

Big Hollow School District #38 Ingleside, Il. 60041  
School Board of Education  
Monday, October 20, 2014  
6:00 P.M. Closed Session  
7:00 P.M. Open Session  
Big Hollow Middle School Library

## OFFICIAL MINUTES

Guests: Heather Rose, Sean Edwards, Scott Rose, Derek Hartmann, Hunter Baisden, Tyler Carlson, Cameron Krakowski, Kim Christesen, Holly Christensen, Donelle Staples, Raymond Brisbois, Devin Valliente, Ron Pazanin, Connor Rada, Lori Pappas, Alex Hudachko, Jessica Coletto, Amy Howard, Austin Mazur, Dawn Lucas, LaDon Schneider

- 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” Heather Janquart, Vivian Kueter, Kristina Lancaster, Kevin Lyons, Julia Mazur, Doug Pedersen
  - D. Added Items/Approval of Agenda Under F. Pledge of Allegiance with the Boy Scout Troop 679 will be added. A motion was made by Julia Mazur and seconded by Doug Pedersen to approve the agenda. Upon roll call vote the motion passed. 6 ayes, 0 naves.  
Aye: Julia Mazur, Doug Pedersen, Heather Janquart, Vivian Kueter, Kristina Lancaster, Kevin Lyons
  - E. Closed Session: For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, Negotiations, and Property. A motion was made by Kevin Lyons and seconded by Doug Pedersen. Upon roll call vote the motion passed. 6 ayes, 0 naves.  
Aye: Kevin Lyons, Doug Pedersen, Heather Janquart, Vivian Kueter, Kristina Lancaster, Julia Mazur  
Nay: None
  - F. Return to Open Session: A motion was made by Julia Mazur and seconded by Vivian Kueter to return to open session. (7:25 p.m.) Upon roll call vote the motion passed. 6 ayes, 0 naves.  
Aye: Doug Pedersen, Heather Janquart, Vivian Kueter, Kristina Lancaster, Julia Mazur, Kevin Lyons  
Nay: None
- Pledge of Allegiance: The Pledge of the Allegiance was led by Boy Scout Troop 679.
- G. Consent Agenda:

1. Approval of Minutes of the October 6, 2014 Regular Board Meeting
2. Approval of Closed Session Minutes of the October 6, 2014 Regular Board Meeting.
3. Approval of Bills and Payroll for October 2014.
4. Approval of School Treasurer's Report for September 2014.

Board Member Kevin Lyons had questions regarding bills.

- Page 2 – clarification of extracurricular transportation. Board Member Lyons inquired if the money for transportation has been recouped? Pat Syens, Interim Business Manager was not sure.
- Page 3 – clarification on Carsella bill for bank reconciliation.
- Page 6 – clarification on Midco bill.
- Page 8 – clarification on the Ryland Homes Impact Fees. Due to the belief the District previously received Impact Fees in 2008 for a recent lot sale, the Village of Volo requested the District refund an Impact Fee check recently given to the District. After further consideration and research, the Village of Volo allowed Big Hollow School District to keep the recent Impact Fee check.

A motion was made by Kevin Lyons and seconded by Kristina Lancaster to approve the Consent Agenda. Upon roll call vote, the motion passed. 6 ayes, 0 nays.

Aye: Kevin Lyons, Kristina Lancaster, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

H. Public Comments: There were no Public Comments.

I. Introduction of Guests/Presentations

1. Boy Scout Troop 679: Dr. Demory welcomed and thanked the Boy Scout Troop for leading us in the Pledge of Allegiance.
2. Kim Christensen, PTO: Kim shared a power-point presentation on the proposed Warrior Wishes BH Corporate Giving Program 501C3. Any funds collected would be geared for technology.

J. Reports

1. Mrs. Janusz, Primary and Elementary Principal: Reading week was a huge success, 275 students attended Family Reading Night. Mrs. Janusz thanked the teachers and support staff for the success of Family Reading Week. There were two assemblies: Fire Safety and Disability Awareness. The Nature Center Fall Festival is this Friday from 4-6 p.m.
2. Mrs. Christine Arndt, Middle School Principal: The Middle School Band and Choir performances were outstanding and well attended. Anti-Bullying Day was October 3, the students wore blue and did activities that centered on goal setting, ideas to reduce bullying and focusing on acts of kindness. Red Ribbon Activities have been planned for October 27 - 31.

3. Dr. Demory, Superintendent and Mrs. Patricia Syens, CSBO
  - a) Good Things Happening for Students: Dr. Demory congratulated Gabrielle Tersellic who placed in Cross-Country at State this weekend. Dr. Demory also thanked Coach Eric Wolters and the entire team for their dedication and initiative in making the first year Cross Country Team a successful one!
  - b) First Quarter – Report Cards Update: Report cards will be going home October 24. Second quarter – January 9; Third quarter – April 2; Fourth quarter – May 29.
  - c) IASB Fall Dinner Meeting scheduled for Thursday, October 30, 2014 will be attended by President Janquart, Secretary Pedersen, Board Members Mazur and Kueter and Superintendent Demory.
  - d) Enrollment Update: Dr. Demory shared the September enrollment numbers were 1,796 Early Childhood through 8<sup>th</sup> Grade students.
  - e) Results of Public Auction Bid on Purchase of route 12 Property: There were no submissions of bids. Three interested parties picked-up bid packets. The District may consider the following options: a. Lower minimum bid price and again advertising public auction. b. Keep current minimum bid price and have District sell property. c. List property with realtor, keeping current minimum bid price. Board member Kristina Lancaster asked if we could contact the people that picked up packets and inquire why they did not submit a bid. Dr. Demory had heard from one of the parties that had picked up a packet. The Board would like more information and would like to discuss at the November 17 School Board meeting.
  - f) Technology Update: Educational Technology Director Donelle Staples shared that the interactive projectors are currently being installed in the Primary building. She will be emailing teachers and letting them know when their rooms are ready. The cables being utilized are 32 feet long and the company has agreed to swap them out for shorter cables. The longer cables make the signal weaker. Map testing results have been updated and will be available on Family Access.
  - g) Budget Reduction Committee Meeting: The Board discussed possible dates to schedule the meeting. November 6 at 5:30 p.m. and November 12 at 5:50 p.m. are two possible dates.
  - h) Board Policy #86 Second Reading
    - 2:20 - Powers and Duties of the School Board; Indemnification (Renamed): The Board said *no to the listed option*.
    - 4:60 - Purchases and Contracts
    - 4:90 – Activity Funds
    - 5:30 – Hiring Process and Criteria
    - 5:260 – Student Teachers

5:330 – Sick Days, Vacation, Holiday and Leaves, no to the listed option  
7:20 – Harassment of Students Prohibited – *table*  
7:180 – Prevention of and Response to Bullying, Intimidation and Harassment,  
*yes to Options 1,3, and 4.*

7:240 – Conduct Code for Participants in Extracurricular Activities

i) Board Policies Undergoing 5 Year Review

2:40 – Board Member Qualifications

2:50 – Board Member Term of Office

2:60 – Board Member Removal From Office

2:80 – Board Member Oath and Conduct

2:240 – Board Policy Development

4:40 – Incurring Debt

4:55 – Use of Credit and Procurement Cards

5:310 – Compensatory Time-Off, *This policy is not in our current Board Policy Manual.*

7:170 – Vandalism

7:200 – Suspension Procedure, *Board member Vivian Kueter inquired if suspensions are shared with the School Board, as stated in the policy.*

8:100 – Relations with Other Organizations and Agencies

K. Business Recommended Action Items: Consider Motions To:

1. Award Public Auction Bid, if any, to Purchase Route 12 Property. No Action Needed

2. Adopt the following School Board Policies:

2:20 - Powers and Duties of the School Board; Indemnification (Renamed):

4:60 - Purchases and Contracts

4:90 – Activity Funds

5:30 – Hiring Process and Criteria

5:260 – Student Teachers

5:330 – Sick Days, Vacation, Holiday and Leaves, no to the listed option

7:180 – Prevention of and Response to Bullying, Intimidation and Harassment,  
*yes to Options 1,3, and 4.*

7:20 – Harassment of Students Prohibited

7:240 – Conduct Code for Participants in Extracurricular Activities

A motion was made by Kristina Lancaster and seconded by Julia Mazur to approve School Board Policies: 2:20, 4:60, 4:90, 5:30, 5:260, 5:330, 7:180, and 7:240. Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Kristine Lancaster, Julia Mazur, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen

Nay: None

A motion was made by Julia Mazur and seconded by Vivian Kueter to table School Board Policy 7:20. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Julia Mazur, Vivian Kueter, Heather Janquart, Kristina Lancaster, Kevin Lyons, Doug Pedersen

Nay: None

3. Adopt the following School Board Policies Undergoing 5 Year Review

2:40 – Board Member Qualifications

2:50 – Board Member Term of Office

2:60 – Board Member Removal From Office

2:80 – Board Member Oath and Conduct

2:240 – Board Policy Development

4:40 – Incurring Debt

4:55 – Use of Credit and Procurement Cards

5:310 – Compensatory Time-Off

7:170 – Vandalism

7:200 – Suspension Procedure

8:100 – Relations with Other Organizations and Agencies

A motion was made by Kevin Lyons and seconded by Doug Pedersen to adopt School Board Policies 2:40, 2:50, 2:60, 2:80, 2:240, 4:40, 4:55, 5:310, 7:170, 7:200, 8:100.

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

Aye: Kevin Lyons, Doug Pedersen, Heather Janquart, Vivian Kueter, Kristina Lancaster, Julia Mazur

Nay: None

4. Approve Actions from Closed Session

- a) A motion was made by Kevin Lyons and seconded by Julia Mazur to accept the resignation of Kathleen (KC) Arritola, Kindergarten Teacher effective October 15, 2014. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Kevin Lyons, Julia Mazur, Heather Janquart, Vivian Kueter, Kristina Lancaster, Doug Pedersen

Nay: None

- b) A motion was made by Julia Mazur and seconded by Vivian Kueter to approve the employment of Nancy Jensen, Part-time Bookkeeper effective November 3, 2014. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Julia Mazur, Vivian Kueter, Heather Janquart, Kristina Lancaster, Kevin Lyons, Doug Pedersen

Nay: None

- c) A motion was made by Julia Mazur and seconded by Kevin Lyons to approve Leeanna Knauff, part-time Human Resource Assistant effective immediately. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Julia Mazur, Kevin Lyons, Heather Janquart, Vivian Kueter, Kristina Lancaster, Doug Pedersen

Nay: None

- d) A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve the FMLA request for Jennifer Prostka, with an estimated leave beginning April 23, 2014. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Doug Pedersen, Kevin Lyons, Heather Janquart, Vivian Kueter, Kristina Lancaster, Julia Mazur

Nay: None

- L. Closed Session – For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, Negotiations and Property. A motion was made by Julia Mazur and seconded by Kevin Lyons to go into closed session at 8:38 p.m. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Julia Mazur, Kevin Lyons, Heather Janquart, Vivian Kueter, Kristina Lancaster, Doug Pedersen

Nay: None

M. Return to Open Session:

A motion was made by Kristina Lancaster and seconded by Vivian Kueter to return to open session. (9:40 p.m.) Board Member Julia Mazur exited Closed Session 9:32 pm. Upon roll call vote the motion passed. 5 ayes, 0 naves.

Aye: Heather Janquart, Kevin Lyons, Vivian Kueter, Kristina Lancaster, Doug Pedersen

Nay: None

N. Other/Comments/Announcements:

1. The next Regular School Board Meeting on Monday, November 17, 2014 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 Kristina Lancaster and seconded by Vivian Kueter to adjourn the meeting. (9:41 p.m.) Upon roll call vote the motion passed. 5 ayes, 0 naves.

Aye: Heather Janquart, Kevin Lyons, Vivian Kueter, Kristina Lancaster, Doug Pedersen  
Nay: None

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Heather Janquart, President  
Board of Education

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Doug Pedersen, Secretary  
Board of Education