

MINUTES REGULAR MEETING
MOKENA SCHOOL DISTRICT 159 - BOARD OF EDUCATION
MOKENA ELEMENTARY SCHOOL
February 19, 2025

| BOARD OF EDUCATION | PRESENT | ABSENT |
|------------------------------------|----------------|---------------|
| Mr. Eric Bush-President | ✓ | |
| Mrs. Lisa Zielinski-Vice-President | ✓ | |
| Mrs. Anna Briscoe-Secretary | ✓ | |
| Mr. Jim Andresen | ✓ | |
| Mrs. Julie Oost | ✓ | |
| Mrs. Samantha Tunney | ✓ | |
| Mrs. Kelli MacMillan | ✓ | |

STAFF PRESENT: Mr. Steve Stein, Superintendent; Dr. Kristin Johnson, Assistant Superintendent of Instruction; Dr. Teri Shaw, CSBO; Mrs. Megan Mundt, Director of Student Services; Dr. Mike Rolinitis, Principal; Mr. Dave McAtee, Principal; Mrs. Rachel Chorley, Principal; Mr. Lincoln Henson, Director of Technology; Mrs. Kelly Lynn, Board Recording Secretary; Dave Rana, Lisa Peters, Dina Fugett, Margie Janes, Katherine Barr, Heather Esgar, Theresa Tabor Heather Sullivan, Debi Blank

VISITORS: Robert Gurney, Amanda Montgomery, Jeanne Lietl, Mario Zotta, Mark Cerkenvenik, Katie Carley, Bridget Ehman, Ryan Talbot, Amanda Talbot, Joy Kokolus, Andrew Kokolus, Lauren Doman, Christa Hahn, Megan Hoener, Orlando Rojas

I. & II. ROLL CALL/PLEDGE OF ALLEGIANCE

At 7:03pm, Roll Call was taken; all presented recited the Pledge of Allegiance.

III. PUBLIC COMMUNICATION

Amanda Montgomery spoke regarding special education.

IV. PRESENTATIONS

Third Grade Freaky Frogs Books Presentation

Dr. Johnson introduced third grade students to present their performance tasks about freaky frogs to the Board. The following students presented:

- Noah Rojah (Pourquoi)
- Owen Hahan (Informational Writing)
- Graham Nappo (Three Paragraph Writing)
- Paisley Talbot (Informational Essay)
- Olivia Stefaniak (Freaky Frog Trading Card)

ELL Department – Esther Dare

Esther Dare from MJHS shared updates from the ELL Department. She recognized her ELL teammates Courtney Schindler (MES) and Nisrin Al-Takriti (MIS). She highlighted a “Shark Tank” lesson in which two students created a translating pen. ACCESS testing has wrapped up.

V. DISCUSSION

A. Bus Drivers

The bus driver shortage was discussed. Administration is considering options.

B. Custodial Maintenance

The District is looking into outsourcing custodians and hiring in-house maintenance staff. A committee will be created.

VI. INFORMATION REPORTS

VI.A. FINANCE COMMITTEE – Mrs. Zielinski

- The next Finance Committee meeting will be March 10, 2025. Topics will include 5 Year Financial Projections, Fund 21 Report, Capital Plan, and Student Fees.

VI.B. POLICY COMMITTEE – Mrs. Oost

- Mrs. Oost provided a handout on Vision 2030. This will be an action item next month.

VI.C. SUPERINTENDENT – Mr. Stein

- Mr. Stein discussed CLEAR software, which would allow the District to conduct residency verification.
- Recommendations for salary increases for existing administrators, directors, and coordinators were provided.
- Updated job descriptions for MJHS Assistant Principal and Human Resources Director were provided.
- Mr. Stein is recommending that the Board consider approving the District to subscribe to Administrative Procedures Online. This will be an action item next month.

VI.D. ASSISTANT SUPERINTENDENT – Dr. Johnson

- Dr. Johnson provided updates on February professional learning, advanced learners programming, 6-8 Tier 1 SEL committee, K-5 social studies committee and spring state assessments.
- Last month, members of the junior high ELA department visited Lincoln-Way Central for classroom observation and articulation.
- Teachers and an instructional coach from Manhattan Junior High recently visited Mokena Junior High School to observe Eureka Math 2 lessons.
- Dr. Johnson congratulated Nisrin Al-Takriti on her article that was published on WriteReader's website.

VI.E. DIRECTOR OF STUDENT SERVICES – Mrs. Mundt

- In partnership with Lincoln-Way Area Special Education Cooperative 843, the District is hosting a professional development session on March 5 for the Center for Intensive Behavioral Supports, focusing on the Illinois State Board of Education's rules and regulations regarding Restraint and Time-Out.
- The Mokena Special Education Steering Committee held its first meeting on February 7, 2025, led by consultants Tammie Henry and Pandora Taylor.
- The Student Services Department is partnering with Special Olympics. Respect Week will be held on March 3-7 for MIS and MJHS and May 9 for MES.
- Mrs. Mundt gave a "shout-out" to Christine Wilkinson for her outstanding commitment to students.

VI.F. CHIEF SCHOOL BUSINESS OFFICIAL – Dr. Shaw

- The final CPI-U for calendar year 2024 was calculated at 2.9%
- The amended budget process is starting.
- Information items included: summer helpers for O&M and technology, student lunch fees for SY 2025-26, maintenance staff, transportation salaries, and food service salaries.
- Action Items this month:
 - Memorandum of Understanding in regards to the District Retirement Option in the Collective Bargaining Agreement between the Mokena Teachers Association and the Board of Education
 - RFP for Custodial Services
 - Summer 2025 Flooring Projects
 - MES Unit Ventilator Project Bid Award
 - MIS Roof Restoration Project – Dr. Shaw and Dave Rana, Director of Buildings and Grounds, provided a very detailed overview of this project, which will be through the Joint Cooperative Purchasing Agreement.
- HR – Staff wellness clinic will be held on March 18. Insurance Committee meetings will be starting. TRS representatives will be available for individual employee meetings.
- Food Service –6,891 lunches were served in January; the District will receive \$13,557.73 from the Government; revenue from all items sold was \$25,452.30. New Food Service Coordinator Brittany Tielbur has been in training.
- Transportation – A lack of drivers forced a few routes to be cancelled, but the team is back at full capacity. Upcoming field trips include: Pilcher Park, Museum of Science and Industry, iFly Naperville, Allstate Area, and Trinity Christian College.

- O&M – 197 work orders were submitted in January. Upcoming projects include: MES Flooring, fire alarm upgrade, exterior door painting, and uninvent replacement with controls, MIS fire alarm upgrade, flooring, roofing and exterior door painting, and MJHS flooring.

VI.G. FINANCIAL AND TREASURERS REPORTS

- Beginning Cash on Hand: 1/1/2025 \$ 15,429,105.87
- Cash and Investments: 1/31/2025 \$ 13,671,795.53

VI.H. DIRECTOR OF TECHNOLOGY – Mr. Henson

- The second half of cyber security training began; 30% of staff completed it within the first week.
- Mr. Henson thanked the technology department: Doug, Joe, Javier and Josh for a successful E-Learning day and stated that everyone worked seamlessly as a group.

VI.I. PRINCIPALS REPORTS

Dr. Rolinitis – Mokena Junior High

- On February 8, MJHS hosted the Illinois Grade School Music Association’s Solo and Ensemble Contest. Dr. Rolinitis thanked Mrs. Cheney, Miss Clifford, Miss Schubbe, and Miss Nyder.
- Representatives from Lincoln-Way Central visited MJHS to talk to 8th grade students about the upcoming open house on February 19.
- The Musical, “High School Musical, Jr.” will be taking place at the end of the month.
- Dr. Rolinitis thanked the boys basketball teams and coaches for a fun and exciting season.
- Girls volleyball is still ongoing and the girls are doing well in Conference play.
- Dr. Rolinitis congratulated Craig Martinus and Dr. Johnson on their “Those Who Excel Awards”.

Mr. McAtee– Mokena Intermediate School

- Mr. McAtee congratulated Sharon Horvath on her “Those Who Excel” award.
- MIS Movie Night was a success.
- MIS raised over \$13,000 for the Kids Heart Challenge.
- Squid dissection will be taking place on February 27-28.
- Mr. McAtee thanked the Related Services Team: Dr. Darling, Mrs. Grybowski, Mrs. Krol, and Mrs. Roberts.

Mrs. Chorley– Mokena Elementary School

- Kids Heart Challenge was a huge success; MES raised over \$46,000.
- Kindergarten teacher, Emily Wardell asked for valentines from around the country for her classroom. She received one from every state and even some other countries.
- Mrs. Chorley congratulated Dr. Johnson and the three MES staff members that received “Those Who Excel” awards: Kathy Arduino, Stacie Kittler, and Jessica Lucas-Nihei.
- Mrs. Chorley provided an update on interventions; students are landing appropriately per MTSS expectations.
- Kids Connection has wrapped up.

V.J. LINCOLN-WAY AREA SPECIAL EDUCATION – Mrs. Briscoe

- Three new students started in the SELF program.
- The SELF Grandparents Breakfast is taking place on February 28.

V.K. FOIA REQUESTS- Completed

VII. ACTION REQUESTS

VII.A. Approval of Previous Minutes

Mr. Andresen moved to approve minutes from the December 16, 2024 Special Meeting and Closed Session Meetings, and the January 15, 2025 Regular Meeting and Closed Session Meeting as presented. Motion was seconded by Mrs. Zielinski.

On Roll Call

Ayes: Mrs. Briscoe, Mr. Bush, Mrs. Oost, Mrs. Tunney, Mrs. Zielinski, Mr. Andresen

Nays: None

Abstain: Mrs. MacMillan

MOTION CARRIED: 6-0-1

VII. B. DISTRICT BILLS

Recommended Motion:

Mr. Bush moved to approve the Monthly Bills as presented; motion was seconded by Mr. Andresen.

On Roll Call

Ayes: Mr. Bush, Mrs. MacMillan, Mrs. Oost, Mrs. Tunney, Mrs. Zielinski, Mr. Andresen, Mrs. Briscoe

Nays: None

Abstain:

MOTION CARRIED: 7-0-0

VII. C. PERSONNEL

Recommended Motion:

Mrs. Oost moved to approve personnel recommendations VII.C 1-5 subject to successful background checks and verification of credentials if applicable. Motion was seconded by Mrs. Zielinski.

On Roll Call

Ayes: Mrs. MacMillan, Mrs. Oost, Mrs. Tunney, Mrs. Zielinski, Mr. Andresen, Mrs. Briscoe, Mr. Bush

Nays: None

Abstain:

MOTION CARRIED: 7-0-0

| NAME | POSITION | BUILDING | EFFECTIVE DATE | EMPLOYMENT DETAIL |
|---|---------------------------|----------|---|-------------------|
| 1. Classified – Withdrawal of Job Acceptance | | | | |
| Cayla Fotopoulos | Paraprofessional | MES | 01/21/2025 | |
| 2. Classified – Resignation | | | | |
| Michelle Gurgone | Building Aide | MES | End of 2024-25 SY | |
| 3. Classified - Retirement | | | | |
| Karin McCutcheon | Paraprofessional | MES | End of 2024-25 SY | |
| 4. Certified - Resignation | | | | |
| Sarah Martin-Koenig | Special Education Teacher | MES | 02/07/2025 | |
| 5. Certified – Long-Term Substitute | | | | |
| Dora Ruiz | Special Education Teacher | MES | 02/10/2025 – <i>tentative end date</i> | \$243.30/day |

VII. D. Consent Agenda

VII.D.1. Verbatim Destruction of Closed Session Minutes

VII.D.2. Semi-Annual Review of Closed Session Minutes

Recommended Motion:

Mrs. Tunney moved to approve Consent Agenda items VII. D. 1-2 as presented.; motion was seconded by Mrs. Oost.

Discussion: Mrs. MacMillan thanked Mrs. Briscoe for taking the time to listen to the recordings with her and stated that she has completed listening.

On Roll Call

Ayes: Mrs. Oost, Mrs. Tunney, Mrs. Zielinski, Mr. Andresen, Mrs. Briscoe, Mr. Bush, Mrs. MacMillan

Nays: None

Abstain:

MOTION CARRIED: 7-0-0

VII. E. MIS Roof Restoration

Recommended Motion:

Mr. Andresen moved to approve MIS Roof Restoration Project in an amount not to exceed \$600,000 as presented. Motion was seconded by Mrs. Zielinski.

Discussion: ~~Mrs. MacMillan wants more information.~~ Discussion was had, Mrs. MacMillan stated the reason she was not in favor of the action. The board did not have a contract showing terms, scope, schedule. She is concerned about how we are protected against a not to exceed price. Stated roof contractor was chosen without alternatives. She cited the desire to go to bid for large projects in conjunction with the co-op options to compare. She cited not having any insight into the competitiveness of the co-op option.—

On Roll Call

Ayes: Mrs. Tunney, Mrs. Zielinski, Mr. Andresen, Mrs. Briscoe, Mr. Bush, Mrs. Oost

Nays: Mrs. MacMillan

Abstain:

MOTION CARRIED: 6-1-0

VII. F. Summer 2025 Flooring Projects

Recommended Motion:

Mrs. Oost moved to approve the Summer 2025 Flooring project contractor of Pinnacle Flooring Company, Inc. of Frankfort, IL as the lowest responsible bidder in an amount not to exceed \$305,790 as presented. Motion was seconded by Mrs. Briscoe.

On Roll Call

Ayes: Mrs. Zielinski, Mr. Andresen, Mrs. Briscoe, Mr. Bush, Mrs. MacMillan, Mrs. Oost, Mrs. Tunney

Nays: None

Abstain:

MOTION CARRIED: 7-0-0

VII. G. MES Unit Ventilator Replacements

Recommended Motion:

Mr. Andresen moved to approve the contract with Amber Mechanical and Total Automation Concepts in an amount not to exceed \$971,323. Motion was seconded by Mrs. Briscoe.

Discussion: Discussion was had, Mrs. MacMillan cited the board had not seen the contracts with Amber Mechanical or ESG, she questioned 9 ventilators on action versus 7 that went to bid for without information. Asked if we should consider taking the budget savings instead of adding more to the scope so that other projects to date that were over budget.

On Roll Call

Ayes: Mr. Andresen, Mrs. Briscoe, Mr. Bush, Mrs. Oost, Mrs. Tunney, Mrs. Zielinski

Nays: Mrs. MacMillan

Abstain:

MOTION CARRIED: 6-1-0

VII. H. RFP Custodial Services

Recommended Motion:

Mrs. Briscoe moved to approve issuing a Request for Proposals for Custodial Services as presented. Motion was seconded by Mr. Andresen.

Discussion: ~~Discussion was held regarding issuing an RFP for both custodial and maintenance.~~ Discussion was had and agreement was made that the committee would work out an amendment to the RFP to add the

maintenance workers as part of the custodial services RFP, if that was part of the recommendation to the board. Mrs. MacMillan agreed to the action under the caveat that an amendment to the RFP after the committee does their work.

On Roll Call

Ayes: Mrs. Briscoe, Mr. Bush, Mrs. MacMillan, Mrs. Oost, Mrs. Tunney, Mrs. Zielinski, Mr. Andresen

Nays:

Abstain:

MOTION CARRIED: 7-0-0

VII. I. District Retirement Option MOU

Recommended Motion:

Mrs. Oost moved to approve the Memorandum of Understanding in regards to the District Retirement Option in the Collective Bargaining Agreement between the Mokena Teachers Association and the Board of Education.

Motion was seconded by Mrs. Zielinski.

Discussion: Mrs. MacMillan expressed a desire to table this item and also added that she would not want to impose a penalty on any teachers that have exercised this clause.

On Roll Call

Ayes: Mrs. Briscoe, Mr. Bush, Mrs. Oost, Mrs. Tunney, Mrs. Zielinski, Mr. Andresen

Nays: Mrs. MacMillan

Abstain:

MOTION CARRIED: 6-1-0

VIII. ITEMS FOR MARCH 19, 2025 AGENDA

- Vision 2030
- MIS Roof Restoration
- O&M and Technology Summer Helpers
- Student Lunch Fees
- Bus Barn Fire Alarm Panels
- Food Service and Transportation Salaries
- Increases for Administrators, Directors and Coordinators

X. FOR THE GOOD OF MOKENA

- Mr. Andresen spoke about available scholarships for Lincoln-Way students.
- Mrs. Oost spoke about annual cleanup day on April 12.

XI. CLOSED SESSION

- At 10:15 p.m., Mr. Bush moved to adjourn to Closed Session for purposes of personnel and collective bargaining with no action after closed session. Motion was seconded by Mrs. Zielinski; Meeting was adjourned by a unanimous vote.

XI. ADJOURNMENT

At 11:22 p.m., Mr. Andresen moved to adjourn open session; motion was seconded by Mrs. Tunney. Meeting was adjourned by a unanimous vote.

*Minutes Respectfully Submitted by
Kelly Lynn, Board Recording Secretary*

_____President

_____Secretary