

Big Hollow School District #38 Ingleside, IL 60041

Board of Education Regular Minutes

August 8, 2016 – 6:00 pm – Big Hollow Library

1. Pledge of Allegiance: The Pledge of Allegiance was recited.
2. Call to Order: The regular meeting of the Board of Education was called to order at 6:00 pm on Monday, August 8, 2016 by Heather Janquart at the Big Hollow School Library.

Roll Call: The following members were in attendance: Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

The following members were absent: Joe Cernuska, Kevin Lyons

The following Administration were present: Robert Gold

3. Motion to move to Closed Session: A motion was made by Julia Mazur and seconded by Vivian Kueter to move to closed session. Motion Carried.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

4. Return to Open Session: A motion was made by Julia Mazur and seconded by Vivian Kueter to return to Open Session. Motion Carried.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

5. Added Items/Approval of the Agenda:

A motion was made by Doug Pedersen and seconded by Vivian Kueter to approve added items/approval of the agenda. Motion Carried.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

6. Consent Agenda:

A motion was made by Julia Mazur and seconded by Jim DeVito to approve the consent agenda items with Item 1 as amended. Motion Carried.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

7. Public Comments:

There are no public comments at this time.

8. Superintendent's Report

- a. Monthly Board Policy Review
No comments at this time.

- b. Bus Parking Lot Construction Update
Construction of the Bus Parking Lot is moving along ahead of schedule and should be completed by the end of next week.

Sealcoating of parking lot will be done this week.

- c. Donation for Archery Equipment
Carrie Miller, Physical Education Teacher at Big Hollow Elementary secured a \$3,500 donation from "Safari Club International" which will be used towards the purchase of new archery equipment for our Elementary and Middle School students.

- d. Breakfast Program Grant
Big Hollow School District 38 was awarded a \$10,000 grant from the Share our Strength and No Kid Hungry Illinois campaigns. Monies from the grant will be used to provide start-up funds to increase student participation in the school breakfast program in all three buildings. Janet Longo is working closely with administrators to determine procedures relating to starting up the school breakfast program. Breakfast will be a grab 'n go breakfast and will kickoff Oct. 3.

Kids will go straight to class and cafeteria will drop off and pickup breakfast trays. Cafeteria operations are being restructured in order to accommodate the preparation and delivery of breakfast items.

- e. Mold/Air Quality issues at the Elementary building
Spots on carpeting in the elementary building were discovered in July. We tried to clean and treat these spots ourselves. The mold returned and we tried to re-clean the spots again. When that did not work we called out an environmental agency to investigate. They tested the air quality which was not bad but was not completely clean.

It was determined that carpet out of 20 rooms would have to be removed and replaced. A company is working on ripping out all of the carpeting and cleaning everything. All furniture, books, etc will be wiped down. Removing the carpet is a long process because of the glue underneath. All carpet should be removed by Wednesday. A few options to replacing the carpet include carpet squares that have a rubber backing or tile (which would take 3-4 weeks to install). The company indicated that the concrete under the carpeting was wet and they will have to drill down to see if water is coming from the ground underneath.

Current cost estimate for project is \$230,000. Monies will come out of fund 60.

Before anyone is allowed back in the building the air quality will be completely tested in both Elementary and Primary buildings (even though there was no mold discovered in the Primary building).

- f. Approve the extension of the current real estate agreement
A motion was made by Jim DeVito and seconded by Doug Pedersen to approve a one year extension on the current Route 12 real estate agreement. Motion Carried.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

9. Approve Tentative Budget for SY 16-17 on First Reading

- State Grants out not out/approved yet.
- Budget will change between now and September.
- Mold money is not included in the budget.
- 1st payment for buses is not due until 2017.
- We did receive a significant bump in state aid (an increase of \$800,000). D45 is for the parking lot.
- September 12, 2016 will be the hearing on the annual budget.

A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the tentative budget for the 2016-2017 School Year on First Reading. Motion Carried.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

10. Other Action Items

a. Approve the Employment Report

A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the following personnel items: Motion Carried.

- Personnel change of Julie Burdett from Prim/Elem part-time secretary to full-time Middle School Secretary for the 2016-2017 School Year.
- Employment of Daniela Ziegler as Musical Choreographer for the 2016-2017 School Year.
- Employment of Scott Lucadello as .5 ELA/SS Teacher for the 2016-2017 School Year.
- Employment of Sarah Guy as .5 Math/Sci Teacher for the 2016-2017 School Year.
- Employment of Lisa Bettis as Primary Lunch Monitor for the 2016-2017 School Year.
- Employment of Christine Knapp as 5 hour Food Service Worker for the 2016-2017 School Year.
- Employment of Cynthia Matthews as Primary Lunch Monitor for the 2016-2017 School Year.
- Employment of Christina Fuchs as Primary Lunch Monitor for the 2016-2017 School Year .
- Employment of Jenessa Nick as Elementary Permanent Lunch Monitor for the 2016-2017 School Year.
- Employment of Paulette Sassano as Elementary Lunch Monitor for the 2016-2017 School Year.

- Employment of Jennifer Berg as Primary/Elementary 10 month Secretary for the 2016-2017 School Year.
- Employment of Sarah Guy as 6-8 grade Soccer Coach for the 2016-2017 School Year.
- Personnel change of Al Boyd from Substitute Lunch Monitor to Elementary Permanent Lunch Monitor for the 2016-2017 School Year.
- Personnel change of Renee Lynk from Substitute Lunch Monitor to Elementary Permanent Lunch Monitor for the 2016-2017 School Year.
- Personnel change of Donna Putzell to Part Time Middle School Secretary for the 2016-2017 School Year.
- Employment of Kelly Polark as 2nd grade Teacher for the 2016-2017 School Year.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

b. Approve the Parent/Student Handbook for 2016-2017

Thank you to Lolita Christensen for going through the handbook and making all necessary changes.

A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the Parent/Student Handbook for 2016-2017. Motion Carried.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

c. Approve the changes to the Teacher Evaluation Plan

A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the changes to the Teacher Evaluation Plan. Motion Carried.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

11. Resignations Accepted

The following resignations were accepted during the month of July:

- Mike Vukovics as 8th grade PE Teacher, effective 08/17/2016.
- Caroline Snook as Elementary ELL Teacher, effective 08/18/2016.
- Michelle Cashmore as 2nd grade Teacher, effective 08/03/2016.

12. Informational Items

a. Freedom of Information Act (FOIA) requests

- A request was received on July 8, 2016. The purpose of this request was to provide the total dollar amount of tuition reimbursements, including names of educators and amounts individually received, made by the district to education association employees in fiscal year ending June 30, 2016. This request has been fulfilled.

- A request was received to provide any lease agreements with telecommunications providers for cellular antennae and/or towers installed by the provider on school property. This request has been fulfilled.

b. Administrator Meeting Agendas

No comments at this time.

13. Adjournment

A motion was made by Kevin Lyons and seconded by Julia Mazur to adjourn the meeting. Motion Carried.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

Heather Janquart, President
Board of Education

Doug Pedersen, Secretary
Board of Education