

Big Hollow School District #38 Ingleside, IL 60041
Regular Board of Education Meeting
Tuesday, January 20, 2015 - Big Hollow Middle School Library
6:00 p.m. Closed Session
7:00 p.m. Open Session

OFFICIAL MINUTES

Guests: Kim Christesen, Hayley Janney, Janine Vasica, Angelina Allen, Janet Longo,
Sophia Rogalevich, Ted Pillow, Lenayn Janusz

- A. Call to Order: President Janquart called the meeting to order at 6:00 p.m.
- B. Pledge of Allegiance: The Pledge of Allegiance was recited.
- C. Roll Call: Christine Arndt called the roll with the following members answering “present” Jim DeVito, Heather Janquart, Kristina Lancaster, Kevin Lyons, Julia Mazur, Doug Pedersen
- D. Added Items/Approval of Agenda: A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the agenda. Upon roll call vote the motion passed.
6 ayes, 0 nays.
Aye: Kevin Lyons, Doug Pedersen, Jim DeVito, Heather Janquart, Kristina Lancaster, Julia Mazur
Nay: None
- E. Closed Session: For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, Negotiations, and Property. A motion was made by Jim DeVito and seconded by Doug Pedersen. Upon roll call vote the motion passed. 6 ayes, 0 nays. (6:01 p.m.).
Aye: Jim DeVito, Doug Pedersen, Heather Janquart, Kristina Lancaster, Kevin Lyons, Julia Mazur
Nay: None
- F. Return to Open Session: A motion was made by Kevin Lyons and seconded by Jim DeVito to return to open session. (7:11 p.m.) Upon roll call vote the motion passed.
6 ayes, 0 nays.
Aye: Doug Pedersen, Heather Janquart, Kristina Lancaster, Kevin Lyons, Julia Mazur, Jim DeVito
Nay: None
- G. Consent Agenda:
 - 1. Approval of the Minutes of the December 15, 2014 Regular Board Meeting.

2. Approval of the Closed Session Minutes of the December 15, 2014 Special Board Meeting.
3. Approval of the Minutes of the January 12, 2015 Special Board Meeting.
4. Approval of the Closed Session Minutes of the January 12, 2015 Special Board Meeting.
5. Approval of School Treasurer's Report/Activity Report for December 2014.
6. Approval of Bills and Payroll for December 2014/ January 2015.

A motion was made by Kevin Lyons and seconded by Jim DeVito to approve the Consent Agenda. Upon roll call vote the motion passed. 5 ayes, 0 nays, 1 Abstain.

Aye: Kevin Lyons, Jim DeVito, Kristina Lancaster, Julia Mazur, Doug Pedersen

Nay: None

Abstain: Heather Janquart

H. Public Comments: There were No Public Comments.

I. Introduction of Guests/Presentations:

1. None

J. Reports:

1. Mrs. Janusz, Primary and Elementary Principal: Mrs. Janusz shared that the Primary and Elementary Building are celebrating No Name Calling Week this week. She described some of the dress up days that the students would be participating in.
2. Mrs. Christine Arndt, Middle School Principal: Mrs. Arndt shared that the Middle School is also participating in No Name Calling Week and that the students were doing activities throughout the week. The girls' basketball season and wrestling season have started. Nathan Terselic took first place in the Middle School Spelling Bee.
3. Dr. Demory, Superintendent
 - a) Good Things Happening for Students: Dr. Demory shared that she had attended a Fine Arts Meeting. Extra duty stipend positions approved between the Board of Education and the Big Hollow Teachers will be paid by the Board of Education. The Fine Arts Boosters will make a contribution to the District, through fund raising opportunities to assist the District in the expenses to the fine art stipend positions. The Fine Arts Boosters are working together with the school district to support the fine arts programs.

Kim Christesen, PTO President, shared that the PTO Box Top Contest is under way at all three buildings and will continue until January 18. The top classes will receive popcorn. The Clothing Resale has been scheduled for March 13 and 14. The Rainforest Café fundraiser earned almost \$200. The Rainforest Café mascot will be visiting the Primary/Elementary buildings at their Character Education assembly to present the school with a check.

- b) Facilities Update: The Building and Grounds Supervisory Ted Pillow addressed the Board. New doors in the corridor of the Middle School will be installed before President's Day. The kitchen door will also be replaced. The Fire/Sprinkler systems were checked and several valves were replaced. The snow plow company, Midwest Snow, has been doing a great job salting and clearing the parking lots of snow and ice, while establishing good communication with the District. A persistent leak in the middle school roof and condensation of HVAC vents resulted in an accumulation and removal of 8,500 gallons of water. The HVAC seams were sealed and are being regularly checked. We will need to keep the valleys on the roof clear of snow and ice build-up. In addition there is ice build-up in the gutters which backs up to the valleys. Proposed solutions include altering the pitch in the gutters. Although one of the heating coil panels indicated the motor that regulates the heating coil was engaged, the panel indicator and motor were not working.

At the Primary and Elementary buildings, roof drainage due to the valley structure, gutters and heating coils continues to be an issue for properly draining water, snow and ice. Mr. Pillow suggested a team of experts (roofing company, Carey Electric, engineers/architect) meet and discuss a plan of action to address the roof issues.

Mr. Pillow shared that he likes to do proactive maintenance and asked if funds could be appropriated in the budget for proactive maintenance expenses.

Board member Julia Mazur asked what can we do to get it fixed. There was discussion about contacts have been made regarding the roofing issues. The Board would like to move forward with this issue and make it a priority.

- c) Traffic Study: Dr. Demory shared a copy of the concerns that the administration team had compiled to share with Gewalt Hamilton. Dr. Demory asked the Board to share any additional concerns for addition to the report.
- d) Technology: Dr. Demory shared a copy of a three year Technology Plan that was previously presented to the Board at the June 23, 2014 Board meeting. She also shared that our current Keri Door systems and the Raptor systems are getting older and a plan for repair and/or replacement will need to be considered.
- e) TAW's: The Board was informed the borrowing of \$3,915,000 in TAW was completed and deposited to the District account on Friday, January 16, 2015.
- f) Enrollment Update: The Board was provided with an updated Pre-K through 8th grade total school enrollment count of 1,798 as of December 2014.
- g) Food Service: Food Service Director Janet Longo provided the Board with samples of WOW Butter and a soy butter and alternate to peanut butter. She has ordered \$20,000 of fresh fruit and vegetable commodities for next year. The District is receiving \$20,000 more in reimbursements. The lunch program is

making money. All of the claims are matching up. Students fees are being monitored daily (Middle School \$-300.00) and parents notified of negative balances. There will be a WOW Butter kick-off on February 12.

- h) Board Docs: Dr. Demory asked the Board if they wanted to renew the Board Docs. Her recommendation was to not renew them. The Board discussed if they should renew Board Docs or look at other options. This will be an action item at the next School Board meeting.
- i) Resolution Supporting Detachment of Property from District 38 and 124 and Annexation to District 118. The Board reviewed the Resolution document.
- j) Route 12 Property: The for sale sign has been completed and ready to be posted at the property later in the week. Expressed appreciation to Ms. Aries, Mr. Pillow and Mr. Skocz.
- k) PERA Committee Meeting: A letter was shared with teachers reminding them that by January 30, 2015 they need to print out, sign, and submit their current licensure information to their building principal so that the information can be used for the seniority list. Dr. Demory will have a RIF / PERA timeline draft to share with the Board for finalization at the next Board meeting.
- l) Policy First Reading:
 - 2:140 Communications to and From the Board
 - 2:140 E Guidance for Board member Communications, Including Email Use
 - 4:45 Insufficient Fund Checks and Debt Recovery
 - 4:110 Transportation
 - 4:120 Food Services
 - 4:130 Free and Reduced-Prince Food services
 - 4:150 Facility Management and Building Programs
 - 5:10 Equal Employment Opportunity and minority Recruitment
 - 5:185 Family and Medical Leave
 - 5:220 Substitute Teachers
 - 5:250 Leaves of Absence
 - 6:20 School Year Calendar and Day
 - 6:60 Curriculum Content
 - 6:110 Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program
 - 6:280 Grading and Promotion
 - 6:340 Student Testing and Assessment Program
 - 7:50 School Admissions and Student Transfers To and From Non-District Schools
 - 7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
 - 7:270 Administering Medicines to StudentsThese will be an Action item at the next School Board meeting.

m) School Fees: Dr. Demory shared support for charging a technology fee of \$50.00 and raising school lunch fee from \$2.50 to \$2.75 for the 15-16 school year. The technology fee could be added to the registration fee.

n) Class Size/Staff Options 2015 – 2016

Dr. Demory shared a chart with the projected enrollment numbers for each grade level next year and what class size would look like depending on the number of classes offered per grade level. In an effort to reduce deficit spending, reduction of staff and expenditures in all areas are being considered for the 2015-2016. Dr. Demory requested the Board to provide direction regarding class size as a means to determine budget planning for next year. The Board asked what would be the cost savings of cutting positions. Dr. Demory said you could estimate \$50,000 per teacher and one teacher per grade level. It was communicated that there are scatter-grams that show salaries that could be reviewed. Dr. Demory shared that she had not received that information. Payroll worksheets with retro pay calculated had not been completed.

o) Annual Audit: The District has one more year with auditor, Eder, Casella & Co.

K. Business Recommended Action Items: Consider Motions To:

1. Resolution Supporting Detachment of Property from District 38 and 124 and Annexation to District 118. A motion was made by Jim DeVito and seconded by Julia Mazur to approve the Resolution supporting Detachment of Property from District 38 and 124 and Annexation to District 118. Upon roll call vote the motion passed.

6 ayes, 0 naves.

Aye: Jim DeVito, Julia Mazur, Heather Janquart, Kristina Lancaster, Kevin Lyons,
Doug Pedersen

Nay: None

2. Approve Actions from Closed Session

- a) Employment

A motion was made by Kristina Lancaster and seconded by Julia Mazur to approve the employment of Jessica Becker as a special education paraprofessional effective January 5, 2015. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Kristina Lancaster, Julia Mazur, Jim DeVito, Heather Janquart,
Kevin Lyons, Doug Pedersen

Nay: None

A motion was made by Kristina Lancaster and seconded by Kevin Lyons to approve the Leave of Absence for District Secretary Amy Harding effective through June 30, 2015. Upon roll call vote the motion was denied.

0 ayes, 6 naves.

Aye: None

Nay: Kristina Lancaster, Kevin Lyons, Jim DeVito, Heather Janquart,
Julia Mazur, Doug Pedersen

A motion was made by Kevin Lyons and seconded by Jim DeVito to approve the Maternity Leave for Laura Snyder with an approximate date of May 15, 2015.

Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Kevin Lyons, Jim DeVito, Heather Janquart, Kristina Lancaster,
Julia Mazur, Doug Pedersen

Nay: None

L. Closed Session – For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, and Negotiations.
Closed Session was not needed.

M. Return to Open Session – Was not needed.

N. Other/Comments/Announcements

1. Community Engagement Meeting Thursday, January 22, 2015 6:30 p.m. – 8:00 p.m.
2. Items for the next Regular School Board Meeting on Monday, February 2, 2015 at 6:00 p.m. Closed Session/ 7:00 p.m. Open Session Big Hollow Middle School Library.

O. Adjournment

A motion was made by Julia Mazur and seconded by Kevin Lyons to adjourn the meeting at 8:36 p.m. Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Julia Mazur, Kevin Lyons, Jim DeVito, Heather Janquart, Kristina Lancaster,
Doug Pedersen

Nay: None

Heather Janquart, President
Board of Education

Doug Pedersen, Secretary
Board of Education