

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

OFFICIAL MINUTES

January 7, 2013 – 6:00 p.m. – Big Hollow Middle School

Guests: Amanda Strickler, LaDon Schneider, Alexis Sterbenz, Jolie Misek. Michael McGue, Kathryn Keenon, Bridget Massey, Dawn Lucas, Jenny Radzik, Michelle Connolly, Janine Vasica, Sue Maurer, Donelle Staples, Kim Christesen, Peggy Silverblatt, Kristina Bielak

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, Vickie Gallichio, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen. Administration Present: Dr. Christine Demory, Christine Arndt
- D. Added Items/Approval of Agenda: Approval of workshops will be added to J. Reports 4. Board Goal Setting will be changed from Item # 4 to #5. President Kueter asked for approval of the amended agenda. A motion was made by Julia Mazur and seconded by Vickie Gallichio. Upon roll call vote the motion passed 6 ayes, 0 naves.  
Aye: Julia Mazur, Vickie Gallichio, Jim DeVito, Heather Janquart, Vivian Kueter, Doug Pedersen  
Nay: None
- E. Closed Session – For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, Negotiations and Property. A motion was made by Heather Janquart and seconded by Jim DeVito to enter into closed session for the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, Negotiations, and Property. Upon roll call vote, the motion passed 6 ayes, 0 naves. (6:03 p.m.).  
Aye: Heather Janquart, Jim DeVito, Vickie Gallichio, Vivian Kueter, Julia Mazur, Doug Pedersen  
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. 6 ayes, 0 naves. ( 7:15 p.m.)  
Aye: Jim DeVito, Vickie Gallichio, Heather Janquart, Vivian Kueter, Julia

Mazur, Doug Pedersen  
Nay: None

G. Consent Agenda:

1. Copy of the Amended Approved Minutes of the December 3, 2012 Regular Board Meeting
2. Approval of the Minutes of the December 17, 2012 Tax Levy Hearing
3. Approval of the Minutes of the December 17, 2012 Regular Board Meeting
4. Approval of the Minutes of the December 17, 2012 Closed Session

Board member Vickie Gallichio requested that G. 3 Approval of the Minutes of the December 17, 2012 Regular Board Meeting be removed from the Consent Agenda. A motion was made by Julia Mazur and seconded by Doug Pedersen to accept the Consent Agenda excluding G3. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Julia Mazur, Doug Pedersen, Jim DeVito, Vickie Gallichio, Heather Janquart, Vivian Kueter

Nay: None

Board member Vickie Gallichio would like to remove G2 – Approval of the Minutes of the December 17, 2012 Tax Levy Hearing, not G3 – Approval of the Minutes of the December 17, 2012 Regular Board Meeting.

A motion was made by Vickie Gallichio and seconded by Heather Janquart to rescind the motion to approve the Consent Agenda. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Vickie Gallichio, Heather Janquart, Jim DeVito, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

A motion was made by Julia Mazur and seconded by Vickie Gallichio to approve the Consent Agenda excluding G2. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Julia Mazur, Vickie Gallichio, Jim DeVito, Heather Janquart, Vivian Kueter, Doug Pedersen

Nay: None

Board member Vickie Gallichio stated that on page 2 of the December 17, 2012 Tax Levy Hearing minutes that after she asked what would be the difference between the \$3.71 and \$3.81 and that an answer was not recorded in the minutes. She stated that Sue Maurer has answered the question. Sue stated that she remembered giving an analogy regarding the question. Board member Gallichio stated then to approve the minutes.

A motion was made by Doug Pedersen and seconded by Vivian Kueter to approve G2. Minutes of the December 17, 2012 Tax Levy Hearing. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Doug Pedersen, Vivian Kueter, Jim DeVito, Vickie Gallichio, Heather Janquart, Julia Mazur  
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. Finance – Borrowing of Cash: Dr. Demory reported that on the December 3 meeting options for the District were discussed regarding borrowing cash. The first option was to approve cash between funds (inter-fund borrowing), with a recommendation from Business Manager Maurer with a ceiling of two million. The second option was to establish credit through the bank or TAWs. In order for the District to utilize these options they would need School Board approval.

Board member Heather Janquart inquired about the Impact fees that the district receives and can they be used for operating expenses? Business Manager Sue Maurer stated that currently the Impact Fees are in the Capital Project Fund and she doesn't believe that you can borrow and move money from the Capital Project Fund to another.

Board member Vickie Gallichio inquired if the District has contacted Volo regarding Impact Fees. Dr. Demory stated that they had been contacted before winter break.

Board member Janquart stated she currently had a copy of the Arrow Lake and Remington Impact Fee Agreements and requested copies of additional Impact Fee Agreements.

2. Bid Notice Considerations for:

- a. Skid Steer Type Loader: Bid openings were today. The low bidder was Atlas for \$33,957. The Board inquired what the bobcat would be used for. Dr. Demory informed the Board that it would be used for snow removal and moving and lifting heavy objects.

Board member Heather Janquart inquired what fund would pay for the purchase of the bobcat. Dr. Demory reported that it would come out of Fund 20 (O & M).

- b. Upgrade Technology Servers to VMware and Upgrade System Software: There was one bid from Sentinel for \$87,286 plus a three year support for \$21, 385. Educational Technology Director Donelle Staples described the

bid as one that would be a Hans Agreement that is all encompassing that would provide the District with maintenance and support. Sentinel is familiar with our existing blue-print and architectural framework of the District.

Board member Doug Pedersen inquired where the money comes from for these purchases. Dr. Demory replied that it would come from Fund 60 and that the District would not be borrowing. Board member Vickie Gallichio inquired if we had checked with the attorney regarding using Fund 60 to pay for technology because when the District was going to buy additional cameras they were not able to with that fund. Dr. Demory replied that it has been checked by the attorney.

Donelle Staples shared that the time-line to have everything up and running could be as soon as March 1.

Board President Vivian Kueter inquired how old our current servers? Donelle Staples replied that one of them has Windows 2003.

- c. School Student and Financial Software: The District received three bids on the School Student software; Skyward \$49,486, STI \$33, 750 and Tyler \$40,856. This is just informational at this point. The District is looking at their wants and needs and will review the different programs and would decide which package we need if we need one. Dr. Demory shared that she is fairly certain that the District will need a new Financial software program for next school year. Four bids were received: Kirtley \$153,040, Skyward \$59,157, STI \$17,589 and Tyler Ind. \$46,305. The programs will be reviewed and compared. Business Manager Sue Maurer invited the Board to view the programs.
3. Committees: The Board reviewed the listing of School District Committees. Board member Heather Janquart reported that her name was not included in the Property Committee and should be added.

Dr. Demory reported that at the July 30, 2012 Board Meeting, the Board discussed the list of Superintendent & Board Committees. She shared that it was her understanding that for this year, while the Board and the new Superintendent were working in transition, committees would be done as a whole group unless Board members were directed by the Board for specific projects. At the same meeting it was discussed and approved that two meetings per month would be scheduled as a means to carve out needed time to address information as a Board Committee of the Whole.

It was mentioned that there should be a Wellness Committee per School Board Policy. The Board will table this discussion for another meeting.

4. Board Goal Setting: Dr. Demory shared a short video clip on Goal Setting. Dr. Demory shared with the Board copies of Board policies 1:30 School District Philosophy and 6:10 Educational Philosophy and Objectives. The copy from the School Board Policy Manual had an old mission statements/beliefs, and will need to be updated to the district's most current statements. Dr. Demory shared School Board Policy 3:10 Goals and Objectives and included a copy of the Board Goals and Action Plan for 2012. Dr. Demory stated that each goal would have an action plan. Our goals need to be more concise and simply stated. Board member Gallichio asked how this is different than Strategic Planning? Dr. Demory stated you are taking the goals and you are implementing them. The District would be writing clear action plans for their goals and that it would be a working document. Dr. Demory asked the Board members to review the information and that we will revisit this information in a Board meeting in February. Dr. Demory will have the First Reading for the updated policies 1:30 and 6:10 for the next Board meeting.

K. Business Recommended Action Items: Consider Motions To:

1. Approve Closed Session Minutes
2. Approve Actions from Closed Session
3. Approve authorization, as allowed by law, to borrow cash from the Working Cash, O& M, and Transportation Funds to cover cash shortfalls in the Education Fund.:

A motion was made by Heather Janquart and seconded by Julia Mazur to approve authorization, as allowed by law, to borrow cash from Working Cash, O & M, and Transportation Funds to cover cash shortfalls in the Education Fund. Upon roll call vote, the motion passed 6 ayes, 0 nays.

Aye: Heather Janquart, Julia Mazur, Jim DeVito, Vickie Gallichio, Vivian Kueter, Doug Pedersen

Nay: None

4. Seek and secure short term borrowing of cash for the Education Fund in the form of Tax Anticipation Warrants and/or a Line of Credit and in an amount not to exceed \$2 Million:

A motion was made by Julia Mazur and seconded by Heather Janquart to Seek and secure short term borrowing of cash for the Education Fund in the form of Tax Anticipation Warrants and/or a Line of Credit and in an amount not to exceed \$2 Million. Upon roll call vote, the motion passed 6 ayes, 0 nays.

Aye: Julia Mazur, Heather Janquart, Jim DeVito, Vickie Gallichio, Vivian Kueter, Doug Pedersen

Nay: None

5. Accept and award bid proposal for a Skid Steer Type Loader:

A motion was made by Julia Mazur and seconded by Vivian Kueter to accept and award the bid proposal for a bobcat to Atlas for \$33,957. Upon roll call vote the motion did not pass. 2 ayes, 4 nays.

Aye: Julia Mazur, Vivian Kueter

Nay: Jim DeVito, Vickie Gallichio, Heather Janquart, Doug Pedersen

6. Accept and award bid proposal for equipment to Upgrade Technology Servers to VMware and Upgrade System Software:

A motion was made by Julia Mazur and seconded by Vivian Kueter to accept and award the bid proposal to Sentinel for equipment to Upgrade Technology Servers to VMware and Upgrade System Software for \$87,286 and \$21,385. Upon roll call vote the motion passed. 5 ayes, 1 nay.

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

Nay: Vickie Gallichio

7. Accept and award bid proposal for School Student and Financial Software package: No action taken.

Closed Session:

A motion was made by Vickie Gallichio and seconded by Julia Mazur to exit into closed session for the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, Negotiations, and Property. Upon roll call vote, the motion passed 6 ayes, 0 nays. (8:36 p.m.)

Aye: Vickie Gallichio, Julia Mazur, Jim DeVito, Heather Janquart, Vivian Kueter, Doug Pedersen

Nay: None

Return to Open Session

A motion was made by Vickie Gallichio and seconded by Julia Mazur to return to open session. Upon roll call vote the motion passed. 6 ayes, 0 nays (9:18 p.m.)

Aye: Julia Mazur, Jim DeVito, Heather Janquart, Vivian Kueter, Doug Pedersen, Vickie Gallichio

Nay: None

Approve Actions from Closed Session:

A motion was made by Jim DeVito and seconded by Doug Pedersen to approve the closed session minutes. Upon roll call vote, the motion passed 6 ayes, 0 nays.

Aye: Jim DeVito, Doug Pedersen, Vickie Gallichio, Heather Janquart, Vivian Kueter, Julia Mazur

Nay: None

A motion was made by Heather Janquart and seconded by Jim DeVito to accept the resignation of Middle School part-time nurse Cindy Warmowski. Upon roll call vote, the motion passed 6 ayes, 0 nays.

Aye: Heather Janquart, Jim DeVito, Vickie Gallichio, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

A motion was made by Doug Pedersen and seconded by Vickie Gallichio to approve the ELA Common Core Workshop for : Maria Finn, Dawn Lucas, Beth Paz, Jennifer Janik, Nicole Gluzinski, Bridge Massey, Jessica Colletto, Lyn Lohman.

Aye: Doug Pedersen, Vickie Gallichio, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur

Nay: None

A thank you note was read from the Lancaster Family thanking the Board for their thoughts and prayers and for establishing the Alex Lancaster Scholarship Fund.

The Board received thank you notes for the Jewel gift card from Diane Demuth, Phyllis Smith and Christine Arndt.

L. Other/Comments/Announcements:

1. Regular School Meeting on Tuesday, January 22, 2013 at 6:00 p.m.
2. Superintendent Evaluation Training on Monday, February 11 at 5:00 p.m.
3. Board member Vickie Gallichio inquired which community members had completed and turned in their petition for a Board opening. Dr. Demory shared that five packets had been completed and returned:
  1. Jim DeVito
  2. Heather Janquart
  3. Paulette Moody
  4. Julia Mazur
  5. Vickie Gallichio

M. Adjournment: A motion was made by Vickie Gallichio and seconded by Julia Mazur to adjourn the meeting. Upon roll call vote, the motion passed. 6 ayes, 0 nays. (9:30 p.m.)

Aye: Vickie Gallichio, Julia Mazur, Jim DeVito, Heather Janquart, Vivian Kueter, Doug Pedersen  
Nay: None

---

Vivian Kueter, President  
Board of Education

---

Doug Pedersen, Secretary  
Board of Education