

April 20, 2017
PRESS RELEASE

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District 157-C April 19, 2017 Board of Education Meeting Recap

The regular Frankfort School District 157-C Board of Education meeting of April 19, 2017 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 one item of correspondence, a thank you note from Principal Dr. Sharon Paver-Nepote.

The Board approved the Open and Closed Session minutes of the regular meeting of March 15, 2017.

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

Assistant Curt Saindon presented the Final Amended Budget for FY 2016-2017, the Revised Administrative Cost Cap Certification and the Certification of Publication for FY 2016-2017. It was the recommendation of the Administration that the Board approve the final amended budget for FY 2016-2017 for Frankfort School District 157-C, reflecting updated revenues and expenditures related to the three items described previously. Furthermore, once this finalized amended budget has been approved, the Board directed the Administration to file said amended budget with the proper State and Local governmental bodies and/or agencies, as required by the Illinois School Code, and also file a revised Administrative Cost Cap Certification Worksheet with ISBE confirming compliance with this legislative requirement. A copy of the amended budget will also be provided to the district's Bond Underwriters and Independent Auditors to be used in any ongoing compliance work, as needed.

Following the Final FY 2016-2017 Amended Budget Presentation, the Board adjourned the regular meeting and held the Public Hearing at 7:03 p.m.

Following the Public Hearing, the Board took action to approve the FY 2016-2017 Final Amended Budget, Revised Administrative Cost Cap Certification and Certification of Publication.

Chelsea Intermediate School Principal Dr. Sharon Paver-Nepote reported that Chelsea is continuing to refine its programs for positive student outcomes and will be improving the way students access the Advanced English Language Arts program for grades three and four next school year. She reported that the new program has worked very well in fifth grade where one teacher on each team serves as the Advanced ELA teacher and students either remain in their homeroom or walk to a neighboring classroom for the advanced class. Dr. Paver-Nepote stated, "The students will be able to walk and come back to their grade level teams while being able to work with the ELA teacher for reading, writing and word study."

Grand Prairie Elementary School Principal Eileen Nelson reported that Grand Prairie held its final step-up day at Chelsea as the last of three opportunities to explore life at Chelsea. She reported that one of the summer proposals encourages second grade students in a reading program which allows for a specific exploration of Chelsea each meeting date. She stated, "This extension to Chelsea is a nice bridge from second to third grade."

In his report, Hickory Creek Middle School Principal Will Seidelmann provided additional insurance waiver information requested by the Board last month with regard to the proposal for an eighth grade Washington, D.C. trip in the spring of 2018.

Director of Curriculum & Instruction Janet McClarence reported on consideration of the installation of a one-way glass for observation in Reading Recovery at Grand Prairie. With parent consent and their invitation to observe, students can be observed through the glass by teachers as they participate in live lessons. The installation of the one-way glass in District 157-C eliminates the need to go to National Louis University in Lisle to complete 30 minute Reading Recovery lessons. Mrs. McClarence stated, "If we put in our own one-way glass we can do all of the lessons here and teachers and students would not have to travel or lose instruction time."

Director of Special Services Jen Bajda reported on extended school year for students with disabilities. She reported that she will be conducting interviews for teachers over the next week and is pleased that only a couple of teachers will need to be hired from out of district. She stated, "This is good news for our kids."

Director of Technology Jake Nelson reported that the principals and assistant principals did a great job with scheduling and roll-out for Partnership for Assessment of Readiness for College and Careers (PARCC) testing this year. He stated, "With 600 users at Hickory Creek we had a good experience and everything went well. We have built a good system in place."

Director of Building & Grounds Rodney Davis reported that new L.E.D. lights at Chelsea have been installed in both gyms that are much better than the old lights. He stated, "It really looks good in both gyms now. The lights have motion sensors that shut off after 30 minutes if no one is in there." The lights were partially funded through an Illinois Energy Now grant.

Assistant Superintendent Curt Saindon provided a report to the Board about the recent actions in the Business Office.

The Board heard a report by Gretchen Dust, President of the Education Foundation, and Monica Meseck, President of the Athletic Boosters, on the most recent meetings and activities of their organizations. Mrs. Dust invited any interested District 157-C parents to a "Meet, Greet & Eat" event at the Dancing Marlin Restaurant on April 25, from 6:00 – 9:00 p.m. This informal event is intended to provide information about the Foundation and invite new members. After their reports, Superintendent Dr. Maura Zinni stated, "Your groups are amazing. We love the partnership we have with our boosters, FSP and Foundation."

The Board heard a report from Board Secretary Edie Adamski on the Lincoln-Way Area Special Education District 843 Advisory Committee meeting of March 13, 2017 and the Governing Board meeting of March 21, 2017.

In the Superintendent's report, Dr. Zinni provided information on the Illinois State Board of Education Audit/Monitoring Findings. She reported that the Illinois 5Essentials Survey results have been released, however, the ability to download the reports has yet to be released. The Leadership Team met with a representative from the 5Essentials during this month's full leadership team meeting to learn how to use the results to address areas for improvement. Dr. Zinni reported on the 21st Century Continuous Learning Plan and provided recommendations for 2017-18. The recommendations include adhering to the plan for Year 1 as presented and approved in September, 2016 which included 1:1 laptops for 5th grade students with concentrated professional development for 5th grade teachers, reassigning a district office administrative

assistant to the technology and curriculum departments and reassigning two laptop carts from Chelsea to Hickory Creek to eliminate the 'passing of carts' between the content area classes and the encore classes at Hickory Creek. Dr. Zinni also reported information about the implementation of Spanish Instruction for Grades 3-5. She stated, "The teachers are excited to bring it to the building but also want to keep library time. We are ready to go forward with the pilot."

Assistant Superintendent Curt Saindon provided the Board with the Treasurer's Report and Graphs. The total fund balance reserves decreased in March by about \$2.3M (from \$36,717,730 at the end of February to \$34,402,607 the end of March.) This decrease is expected as the district had three payrolls and normal operating expenses in March (almost \$2.9M in total expenses) and the district has very minimal revenues (under \$600K) in the Spring as the district is in between property tax collection cycles. These balances will continue to be drawn down over the remainder of the fiscal year until the early/advanced tax receipts for next year arrive from Will County in late May and early June. The district received the last of FY16 mandated categorical reimbursements from the State in early March (about \$10K.) The District collected \$581K in revenues for the month with most coming from Federal IDEA Flow Through Reimbursements (\$271K), General State Aid (\$90K), Builder Donations (\$70K), Registration and Activity Fees (\$65K), CPPRT Reimbursements (\$19K), Early Childhood Grant Reimbursements (\$1.8K), Milk reimbursements (\$9K) and Interest Income (\$29K.) This represents over 98 percent of all revenues collected with remaining revenues related to other miscellaneous items under \$5,000. The district paid out about \$2.9M in expenses during March and this is right at expected levels for a month with three payrolls. Normal expenses are about \$2.25M-\$2.50M per month, and a third payroll added about \$750K in expenses, so this is at the low end of where the district expected to be. Board Bills for April were \$2,688,003.21 and were presented at the April 19 Board Meeting.

In discussion, Dr. Zinni provided the Board with information on the extra-curricular Summer Bridge activities for Grand Prairie and Chelsea. The Summer Bridge Primary extra-curricular activity at Grand Prairie Elementary School for preschool through second grade would have students meet once a week for two hours beginning in June through August. The estimated cost needed to run the Grand Prairie Summer Bridge Primary activity would be \$480.00 plus \$50.00 for supplies. The Summer Bridge extra-curricular activity for Chelsea Intermediate School for incoming third graders would have the students meet once a week for one hour beginning in June through August. The estimated cost needed to run the Chelsea Summer Bridge activity would be \$180.00 plus \$100.00 for supplies. Board President Gina Briese said, "I think this is a great idea."

In discussion, Hickory Creek Principal Will Seidelmann provided the Board with additional information regarding the proposed eighth grade voluntary field trip to Washington DC sponsored in full by World Strides Travel Group. The trip would take place over Spring Break in March 2018. World Strides will host parent meetings in preparation for the trip to discuss the necessary details and expectations for a safe and educational trip. World Strides carries \$50 million in liability coverage. World Strides Travel Group will require that parents/guardians sign an acknowledgment that the trip is not a District-sponsored or sanctioned activity and agreeing to waive all claims against and hold harmless the Board, and its agents and employees, in the event of injury of their student while engaging in the trip and related activities. The Board reached consensus that it would be a good idea to find out the level of interest by the eighth grade parents and how the contract and payment would be conducted by the company sponsoring it prior to District 157-C offering the field trip option.

In discussion, Assistant Superintendent Curt Saindon provided the Board with a brief update on the tentative budget fund balances and/or deficit estimates.

In discussion, the Board held the first reading of the following Board Policies. 2:100, School Board: Board Member Conflict of Interest, 3:70, General School Administration: Succession of Authority, 4:15, Operational

Services: Identity Protection, 5:120, General Personnel: Employee Ethics; Conduct; and Conflict of Interest, 5: 5:210, Professional Personnel: Resignations, 5:230, Professional Personnel: Maintaining Student Discipline, 5:285, Educational Support Personnel: Drug and Alcohol Testing for School Bus and Commercial Vehicle Drivers, 6:50, Instruction: School Wellness, 6:70, Instruction: Teaching About Religion, 6:120, Instruction: Education of Children with Disabilities, and 7:100, Students: Health, Eye, Dental, Examinations; Immunizations; and Exclusion of Students.

In discussion, the Board reviewed the job description for the Director of Human Resources.

In discussion, Assistant Superintendent Curt Saindon provided information to the Board with regard to a residency request from a current 157-C family.

A presentation to the Board was provided by Assistant Superintendent Curt Saindon and John Ochoa, President and CEO, and Dean Manasses, Senior Associate, of FGM Architects regarding the Ten Year Life Safety Survey. Mr. Ochoa stated, "There are no urgent items and, generally speaking, the schools are in great shape." Following the presentation, the Board took action to approve the Health, Life, Safety (HLS) Ten Year Survey Lists and Safety Reference Plans, and directed FGM Architects and the School District Administration to file said information with Illinois State Board of Education (ISBE) for its review and approval. Once approved by the ISBE, District 157-C would continue remediation and repair efforts using O&M Fund balance reserves as needed.

After being provided additional information by Assistant Superintendent Curt Saindon and Kurt Kuempel and Miguel Barajas of GSF, the Board took action to approve the GSF contract for custodial and housekeeping services for the 2017-18 fiscal year.

The Board took action to adopt the Resolution Honoring the Dismissal of Educational Support Personnel at the close of the 2016-2017 school year for Title I Instructional Aides and Instructional Aides.

The Board took action to approve the termination of one Education Support Personnel employee.

The Board took action to approve the employment of Ellen Hogan as a Full-Time Special Education Teacher at Hickory Creek Middle School (BA+1) at an annual salary of \$47,430 for the 2017-2018 school year, 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 Erin Nemeth as a Full-Time Science Teacher at Hickory Creek Middle School (MA+21) at an annual salary of \$54,389 for the 2017-2018 school year, 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 Sayles as a one-year .67 Full-Time Equivalent Math Teacher at Hickory Creek Middle School at an annual salary of \$32,982.65 for the 2017-2018 school year, 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 Chad Burvant as a Full-Time Custodian at an hourly rate of \$15.00 commencing on July 1, 2017, 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 an increase from .50 to .60 Full-Time Equivalent for Carrie Sima as a Reading Recovery Teacher at Grand Prairie Elementary School for the 2017-2018 school year, 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 Administrator FY 2017-2018 Salary Recommendations as presented.

The Board took action to approve the payment of bills as presented.

In the Consent Agenda, the Board authorized the Superintendent to file with the Will County Regional Office of Education a revised calendar for the 2016-2017 school year as follows; 2017 *Last day of school and SIP Day - Tuesday, June 6, 2017.

In the Consent Agenda, the Board approved the Public Relations Coordinator Contractual Services for FY 2017-2018 with Nancy Neuzil.

In the Consent Agenda, the Board approved the Encore STEM Grade 6-8 Job Description as presented.

In the Consent Agenda, the Board approved the amended Director of Business and Operational Services job description as presented.

In the Consent Agenda, the Board approved the seventh and eighth grade Summer Bridge summer school program beginning in August for eight days at Hickory Creek Middle School at a minimum annual cost of \$2,304.00 for up to two sections and a maximum annual cost of \$4,608.00 for four sections.

In the Consent Agenda, the Board approved the Summer Bridge Primary extra-curricular activity at Grand Prairie Elementary School for preschool through second grade. The students would meet once a week for two hours beginning in June through August. The estimated cost needed to run the Summer Bridge Primary activity would be \$480.00 plus \$50.00 for supplies.

In the Consent Agenda, the Board approved the Summer Bridge extra-curricular activity for Chelsea Intermediate School for incoming third graders. The students would meet once a week for one hour beginning in June through August. The estimated cost needed to run the Summer Bridge activity would be \$180.00 plus \$100.00 for supplies.

The Board took action to adopt the tentative schedule of audit work for Klein Hall and Associates of Aurora, IL, the District's independent auditors, to complete the FY 17 school district audit, and direct the Administration to complete all tasks and prepare all reports as necessary to effectuate the completion of said audit and review, as well as the review of Frankfort School District Education Foundation financial records, accounting systems and internal controls. The Board also directed the Administration to look into options for a more detailed audit to be conducted and added to the regular auditing process this year.

The Board took action to approve the staff stipend of \$125.00 to chaperone the seventh grade field trip to Springfield, Illinois for the additional hours being worked outside of the contractual day as presented. The trip will take place next school year.

The Board adjourned to Closed Session at 8:56 p.m. 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. Closed Session was called to order at 9:01 p.m.

The Board adjourned the Closed Session meeting at 9:36 p.m. and returned to Open Session. Following Closed Session, the Board took action to approve the Director of Business and Operational Services. The Board also took action to approve the compensation for Education Support Personnel for FY 2017-2018 as presented.

The Board adjourned the Regular meeting at 9:38 p.m.

The next regular District 157-C Board of Education meeting will be held on May 17, 2017 at 7:00 p.m. at Grand Prairie Elementary School, 10480 West Nebraska Street, in Frankfort, Illinois.