

**BOARD OF EDUCATION
LEMONT-BROMBEREK CSD 113A
REGULAR MEETING MINUTES
OLD QUARRY MIDDLE SCHOOL - LRC
LEMONT, ILLINOIS 60439
Tuesday, February 21, 2012**

I. CALL TO ORDER

Mike Aurelio called to order the Regular Meeting of the Lemont-Bromberek CSD 113A Board of Education at 7:01 p.m. on Tuesday, February 21, 2012 in the Old Quarry Middle School LRC.

A. Roll Call

Sandra Larek conducted the roll call. Upon roll being called, the following board members were present: Mike Aurelio, President, Dave Molitor, Vice President, Cindy Kelly, Secretary, Kevin Doherty, Karen Siston, Lisa Wright and Al Malley.

Board Members Absent: None

Administration present: Robert Madonia, Interim Superintendent, Mary Gricus, Lead Administrator, Susan Wulczyn, Director/Student Services, Barbara Germany, Business Manager, Pam Mazurek, Director/Operations, Steve Davis, Director/IT, Cathy Slee, Principal/Oakwood, Joanne Policht, Asst. Principal/Oakwood, Debby Lynch, Principal/River Valley, William Caron, Principal/Old Quarry, Shirley Kleehammer, Asst. Principal/Old Quarry, and Sandra Larek, Administrative Assistant.

Staff Present (**from sign in sheet**): Tracy Simon, Maureen Orlando.

Audience Members (**from sign in sheet, if legible**): Amanda Luevano, Janice Hoppe, Edward Andruszkiewicz.

Presenters: Don Weber and Bob Lewis of PMA

B. Pledge of Allegiance led by: Al Malley

C. Approval of the Agenda, as Presented:

Mr. Doherty initiated discussion on why the sale of securities and investments was in closed session. After some deliberation and agreement by the Board, the item was moved to open session.

A motion was made by Kevin Doherty, seconded by Dave Molitor, to approve the agenda, as amended to move closed session item 8.D. "The sale of purchase of securities, investments, or investment contracts" to new business item 6.C.

Upon the roll being called, the members voted as follows:

Mike Aurelio	yes
Kevin Doherty	yes
Cindy Kelly	yes
Al Malley	yes
Dave Molitor	yes
Karen Siston	yes
Lisa Wright	yes

With a vote of Yeas 7, the President declared the motion passed.

D. Approval of Minutes

A motion was made by Cindy Kelly, seconded by Lisa Wright, to approve the Open Session Minutes dated December 23, 2011, and Closed Session Minutes dated October 18, 2011, December 20, 2011 and December 23, 2011, as submitted.

Upon the roll being called, the members voted as follows:

Mike Aurelio	yes
Kevin Doherty	yes
Cindy Kelly	yes
Al Malley	yes
Dave Molitor	yes
Karen Siston	yes
Lisa Wright	yes

With a vote of Yeas 7, the President declared the motion passed.

2. COMMENTS FROM THE AUDIENCE - None

3. COMMUNICATIONS, ANNOUNCEMENTS AND SCHEDULES

A. President's Report

- Update on superintendent search
- Thank you to the District 113A Foundation for the Pre Super Bowl Bash
- Warrior Booster Club – Front Street Cantina Fundraiser March 16, 2012 at 7:00 pm
- Request for use of Central School during Village rehab – Mr. Molitor was appointed the point person for discussion with the Village

B. Secretary's Report

- Update and information on mandated board training

C. Committee Reports

Al Malley – *Finance and Audit Committee*

- The next meeting will be February 29th. At that time the RFP for the phone system will be discussed
- March 13th will be a Special Meeting of the Board and Finance and Audit committee – Finance Workshop.

Kevin Doherty – *Policy Committee*

- No report.

Karen Siston – *Insurance Committee*

- The Insurance Committee met last week and reviewed information recently provided.
- The next meeting is March 15th.

Dave Molitor – *Transportation Committee*

- Met twice during the month.
- Grant for safe walk zones – done through the Village using engineers; not the school.
- Looking at updates to the Charge Statement.
- Crossing Guard situation
 - Possible savings eliminating two bus routes – affects 210 students West of State Street and North of 127th Street (includes all of Timberline Subdivision).
 - Addition of two crossing guards to accommodate students crossing State Street.
 - Special Education busing – possible savings using district equipment.
 - Pay-to-ride – priority to reimbursed students – offer open seats
 - Current and future reduction in transportation reimbursements.
- Ms. Germany will provide our out of pocket costs over the last two years for the area in question.

Cindy Kelly – *Calendar Committee*

- 2012-2013 calendar will be presented for Board approval on March 20th.

Lisa Wright – *Wellness Committee*

- Ms. Germany has completed workshops for the bid process
- Walking program at Oakwood/River Valley
- March 22nd Oakwood/River Valley Family Fitness event
- Tools to evaluate current wellness program
- Information on new school lunch standards

Cindy Kelly – *Community Engagement*

- No report

Dave Molitor – *Discipline/Intervention*

- Met in January
- Proposed changes to parent approval page
- Proposed change to policy 7:190 to clarify the term “possession”. This policy will go to the Policy Committee for discussion.

D. Interim Superintendent Report

- Thank you to the Administration
- Work with Barb Germany on Financial Plan Approval with ISBE
- Update of District Financial Profile
- Meetings with reporters from Lemont
- Special Meeting of the Board with Finance Committee scheduled for March 13th
- Update on recent legislation

E. Treasurer’s Report

Barb Germany reviewed revenue and expenditures for the month. TAWs were paid off and additional TAWs were sold.

Also reviewed was the auditor’s recommendation regarding the variance of \$22,421.00. Their suggestion was to make an entry to remove that balance. The Board agreed to the auditor’s recommendation to make an entry to remove the variance.

Ms. Germany responded to a question from Mr. Doherty regarding the PMA Investment Structure Report as to why the debt service fund was not in sync with the balance sheet. Ms. Germany will check into this.

1. Monthly Summary of Revenues/Expenditures/Fund Balances (Treasurer's Report)
2. Reconciliation Schedule
3. Variance Explanation
4. Bank Statement and PMA Analysis
5. Revenue and Expenditure Detail
6. Balance Sheet
7. Investment Structure (PMA)
8. FRIS Report (Money Due to 113A from the State)
9. *Auditor’s Variance Resolution Recommendation for \$22,421.00*
10. January Bills from Open Accounts Payable Lists(s) dated January 19, 2012, totally \$354,475.36.
11. February Bills - From Open Accounts Payable List(s) dated February 16, 2012, totaling \$566,122.37.
12. Regular Payroll dated February 1, 2012 in the amount of \$489,868.85; Regular payroll dated February 15, 2012 in the amount of \$501,020.50; Stipend Payroll dated February 15, 2012 in the amount of \$9,321.26.

Motion made by Al Malley, seconded by Dave Molitor, to approve Treasurer's Report, Reconciliation Schedule, Variance Explanation, Bank Statement, and PMA Analysis, Revenue and Expenditure Detail, Balance Sheet, Investment Structure and FRIS Report for the Month of January, as presented.

Upon the roll being called, the members voted as follows:

Mike Aurelio	yes
Kevin Doherty	yes
Cindy Kelly	yes
Al Malley	yes
Dave Molitor	yes

Karen Siston yes
Lisa Wright yes

With a vote of Yeas 7, the President declared the motion passed

Motion made by Cindy Kelly, seconded by Al Malley, to approve the January and February Bills/Open Accounts Payable and January/February Payroll, as presented.

Upon the roll being called, the members voted as follows:

Mike Aurelio yes
Kevin Doherty yes
Cindy Kelly yes
Al Malley yes
Dave Molitor yes
Karen Siston yes
Lisa Wright yes

With a vote of Yeas 7, the President declared the motion passed

4. PRESENTATIONS, SPECIAL EVENTS AND ADMINISTRATIVE REPORTS

A motion was made by Mike Aurelio, seconded by Dave Molitor, to move agenda item 6.C. to 4.A.

Upon the roll being called, the members voted as follows:

Mike Aurelio yes
Kevin Doherty yes
Cindy Kelly yes
Al Malley yes
Dave Molitor yes
Karen Siston yes
Lisa Wright yes

With a vote of Yeas 7, the President declared the motion passed.

A. Report – Sale/Purchase/Restructure of Bonds

Mr. Aurelio stated that PMA and Dr. Madonia had come up with some ideas for utilizing cash and a better allocation of resources. Discussion continued on moving cash from the bond and interest fund and using it for other options.

Dr. Madonia explained the possible uses of the reserve money in the bond and interest fund. The balance in the fund is approximately \$1.6M.

One option was to consider retiring the bonds that became callable in December (approximately \$800,000) then leaving \$800,000 in the bond and interest fund. In doing this interest would be saved on these bonds. The district could then consider an abatement to the taxpayers of the amount that would have been collected to pay the bonds.

The second option was that consideration could be given to doing a funding bond for the purpose of paying off the state liability of approximately \$300,000 from the transportation claim. Once the funding bond was purchased it could be paid off from the balance in the bond and interest fund which would lower it from \$800,000 to approximately \$500,000. If an additional amount was owed, pending the result of the second audit for transportation, an additional funding bond could be issued to pay off that amount.

Don Weber and Bob Lewis of PMA explained where money in the bond and interest fund came from and provided additional information on the two options explained by Dr. Madonia. Mr. Lewis and Mr. Weber then responded to questions and comments from the board including leaving the money to build up cash

reserves, changing policies, and a third option to re-establish a working cash fund. Bond counsel would need to prepare resolutions for the second two options.

Bob Lewis will provide information on the process and timeline for: Notice of Intent Resolution, Bond Issue Notification Act (BINA) Hearing, Approval of Updated Policy, Resolution to Re-establish a Working Cash Fund.

B. Report – Transportation Audit Updated

Ms. Germany reported that there was no further update as she is waiting to hear from the state auditor.

C. Report – Superintendent Search

The Board discussed setting a date for a site visit with the final candidate for superintendent. That date will tentatively be March 6th or 7th. The site visit will be conducted by Mike Aurelio, Dave Molitor, Cindy Kelly and Al Malley.

Results from the focus groups will be provided to the Board and discussed at the February 24, 2012 meeting.

Mr. Aurelio will work with the District's attorney in acquiring sample contracts for the hiring of a new superintendent.

5. CONSENT AGENDA

- A.** Motion made by Kevin Doherty, seconded by Dave Molitor, to approve the Consent Agenda, as presented.

Upon the roll being called, the members voted as follows:

Mike Aurelio	yes
Kevin Doherty	yes
Cindy Kelly	yes
Al Malley	yes
Dave Molitor	yes
Karen Siston	yes
Lisa Wright	yes

With a vote of Yeas 7, the President declared the motion passed.

B. Monthly Report – Personnel

New Hires: none

Transfers: none

Terminations/Resignations: none

Leave of Absence: none

Retirements:

Catherine E. Hoermann – Special Education – Old Quarry – Effective the end of the 2013-2014 school year
Holly Petrelli – Social Worker – Old Quarry – Effective the end of the 2013 – 2014 school year

C. Monthly Report - Enrollment

D. Monthly Report – Discipline

E. Monthly Report – Food Service

F. Monthly Report – Transportation and Buildings & Grounds

G. Monthly Report – Freedom of Information Act (FOIA) Requests - none

6. NEW BUSINESS

A. Consider Resolution to Designate a Person(s) to Prepare a Tentative Budget

Annually, the School Board, by resolution, designates some person or persons to prepare a tentative budget. Such budget is to be prepared in tentative form by some person or persons designated by the Board, and such tentative form is to be made conveniently available to public inspection for at least 30 days prior to final action. It was the recommendation of administration to direct the new superintendent, the Interim Superintendent and Barbara Germany, Business Manager to begin the process of preparing a tentative budget.

Motion made by Cindy Kelly, seconded by Dave Molitor, to approve the recommended resolution, as presented.

Upon the roll being called, the members voted as follows:

Mike Aurelio	yes
Kevin Doherty	yes
Cindy Kelly	yes
Al Malley	yes
Dave Molitor	yes
Karen Siston	yes
Lisa Wright	yes

With a vote of Yeas 7, the President declared the motion passed

B. Consider Approval of the Updated Charge Statement for the Finance Committee

The Board reviewed the final recommendations for the Finance and Audit Committee Charge Statement updates. After discussion, one minor change was added to provide that a report be submitted within sixty days after the Board approved the quarterly financials.

A motion was made by Al Malley, seconded by Karen Siston, to approve the updated Finance and Audit Review Committee Charge Statement as amended to provide a report sixty days after the Board approves the quarterly financials.

Upon the roll being called, the members voted as follows:

Mike Aurelio	yes
Kevin Doherty	yes
Cindy Kelly	yes
Al Malley	yes
Dave Molitor	yes
Karen Siston	yes
Lisa Wright	yes

With a vote of Yeas 7, the President declared the motion passed.

7. ADJOURN TO CLOSED SESSION

A motion was made by Dave Molitor, and seconded by Lisa Wright, to adjourn to closed session at 8:55 p.m. for the purpose of:

1. Discussion on 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).
2. Collective negotiating matters between the District and its employees or their representative, or deliberation concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).
3. The sale or purchase of securities, investments, or investment contracts. 5 ILCS 120/2(c)(7) – (*Discussion moved to Open Session item 4.A*)
4. Discussion of minutes of meetings lawfully closed, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06 5 ILCS 120/2(c)(21).

Upon the roll being called, the members voted as follows:

Mike Aurelio	yes
Kevin Doherty	yes
Cindy Kelly	yes
Al Malley	yes
Dave Molitor	yes
Karen Siston	yes
Lisa Wright	yes

With a vote of Yeas 7, the President declared the motion passed.

ACTION MAY BE TAKEN AS A RESULT OF CLOSED SESSION

8. CLOSED SESSION

9. RECONVENE TO OPEN SESSION

A motion was made by Karen Siston, seconded by Cindy Kelly, to reconvene the Open Session Meeting of the Board of Education at 10:30 p.m.

Upon the roll being called, the members voted as follows:

Mike Aurelio	yes
Kevin Doherty	yes
Cindy Kelly	yes
Al Malley	yes
Dave Molitor	yes
Karen Siston	yes
Lisa Wright	yes

With a vote of Yeas 7, the President declared the motion passed.

10. ACTION AS A RESULT OF CLOSED SESSION

A motion was made by Lisa Wright, seconded by Dave Molitor, to approve the Closed Session Minutes of the October 11, 2011 Meeting, as presented.

Upon the roll being called, the members voted as follows:

Mike Aurelio		no
Kevin Doherty	yes	
Cindy Kelly	yes	
Al Malley		no
Dave Molitor	yes	
Karen Siston		no
Lisa Wright	yes	

With a vote of Yeas 4 and Nays 3, the President declared the motion passed.

11. ADVANCED PLANNING

- Special Meeting of the Board of Education, Wednesday, February 22, 2012 (Candidate Interview) - Closed Session
- Special Meeting of the Board of Education, Friday, February 24, 2012 (Candidate Interview) - Closed Session
- Special Meeting of the Board of Education, Tuesday, March 13, 2012
- Superintendent Search Process - Dec. - June
- Food Service Contract RFP -Dec.- March
- Tentative FY13 Staffing Plan - March
- School Picture Service Contract RFP-Feb./March
- Cash vs. Accrual
- Working Cash Bond

The Board reviewed arrangements for the February 22nd and February 24th meetings to interview the superintendent candidate finalists.

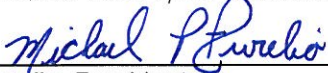
12. ADJOURNMENT

The motion was made by Karen Siston, seconded by Cindy Kelly, to adjourn the Regular Meeting of the Board of Education at 10:34 p.m.

Upon the roll being called, the members voted as follows:

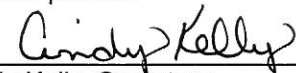
Mike Aurelio	yes
Kevin Doherty	yes
Cindy Kelly	yes
Al Malley	yes
Dave Molitor	yes
Karen Siston	yes
Lisa Wright	yes

With a vote of Yeas 7, the President declared the motion passed.



Mike Aurelio, President
4/17/12

Date



Cindy Kelly, Secretary
4-17-12

Date