

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

## **REGULAR BOARD OF EDUCATION MEETING MINUTES**

Monday, June 11, 2018-6:00 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, June 11, 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 Kueter and seconded by Pedersen to move to closed session.

Motion carried.

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

Nay: None

4. Resume to Open Session:

Open session began at 7:16 p.m.

The following administration were present: Gold, Pittman, Janusz, Dzik, Whipple, Meek, Coats, McCulley

5. Added Items/Approval of the Agenda:

A motion was made by Kueter and seconded by Enters to approve the agenda.

Motion carried.

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

Nay: None

6. Academic Spotlight:

Members of the newly formed Student Leadership Board at Big Hollow Middle School, along with Mrs. Meek, Assistant Principal, shared how students are selected for this leadership position and their goals for the future.

7. Academic Accomplishment Recognition:

Big Hollow had 215 students compete in the Spring 2018 Noetic Math Contest. Students had 45 minutes to complete 20 math problems that involved multiple steps and critical thinking. The 2018 Big Hollow Noetic Math Competition winners were presented certificates for their academic accomplishment.

8. Athletic Accomplishment Recognition:

The Board of Education recognized Aly Negovetich for her 2<sup>nd</sup> place finish in the 1600m run and her 5<sup>th</sup> place finish in the 800m run at the Illinois Elementary School Association (IESA) Class 2A State Track & Field Finals. Aly's time of 5:02.08 in the 1600m run broke the all-time state record in that event.

9. Approve Consent Agenda Items:

The consent agenda items were discussed.

A motion was made by Kueter and seconded by Plescia to approve the consent agenda items. Motion carried.

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

Nay: None

10. Public Comments:

There were no public comments.

11. Superintendent's Report:

a. Monthly Board Policy review

Sections 8:80-8:110 were reviewed.

b. Board member "Code of Conduct" review

Item #6: "I will encourage and respect free expression of opinion by my fellow board members and will participate in board discussions in an open, honest, and respectful manner, honoring differences of opinion or perspective."

c. Follow-up Discussion on Board Governance Review session

A follow-up letter from IASB regarding the May 17, 2018 IASB Board Governance Review training conducted by IASB Field Services Director, Dee Molinare was exhibited and the "Next Steps" were discussed.

d. Approve 2018-2019 daily school start/dismissal times

Due to changes in the Middle School schedule that were approved at the April Board meeting, the student and teacher start and dismissal times need to be adjusted for the 2018-2019 school year. The following schedule was proposed:

**Big Hollow Primary/Elementary Schools**

	Student		Teachers	
	Start Time	Dismissal	Start Time	Dismissal
2018-2019	8:45 a.m.	3:30 p.m.	8:10 a.m.	3:40 p.m.

**Big Hollow Middle School**

	Student		Teachers	
	Start Time	Dismissal	Start Time	Dismissal
2018-2019	7:40 a.m.	2:45 p.m.	7:25 a.m.	2:55 p.m.

A motion was made by Pedersen and seconded by Plescia to approve the new Primary/Elementary and Middle School schedules.

Motion carried.

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

Nay: None

e. Board meeting dates for SY 2018-2019

A listing of Board meeting dates for SY 2018-2019 was presented.

f. End of year MAP assessment summary

A summary of the 2017-2018 average spring RIT scores for each grade level in reading and math as compared to the national norms at each grade level was exhibited and discussed.

g. District Dashboard discussion

Mr. Gold discussed the development of a new District dashboard and sought input from the Board as to what they would like to see on the dashboard.

h. Adoption of the 2018-2019 Budget Calendar

The tentative budget for SY18-19 will be presented during the Monday, August 13, 2018 Board Meeting. According to the Illinois School Code, the budget will need to be on display in our office for thirty (30) days prior to the board adopting the final budget. All public school budgets must be approved by September 30th of each year. The budget will be on display at the District office by August 8, 2018.

2018-2019 Budget Calendar:

Friday, August 3, 2018 – Local ad appears in the Daily Herald regarding thirty-day notice of budget on display.

Monday, August 13, 2018 – Board approves Tentative Budget for SY18-19.

Wednesday, August 8, 2018 through Monday, September 10, 2018 – Budget on public display at the District office.

Monday, September 10, 2018 – Board adopts budget for 2018-2019 school year.

A motion was made by Kueter and seconded by Mazur to adopt the 2018-2019 Budget Calendar as it was outlined.

Motion carried.

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

Nay: None

- i. Insurance Update  
The 2018-2019 health insurance premiums and property/casualty and worker's compensation premiums were presented. The total cost for these coverages has increased from \$120,989 to \$123,737.
- j. Kindergarten Transition Camp  
Mrs. Janusz and the Kindergarten team have planned a Kindergarten Transition Camp for Thursday, August 16, 2018. Parents and students have been invited to attend. The "Save the Date" flyer that was sent to parents of our kindergarten students was presented.
- k. Approve Board Committee Assignments for 2018-2019  
The Board discussed the Committee Assignments for 2018-2019 and kept the following appointments:

**Curriculum**

Tiffany Enters, Julia Mazur, Vivian Kueter

**Finance**

Joe Cernuska, Kevin Lyons, Lauren Plescia

**Building/Grounds/Transportation**

Joe Cernuska, Doug Pedersen, Lauren Plescia

**Health Insurance**

Joe Cernuska, Julia Mazur, Lauren Plescia

**Negotiations**

Vivian Kueter, Kevin Lyons, Doug Pedersen

**Policies**

Vivian Kueter, Kevin Lyons, Julia Mazur

**Technology**

Joe Cernuska, Tiffany Enters, Julia Mazur

**Extra-Curricular**

Joe Cernuska, Tiffany Enters, Doug Pedersen

A motion was made by Mazur and seconded by Enters to approve the 2018-2019 Board Committee assignments.

Motion carried.

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

Nay: None

12. Other Action Items:

- a. Approve the May employment report.

A motion was made by Pedersen and seconded by Plescia to approve the May employment report.

Motion carried.

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

Nay: None

- b. Approve Extra-Curricular Assignments for 2018-2019

A listing of extra-curricular positions for the current school year as well as recommendations for 2018-2019 was presented.

A motion was made by Enters and seconded by Kueter to wait until the July, 2018 Board meeting to discuss the Extra-Curricular Assignments for 2018-2019.

Motion carried.

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

Nay: None

- c. Approve the purchase/lease of technology for the 2018-2019 school year

A description of the major technology equipment that is being requested for purchase for the 2018-2019 school year was exhibited and discussed.

A motion was made by Cernuska and seconded by Enters to approve the purchase/lease of technology for the 2018-2019 school year.

Motion carried.

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

Nay: None

- d. Approve the Education Support Staff Handbook

Mr. Gold highlighted revisions that were made to the former handbook.

A motion was made by Mazur and seconded by Enters to approve the Education Support Staff Handbook.

Motion carried.

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

Nay: None

- e. Approve the certification of hazardous bus conditions

The Illinois School Code requires that the Board of Education annually review areas within 1½ miles of school where free bus transportation is provided because conditions are such that walking constitutes a serious hazard. Currently, five such areas have been approved by the Illinois Department of Transportation:

- Heading east on W. Nippersink Rd. from the entrance of Big Hollow Middle School
- Heading west on W. Nippersink Rd. from the entrance of Big Hollow Middle School
- Heading north on Fish Lake Rd. from the entrance of Big Hollow Primary/Elementary Schools
- Heading south on Fish Lake Rd. from the entrance of Big Hollow Primary/Elementary Schools
- Heading west on Molidor Rd. from the entrance of Big Hollow Primary/Elementary Schools

A motion was made by Mazur and seconded by Pedersen to certify that the hazardous conditions in these areas remain unchanged and that walking continues to constitute a serious hazard to students due to vehicular traffic.

Motion carried.

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

Nay: None

- f. Approve adjustments to substitute teacher pay

A motion was made by Cernuska and seconded by Enters to increase our substitute teacher pay from \$95 per day to \$110 per day beginning in the 2018-2019 school year.

Motion carried.

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

Nay: None

- g. Approve Illinois Association of School Boards dues for 2018-2019

A motion was made by Cernuska and seconded by Enters to approve the Illinois Association of School Boards dues for 2018-2019.

Motion carried.

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

Nay: None

- h. Approve the appointment of a Treasurer for the 2018-2019 school year and the corresponding School Treasurer's Bond

The contract for Patricia Syens to serve as the Treasurer for BHSD 38 for the 2018-2019 school year was exhibited along with the School Treasurer's Bond through Liberty Mutual Insurance Company. It is estimated that the work of the Treasurer will be less than 3 hours per month.

A motion was made by Cernuska and seconded by Plescia to approve the appointment of Patricia Syens as the BHSD 38 Treasurer for the 2018-2019 school year.

Motion carried.

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

Nay: None

13. Resignations Accepted:

- Accepted a resignation from Alyssa Chlebek as new hire 1<sup>ST</sup> Grade Teacher effective 5/16/2018
- Accepted a resignation from Matt Bohmann as Middle School Paraprofessional effective the end of the 2017/2018 school year
- Accepted a resignation from Sharon Merriman as Elementary Paraprofessional effective June 28, 2018
- Accepted a resignation from Christina Hagen as Student Council Advisor effective the end of the 2017/2018 school year

14. Informational Items:

a. Freedom of Information Act (FOIA) Requests

There were no FOIA requests to report.

b. Monthly Reports for the Board

Administrator, Meal Program, Monthly Attendance and Monthly Discipline reports were presented.

c. Meeting Agendas

The agenda for the May, 2018 Administrator meeting was presented.

d. The Board will need to schedule a special Board meeting after the June 15, 2018 bid opening for the purpose of reviewing and possibly approving a bid for construction of the two classrooms inside of Big Hollow Middle School.

The bid opening has been changed to June 18, 2018 at 1:30 p.m.

There will be a Special Board Meeting held on Thursday, June 21, 2018 at 4:30 p.m.

e. The next regularly scheduled Board meeting will take place on Monday, July 9, 2018 with closed session beginning at 6:00 p.m. and open session beginning immediately after closed session ends.

15. Motion to move to closed session:

A motion was made by Enters and seconded by Kueter to move to closed session at 8:25 p.m.  
Motion carried.

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

Nay: None

16. Return to Open Session:

A motion was made by Enters and seconded by Mazur to return to open session at 9:20 p.m.  
Motion carried.

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

Nay: None

17. Take any necessary action following closed session regarding minutes, employment of personnel, resignations, terminations or leaves of absence:  
None

18. Adjournment:

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

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

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