MATTESON SCHOOL DISTRICT NO. 162  
Richton Park, Illinois 60471

AGENDA FOR THE BOARD OF EDUCATION MEETING TO BE HELD AT  
6:30 P.M. IN THE BOARDROOM AT THE ADMINISTRATION CENTER  
4601 SAUK TRAIL, RICHTON PARK  
November 15, 2022

“Excellence Is the Expectation.”

PUBLIC HEARING ON THE E-LEARNING PROGRAM

Audience to Visitors pertaining to the proposed E-Learning Program.

Close the Hearing.

I. Call to Order

II. Roll Call Notation by the Secretary

III. Communications/Announcements/Schedules

Dates to Remember
1. November 21, 2022 - Parent Teacher Conferences, 12:30 pm - 8:00 pm
2. November 22, 2022 - Parent Teacher Conferences, 8:00 am - 2:00 pm
3. November 23-November 25, Thanksgiving Break, No School
4. November 28 - Mid Quarter Progress Reports, Quarter 2
5. December 13 - Sauk and Indiana Holiday Performance at Governors State University, 7:00pm
6. December 14 - COVID Vaccination Clinic, 10:00 am - 2:00 pm
7. December 15 - Huth and Illinois Holiday Performance at Governors State University, 7:00pm
8. December 19- Matteson School District 162 Board Meeting
9. December 20-Matteson and Arcadia Holiday Performance at Governors State University, 7:00pm

IV. Audience to Visitors Pertaining to Agenda Items Only

V. Approval of the Consent Agenda

A. Minutes  
   Regular Session, October 18, 2022

B. Personnel
1. **Employment**
   
a. Approve the employment of Zainab Yaya, Cadre Substitute at Huth, effective October 12, 2022.

b. Approve the employment of Taylor Jackson, Lunchroom Monitor at Richton Square, effective October 17, 2022.

c. Approve the employment of Kaiya Foster, Board Secretary, effective October 10, 2022.

d. Approve the employment of Audra Akins-Muhammad, Cadre Substitute at Illinois, effective October 31, 2022.

e. Approve the employment of Cynthia Brame, Cadre Substitute at Illinois, effective October 31, 2022.

f. Approve the employment of Kishmarr Norman, Custodian at Sauk, effective October 20, 2022.

g. Approve the contract with Ronald Gary as special education teacher at the rate of $323.99 per day, not to exceed 120 days.

h. Approve the stipend for Dr. Shernita Mays for 21st Century Grant Supervision.

i. Approve the employment of Saundra Mabry, Food Service Director, effective November 14, 2022.

2. **Resignations/Retirements**

a. Approve the resignation of Tiffany Burgess, Nurse at Richton Square, effective November 3, 2022.

b. Approve the intent to retire of Kathy Cooper, Teacher at Indiana, effective at the end of the 2023-2024 school year.

c. Approve the resignation of Mohamad Sbitan, IT Support Analyst at District Office, effective October 28, 2022.

3. **Leaves**

   a. Approve the maternity leave under FMLA of Alliyah Nichols, Learning Loss Tutor at Richton Square, effective November 28, 2022, for up to twelve weeks.
b. Approve the medical leave of absence of Patrice Chambers Hill, Teacher at Illinois, effective November 1, 2022, for up to six weeks.

4. Contracts
Approve the Project Authorization Addendum to the Master Contract with ARCON Associates, Inc. for the renovation and remodel of the property located at 4645 Sauk Trail.

C. Policy Matters

D. Annual Business
1. Approve the District’s application for the 2022 Property Tax Relief Grant.

2. Approve the resolution adopting an E-Learning Program for the next three years pursuant to Illinois law, which will permit student instruction to be received electronically on E-Learning days when students are not physically present in lieu of District 162's scheduled emergency days.

E. Bill Listing – Authorization for the administration to pay the schedule of bills payable and authorization for the District Treasurer to sign the checks dated November 15, 2022.

F. Imprest Fund Reimbursement – Authorization to reimburse the District Imprest Fund in the amount of $23,041.68

G. Financial Statement – The October 2022 Financial Statement is presented for review.


I. Gifts/Donations

END OF CONSENT AGENDA

VI. Superintendent’s Report

VII. Legislation
VIII. New Business

A. The Board will consider approval of the 2022 Proposed Tentative Property Tax Levy.

B. The Board will consider approval of the Resolution abating the Working Cash Fund of the District.

C. The Board will consider approval of moving the December 20, 2022, Board of Education meeting to December 19, 2022, at 6:30 p.m.

D. The Board will consider the award of the bid for a Natural Gas Generator to ZonaTherm, the lowest responsible bidder, in the amount of $142,900.

E. The Board will consider the award of the bid for Mechanical Equipment to Windy City Representatives, the sole responsible bidder, in the amount of $299,500.

F. The Board will consider the award of the bid for the supply and installation of kitchen equipment to TriMark USA, the lowest responsible bidder, in the amount of $962,590.31.

IX. Old Business

X. Board Members Issues/Reports

XI. Audience to Visitors

XII. Adjournment

Minutes approved at this meeting are posted within seven days in the District Office and on the District’s Website for 60 days. The approved minutes also are posted at the Matteson, Park Forest, and Richton Park Libraries.

Matteson Elementary School District 162 is subject to the requirements of the Americans with Disabilities Act of 1990, as well as Section 504 of the Rehabilitation Act of 1973. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to attend and/or participate, or who have questions regarding the accessibility of the meeting or the facilities are requested to promptly contact District 162’s Yvonne Williams, who acts as the School District’s ADA/Section 504 Coordinator, at (708)748-0100, extension 4122.