

**Board of Education  
Worth School District 127**

Dr. Rosemary Lucas Administrative Center, Conference Room  
11218 South Ridgeland Avenue  
Worth, Illinois 60482

**Minutes of the Regular Meeting of August 12, 2015**

1. **CALL TO ORDER**

President Drew Sernus called the meeting to order at 6:30 p.m.

2. **ROLL CALL**

Present: Drew Sernus, Rebecca Roti, Meghan Sisk (arrived at 6:38 p.m.), Dave Blanks, Michelle Egan, Vince Flores, Bernadette Strama

Administrators: Dr. Rita Wojtylewski, Cindy Dykas, Lisa Lyke, Tim Hathhorn, Joe Zampillo, Linda Esposito, Sinéad Chambers

Others Present: Elena Hildreth (Quest), Debbie Woods, Brenda Miller (Recording Secretary)

3. **PLEDGE OF ALLEGIANCE**

President Sernus led the Pledge of Allegiance.

4. **SUPERINTENDENT'S REPORT**

Dr. Wojtylewski noted the distribution of a revised agenda which amends the Consent Agenda to include the employment of a 1-1 aide.

**Staff and Student Recognition**

Dr. Wojtylewski recognized the efforts of the district's custodial staff. The Worth Elementary custodians worked during the months of June and July in preparing the other schools for the start of the school year. In August, all custodial staff reported to Worth Elementary. The administration questioned whether or not the district would have to bring in an outside cleaning crew to assist in cleaning the layers of masonry grit that was literally everywhere. The custodial staff tackled the work and did an outstanding job resulting in a clean building and no need for outside cleaning services.

**CEP Program (Quest)**

Dr. Wojtylewski reported that the district's Community Eligibility Program (CEP) application was accepted. All students will be eligible for free breakfast and lunch. Elena Hildreth from Quest presented information on the mechanics of the implementation of the program. Quest will be providing the meals from a commissary located in Joliet and has a dedicated vehicle to make the daily deliveries to the district. Parents will have the opportunity to order the meals they would like their child(ren) to have using an online ordering system or by contacting district personnel. All the meals are based on the National Nutritional Guidelines and accommodations for religious and medical situations can be made.

Dr. Wojtylewski and Cindy Dykas explained the procedures that will be implemented by the district for storing the meals, accommodating the additional milk which will be served with breakfast, and disposal of breakfast waste immediately from the classrooms. Letters will be sent to parents next week advising them of the new program procedures for ordering breakfasts and lunches.

**Enrollment Data Update**

Dr. Wojtylewski reported the enrollment as of August 12<sup>th</sup> is 1,114 students. It is not possible to give an accurate number at this time due to the uncertainty of students who may have transferred without

notification to the district. The district is closely monitoring kindergarten enrollment at Worth Elementary and second grade at Worthwoods, as the class sizes may necessitate the hiring of additional staff.

A Board member asked if an increase in staff was needed due to the large incoming sixth grade class. Dr. Wojtylewski stated that scheduling was handled by the .5 increase in the physical education department authorized by the Board in March.

#### Facility Projects Update

Dr. Wojtylewski reported on the following projects:

- The Worth Elementary HVAC project is on schedule. The Intermediate Service Center (ISC) will conduct an occupancy inspection on August 17<sup>th</sup>. Administrative and secretarial staff are working at the Administrative Center until clearance is given by the ISC.
- The fire department will conduct their annual inspections of Worthwoods, Worth Junior High and Worthridge on August 13<sup>th</sup>. The inspection of Worth Elementary will occur after the occupancy inspection on August 17<sup>th</sup>.
- The Worth Elementary chair lift is on order and expected to be installed by the start of school.
- The cubicles for the Worth Elementary classrooms will not be installed until after school starts. Installation will take place outside the school day.
- The RISE hallways and bathrooms were repainted and several bathroom sinks were replaced.

Cindy Dykas reported on damage that occurred when the contractor was installing the electrical upgrade at Worthwoods. Immediately after the work was completed, water began backing up into the workroom area. The contractor, Sharlen Electrical retained the services of a plumbing contractor to work with Complete Plumbing to investigate the source. It was determined that a sewer line was damaged during the directional bore to the building. Sharlen Electrical accepted responsibility and immediately dealt with the repairs. There was no damage in the workroom area as a result of the backup.

#### Tentative FY16 Budget

Cindy Dykas provided the Board with an itemized summary of all fund revenues and expenditures, Operating Fund summary (Education, Operations and Management, Transportation, Retirement, and Working Cash), and the Operating Fund Summary (without Working Cash). The summaries showed beginning fund balances on July 1, 2015, a net gain (loss), and a projected fund balance on June 30, 2016. The figures represent tentative amounts and changes will be made prior to the September meeting as information becomes available from the State. A legal notice has been scheduled to advertise that a public hearing on the FY16 budget will be held on September 16, 2015, and the budget will be on display for 30 days at the Administrative Center during normal business hours prior to the public hearing.

#### Details on Board Agenda Items

Approval of Contract Renewal Agreement for Vended Meal Services with Quest Food Management Services, Inc. – The Board will take action on a contract renewal agreement for vended meal services with Quest Food Management Services, Inc.

Approval of Application for Extension of Time Complete Health/Life Safety Work Items – The Board will take action on an application for extension of time to complete Health/Life Safety items at all four buildings.

Approval of Elevator Maintenance Agreement with Urban Elevator Service – The Board will take action on an elevator maintenance agreement with Urban Elevator Service.

#### 5. BOARD COMMITTEE REPORTS

##### A. 06/23/2015 Finance Committee

Chairman Sernus shared an overview of the information discussed at the Finance Committee Meeting. The administration presented information on the FY15 end of year financial report; FY16

budget process and projections; enrollment/staffing levels; flood reimbursement; Community Eligibility Program application; and the summer facility projects with costs outlined for each project. Information presented to the committee was also sent to Board members unable to attend the meeting. The committee agreed with the need to proceed with the administration's recommendations on the facility projects.

6. CITIZENS' REMARKS – AGENDA AND NON-AGENDA ITEMS

There were no remarks made.

7. BOARD MOTIONS

A. Consent Agenda

Meghan Sisk moved that the Board of Education approve the following consent agenda items:

- |  |  |                           |
|--|--|---------------------------|
| 1) <u>Accounts Payable</u>               | June 30, 2015  | \$790,583.52              |
|  | July 6, 2015   | \$2,500.00                |
|  | July 15, 2015  | \$104,305.78              |
|  | July 31, 2015  | \$39,917.52               |
|  | August 12, 2015  | \$752,846.54              |
| 2) <u>Payroll Summary</u>                | Education Fund (June)  | \$1,056,719.09            |
|  | Building Fund (June)   | \$30,698.09               |
|  | IMRF and FICA/Medicare (June)                                      | \$69,445.39               |
| <u>Payroll Summary</u>                   | Education Fund (July)  | \$90,328.44               |
|  | Building Fund (July)   | \$31,204.82               |
|  | IMRF and FICA/Medicare (July)                                      | \$19,758.42               |
| 3) <u>Employment of Certified Staff</u>  |  |                           |
| Maura Loftus                             | 1.0 FTE Special Education Teacher, WJH                             | Effective August 24, 2015 |
| Maggie Krull                             | 1.0 FTE 5 <sup>th</sup> Grade Teacher, One Year Leave Position, WE | Effective August 24, 2015 |
| Joshua Meekma                            | 0.5 FTE Physical Education Teacher, WE                             | Effective August 24, 2015 |
| Michael P. Walsh                         | 1.0 FTE Music Teacher, WE, WW, WR                                  | Effective August 24, 2015 |
| Ewa Eljasz-Rzonca                        | 1.0 FTE Bilingual Polish Teacher/TBE Program, WE                   | Effective August 24, 2015 |
| Christine Slager                         | 1.0 FTE 2 <sup>nd</sup> Grade Teacher, One Year Leave Position, WW | Effective August 24, 2015 |
| Sandra Jager                             | 1.0 FTE Title I Reading Teacher, WJH                               | Effective August 24, 2015 |
| 4) <u>Employment of Classified Staff</u> |  |                           |
| Wendy McCarthy                           | Part-Time AM Only, Special Education Paraprofessional 1-1 Aide, WE | Effective August 24, 2015 |

(end consent agenda)

Dave Blanks seconded the motion.

Roll Call Vote: All Aye – Motion Carried

B. Approval of Minutes – Board Meetings

Michelle Egan moved that the Board of Education approve the minutes of the June 10, 2015, regular meeting.

Drew Sernus seconded the motion.

Roll Call Vote: All Aye – Motion Carried

Vince Flores moved that the Board of Education approve the closed session minutes of the June 10, 2015, regular meeting.

Michelle Egan seconded the motion.

Roll Call Vote: All Aye – Motion Carried

C. Approval of Minutes – Committee Meetings

Dave Blanks moved that the Finance Committee approve the minutes of the June 23, 2015, Finance Committee meeting.

Drew Sernus seconded the motion.

Roll Call Vote: 2 Aye, 1 Abstain (Flores) – Motion Carried

- D. Approval of Contract Renewal Agreement for Vended Meal Services with Quest Food Management Services, Inc.

Bernadette Strama moved that the Board of Education approve the Renewal Agreement for Vended Meal Services with Quest Food Management Services, as presented in Attachments C1-C4.

Rebecca Roti seconded the motion.

Roll Call Vote: All Aye – Motion Carried

- E. Approval of Application for Extension of Time to Complete Health/Life Safety Work Items

Michelle Egan moved that the Board of Education approve the Application for Extension of Time to Complete Health/Life Safety Work Items for Worth Elementary, Worthwoods, Worth Junior High and Worthridge Schools, as presented in Attachments D1-D4.

Dave Blanks seconded the motion.

Roll Call Vote: All Aye – Motion Carried

- F. Approval of Elevator Maintenance Agreement with Urban Elevator Service

Rebecca Roti moved that the Board of Education approve the Elevator Maintenance Agreement with Urban Elevator Service, as presented in Attachments E1-E12.

Bernadette Strama seconded the motion.

Roll Call Vote: All Aye – Motion Carried

8. BOARD DISCUSSION AND/OR ACTION

A. Tri-Conference

Several Board members indicated they would be interested in attending the Tri-Conference in November. Dr. Wojtylewski directed the recording secretary to contact Board members individually regarding attendance and whether hotel accommodations are needed.

B. Worth Days Parade – Sunday, August 23, 2015

Dr. Wojtylewski noted that the Worth Junior High Band would be marching in the Worth Days Parade. Any Board members who were interested in walking in the parade should contact the recording secretary. A Board member noted that the band would also be performing at the Stagg football game on August 28<sup>th</sup>.

9. BOARD MEMBER REPORTS AND REQUESTS

There were no Board member reports or requests.

10. CITIZENS' REMARKS – AGENDA AND NON-AGENDA ITEMS

There were no remarks made.

The Board took a short break before entering closed session.

11. CLOSED SESSION

Michelle Egan moved that the Board of Education adjourn to closed session at 7:45 p.m. to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District.

Vince Flores seconded the motion.

Roll Call Vote: All Aye – Motion Carried

12. RETURN TO OPEN SESSION

Vince Flores moved that the Board of Education, upon completion of its discussions in closed session, reconvene in public session at 8:14 p.m.

Michelle Egan seconded the motion.

Roll Call Vote: All Aye – Motion Carried

After discussion, it was the consensus of the Board to hold the September meeting at Worth Elementary.

13. ADJOURNMENT

Meghan Sisk moved to adjourn the meeting at 8:15 p.m.

Rebecca Roti seconded the motion.

Voice Vote: All Aye - Motion Carried

Respectfully submitted,

A handwritten signature in blue ink, appearing to be 'MS', written over the text 'Respectfully submitted,'.

Meghan Sisk  
Secretary, Board of Education

A handwritten signature in blue ink, appearing to be 'D. Sernus', written below the signature of Meghan Sisk.

Drew Sernus  
President, Board of Education