

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

The Board of Education of Milne-Kelvin Grove, District 91, Will County, Illinois met in a regular session at 7:30 p.m. on Tuesday, June 14, 2011. This meeting was held in the library at Kelvin Grove School. Board Secretary, Lynn Krumlinde, took the minutes. Board President, Ann Lopez-Caneva, presided over the meeting.

I. Call to Order – President Lopez-Caneva

President Lopez-Caneva called the meeting to order at 7:30 p.m.

II. Roll Call Attendance:

Members Present: Maida, Lopez-Caneva, Carlock, Otis, Jerrick

Members Absent: Howell

Late Arrivals: Gory at 7:32 p.m.

Also present were: Superintendent Donna Gray, Principal Scott Pritchard, Principal Tracy Carlson, several staff members, parents and community members.

III. Pledge

Notice of Change in Agenda- Action items G & H to be removed from the order of business; these items were approved last month.

IV. Approval of Consent Agenda Items

The Consent Agenda is a list of routine non-controversial items, which do not require further discussion and which are approved with one motion and one roll call vote. It is an effective procedure to handle routine matters on the agenda expeditiously. All Consent items shall be listed with an asterisk (*) and will be enacted with one motion. However, any member of the Board of Education may request that an item be withdrawn from the Consent Agenda and discussed in its regular order.

- A. Approval of Minutes * May 3, 2011 & New Board Member Orientation
- B. Approval of Financial Reports
 - 1. Payment of Bills *
 - 2. Treasurer's Report *
 - 3. Investment Report *
 - 4. Monthly Financial Reports *
- C. FOIA Report * (no new requests)
- D. Suspension Reports * (one external suspension at KG)

Recommendation made to approve the consent agenda items made by Otis, seconded by Maida.
Discussion:

Roll Call: Ayes: Gory, Otis, Jerrick, Maida, Lopez-Caneva
Nays: Carlock
Abstain: none

Motion carried.

V. Invitation to Address the Board of Education

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

Invitation to address the Board of Education was extended; no audience member accepted.

VI. Student Recognition – Mrs. Carlson: Mrs. Carlson introduced and recognized several Kindergarten students for outstanding character. Several displayed projects they had completed. All were presented with certificates.

VII. Closed Session 1

Time: 7:44 p.m.

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057.

Motion made by Maida to enter closed session, seconded by Otis.

Roll Call Vote: Ayes: Carlock, Otis, Jerrick, Maida, Lopez-Caneva, Gory
 Nays: none
 Abstain: none

Motion carried.

Members Present: Carlock, Otis, Jerrick, Maida, Lopez-Caneva, Gory

Members Absent: Howell

Late Arrivals: none

Motion made by Otis to come out of closed session and resume the regular meeting at 8:00 p.m. seconded by Gory.

Roll Call Vote: Ayes: Jerrick, Maida, Lopez-Caneva, Gory, Otis, Carlock
 Nays: none
 Abstain: none

Motion carried.

Regular session resumed at 8:01 p.m.

Members Present: Jerrick, Maida, Lopez-Caneva, Gory, Otis, Carlock

Members Absent: Howell

Late Arrivals: none

VIII. Reports/Discussion Items

A. Supporting the Curriculum under Financial Constraints –Mrs. Carlson: Mrs. Carlson wanted to make the Board aware of the outstanding job the teachers are doing to engage the students under the tough financial constraints. The third grade teachers at Milne Grove arranged the following events: Meteorologist Ginger Zee visit, Lockport Mayor’s visit, a presentation on the History of Lockport, a viewing of the KG Drama Club’s production, step up day, a visit downtown Lockport, the assembly “Hawk Talk”, an assembly on Forces and Motion, and a recorder concert. All these events combined only cost 3.25 per student. PTO paid \$5 per student.

B. Graduation Dance & Ceremony- Mrs. Ann Lopez-Caneva: The decorations were very nice for the dance; however, there were a few questions raised regarding a few issues. Again, only a few parents were actually here decorating the day of the dance. There was no real plan for food at the dance. The bottled water was not chilled. Many did not

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

know when the dance ended because there were two different times given. There was a hookah pipe in the gym as a decoration. A few suggestions were made for next year: to have a “dinner” for the eighth graders, then have the seventh graders come later to the dance. To establish leadership roles on the committee to make sure all areas are covered (food and refreshments, decorations, communications, etc). It was noted the dance should not be the Board’s responsibility to coordinate. The Board agreed that administration will continue to handle the coordination of the matters involving the dance. A board member also noted that since the parents wanted the involvement this year, there are many staff members who feel bad that they were not asked to help, and feel they were put in an awkward situation. It was also noted that with many of our families, both parents need to work outside the home and cannot commit huge chunks of time to the dance effort.

The graduation ceremony was discussed. The ceremony was well attended; however there was concern over the inappropriate outbursts of some audience members. Several suggestions were made in order to retain crowd control. Although an announcement was made and it was printed in the program, there were many who disregarded the directive to hold all applause and cheering until the end of the class roll. There were also some audience members who insisted on leaving their seats while the graduates were exiting the auditorium, causing chaos in the aisles. The administration will discuss some steps to put into place for next year.

C. District 91 Parent Athletic Association – Mr. Rob Maida: Mr. Maida has attended D91 Parent Athletic Association meetings for the last six months. He said the organization is looking at some fundraising efforts in order to lower the participation cost to parents. With a lower cost, they are anticipating higher participation. They are trying to secure a wireless scoreboard to donate to the school. They are looking at dates for the fall registration/sign ups. The Association’s Board is being re-organized for the better. They will also provide the Board of Ed with regular reports of meeting minutes.

D. Report of the Superintendent – Mrs. Gray

1. Special Education Update: At the May meeting, the following items were approved- Consent agenda items; Policy updates for 2:140, 2:240-E1, 2:240-E2, 2:250, 3:50, 4:15, 5:150, 5:200, 5:300, and 7:280; a monetary donation to be applied to the Hearing Advocacy Event 2011; a three-year auditor contract extension with Wermer, Rogers, Doran and Ruzon, LLC; the FY12 LASEC Calendar; the ESY program personnel; the FY12 contract with Zlan Systems; and 2011-12 classroom agreements with District 88A and District 91. The Board of Directors tabled any decision on FY12 Lockport Area Benefit Plan premiums pending additional information. Informational items included the Central Office Summer Schedule, Budget parameters, IDEA FY12 surveys, 2009-10 SpEd profiles and the Executive Director’s Report.

At the June meeting, the following items were approved- Consent agenda items; Prevailing Rate of Wages; usage of FY12 IDEA funds; Mrs. Donna Gray as chairperson and Mr. Mike Early as vice-chair of the Board of Directors; the renewal of the Lockport Area Benefit Cooperative health insurance premiums;

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

property and casualty and workers compensation insurance through CLIC; FY11 ESY staff and salaries; remodeling a portion of the LASEC building as requested by LTHS; the resolution regarding participation in ISDLAF+; recalls from reduction in force; GASB 54 fund balance policy, FY12 salaries for administration and support personnel; contract for Tom Brim as the new Executive Director of LASEC beginning July 1, 2011.

The next meeting is scheduled for July 13, 2011.

2. Superintendent Articulation Update: Discussion included- The final Planning Council meeting will be May 12. Topics include the new reading program at LTHS; Title IV carryover from FY10; the next BOE President & Superintendent Cabinet meeting will be in the fall. District 91 will host; LTHS anticipates another referendum try in the spring; LLS annual meeting on May 23 and fees due by July.
3. Review/Revise Board of Education Agreements: Mrs. Gray provided an updated agreement. She asked the Board to suggest any changes they would like to see. The Board asked that the agreement be placed as an action item at the next meeting.
4. District/Superintendent Goals: Mrs. Gray provided an update to the District Goals. Again, she asked for any other changes the Board would like to see made to this document. On item two, the Board would like to see the Advisory Committee work on how to get more parents involved. Discussed FACTS Committee. This group would make recommendations and provide input in regard to financial aspects. Mrs. Gray will update this document and the goals will be revisited at the next meeting.
5. Review of Banking Options: The District has researched a few banking options in the area. In discussion with our current bank (Harris), they were able to reduce some of the fees we are being charged. If we continue to experience problems at Harris, we will look into pursuing other options.
6. Update on State Funding: As of today's date, the State of Illinois owes the District \$179, 338. Again, the majority of the dollars owed is for Special Education. We will close out the Early Childhood Grant by collecting from the other districts until the state pays.
7. Advisory Committee: Discussed ways to improve communication with parents and the community. With two of our Advisory Committee members now on the Board of Education, the Board needs to submit names of possible new Advisory Committee members. The Board would like the Principals to submit names of possible candidates as well. It was noted that with our new local newspaper, The Lockport Legend, we have been able to publish more events to make our community aware of what is happening in the District

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

8. Annual Tri-Conference Information: The November Tri-Conference was discussed. Mr. Maida feels the conference is important and that newer Board members can learn a lot about Board responsibilities. The cost of the conference this year is \$360.00 per attendee. Members Maida, Gory and Jerrick would like to attend as well as Superintendent Gray. No hotel reservations will be necessary. Member Carlock doesn't feel the District has the money for the conference expense.
9. Annual Safety Plan Review: Both building Principals and Mr. Maida met with local police and fire officials for our Annual Safety Plan Review. There were a few changes recommended that the Principals will implement for the upcoming year.
10. Safe School Grant Application/ Video Surveillance Bids: All bids for the video surveillance project came in higher than the budgeted amount; however we may be able to secure a portion of the funding through a state Safe Schools Grant. We are currently working with the Lockport Police Department and Taft School to submit this grant application. The Board agreed to wait to see if we are awarded the grant before proceeding on this project. If awarded, we will have to re-bid the project.
11. Compliance Visit Report: The District had a compliance visit in April. The Board received a copy of the report to review. It was noted that we had zero noncompliance items and received several commendations.
12. GASB 54-Fund Balance Policy – First Reading: Mrs. Gray provided the Board with an updated version of Policy 4:20 which adds language to make the policy easier to understand. Currently, GASB is not required. The Board agreed to bring back the policy for a second reading and action at the next meeting.
13. Review Planning Document: The Board was provided with a list of upcoming events in the District. It was noted that due to vacations, a quorum would not be present for a July Board meeting. The board agreed to cancel the July meeting and proceed with the August meeting on the scheduled date. The Board will need to schedule a workshop date for the budget. Mrs. Gray also advised the Board that she will be using as many vacation days as possible before the end of June.

IX. Action Items

- A. Adopt Prevailing Wage Resolution and Publication of the Free and Reduced-Priced Meals and Milk Guidelines**

Recommendation made to adopt the Prevailing Wage Resolution and approve the Publication of the Free and Reduced-Priced Meals and Milk Guidelines.

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

Discussion:

Motion made by Otis, seconded by Maida.

Roll Call Vote: Ayes: Gory, Lopez-Caneva, Carlock, Maida, Jerrick, Otis
Nays: none
Abstain: none

Motion carried.

B. Approval of Mailing Subscription Fee

Recommendation made to approve the Mailing Subscription Fee at \$136.50.

Discussion:

Motion made by Otis, seconded by Gory.

Roll Call Vote: Ayes: Lopez-Caneva, Carlock, Maida, Jerrick, Otis, Gory
Nays: none
Abstain: none

Motion carried.

C. Approval of Contract Service – Web Master

Recommendation made to approve the contract for District Level Web Master Services with Sharon McCartan-Bruemmer for 2011-12.

Discussion:

Motion made by Otis, seconded by Gory to approve the contract.

Roll Call Vote: Ayes: Maida, Jerrick, Otis, Gory, Lopez-Caneva, Carlock
Nays: none
Abstain: none

Motion carried.

D. Approval of CLIC Renewal Contract

Recommendation made to approve the Collective Liability Insurance Cooperative (CLIC) for 2011-12 Property/Casualty, Identity Theft, Fiduciary, School Board Legal and Student Accident Insurance. Mrs. Gray advised the board the total approved premium resulted in a 7.08% decrease. The new total is \$38,983.00

Discussion: Motion made by Otis, seconded by Maida.

Roll Call Vote: Ayes: Otis, Gory, Lopez-Caneva, Carlock, Maida, Jerrick
Nays: none
Abstain: none

Motion carried.

E. Approval of Call One Contract

Recommendation made to approve a three year contract with Call One at a 15% savings from the last contract.

Discussion: Mrs. Carlock asked if we have received any other quotes for this. The District has not.

Motion made by Maida, seconded by Gory.

Roll Call Vote: Ayes: Lopez-Caneva, Maida, Jerrick, Otis, Gory
Nays: Carlock
Abstain: none

**Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011**

Motion carried.

F. Approval of Meeting Dates for July 1, 2011- June 30, 2012

Recommendation made to approve the meeting dates for 2011-12.

Discussion: Noted that the Board will not have a quorum for the July meeting. The July meeting will be cancelled. Mrs. Carlock asked if the Board can be sent the June financial information once it is ready. Mrs. Gray indicated that can certainly be done, and it will be included in the August meeting packet. Some members inquired if the start time for the Building and Grounds Meeting can be changed? Mr. Howell is on the committee, but due to his job, he would have a difficult time making an earlier time.

Motion made by Maida, seconded by Gory to approve the dates.

Roll Call Vote: Ayes: Maida, Jerrick, Otis, Gory, Lopez-Caneva
Nays: Carlock
Abstain: none

Motion carried.

G. Approval of Employment of Board Treasurer *–removed from agenda action items.*

H. Approval of Employment of Board Secretary *–removed from agenda action items*

I. Establish Salary for 12-month Support Staff, Board Secretary and Board Treasurer

Mrs. Otis made the recommendation to approve a 2% increase for the support staff, board secretary and board treasurer for 2011-12.

Discussion:

Motion made by Gory, seconded by Jerrick to approve a 2% increase.

Roll Call Vote: Ayes: Carlock, Jerrick, Otis, Gory, Lopez-Caneva
Nays: none
Abstain: Maida

Motion carried.

J. Approval of LASEC Articles of Joint Agreement

Recommendation made to approve the agreement with LASEC for use of two classrooms at Kelvin Grove and one classroom at this time Milne Grove for 2011-12 programs at \$6,000.00 per classroom. The possibility exists for use of an additional classroom at Milne.

Discussion:

Motion made by Otis, seconded by Maida.

Roll Call Vote: Ayes: Carlock, Maida, Jerrick, Otis, Gory, Lopez-Caneva
Nays: none
Abstain: none

Motion carried.

K. Approval of Ceiling for Adding Section of Second Grade

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

The Board majority agreed to allow administration to hire (call back) for an additional section of second grade when the number of students registered for the 2011-12 school year reaches a threshold of 52. We currently have 38 students registered.

L. Approval of Lockport Little Seven Membership Fee

Recommendation made to approve the LLS Membership Fee. It has decreased from last year to \$750.00

Discussion:

Motion made by Otis, seconded by Gory.

Roll Call Vote: Ayes: Jerrick, Gory, Lopez-Caneva, Carlock, Maida, Otis
Nays: none
Abstain: none

Motion carried.

M. Approval of Recall of Honorably Dismissed Certified Staff

Recommendation made to recall Colleen Preboy (.5 Kindergarten) and Michaelene O'Halloran (First Grade)

Discussion: It was noted that the District was advised the Title I grant would cover the Reading Specialist position. Amy Visser will move from first grade back to that position.

Motion made by Otis, seconded by Maida.

Roll Call Vote: Ayes: Carlock, Gory, Lopez-Caneva, Maida, Jerrick, Otis
Nays: none
Abstain: none

Motion carried.

N. Approval of Recall of Honorably Dismissed Educational Support Staff

Recommendation made to recall the following: Beth Anderson as Title I Reading Aide, Heather Nolan, Cynthia Walsh, Rhonda Weins, Diane Murphy-O'Neil, Steven Behrens, Cynthia Sible and Beth Kocka as FT Aides, and Sue Wilkins as .5 FTE Aide.

Discussion:

Motion made by Otis, seconded by Gory.

Roll Call Vote: Ayes: Maida, Jerrick, Gory, Lopez-Caneva, Carlock, Otis
Nays: none
Abstain: none

Motion carried.

O. Approval of Depository

Recommendation made to continue the use of Harris Bank.

Discussion: The bank has recently had many key employees that we have dealt with leave. As a result some of our fees were increased and policies changed. We have been able to reach an agreement as of this time with Harris and will continue to use them as our bank. We will monitor the fees and may make a change in the future.

Motion made by Otis, seconded by Jerrick to keep Harris Bank as our depository.

Roll Call Vote: Ayes: Gory, Lopez-Caneva, Carlock, Maida, Jerrick, Otis
Nays: none

**Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011**

Abstain: none

Motion carried.

P. Approval of T-1 Line to Milne Grove School

Recommendation made to add an additional T-1 line at Milne Grove at a rate of \$238.00 per month for a three year lease.

Discussion: At this time, we need to add a T-1 line at Milne Grove. We cannot afford to switch to fiber-optic. Mrs. Wilson has been able to negotiate with ICN to take over another school's T-1 line lease. Ridgeland SD 122 will pay all charges involved in moving the line and Ogelsby Public Library is donating the router needed.

Motion made by Gory, seconded by Jerrick.

Roll Call Vote: Ayes: Lopez-Caneva, Jerrick, Otis, Gory, Carlock, Maida
Nays: none
Abstain: none

Motion carried.

Q. Approval of Used Computer Purchase for Milne Grove Lab

Recommendation made to approve the purchase of 32 used computers from Richland School at a cost of \$180 per computer. These computers are 2.5-3 years old.

Discussion: These computers will be used at Milne Grove. The current computers in the MG lab are over six years old, are very slow, and do not have updated operating systems.

Motion made by Maida, seconded by Gory.

Roll Call Vote: Ayes: Maida, Jerrick, Gory, Lopez-Caneva, Carlock, Otis
Nays: none
Abstain: none

Motion carried.

R. Approval of Family Medical Leave

Recommendation made to approve the FMLA for Jennifer Lawrence from October 31, 2011 to mid-February for the birth of her first child.

Discussion:

Motion made by Maida, seconded by Gory.

Roll Call Vote: Ayes: Gory, Carlock, Maida, Lopez-Caneva, Jerrick, Otis
Nays: none
Abstain: none

Motion carried.

S. Accept Coaching Resignation

Recommendation made to approve the resignation of Jennifer Lawrence as track coach.

Discussion:

Motion made by Otis, seconded by Gory.

Roll Call Vote: Ayes: Lopez-Caneva, Otis, Carlock, Maida, Jerrick, Gory
Nays: none
Abstain: none

Motion carried.

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

T. Video Surveillance Bids

Recommendation made to table this item until we hear if we receive the Safe School Grant which could cover half of the cost.

Discussion:

Motion made by Otis, seconded by Jerrick to table this item for now.

Roll Call Vote: Ayes: Carlock, Maida, Jerrick, Otis, Gory, Lopez-Caneva
Nays: none
Abstain: none

Motion carried.

U. Approval of Resolution Regarding Forced Consolidation

Recommendation made to approve the resolution regarding forced consolidation.

Discussion: Member Carlock noted that she disagrees with the position of IASA and IASB.

Motion made by Otis, seconded by Maida.

Roll Call Vote: Ayes: Maida, Jerrick, Lopez-Caneva, Otis
Nays: Gory, Carlock
Abstain: none

Motion carried.

V. Approval of the Resolution Regarding participation in ISDLAF+

Recommendation made to approve the resolution regarding participation in ISDLAF+.

Discussion: This resolution indicates the choice of the Board to continue investing through ISDLAF+. These investments earn a higher rate than our Harris account. Member Carlock questioned whether we have looked at other companies. Mrs. Gray explained that this is the investment portion through PMA and which the Board has already approved PMA.

Motion made by Otis, seconded by Jerrick.

Roll Call Vote: Ayes: Jerrick, Otis, Gory, Lopez-Caneva, Carlock, Maida
Nays: none
Abstain: none

Motion carried.

X. Closed Session 2

Time: 10:25

- The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District or legal counsel for the District, including hearing testimony on a complaint lodged against an employee or against legal counsel for the District to determine its validity. 5 ILCS 120/2(c)(1), as amended by P.A. 93-0057.

Motion made by Otis to enter closed session, seconded by Gory.

Roll Call Vote: Ayes: Carlock, Otis, Jerrick, Maida, Lopez-Caneva, Gory
Nays: none
Abstain: none

Motion carried.

The Board took a short break and resumed closed session at 10:30 p.m.

Members Present: Carlock, Otis, Jerrick, Maida, Lopez-Caneva, Gory

Members Absent: Howell

Late Arrivals: none

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

Motion made by Maida to come out of closed session and resume the regular meeting at 11:18 p.m. seconded by Jerrick.

Roll Call Vote: Ayes: Jerrick, Maida, Lopez-Caneva, Gory, Otis, Carlock
 Nays: none
 Abstain: none

Motion carried.

Regular session resumed at 11:20 p.m.

Members Present: Jerrick, Maida, Lopez-Caneva, Gory, Otis, Carlock

Members Absent: Howell

Late Arrivals: none

XI. Action Item

A. Approve Superintendent's Goals and Contract

Initial recommendation was made to allow the Superintendent to search for health insurance coverage in her residential area to be paid by the District in the amount the District currently provides.

Motion made by Otis, seconded by Gory.

Roll Call Vote: Roll Call Vote: Ayes: Maida, Gory, Lopez-Caneva, Jerrick, Otis
 Nays: Carlock
 Abstain: none

Motion carried.

After discussion took place regarding this item, it was determined that clarification needed to be made on the subject as follows:

Recommendation made by Otis to provide Superintendent Gray the option to continue current medical/hospitalization insurance or receive cash in lieu of insurance to find own insurance, not to exceed what the District would be paying if stayed with the current insurance provider. (This would be contingent upon the District Attorney's recommendation.)

Discussion:

Motion made by Maida, seconded by Gory.

Roll Call Vote: Ayes: Maida, Gory, Lopez-Caneva, Jerrick, Otis
 Nays: Carlock
 Abstain: none

Motion carried.

Recommendation made to extend Superintendent Gray's contract with the District through 2014-2015.

Discussion:

Motion made by Maida, seconded by Gory.

Roll Call Vote: Ayes: Maida, Gory, Lopez-Caneva, Jerrick, Otis
 Nays: Carlock
 Abstain: none

Motion carried.

Lockport School District 91 Board of Education
Lockport, IL
June 14, 2011

Recommendation made to add the District Goals as discussed to Superintendent Gray's contract as performance goals.

Discussion:

Motion made by Gory, seconded by Jerrick.

Roll Call Vote: Ayes: Carlock, Maida, Gory, Lopez-Caneva, Jerrick, Otis
Nays: none
Abstain: none

Motion carried.

XII. Informational Items

The following items were provided to the Board as informational items: Weekly Memos from Principals, Legislative Updates, Correspondence, Media Coverage, 2011-2014 Collective Bargaining Agreement, Event Information/Reminders, and Updated Emergency Contact Numbers for the Board and Administration. It was noted that Mr. Maida's cell phone number has changed.

XIII. Adjournment

Time: 11:47 p.m.

Motion made by Otis, seconded by Carlock to adjourn the meeting.

All members voted in favor by responding affirmatively. No one opposed.

Motion carried.

Lynn Krumlinde, Recording Secretary

Ann Lopez-Caneva, Board President

2:220-E4