We take the hopes and dreams of the community and turn them into reality!

I. Call to Order

II. Roll Call Notation by the Secretary

III. Communications/Announcements/Schedules

   Dates to Remember:
   A. Thanksgiving Break, No School, November 22–24, 2017
   B. Illinois School Fuddrucker’s Night, December 1, 2017
   C. Mid-Quarter Progress Report Week, December 4–8, 2017
   D. Richton Square School Parent Breakfast Club Series, 9:00 a.m.—10:00 a.m., December 7, 2017
   E. Matteson School 2nd Grade Holiday Program, 9:00 a.m. & 1:00 p.m., December 12, 2017
   F. Southland College Prep High School Winter Fine Arts Concert at Governors State University, 7:00 p.m., December 13, 2017
   G. Matteson School 3rd Grade Holiday Program, 9:00 a.m. & 1:00 p.m., December 14, 2017
   H. Arcadia School Winter Concert, Kindergarten & 2nd Grade, 9:00 a.m.; 1st Grade & 3rd Grade, 1:00 p.m., December 15, 2017
   I. Indiana School Holiday Concert at Governors State University, 7:00 p.m., December 15, 2017
   J. Huth Middle School Choir & Band and Illinois School 7th & 8th Grade Band, Holiday Concert at Governors State University, 7:00 p.m., December 18, 2017
   K. Richton Square School Winter Musical, 9:00 a.m. and 1:00 p.m., December 19, 2017
   L. Sauk School and Illinois School Winter Concert at Governors State University, 7:00 p.m., December 19, 2017
   M. Board of Education Meeting, 6:30 p.m., December 19, 2017
   N. District 162 Winter Concert at Governors State University, 7:00 p.m., December 21, 2017
   O. Winter Break, No School, December 25, 2017—January 5, 2018
   P. Classes Resume, January 8, 2018

IV. Audience to Visitors Pertaining to Agenda Items Only

V. Approval of the Consent Agenda
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A. Minutes
1. **Regular Session, October 17, 2017**
2. **Six month review of Executive Session minutes, and declare them closed.**

B. Personnel
1. **Contracts**
   a. Approve the contract with Barbara Rowley, teacher at Huth Middle School (not to exceed 100 days of service), effective August 21, 2017, through June 4, 2018.

2. **Employment**
   a. Approve the employment of Sharron Jimerson, lunchroom supervisor at Arcadia School, effective October 25, 2017.
   b. Approve the employment of Karen Barnes, lunchroom supervisor at Illinois School, effective November 6, 2017.
   c. Approve the employment of Henrietta Nutall, paraprofessional at Richton Square School, effective November 14, 2017.

3. **Leaves**
   b. Approve the intermittent FMLA leave of Farrah Baig, paraprofessional at Huth Middle School, effective October 30, 2017, for up to twelve weeks.

4. **Suspensions**
   a. Approve the 10-day suspension, without pay, of Barbara Watts, secretary at Matteson School, October 17, 2017, through October 30, 2017.

5. **Retirements/Resignations**
   a. Approve the intent to retire of Joanne Ross, assistant principal at Matteson School, effective June 30, 2019.
   b. Approve the resignation of Dwayne Greene, network engineer, effective October 27, 2017.
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c. Approve the resignation of Sally Doerr, paraprofessional at Richton Square School, effective October 27, 2017.

d. Approve the resignation of Barbara Watts, secretary at Matteson School, effective November 15, 2017.

C. Policy Matters

D. Annual Business

E. Bill Listing – Authorization of the administration to pay the schedule of bills payable and authorize the District Treasurer to sign the checks dated November 21, 2017, in the amount of $1,353,694.25.

F. Imprest Fund Reimbursement – Authorization to reimburse the District Imprest Fund in the amount of $25,569.13.

G. Financial Statement – The October 2017 Financial Statement is presented for review.

H. Payroll Vouchers – Authorization for the District Treasurer to sign the payrolls dated December 15, 2017, and December 29, 2017, including all bills for payroll deductions and contributions by the school district.

I. Gifts/Donations

END OF CONSENT AGENDA

VI. Superintendent’s Report

VII. Legislation

VIII. New Business

A. The Board will consider approval of the Fiscal Year 2016–2017 Audit and Financial Results.

B. The Board will consider adoption of the 2017 Tentative Property Tax Levy.

C. The Board will consider acceptance of the proposal from Martin-Whalen Office Solutions and authorization for the superintendent to enter into a contract for copiers.

D. The Board will consider renewal of the agreement with Arcon Associates, Inc.
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IX. Board Member Issues/Reports

X. Audience to Visitors

XI. Adjournment

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