

Big Hollow School District #38, Ingleside, IL 60041
Board of Education Regular Board Meeting

OFFICIAL MINUTES

January 22, 2013 – 6:00 p.m. – Big Hollow Middle School

Guests: LaDon Schneider, Michelle Connolly, Janine Vasica, Maria Finn, Sue Maurer, Dawn Smith, Kerry Ellis, Pauletta Moody, Kristina Bielak, Gretta Adams, Kim Christesen, Vicki Biarnesen

OFFICIAL MINUTES

- A. Call to Order: President Kueter 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, Vivian Kueter, Doug Pedersen.
Administration Present: Dr. Christine Demory, Christine Arndt
- D. Added Items/Approval of Agenda: Amended January 7, 2013 Regular Board/Goal Setting Meeting and add 12. IASB Board Agreements to Reports. President Kueter asked for approval of the amended agenda. A motion was made by Heather Janquart and seconded by Doug Pedersen. Upon roll call vote the motion passed 4 ayes, 0 nays.
Aye: Janquart, Pederson, DeVito, Kueter
Nay: None
- E. Closed Session – A motion was made by Jim DeVito and seconded by Doug Pedersen to enter into closed session for the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, and Negotiations. Upon roll call vote, the motion passed 4 ayes, 0 nays. (6:05 p.m.)
Aye: DeVito, Pedersen, Janquart, Kueter
Nay: None
- F. Return to Open Session: A motion was made by Jim DeVito and seconded by Heather Janquart to return to open session. Upon roll call vote the motion passed. 4 ayes, 0 nays. (7:12 p.m.)
Aye:
Nay:
- G. Consent Agenda:
 - 1. Approval of the Minutes of the January 7, 2013 Regular Board/Goal Setting Meeting.
 - 2. Approval of the Minutes of the January 7, 2013 Closed Session

3. Approval of Bills and Payroll for December 2012/January 2013
4. Approval Cash Flow/PMA Report
5. Approval of December Treasurer's Report

A motion was made by Doug Pedersen and seconded by Jim DeVito to approve the Consent Agenda excluding 1. Approval of the Minutes of the January 7, 2013 Regular Board/Goal Setting Meeting. Upon roll call vote the motion passed. 4 ayes, 0 naves.

Aye: Doug Pedersen, Jim DeVito, Heather Janquart, Vivian Kueter
Nay: None

A motion was made by Jim DeVito and seconded by Heather Janquart to accept the amended January 7, 2013 Regular Board/Goal Setting Meeting with the revised J3. Upon roll call vote the motion passed. 4 ayes, 0 naves.

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Doug Pedersen
Nay: None

H. Public Comments: There were no Public Comments.

I. Introductions of Guests/Presentations: There were no Introductions of Guests/Presentations.

J. Reports

1. Good Things Happening for Students: Dr. Demory shared a letter from Regional Superintendent of Schools Roycealee Woods congratulating the District on the Primary School's recognition for their attendance during the 2012 Attendance Week. Dr. Demory expressed congratulations to Sowmya Venkatachalam, a 5th Grader who won the Big Hollow Spelling Bee and to the PTO and teachers for hosting this wonderful event. Dr. Demory expressed appreciation to the Student Council, teachers, and parents for a successful Middle School Winter Dance. Students had a great time! Dr. Demory invited the Board and community to attend the PTO – Staff Family Science Night scheduled for January 30 from 6:00 p.m. – 7:30 p.m. A 5K run has been scheduled for May. There will be a special donation of books in honor of Alex Lancaster and more information will be shared on February 13.
2. Registration Fees: The Registration fee for one student would be \$150.00 if you had an additional student it would be \$100.00 and \$50.00 for each additional student. After June 1st an additional \$50.00 would be added to the registration fee. The District is working toward having registration being completed on-line. RevTrac is a program that we are currently looking at through our current web-based program School Logic.
3. Full Day Kindergarten: Dr. Demory shared that the idea of offering full day Kindergarten for the 2013 – 2014 school year had been raised by parents and teachers. She suggested the Board consider implementing a full day Kindergarten program for the 2013-2014 school year. Parents would have the

option of enrolling their child for a half or full day program, however, implementing a full day Kindergarten program would be best practice for early intervention for students. Parents, teachers and administration are in support of a full day program. RtI and Resource programs would be structured into a more inclusive model, therefore classroom space would be available for the additional full time Kindergarten classrooms. Pod areas would be utilized for small group instruction. Lunch times would have to be redesigned to include Kindergarten. Dr. Demory met with the Kindergarten teachers and they are in favor of a full day program. There would be an estimated 200 students which would be nine classrooms. Dr. Demory shared that there would be enough classrooms to accommodate a full day program. Dr. Demory that she hadn't assigned classrooms and that Mrs. Elizabeth Thomas, Special Education Director, had recommended Early Childhood classrooms need to have water / restrooms. Consideration for the location of classroom assignments needs to be determined by the best interest for student learning and teaching, and what makes sense for today and the future. The recommended class size would be not to exceed 23 in a class. Dr. Demory requested that the Board please make a decision no later than the February 19 School Board Meeting. The Board requested a floor plan and a lunch scheduled from Dr. Demory.

4. Transportation Durham Bus Services: Dr. Demory met with representatives of Durham Bus Services. Dr. Demory shared that if there are two students to a seat with 27 seats on the bus that is a total of 54 students. If there are three students to a seat it would be 81 students. There are not any busses that have more than 60 students currently riding. More students are assigned to the busses but are not riding them. There is a bus starting tomorrow that will have an aide on the bus. The district pays for the aide, but it is part of the District's contract with Durham. Dr. Demory has met with Mr. Schufreider regarding the bus. The purpose of the aide is for the safety of the students. Dr. Demory will have this be an exploratory measure and see if the aide improves the behavior on the bus. Dr. Demory requested from the Board if they would allow her to discuss transportation contract extensions options with Durham Bus Services. Dr. Demory discussed a scheduled change regarding the start time of the school day which would be 7:45 a.m. for the Middle School and 8:15 a.m. for the Primary and Elementary schools. Durham felt they could produce bus schedules that would be more efficient for the District. Dr. Demory shared the following Transportation and Education Fund Audited revenues and expenditures for the last six years:

Education Fund	06-07 Audit	07-08 Audit	08-09 Audit	09-10 Audit	10-11 Audit	11-12 Audit	12-13 Budget
Revenues	\$8,727,180	\$10,150,197	\$9,878,078	\$10,348,861	\$11,127,634	\$11,970,978	\$12,126,620
Expenses	\$7,992,495	\$8,771,411	\$10,138,728	\$12,715,225	\$13,463,912	\$13,594,204	\$13,355,204
Excess/Deficiency	\$734,775	\$1,378,786	-\$260,650	-\$2,366,364	-\$2,336,278	-\$1,623,226	-\$1,228,584
Transportation	06-07 Audit	07-08 Audit	08-09 Audit	09-10 Audit	10-11 Audit	11-12 Audit	12-13 Budget
Revenues	\$1,343,986	\$987,070	\$1,161,539	\$1,394,564	\$1,630,041	\$1,763,435	\$1,351,159
Expenses	\$1,456,766	\$1,261,091	\$1,377,661	\$1,795,829	\$1,431,351	\$1,237,917	\$1,297,150
Excess/Deficiency	-\$112,766	-\$274,021	-\$216,122	-\$401,265	\$198,690	\$525,518	\$54,000
Student Enrollment	1,439	1,501	1,571	1,672	1,741	1,773	1,802

5. Board Goal Setting: Dr. Demory has reviewed the District's Strategic Plan. The Board will revisit Board Goal Setting at the February 4, 2013 Board meeting.
6. Lake Division Dinner Meeting: Dr. Demory reminder the Board of the Lake Division Dinner Meeting scheduled for March 13, 2013.
7. Facility: There was a broken pipe in the Primary Building this morning in one of the RtI rooms. A vent was left open which froze the pipe. The staff and J.P. Mechanical were fast acting in helping this morning. Blowers and dehumidifiers have been rented for the room.

Tim Woolever will be attending the February 4 Board meeting regarding the storage unit and updates on the signage.
8. Calendar and Insurance Committee: Dr. Demory shared with the Board the proposed school calendars for 2013 – 2014 and 2014 – 2015 recommended by the Lake County Regional Office of Education. Dr. Demory shared that a survey would be put out for staff review. Dr. Demory recommended an early release day once a month. She shared that other neighboring Districts have, or will have, regular early release days for professional development purposes. Dr. Demory proposed that Teacher Institute Days not be tied to Meet and Greet, however she recommended teachers consider meeting with parents for Meet and Greet prior to first Institute Day. Teachers would be compensated for their time. Dr. Demory shared a meeting between Union President had been set up to review calendar ideas and questions prior to sending the calendar survey to staff.

Insurance Committee: Dr. Demory asked the Board if they would like a full Board presentation regarding Insurance. The Board said that they would like a full Board presentation.

9. Fund Raising: Dr. Demory shared with the Board current Board Policies (4:90, 4:80, 7:325, 8:80, 8:90) regarding fund-raising in addition to a new fund-raising form needed for accounting and validity purposed. Dr. Demory inquired what direction the Board would like her to move in regarding fundraising. Board President Vivian Kueter asked Board Secretary Doug Pedersen if there were any questions or concerns regarding fundraising. Board member Doug Pedersen shared that a fundraising form hadn't been followed in the past but understood why it was being implemented.
10. Impact Fees: Copies of the Impact Fees were provided to the Board. Board member Heather Janquart asked if we knew how the Impact Fees were segregated. How do we know what money can be designated for what items. Dr. Demory will look for more information regarding segregation of the Impact Fees.
11. Lake County Sherriff: Dr. Demory and Mr. Schufreider met with the Lake County Sherriff last Friday. One issue that was identified was that the garbage truck accesses the school campus drive when students are on the playground, creating a potential when kids are on the playground, which creates an is not safe. Our campus is not restricted. Midco has been in regarding changing the access points on the doors so that you would need to be buzzed into the offices. One idea was shared to have the raptor out in the vestibule where you would need to submit your license before you would be allowed into the office.
12. IASB Board Agreements: Board President Kueter shared with the Board copies of the August 28 Board Agreements and reminded the Board of the following:
 - The Board members will email the Board President with questions about agenda items or supporting materials before the scheduled Board meeting. Board members will not email questions on the day of the meeting.
 - Board members will email the Superintendent prior to the Board meeting with any corrections to the minutes.
 - Any items to be added to the agenda have to be received the Tuesday before the Thursday agenda.
 - Information requests from the Superintendent that take more than 30 minutes to answer will be brought back to the Board at the next meeting for a consensus before staff time is expended.

Board President Vivian Kueter did share with the Board that she can forward an e-mail to the Board members, but for them not to reply.

Board President Vivian Kueter directed Christine Arndt to make sure the points reviewed are documented in the minutes.

K. Business Recommended Action Items: Consider Motions To:

1. Approve Closed Session Minutes:

A motion was made by Jim DeVito and seconded by Heather Janquart to approve the Closed Session Minutes. Upon roll call vote, the motion passed. 4 ayes, 0 nays.

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

Nay: None

2. Approve Actions from Closed Session:

A motion was made by Jim DeVito and seconded by Doug Pedersen to approve the following Common Core Workshops for: Val Christensen, Nancy Ward, Christy Stockey, Allison Dovichi, Jennifer Prostka, Susan Ambler, Sarah Diedrich, Lori Pappas, Amie Siman, Deb Coolidge, Lisa Russell (2), Vickie Biarnesen, Carrie Nack, Amanda Strickler, Lisa Kelderhouse, Kelly Himmelspach, Jennifer Binninger, Allison Stump and Sunny Ray

A motion was made by Vivian Kueter and seconded by Jim DeVito to approve Amy Winandy to attend the Multi-Sensory Conference. Upon roll call vote, the motion did not pass. 0 ayes, 4 nays.

Aye: None

Nay: Vivian Kueter, Jim DeVito, Heather Janquart, Doug Pedersen

A motion was made by Jim DeVito and seconded by Doug Pedersen to approve Sherry Boyack to attend the 18th IAGC Convention. Upon roll call vote, the motion did not pass. 0 ayes, 4 nays.

Aye: None

Nay: Jim DeVito, Doug Pedersen, Heather Janquart, Vivian Kueter

3. Approve 2013 – 2014 School Registration Fees:

A motion was made by Heather Janquart and seconded by Jim DeVito to approve the 2013 – 2014 Registration Fees. Upon roll call vote, the motion passed. 4 ayes, 0 nays.

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

Nay: None

4. Authorize Superintendent to discuss transportation contract extension options with Durham Bus Services:

A motion was made by Jim DeVito and seconded by Heather Janquart to authorize Superintendent Demory to discuss transportation contract extension options with Durham Bus Services. Upon roll call vote, the motion passed. 4 ayes, 0 naves.

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

Nay: None

L. Other/Comments/Announcements:

1. Regular School Meeting on Tuesday, February 4, 2013 at 6:00 p.m.
2. Superintendent Evaluation Training on Monday, February 11 at 5:00 p.m.

M. Adjournment:

A motion was made by Jim DeVito and seconded by Doug Pedersen to adjourn the meeting at 8:31 p.m. Upon roll call vote, the motion passed. 4 ayes, 0 naves. (8:31 p.m.).

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

Nay: None

Vivian Kueter, President
Board of Education

Doug Pedersen, Secretary
Board of Education