

**BIG HOLLOW DISTRICT #38  
LAKE COUNTY  
INGLESIDE, IL 60041**

**REGULAR BOARD OF EDUCATION MEETING**

Monday, July 13, 2015  
6:00 p.m. Closed Session  
7:00 p.m. Open Session  
Big Hollow Middle School Library

Agenda No. 1

**Item 1 – Call to Order and Roll Call**

**Item 2 –Pledge of Allegiance**

**Item 3 –Added Items/Approval of the Agenda**

**Recommendation: Approve –Motion Required**

**Item 4 –Motion to move to Closed Session**

For the purpose of appointment, employment, compensation, discipline, performance, dismissal, litigation, negotiations, and property.

**Item 5 –Resume to Open Session**

**Item 6 –Approve Consent Agenda Items**

- Item 1** Approve the Closed Session Minutes of the June 15, 2015 and June 22, 2015 Board Meetings to remain in closed status
- Exhibit 1** Approve the Minutes of the June 15, 2015 Regular Board of Education Meeting
- Exhibit 2** Approve the Minutes of the June 22, 2015 Special Board of Education Meeting
- Exhibit 3** Approval of the School Treasurer’s Report for June 2015.
- Exhibit 4** Approval of Bills for June/July 2015.
- Exhibit 5** Approval of Activity Report for June 2015.

- Exhibit 6** Approval of Payroll for June 2015.
- Exhibit 7** Approve Prevailing Wage Ordinance for 2015-2016
- Exhibit 8** Approve Certificate of Compliance for Prevailing Wage
- Exhibit 9** Approve list of Prevailing Wage Rates for June 2015

### **Item 7 –Public Comments**

### **Item 8 –Superintendent’s Report**

#### **a. Board Committees**

The following committees will be established and each committee needs 2-3 members. The following listing has been established based on recommendations from Board members. Final adjustments need to be made, and then the Board can approve the committee assignments for 2015-2016.

- Curriculum (*Requested: Kueter, Mazur, Janquart*)
- Finance (*Requested: Lyons*)
- Building/Grounds/Transportation (*Requested: Cernuska, Pedersen, DeVito, Kueter, Janquart*)
- Health Insurance (*Requested: Cernuska, DeVito, Mazur*)
- Negotiations (*Requested: Janquart, Lyons, Pedersen, DeVito, Kueter, Mazur*)
- Policies (*Requested: Kueter*)
- Technology (*Requested: Cernuska, Janquart*)
- Extra-Curricular (*Requested: Pedersen*)

**Recommendation: Approve –Motion Required**

#### **b. School Breakfast Program**

#### **c. Summer Custodial/Maintenance update**

- a. Roof project
- b. Mowing bid
- c. Cleaning crew update

#### **d. Welcome back luncheon**

The opening day institute to begin the 2015-2016 school year will be held on Monday, August 17, 2015. The institute will begin at 7:45 a.m. in the Middle School Multi-Purpose Room/Cafeteria. A luncheon provided by the Board of Education in conjunction with the Big Hollow Federation of Teachers will be scheduled.

**e. Review of closed meeting minutes**

As per Board Policy No. 2:220, each July and January, I am to report to the Board of Education any closed session minutes that have been closed to public that should be released. I am recommending that current closed minutes should remain in closed status. *A motion is needed to keep all closed meeting minutes in closed status.*

**Recommendation: Approve –Motion Required**

**f. Approve the assignment of Freedom of Information Officer**

The Board needs to approve the assignment of Mr. Robert Gold as the Freedom of Information Officer for Big Hollow School District 38.

**Recommendation: Approve –Motion Required**

**g. Adoption of the 2015-2016 Budget Calendar**

The tentative budget for SY15-16 will be presented during the Monday, August 10, 2015 Board Meeting. According to the Illinois School Code, the budget will need to be on display in our office for thirty (30) days prior to the board adopting the final budget. All public school budgets must be approved by September 30<sup>th</sup> of each year. The budget will be on display at the District office by August 7, 2015.

I recommend the Board of Education adopt the budget calendar outlined below:

**Friday, August 7, 2015** – Local ad appears in the Daily Herald regarding thirty day notice of budget on display.

**Monday, August 10, 2015** – Board approves Tentative Budget for SY15-16.

**Friday, August 7, 2015 through Monday, September 7, 2015** – Budget on public display at the District office.

**Monday, September 14, 2015** – Board adopts budget for 2015-2016 school year.

**Recommendation: Approve – Motion Required**

**Item 9 –Other Action Items**

**a. Employment Recommendations**

**Exhibit 10** Approve the employment of Denise Maifield as the Fall Musical and Play Director beginning in SY 2015-2016.

**Recommendation: Approve –Motion Required**

**Exhibit 11** Approve the employment of Kendra Kennedy as the Head Soccer Coach beginning in SY 2015-2016.

**Recommendation: Approve –Motion Required**

**Exhibit 12** Approve the recall appointment of Jolie Misek as the Kindergarten Teacher beginning in SY 2015-2016.

**Recommendation: Approve –Motion Required**

**Exhibit 13** Approve the employment of Melissa Morley as the Special Education Administrative Assistant effective on June 30, 2015.

**Recommendation: Approve –Motion Required**

**Exhibit 14** Approve the employment of Marek Skocz as the Head Custodian of the Middle School effective on August 1, 2015.

**Recommendation: Approve –Motion Required**

**Exhibit 15** Approve the employment of Charles Malak as the Head Custodian of the Elementary School effective on August 1, 2015.

**Recommendation: Approve –Motion Required**

**Exhibit 16** Approve the employment of Stephaney Wiley as a Custodian for the Primary/Elementary Schools effective on August 1, 2015.

**Recommendation: Approve –Motion Required**

**Exhibit 17** Approve the recall appointment of Julie Burdett as a Secretary for the Primary/Elementary Schools effective June 30, 2015.

**Recommendation: Approve –Motion Required**

**Exhibit 18** Approve the employment of Shirley Baisden as the Part-Time Secretary for the Middle School beginning in SY 2015-2016.

**Recommendation: Approve –Motion Required**

**Exhibit 19** Approve the employment of Matthew McCulley as the Educational Technology Specialist for Big Hollow School District 38 beginning in SY 2015-2016.

**Recommendation: Approve –Motion Required**

**Exhibit 20** Approve the employment of Meredith Perry as the Full Time Early Childhood Teacher for Big Hollow School District 38 beginning in SY 2015-2016.

**Recommendation: Approve –Motion Required**

### **Item 10 –Resignations Accepted**

- Accepted a resignation from Donnelle Staples as the Technology Director effective on June 30, 2015.
- Accepted a resignation from Jeremy Goggin as Technology Network Assistant effective June 30, 2015.

### **Item 11 –Informational Items**

- a. **Exhibit 21** is the Administrator meeting agenda for June 17, 2015
- b. Board member Vivian Kueter will provide an update from SEDOL.
- c. The next regularly scheduled Board meeting will take place on Monday, August 10, 2015 with closed session beginning at 6:00 p.m.

### **Item 12 –Motion to move to closed session**

For the purpose of appointment, employment, compensation, discipline, performance, dismissal, litigation, negotiations, and property.

### **Item 13 –Return to Open Session**

**Item 14 –Take any necessary action following closed session regarding minutes, employment of personnel, resignations, terminations or leaves of absence.**

### **Item 15 –Adjournment**