

**Subject:** Re: Meeting agenda - two requests  
**From:** Kelli MacMillan <macmillank@mokena159.org>  
**Date:** 5/21/2025, 9:39 AM  
**To:** Jim Andresen <andresenj@mokena159.org>  
**CC:** Steve Stein <steins@mokena159.org>

Jim,

Understood about eh personnel report, it will have to be done at the meeting.

Don't we need a document for the termination action? What is the effective date? I don't know that. How will it be memorialized if there is no memo? I'm not saying I don't know about it, I'm asking for the document for the board action.

Kelli

On Wednesday, May 21, 2025, Jim Andresen <[andresenj@mokena159.org](mailto:andresenj@mokena159.org)> wrote:

Good morning,

Kelli, you mentioned two points.

The first item was previously discussed last month, and you have been receiving emails along the way so you know how this has been progressing.

The second one as you know, the agenda has been posted. Steve is not able to make changes to it today. If you feel you would like to make a motion regarding the consent agenda that is your choice.

Jim Andresen  
School Board President

On Wed, May 21, 2025 at 8:01 AM Kelli MacMillan <[macmillank@mokena159.org](mailto:macmillank@mokena159.org)> wrote:

Hi Steve,

Two things on the agenda for today, if you can please respond to all members of the BOE:

- Please add the document for the termination of the employee to the boardbook for the board to review. There is nothing to act upon, we need a document to take action on.
- Please remove the maintenance workers from the personnel report - I sent a separate email regarding the custodian contract / maintenance workers. (3) classified new hires.

Sincerely,  
Kelli MacMillan, Board Member