

Big Hollow School District #38 Ingleside, IL 60041

Board of Education Regular Minutes

September 14, 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, September 14, 2015 by Heather Janquart at the Big Hollow School Library.

Roll Call: The following members were in attendance: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen. The following members were absent: None. 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 Vivian Kueter and seconded by Kevin Lyons to move to closed session. Motion Carried.

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

4. Return to Open Session: A motion was made by Kevin Lyons and seconded by Julia Mazur to return to Open Session at 7:00 pm. Motion Carried.

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

5. Conducted Hearing on the 2015-2016 Budget:
A motion was made by Vivian Kueter and seconded by Doug Pedersen to enter the budget hearing. Motion Carried.

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

The Board and Superintendent Gold discussed changes to the budget that have occurred since the tentative budget was approved in August.

Lyons asked about tax anticipation warrants – They are part of the budget on page 4 line 17 of the budget document.

A motion was made by Julia Mazur and seconded by Jim DeVito to close the budget hearing. Motion Carried.

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

Nay: None

6. Added Items/Approval of the Agenda:

A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the agenda. Motion Carried.

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

Nay: None

7. Consent Agenda:

A motion was made by Doug Pedersen and seconded by Vivian Kueter to approve the consent agenda items. Motion Carried.

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

Nay: None

8. Public Comments:

Kim Christesen of the Big Hollow PTO said Thank You to all teachers and staff for handling the Lockdown situation so well and for safely delivering all 1800 students back to their parents.

Kevin Lyons said Thank You to all teachers and staff for keeping our kids safe during this time of lockdown. All staff handled the situation very well.

9. Superintendent's Report:

Introduction of new Big Hollow District 38 staff members for SY 15-16

- Molly Battaglini, Middle School Psychologist
- Julia Werderitch, Primary School Social Worker
- Becky Hiles, Title I Paraprofessional
- Sarah Ferens, Primary/Elementary School Psychologist
- Megan Stavnes, Early Childhood Speech Pathologist
- Martha Cuellar, Bilingual Paraprofessional
- Kelly Polark, Title I Paraprofessional
- Kelsey Zak, 8th Grade Math Teacher
- Martha Cuellar (Paraprofessional)

- Becky Hiles (Paraprofessional)
- Kelly Polark (Paraprofessional)

Monthly Board Policy Review

Reviewed the first five policies in the Board manual.

Changes noted:

- Policy 1:20 change to reflect that we are no longer part of NIHIP
- Policy 1:30 contains an old mission statement that needs updating
- Policy 2:20 line 11 No longer need to send letter home reflecting school report card. School report card can now be posted online with notification to parents that it can be found there.

Analysis of Enrollment

Sixth Day enrollment numbers were reviewed by Superintendent Gold.

Kueter asked about 10th day enrollment drops. 10th day enrollment drops are not done in our District. Enrollment numbers are cleaned up by the Sixth Day.

Exhibits regarding class sizes and total enrollment numbers were reviewed.

Janquart asked if there was a big bubble in the 8th grade class this year. Arndt replied that 8th grade is the smallest class this year. Class sizes in order from largest to smallest in the middle school are as follows: 6th, 7th, 5th, 8th.

Registration Fee Collection Report

Reviewed 2015-2016 registration fee summary for currently enrolled students. Those that have made a partial payment will be moved to a payment plan. A number of fees have not been paid – this is mostly due to the fact that a large portion of students who were previously on the Free/Reduced plan have fallen off for this school year. These families will be placed on the payment plan.

Congratulations

Congratulations to Doug Pedersen and Vivian Kueter on becoming IASB LeaderShop Academy Members.

10. Adoption of the 2015-2016 Budget

A motion was made by Jim DeVito and seconded by Kevin Lyons to approve the 2015-2016 Annual Budget as presented during the Budget Hearing. Motion Carried.

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

11. Other Action Items

Revised Board Policies

A motion has been made by Doug Pedersen and seconded by Jim DeVito to approve the second reading of the Board Policies. Motion Carried.

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

Nay: None

Procedure for fiscal management of the Fine Arts Extra-Curricular Programs

The School District will pay the stipends per the most current teacher contract. The Fine Arts Boosters will reimburse the District for a portion of the stipends.

A motion has been made by Julia Mazur and seconded by Vivian Kueter to approve the procedure for fiscal management of the Fine Arts extra-curricular programs. Motion Carried.

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

Nay: None

Parking Lot Repair Bid Proposal

Bids went out to several companies for crack sealing and re-stripping of all parking lots on the BHSD 38 campus. Three bids were turned in. Wharton Contracting came in with the lowest bid. No motion necessary since project is under threshold. Board approves recommendation to move forward with hiring Wharton Contracting for crack sealing and re-stripping of all parking lots on the BHSD 38 campus.

Kueter asked who maintains the grounds around the storage shed. Currently those grounds are not maintained by anyone.

Mazur asked if we could determine what is currently stored in the storage shed.

Employment Recommendations

- A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the employment of Martha Cuellar as PreK-4 Bilingual Aid, effective August 26, 2015. Motion Carried.

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

Nay: None

- A motion was made by Jim DeVito and seconded by Julia Mazur to approve the employment of Renee Holm as Lunch Monitor for grades 5-8, effective August 24, 2015. Motion Carried.

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

Nay: None

- A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve the employment of Oksana Poulos as 2nd Grade Special Education Teacher, effective August 17, 2015. Motion Carried.

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

Nay: None

- A motion was made by Julia Mazur and seconded by Vivian Kueter to approve the employment of Kelsey Zak as 8th Grade Math Teacher, effective August 17, 2015. Motion Carried.

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

Nay: None

- A motion was made by Jim DeVito and seconded by Doug Pedersen to approve the employment of Daniela Ziegler as the Choreographer Director of Musical/Play for SY 2015-2016. Motion Carried.

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

Nay: None

- A motion was made by Julia Mazur and seconded by Vivian Kueter to approve the employment of Eleanor Arnold as Food Service Worker, effective August 26, 2015. Motion Carried.

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

Nay: None

12. Resignations Accepted

The following resignations were accepted in the month of August:

- Barb Brown, Full Time Paraprofessional, effective July 23, 2015
- Laura Milem, Food Service Worker, effective August 27, 2015
- Rita Halverson, Full Time Paraprofessional, effective July 15, 2015
- Kimberly Peters, Paraprofessional, effective September 18, 2015

The following letters of retirement were accepted in the month of August:

- Nancy Pillow, 7th Grade Physical Education and Health Teacher, effective conclusion of the 2015-2016 school year

13. Informational Items

Freedom of Information Act

A FOIA request for a list of non-certified staff members has been fulfilled.

Monthly Reports for the Board

Each month there will be a Principal's Report, Special Services Report, Technology Report, Lunch Program Report. Review the reports included in the Board packet and ask any questions regarding the reports during the meeting.

Janquart asked Special Services if the previous nurse situation had been resolved. Bordonaro replied that the situation is now fine.

Lyons asked Special Services in co-teaching situation, who develops the curriculum. Bordonaro replied that the Primary and Co-Teacher create the curriculum together. The curriculum is adapted and modified to meet the students' particular needs. Special Ed teacher implements IEP in the classroom.

Janquart asked Special Services if any guidelines were given to Substitutes in the classroom in regards to special services. Bordonaro replied that the substitute is provided with as much information as needed to be able to work with the student in the classroom.

Vendor Report

This report provides information, asked for by the Board at the August 10, 2015 meeting, regarding all purchases between \$10,000 and \$25,000 that were made by BHSD 38.

The Board discussed many of the services paid for and the dollar amounts for those services.

Board Meeting

The next Board meeting will be held on Tuesday, October 13, 2015 with closed session beginning at 6:00 pm.

14. **Adjournment:** A motion has been made by Kevin Lyons and seconded by Vivian Kueter to adjourn the meeting. Motion Carried

Aye: Joe Cernuska, 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