

**Big Hollow School District #38 Ingleside, IL 60041**

**REGULAR BOARD OF EDUCATION MEETING MINUTES**

Monday, April 9, 2018-7:00 p.m.-Big Hollow Middle School Library

1. Call to Order and Roll Call:

The regular meeting of the Board of Education was called to order at 6:00 p.m. on Monday, April 9, 2018 at the Big Hollow Middle School Library.

Roll Call:

The following members were in attendance: Cernuska, Enters, Kueter, Lyons, Mazur, Pedersen, Plescia

The following members were absent: None

The following administration were present: Gold

2. Pledge of Allegiance:

The Pledge of Allegiance was recited.

3. Motion to move to Closed Session:

A motion was made by Cernuska and seconded by Kueter to move to closed session.

Motion carried.

Aye: Cernuska, Kueter, Enters, Lyons, Mazur, Pedersen, Plescia

Nay: None

4. Resume to Open Session:

Open session began at 7:03 p.m.

The following administration were present: Gold, Arndt, Pittman, Dzik, Janusz, Whipple, Meeks, Coats, Steinseifer, McCulley

5. Added Items/Approval of the Agenda:

Doug Westerman was added to the Employment Report.

A motion was made by Pedersen and seconded by Mazur to approve the agenda.

Motion carried.

Aye: Pedersen, Mazur, Cernuska, Enters, Kueter, Lyons, Plescia

Nay: None

6. Academic Spotlight:

There was no Academic Spotlight for this month.

7. Approve Consent Agenda Items:

The consent agenda items were discussed.

A motion was made by Cernuska and seconded by Enters to approve the consent agenda items.

Motion carried.

Aye: Cernuska, Enters, Kueter, Lyons, Mazur, Pedersen, Plescia

Nay: None

8. Public Comments:

There were no public comments.

9. Superintendent's Report:

a. Monthly Board Policy review

Sections 7:300-7:340 were reviewed.

Enters questioned if the unpaid fees policy should be added to 7:300, Extracurricular Athletics section. Mr. Gold will check if this would be appropriate.

b. Approve the K-8 English/Language Arts curriculum resource adoption on 1<sup>st</sup> reading  
A proposal for adoption of the K-8 English/Language Arts curriculum was presented.

A motion was made by Mazur and seconded by Enters to approve the K-8 English/Language Arts curriculum resource on the 1<sup>st</sup> reading.

Motion carried.

Aye: Mazur, Enters, Kueter, Lyons, Pedersen, Plescia, Cernuska

Nay: None

c. Approve the 6th-8th grade Math curriculum resource adoption on 1st reading  
A proposal for adoption of the 6<sup>th</sup>-8<sup>th</sup> grade Math curriculum was presented.

A motion was made by Pedersen and seconded by Plescia to approve the 6<sup>th</sup>-8<sup>th</sup> grade Math curriculum resource on the 1<sup>st</sup> reading.

Motion carried.

Aye: Pedersen, Plescia, Lyons, Mazur, Cernuska, Enters, Kueter

Nay: None

d. IMRF Audit

A copy of the IMRF Internal Audit Department Employer Audit Report that was submitted to BHSD 38 on March 26, 2018 as well as a written response to the findings were exhibited.

e. Update on registration fee payments received for 2017-2018

An update on registration fee payments collected was presented.

It has been noted on the invoices that fees must be paid or students will not be allowed to participate in any after school clubs or sports.

f. Approve changes to the Middle School schedule and daily start/end times for the 2018-2019 school year.

The proposed changes to the Middle School schedule for the 2018-2019 school year along with the new start and end times for Middle School were presented. More staff will be added to accommodate the changes and reduce the amount of students that teacher see.

Bus schedule and lunch times were also discussed. Further studies will be made on the bus routes and anticipated arrival back to campus for Primary/Elementary dismissal.

The plan will be to give the new schedule two-three years in order to evaluate academic results.

A motion was made by Cernuska and seconded by Mazur to approve the changes to the Middle School schedule and daily start/end times for the 2018-2019 school year.  
Motion carried.

Aye: Cernuska, Mazur, Pedersen, Plescia, Enters, Kueter, Lyons  
Nay: None

- g. Approve the proposal to move from quarters to trimesters  
A proposal to move from the current quarterly reporting system to a trimester system consisting of three 12-week reporting periods was presented.

A need for more teacher comments on report cards was discussed.

A motion was made by Enters and seconded by Kueter to approve the proposal to move from a quarterly reporting system to a trimester system for the 2018-2019 school year.  
Motion carried.

Aye: Enters, Kueter, Pedersen, Plescia, Cernuska, Lyons, Mazur  
Nay: None

- h. Warrior Workshops  
Mr. Gold shared a summary of presentations and survey results from two Warrior Workshops that were offered in February to Big Hollow parents/guardians.
- i. Update on BHSD 38 Technology Plan  
An updated 3-year technology plan for BHSD 38 was presented and discussed by Mr. Matt McCulley.
- j. Summer office hours  
All buildings will be open Tuesday – Friday from 7:00 a.m. to 3:30 p.m. Staff will be in the offices on Mondays, but the offices will be open to the public by appointment only.
- k. Update on registration and residency verification process for the 2018-2019 school year  
Registration for the 2018-2019 school year is now open and will be conducted through Skyward. A link has been sent to all parents. For parents who do not have access to the internet, a letter has been sent home to inform them of the registration process.

All GCHS feeder districts are conducting a full residency verification for families enrolling for 2018-2019. At Big Hollow, we have designated each Friday during the summer months as residency verification days. Staff will be on hand to help with getting this process completed efficiently.

#### 10. Other Action Items:

- a. Approve the final stage for the BHSD lighting upgrade project  
In May of 2017, the Board approved a lighting upgrade project that totaled \$225,466 in cost with \$189,838 being covered by DCEO incentives. Total cost to BHSD for that project was \$35,588, and all lighting that qualified for the DCEO incentive was upgraded.

In our next phase, we would like to complete the upgrade for all fixtures that do not qualify for DCEO incentives. The total cost for completing this final stage of the project is \$65,710 with a projected payback of 3.7 years based on our current energy rates. This payback rate will be extended further due to the solar energy project that is currently underway. The project will be paid for out of Fund 60, and we will be within budget for the 2017-2018 school year according to current projections.

A motion was made by Cernuska and seconded by Pedersen to approve the final stage for the BHSD lighting upgrade project.

Motion carried.

Aye: Cernuska, Pedersen, Plescia, Enters, Kueter, Lyons, Mazur

Nay: None

b. Approve the March Employment Recommendations

The March, 2018 employment report was presented.

A motion was made by Mazur and seconded by Kueter to approve the March, 2018 employment report with the add-on of approving Doug Westerman as Transportation Manager.

Motion carried.

Aye: Mazur, Kueter, Cernuska, Enters, Lyons, Pedersen, Plescia

Nay: None

11. Resignations Accepted:

- Accepted a resignation from Kate Simone as Elementary Paraprofessional effective 4/03/2018.
- Accepted a resignation from Lisa LaMantia as Elementary Paraprofessional effective April 6, 2018.
- Accepted a resignation from Joseph Doninger as Transportation Coordinator effective at a date to be mutually determined.
- Accepted a resignation from Virginia Montoya as Middle School Food Service Worker effective 6/08/2018.

12. Informational Items:

- a. Freedom of Information Act (FOIA) Requests  
Documentation relating to a FOIA request received from Nathan Mihelich was exhibited.
- b. Monthly Reports for the Board  
Administrator, Meal Program, Monthly Attendance and Monthly Discipline reports were presented.
- c. Meeting Agendas  
Agenda for the March Administrator meeting was presented.
- d. As discussed by the Board in August of 2017, Board meetings from June – August will be conducted with closed session starting at 6:00 p.m. and with open session starting immediately following.

- e. The Board will be completing a training hosted by the Illinois Association of School Boards on Thursday, May 17th beginning at 6:00 p.m. This will be held as a closed session.
- f. The next regularly scheduled Board meeting will take place on Monday, May 14, 2018 with closed session beginning at 6:00 p.m.

13. Motion to move to closed session:

Closed session not needed.

14. Return to Open Session:

Not needed.

15. Take any necessary action following closed session regarding minutes, employment of personnel, resignations, terminations or leaves of absence:

None

16. Adjournment:

A motion was made by Enters and seconded by Kueter to adjourn the meeting.  
Motion carried.

Aye: Enters, Kueter, Lyons, Mazur, Pedersen, Plescia, Cernuska

Nay: None

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Board of Education President  
Big Hollow School District #38

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Board of Education Secretary  
Big Hollow School District #38