiring of the School District Architect (FGM) and Construction Manager (ICI), as needed, to complete an update of the 5-7 year facilities improvement plan. Once completed, the plan would be presented to the Board of Education in the Summer or Fall of 2014 for their review and approval.

8. Authorization To Complete Review For Electronic Board Packet Systems
Approve the review of various electronic Board packet preparation and presentation programs in hopes of bringing a recommendation to the Board regarding a program to be selected for implementation at a future date in Summer 2014. After conducting the review, a program would be selected and brought back to the Board for their review and approval in Spring 2014, with an implementation schedule developed and all details and features outlined accordingly.

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

D. Personnel

1. Employment

A motion was made by Gina Briese, and seconded by Patrick Usher, to approve the employment of Katie Pechtold as a Full-Time Paraprofessional/Nurse at Grand Prairie Elementary School at an hourly rate of \$24.00 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.

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

2. Resignation

A motion was made by Patrick Usher, and seconded by Mike Turner, to approve the Resignation Agreement between JoAnne TenBroeck and Frankfort School District 157-C as presented.

*Voting "Aye:" Usher, Turner, Sasso, Mills, Briese, Adamski
Voting "Nay:" McFadden
Motion carried: 6 Aye, 1Nay*

X. CLOSED SESSION/APPOINTMENT, EMPLOYMENT, COMPENSATION DISCIPLINE, PERFORMANCE AND/OR DISMISSAL OF SPECIFIC EMPLOYEES; STUDENT DISCIPLINE, STUDENT RESIDENCY; STUDENT ISSUE; RECLASSIFICATION OF EMPLOYEES; AND PENDING LITIGATION (Open/Closed)

A motion was made by Gina Briese; and seconded by Patrick Usher, to adjourn the Regular Meeting and 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, and pending litigation (Open/Closed). All members voted "Aye." Motion carried

President McFadden adjourned the Regular Meeting at 9:00 p.m.

Board returned to Open Session at 9:59 p.m.

XI. ACTION ITEMS FOLLOWING CLOSED SESSION

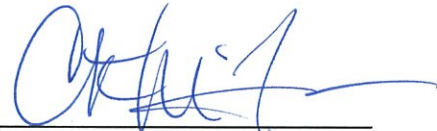
None.

XII. INFORMATION ITEMS & ANNOUNCEMENTS

The next regular meeting of the Board of Education is Monday, February 10, 2014, at 7:00p.m. in the Board Room at the Administrative Offices, 10482 West Nebraska Street, Frankfort, Illinois, 60423-2235.

XIII. ADJOURNMENT

Unanimous vote to adjourn the Board Meeting at 10:00 p.m.



Christopher McFadden, President

ATTEST:


Edie Adamski, Secretary

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