

Big Hollow School District #38 Ingleside, IL 60041

Board of Education Regular Minutes

August 10, 2015 – 6:00 pm – Big Hollow Library

1. Item I - Call to Order: The regular meeting of the Board of Education was called to order at 6:00 pm on Monday, August 10, 2015 by Heather Janquart at the Big Hollow School Library.

Roll Call: The following members were in attendance: Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen. The following members were absent: Joe Cernuska, Jim DeVito. The following Administration were present: Robert Gold

2. Pledge of Allegiance: The Pledge of Allegiance was recited.
3. Motion to move to Closed Session: A motion was made by Kevin Lyons and seconded by Vivian Kueter to move to closed session. Motion Carried.

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

Nay: None

4. Return to Open Session: A motion was made by Julia Mazur and seconded by Kevin Lyons to return to Open Session at 6:35 pm. Motion Carried.

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

Nay: None

Vivian Kueter left after closed session.

5. Approve Consent Agenda Items:
A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the Consent Agenda Items. Motion Carried.

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

6. Public Comments: No public comments at this time.

7. Superintendent's Report:

- Monthly Board Policy Review:

Superintendent Gold recommended that we start incorporating the Policy manual as part of the agenda. Each board meeting we would begin to work our way

through the manual reviewing all policies. All were in agreement to begin this process at the next board meeting.

- District Website
The Big Hollow website has been revamped using a new platform that is far less expensive than the previous hosting company, who was charging \$6,000/year. The new website launched last Thursday as the contract for the original website had expired. The new website is user friendly and easy to update.
- Approve the listing of the Route 12 property
Jeff Bell and Michael Lescher spoke to the board regarding the listing of the Route 12 property. Jeff and Michael indicated that they feel the timing for selling this property is better than it has been in the past and that they are getting some interest from retailers regarding the property. The Board presented several questions regarding the listing agreement:
 - a. Length of contract and commission rate
Contract length is for 1 year with a 5% commission
 - b. Why does listing agreement direct us to use Precision Title and can that be changed?
Jeff and Michael indicated that they are given red carpet treatment from Precision Title and that they are competitive with their rates compared to other companies.

Heather Janquart mentioned that all the pre paperwork had already been done with Chicago Title and she would like to see us use them or another like larger Title company. Jeff and Michael agreed that the Title Company could be changed from Precision Title to Chicago Title given that so much work had already been prepared with Chicago Title.

Heather Janquart asked that line 180 of the agreement be modified to reference Chicago Title.

- c. Kevin Lyons asked a new more professional sign would replace the current sign on the property.
Jeff and Michael stated that they would put up professional signs. Possibly a 4x8 2-faced sign on the corner of the property to attract traffic on both Route 12 and Route 134, plus one sign facing 134.
- d. The Board asked if there was any room for negotiating the broker fee.
The response was that there really was not room for negotiating the broker fee.
- e. The Board will locate the previous appraisal and forward to Jeff and Michael.

A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the listing of the Route 12 property with the modification to line 180. Motion Carried.

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- Special Education Update:
Kristin Bordonaro addressed the board regarding many changes to the Special Services department. Big Hollow now has two full time psychologists on its staff. Six Big Hollow staff members completed T-PBA training that will allow us to build a Child Assessment Team similar to the ECAT services provided by SEDOL. Kristin provided the board with numbers and updated information regarding Big Hollow's Pre-Kindergarten program, SEDOL Placements, Contracted Services and Nursing Staff.

8. Approve Tentative Budget for SY 15-16 on First Reading:

- Exhibit 11 provides a list of terms and background information useful when reading the budget
- Exhibit 12 contains the revenue and expenditure history.
- Exhibit 13 contains the General State Aid Worksheet. This worksheet shows that Big Hollow student enrollment numbers increased and EAV numbers decreased.
- Exhibit 14 contains the SY 15-16 Tentative Budget. Big Hollow will still have a deficit at the end of the year however, it will be a significant improvement.
- Exhibit 15 contains the Summary of Budget Impact Items. The annual budget hearing will be held during the September 14, 2015 Board of Education meeting. The budget has been on display since August 7th in order to meet the 30 day requirement. The legal notice appeared in the Daily Herald on August 10.

Heather Janquart has asked the auditors to look for any items, under \$25,000, that indicate a red flag. Heather Janquart has also posed to the board a decision be made as to what the bottom number threshold should be. The majority of the Board agreed that the bottom threshold be \$10,000 and the top be 25,000. Anything over \$25,000 would have gone out for bid.

9. Other Action Items:

Approve Handbooks for the 2015-2016 School Year

- A motion was made by Julia Mazur and seconded by Kevin Lyons to approve the handbooks for the 2015-2016 School Year. Motion Carried.

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

Approve Revised Board Policies

Kevin Lyons asked a question about whether or not Part-Time employees receive any type of benefits.

Sophia Rogalevich answered the question by indicating that part-time employees do not receive any benefits. Kevin Lyons asked that Policy 5:330 be edited due to the fact that the modifications, as specified by Press Plus, do not match our current policies. Since this is the first reading of this policy it will not be voted on this evening. A motion will be voted on during the second reading.

Approve Mowing Bid Contract

Over 10 bidding packets were mailed out. Only 2 firms submitted their proposal and came out to walk the property and submitted their proposals. The Acres Group had the best bid proposal stating that they would charge \$800 per mow of the property around the three schools and \$600 per mow of the Route 12 property. The numbers for mowing the Big Hollow properties have been include in the budget. Work on mowing the lawns would begin immediately upon Board approval this evening.

- A motion was made by Doug Pedersen and seconded by Heather Janquart to approve the mowing bid contract. Motion Carried.

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

Employment Recommendations

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the position change of Carol Barberini from Full Time Food Service Worker to Sub Food Service Worker in SY 2015-2016. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

- A motion was made by Julia Mazur and seconded by Doug Pedersen to approve the position change of Roberta Bock from Food Service Worker to Food Service Cashier beginning in SY 2015-2016. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Kelly Polark as the Title I Paraprofessional effective August 17, 2015. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Anastasia Baerlin as a Paraprofessional effective August 17, 2015. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- A motion was made by Julia Mazur and seconded by Kevin Lyons to approve the employment of Sarah Ferens as the School Psychologist for Primary/Elementary effective August 17, 2015. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Carla Guenther as a Paraprofessional effective August 17, 2015. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- A motion was made by Julia Mazur and seconded by Kevin Lyons to approve the employment of Elyse Lavanholi as a Paraprofessional effective August 17, 2015. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Janette Mouijeb as a Paraprofessional effective August 17, 2015. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Becky Hiles as a Title I Paraprofessional effective August 17, 2015. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the FMLA request for Amanda Strickler from aprox. March 6, 2016 – aprox. May 9, 2016. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Ladon Schneider as the soccer coach for the 2015-2016 season. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- A motion was made by Doug Pedersen and seconded by Julia Mazur to approve the employment of Deborah Lee as an Early Childhood teacher effective August 17, 2015. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

- A motion was made by Julia Mazur and seconded by Kevin Lyons to approve the employment of Julia Werderitch as a Social Worker for Big Hollow Primary School effective August 17, 2015. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

10. Resignations Accepted

The following resignations were accepted in the month of July:

- Michelle Maddon, Primary School Teacher, effective July 15, 2015
- Etta Kimbrough, Middle School Paraprofessional, effective July 17, 2015
- Barb Brown, Elementary School Full Time Paraprofessional, effective July 24, 2015
- Christina Martorano, Primary School Social Worker, effective July 27, 2015
- Katie Ehlenburg, Elementary School Special Education Teacher, effective August 6, 2015
- John Champion, Middle School Mathematics Teacher, effective August 6, 2015

11. Informational Items

The next regularly scheduled Board meeting will take place on Monday, September 14, 2015 with closed session beginning at 6:00 pm.

12. Adjournment: A motion has been made by Kevin Lyons and seconded by Heather Janquart to adjourn the meeting. Motion Carried

Aye: Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

Heather Janquart, President
Board of Education

Doug Pedersen, Secretary
Board of Education