

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

**REGULAR BOARD OF EDUCATION MEETING**

Monday, April 11, 2016  
6:00 p.m. Closed Session  
7:00 p.m. Open Session  
Big Hollow Middle School Library

**Agenda No. 10**

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

**Item 2 –Pledge of Allegiance**

**Item 3 –Motion to move to Closed Session**

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

**Item 4 –Resume to Open Session**

**Item 5 –Added Items/Approval of the Agenda**

**Recommendation: Approve –Motion Required**

**Item 6 –Approve Consent Agenda Items**

- |                         |   |
|-------------------------|---|
| <b><u>Item 1</u></b>    | Approve the Closed Session Minutes of the March 14, 2016 Board Meeting to remain in closed status |
| <b><u>Exhibit 1</u></b> | Approve the Minutes of the March 14, 2016 Regular Board of Education Meeting                      |
| <b><u>Exhibit 2</u></b> | Approval of the School Treasurer’s Report for March 2016.   |
| <b><u>Exhibit 3</u></b> | Approval of Bills for March/April 2016.   |
| <b><u>Exhibit 4</u></b> | Approval of Activity and Convenience Fund Reports for March 2016.                                 |
| <b><u>Exhibit 5</u></b> | Approval of Payroll for March 2016.   |
| <b><u>Exhibit 6</u></b> | Approve IESA Membership for SY 16-17  |
| <b><u>Exhibit 7</u></b> | Approve the April 7, 2016 Policy Committee Report   |

**Exhibit 8** Approve the March 30, 2016 Technology Committee Report

**Exhibit 9** Approve the April 7, 2016 Negotiations Committee Report

**Recommendation: Approve –Motion Required**

**Item 7 –Public Comments**

**Item 8 –Superintendent’s Report**

**a. Monthly Board Policy review**

**Exhibit 10** consists of Board policies 4:15 – 4:50

**b. Online Registration**

Beginning April 18, 2016, Big Hollow parents/guardians will begin registering students for the 2016-2017 school year. The registration process will be online and can be accessed by a registration link off the Big Hollow Website ([www.bighollow.us](http://www.bighollow.us)).

For parents/guardians who do not have internet access, there will be computer stations set up in the Middle School office and assistance will be provided Monday – Friday throughout the summer.

**c. Discussion on 3-year technology plan**

**Exhibit 11** is a first draft of a 3-year technology plan that was developed by Matt McCulley and reviewed by the Board Technology Committee this past month.

**d. Summary Staff/Parent/Teacher surveys**

The exhibits below show a summary table with the results of each survey. Since this is the first year of this specific survey, we do not have any history data to compare to. The results of the survey will be utilized by administration in planning and goal setting for next year.

**Exhibit 12** consists of the summary results from the Staff Survey.

**Exhibit 13** consists of the summary results from the Parent Survey.

**Exhibit 14** consists of the summary results from the Student Survey.

**e. Approve Summer School Proposal**

**Exhibit 15** outlines a proposal for summer school for students in grades Kindergarten through 7. These sessions will be offered in conjunction with the required Extended School Year designated for student with IEP’s.

**Recommendation: Approve – Motion Required**

**f. Approve ELL Summer School program**

Our ELL staff will be offering summer school to qualifying students from August 1<sup>st</sup> – August 18<sup>th</sup>. All costs of the program are covered through our ELL grant, with teachers being paid the hourly internal substitute rate. The program will focus on writing and reading intervention for students with language deficiencies.

Exhibit 16 consists of a draft of the summer school letter that will be sent to qualifying students.

**Recommendation: Approve – Motion Required**

**g. Research-Based Professional Development –National Board PD School**

In January, school districts across the state were offered an opportunity to join ISBE in an excellent professional development opportunity, and 14 Teachers from Big Hollow have committed as a cohort for next year. A trained National Board Certified Teacher (NBCT) will facilitate this school-based cohort. There will be 12 – 2-hour professional development sessions throughout the school year on our campus. The ultimate goal is to enhance performance and impact students throughout the District. When finished, this cohort of teachers will be well on their way to being National Board certified if they choose to pursue it. This program is being funded primarily through a subsidy from ISBE. The District portion will be paid through Title I/II funding.

Exhibit 17 is a document outlining the full scope of the program.

**h. Update on the sale of the Route 12 property**

Exhibit 18 consists of a letter giving Big Hollow District 38 notice that the purchaser has elected to terminate the agreement.

**i. Discussion on joint Board meeting with Gavin District #37, Fox Lake District #114, and Grant Community High School District #124**

Superintendents from each district have been meeting on a regular basis to discuss how services can better be shared amongst the different school districts. We are now working on setting up a joint board meeting to further discuss with each board the possibility of conducting a Shared Services Feasibility Study.

**j. Information regarding the 2016 IASB Delegate Assembly**

Exhibit 19 is an invitation to submit a resolution to be considered by the IASB delegate Assembly during the IASB Conference November 18-20, 2016. Please contact Vivian

Kueter, our IASB Delegate, or Mr. Gold if you would like to submit a resolution for consideration. The deadline for submission is June 22, 2016.

### **Item 9 –Other Action Items**

#### **a. Approve bus leasing agreement**

**Exhibit 20** is the bus lease agreement for 18 -72 passenger buses.

**Exhibit 21** is the bus lease agreement for 3 -28 passenger buses.

**Recommendation: Approve – Motion Required**

#### **b. Approve the purchase of bus radios**

**Exhibit 22** consists of a quote from RadiLink Inc. This quote includes the installation of a new repeater that will be installed on our existing antenna. We would receive 21 used Motorola radios for the buses and 2 portable radios that can be used for dispatching.

**Exhibit 23** consists of a quote from RadiLink Inc. which includes the purchase of all new equipment.

**Exhibit 24** consists of a quote from DigiTalk. This quote includes a price (\$17,453) for all new equipment for a system that is similar to the system quoted by RadiLink. A second quote is included which consists of equipment which would connect to their Diga-Talk Wide Area Network. The setup cost is lower (\$15,985), however there is an annual fee that will run between \$4000 - \$5000.

**Recommendation: Approve the quote from RadiLink which includes the purchase of 21 used radios and the supporting system for an estimated cost of \$10,329. – Motion Required**

#### **c. Employment Recommendations**

**Exhibit 25** Approve the request for family medical leave for Bonnie Ohm for a total 4-6 weeks. The start date will be April 18, 2016.

**Recommendation: Approve – Motion Required**

**Exhibit 26** Approve the employment of Cassandra D’Addeo as the School Counselor for the Middle School, effective August 16, 2016.

**Recommendation: Approve – Motion Required**

**Exhibit 27** Approve the employment of Cori Dudakiw-Warrick as the Middle School Social Worker, effective August 16, 2016.

**Recommendation: Approve – Motion Required**

**Exhibit 28** Approve the employment of Lolita Christensen as the Assistant District Secretary, effective April 29, 2016.

**Recommendation: Approve – Motion Required**

**Exhibit 29** Approve the employment of Joseph Doninger as the Transportation Coordinator, effective May 2, 2016.

**Recommendation: Approve – Motion Required**

**Exhibit 30** Approve the position change of Kira DeNovo from 3<sup>rd</sup> grade Special Ed to Sped K-2, effective August 22, 2016.

**Recommendation: Approve – Motion Required**

**Exhibit 31** Approve the position change of Jane Wiorkowski from Middle School CCIP to Special Education Teacher, effective August 22, 2016.

**Recommendation: Approve – Motion Required**

**Exhibit 32** Approve the maternity leave request from Stephanie Snelten, Middle School Social Worker, effective April 11, 2016.

**Recommendation: Approve – Motion Required**

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

- Accepted a resignation from Kristy Hurckes as the Middle School Technology Teacher, effective May 26, 2016 (end of the 2015-2016 school year).
- Accepted a resignation from Heather Wick as Student Council Advisor, effective May 26, 2016 (end of the 2015-2016 school year).
- Accepted a resignation from Jennifer Wittum as Student Council Advisor, effective May 26, 2016 (end of the 2015-2016 school year).
- Accepted a resignation from Lucie Cipriano as the Middle School Secretary, effective July 2, 2016.
- Accepted a resignation from Donna Putzell as the Human Resource Assistant, effective May 2, 2016.

#### **Item 11 –Informational Items**

**a. Freedom of Information Act (FOIA) Requests**

- a. None to report this month

**b. Monthly Reports for the Board**

- a. **Exhibit 33** Principal's Report
- b. **Exhibit 34** Special Services Report
- c. **Exhibit 35** Technology Report
- d. **Exhibit 36** Lunch Program Report

**c. Administrator Meeting Agendas**

- a. **Exhibit 37** Agenda for March 2016
- d. The next regularly scheduled Board meeting will take place on Monday, May 9, 2016 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**