

# Big Hollow School District #38 Ingleside, IL 60041

## REGULAR BOARD OF EDUCATION MEETING MINUTES

Monday, August 13, 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, August 13, 2018 at the Big Hollow Middle School Library.

Roll Call:

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

The following members were absent: Cernuska, Plescia

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 Enters to move to closed session.

Motion carried.

Aye: Kueter, Enters, Lyons, Mazur, Pedersen

Nay: None

4. Resume to Open Session:

Open session began at 6:26 p.m.

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

5. Added Items/Approval of the Agenda:

- Ivan Munoz, Primary/Elementary Assistant Principal, was added as a resignation effective 08/13/2018.
- Elizabeth Steiding, Middle School Paraprofessional, was added as a resignation effective 08/09/2018.
- Tracy Neilson was added to the Employment Report as Middle School Library Aide effective 08/20/2018 pending fingerprint results, physical and paperwork.
- Margaret Miller was added to the Employment Report as Bus Driver effective 08/20/2018 pending fingerprint results, physical and paperwork.
- Amy Orr was added to the Employment Report as Primary Lunch Monitor effective 08/20/2018.
- James Verdoni was added to the Employment Report as Bus Driver effective 08/20/2018 pending fingerprint results, physical and paperwork.
- Lisa Fiorito was added to the Employment Report as Third Grade 1:1 Paraprofessional effective 08/20/2018 pending fingerprint results, physical and paperwork.
- Heather Warmowski was added to the Employment Report as a Personnel Change from Bus Driver Substitute to Bus Driver effective 08/20/2018.

A motion was made by Kueter and seconded by Pedersen to approve the agenda with the added on items.

Motion carried.

Aye: Kueter, Pedersen, Enters, Lyons, Mazur

Nay: None

6. Board member “Code of Conduct” review:

The Board reviewed Item #8: “I will be sufficiently informed about and prepared to act on the specific issues before the board, and remain reasonably knowledgeable about local, state, national, and global education issues.”

7. Approve Consent Agenda Items:

The consent agenda items were discussed.

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

Motion carried.

Aye: Enters, Kueter, Lyons, Mazur, Pedersen

Nay: None

8. Public Comments:

There were no public comments.

9. Superintendent’s Report:

a. Monthly Board Policy review

Sections 2:30-2:70 were reviewed.

b. Approve Board Policy Update

IASB PRESS Plus policy revision recommendations from the 97 and 98 issues were exhibited.

A motion was made by Pedersen and seconded by Mazur to approve the PRESS Plus policy revision recommendations from the 97 and 98 issues on the second reading.

Motion carried.

Aye: Pedersen, Mazur, Kueter, Lyons, Enters

Nay: None

c. Approve the Citizen’s Advisory Council Members for 2018-2019

A list of CAC members for 2018-19 was exhibited along with the calendar of meetings and objectives for the school year. Mazur would like to see representation across the community in the future.

A motion was made by Enters and seconded by Pedersen to approve the Citizen’s Advisory Council Members for 2018-2019.

Motion carried.

Aye: Enters, Pedersen, Lyons, Mazur, Kueter

Nay: None

- d. Review School Improvement Planning executive summaries for 2017-2018  
The executive summaries for Primary, Elementary and Middle School Improvement Plans were presented by Hetrovicz, Janusz and Whipple and discussed with the Board.
- e. Review the vendor expense report for 2017-2018  
The listing of vendors who were paid more than \$5,000 in 2017-2018 were reviewed.
- f. Technology update  
Matt McCulley, BHSD Technology Director provided the Board with an update on the technology upgrades that have taken place over the summer.
- g. Discussion on the sale of the Route 12 property  
An informal proposal for the purchase of a portion of the property was exhibited. After lengthy discussion, the Board asked Mr. Gold to work with the attorney to draft a resolution to sell the two 5-acre plots for a total of \$1,450,000. Once the resolution is passed by the Board, the property sale will be open for bidders. The Board asked Mr. Gold to make sure that two key components of the sale are included in the sale agreement: 1) the Board will be able to reject a higher bid if the bidder does not have an acceptable use of the property as determined by the Board, and 2) if the winning bidder decides later to change the development, the Board would have a right to take back ownership.  
  
Mr. Gold stated that he will work with the attorney to draft the resolution and sales agreement documents. A special Board meeting will be scheduled as soon as possible.
- h. Student registration update  
Mr. Gold discussed the student registration update.
- i. Update on summer construction/maintenance projects  
Mr. Gold gave the Board an update on the summer construction and maintenance projects.

10. Approve Tentative Budget for SY 18-19 on First Reading:

In preparation of the budget, over 80 revenue codes and nearly 700 expense codes were reviewed. The State requires that a balanced budget be submitted or the District must complete a deficit reduction plan to balance the District's budget within three years. The School Board Accounting Procedures and Definition of Terms was exhibited along with the SY 18-19 Tentative Budget. The hearing on the annual budget will be held during our Monday, September 10, 2018 Board of Education meeting in the Big Hollow Middle School Library. The budget has been on display since Wednesday, August 8, 2018 in order to meet the 30-day requirement. The legal notice appeared in the August 3, 2018 edition of the Daily Herald.

A motion was made by Mazur and seconded by Enters to approve the SY 18-19 Tentative Budget on the first reading.

Motion carried.

Aye: Mazur, Enters, Pedersen, Kueter, Lyons

Nay: None

11. Other Action Items:

a. Approve the July Employment Report

The July Employment Report was presented.

A motion was made by Pedersen and seconded by Mazur to approve the July Employment Report.

Motion carried.

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

Nay: None

b. Approve and modify the listing extension for the sale of the Rt. 12 property

A listing modification form was presented. The Board decided not to renew the listing agreement with Remax.

No motion was made.

c. Approve the Parent/Student Handbook for 2018-2019

The updated Parent/Student Handbook for 2018-2019 was exhibited. The handbook will be available on the District website. Parents can also request a printed copy. The handbook reflects all the revisions to Board Policy that have been previously approved.

A motion was made by Enters and seconded by Mazur to approve the 2018-2019 Parent/Student Handbook.

Motion carried.

Aye: Enters, Mazur, Kueter, Lyons, Pedersen

Nay: None

12. Resignations Accepted:

- Accepted a resignation from Lisa Gregory as Primary Lunch Monitor effective 07/13/2018
- Accepted a resignation from Robert Hendrix as Elementary Lunch Monitor effective 07/13/2018
- Accepted a resignation from Melissa Grandt as 4th Grade SPED Teacher effective 07/20/2018
- Accepted a resignation from Jane Wiorkowski as 1st-4th Grade SPED Teacher effective 07/23/2018
- Accepted a resignation from Meredith Perry as Blended PreK Teacher effective 07/27/2018
- Accepted a resignation from Burt Orr as Bus Driver effective 08/01/2018
- Accepted a resignation from Donna Putzell as Middle School Part-time Secretary effective 08/02/2018
- Accepted a resignation from Susan Grazier as Elementary Paraprofessional effective 08/06/2018
- Accepted a resignation from Jenny Stahlhut as 8th Grade Math Teacher effective 08/07/2018

13. Informational Items:

a. Freedom of Information Act (FOIA) Requests

- FOIA that was received on July 11, 2018
- FOIA that was received on August 7, 2018

b. The next regularly scheduled Board meeting will take place on Monday, September 10, 2018 with closed session beginning at 6:00 p.m.

14. Motion to move to closed session:

Not needed.

15. Return to Open Session:

Not needed.

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

None

17. Adjournment:

A motion was made by Kueter and seconded by Pedersen to adjourn the meeting.

Motion carried.

Aye: Kueter, Pedersen, Enters, Lyons, Mazur

Nay: None

---

Board of Education President  
Big Hollow School District #38

---

Board of Education Secretary  
Big Hollow School District #38