

Subject: Review of Closed Session Verbatim Recording

From: Mark Cohen <cohenm@mokena159.org>

Date: 2/14/2024, 3:23 PM

To: Kelli MacMillan <macmillank@mokena159.org>

CC: Lisa Zielinski <zielinskil@mokena159.org>, Eric Bush <bushe@mokena159.org>, Cathy Hite <hitec@mokena159.org>

Kelli,

Per our conversation last night, it is my understanding that you wish to listen to the closed session recordings which cover the topic of my evaluation for the previous school year. These conversations took place in the February 2023 and March 2023 closed session meetings.

Board Policy 2:220 states:

Individual Board members may access verbatim recordings in the presence of the Recording Secretary, the Superintendent or designated administrator, or any elected Board member. Access to the verbatim recordings is available at the District's administrative offices or the verbatim recording's official storage location. Requests shall be made to the Superintendent or Board President. While a Board member is listening to a verbatim recording, it shall not be re-recorded or removed from the District's main office or official storage location, except by vote of the Board or by court order. Before making such requests, Board members should consider whether such requests are germane to their responsibilities, service to District, and/or Oath of Office in policy 2:80, Board Member Oath and Conduct.

After discussion with Mr. Bush it was decided that Lisa Zielinski and I would be present with you while you listen to the recordings of those meetings. We have looked at our calendars and have these times available:

- Thursday February 22 - after 3 p.m.
- Tuesday February 27 - anytime
- Thursday February 29 - after 1 p.m.

Please let us know if any of these dates and times work for you and I will arrange for you to listen to the recordings in the District office. Thank you.

Mark

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Dr. Mark A. Cohen
Superintendent
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