

# Big Hollow School District #38 Ingleside, IL 60041

## REGULAR BOARD OF EDUCATION MEETING MINUTES

Monday, November 13, 2017-6:00 p.m.-Big Hollow Middle School Library

1. Call to Order:

The regular meeting of the Board of Education was called to order at 6:00 p.m. on Monday, November 13, 2017 at the Big Hollow Middle School Library.

Roll Call:

The following members were in attendance: Cernuska, Enters, Kueter, Lyons, Mazur, Pedersen, Plescia

The following members were absent: None

The following administration were present: Gold

2. Pledge of Allegiance:

The Pledge of Allegiance was recited.

3. Motion to move to Closed Session:

A motion was made by Cernuska and seconded by Pedersen to move to closed session.  
Motion carried.

Aye: Cernuska, Pedersen, Enters, Kueter, Lyons, Mazur, Plescia

Nay: None

4. Resume to Open Session:

Open session began at 7:00 p.m.

The following administration were present: Gold, Pittman, Dzik, Whipple, Steinseifer, Meek, Munoz

5. Added Items/Approval of the Agenda:

A motion was made by Kueter and seconded by Enters to approve the agenda.  
Motion carried.

Aye: Kueter, Enters, Cernuska, Lyons, Mazur, Pedersen, Plescia

Nay: None

6. Academic Spotlight:

Sofia Mantzoukis, BHSD Bilingual Teacher, led our students through a cultural journey into Hispanic Heritage month. Her class represented Mexico with a Polka (dance) from the northern part of Mexico (Monterrey) called "El Cerro de la Silla" and sang a traditional folkloric song called "Los Colores".

7. Athletic Accomplishment Recognition:

The Big Hollow Board of Education recognized Aly Negovetich for her recent 2<sup>nd</sup> place finish in the Illinois Elementary School Association (IESA) Cross Country Class 3A State Finals. Aly ran the 2-mile race in a time of 11:05.2. This was the 2<sup>nd</sup> fastest time ever run in the history of the IESA State Cross Country meet.

8. Approve Consent Agenda Items:

The consent agenda items were discussed.

A motion was made by Mazur and seconded by Pedersen to approve the consent agenda items. Motion carried.

Aye: Mazur, Pedersen, Enters, Kueter, Lyons, Plescia, Cernuska

Nay: None

9. Public Comments:

There were no public comments.

10. Superintendent's Report:

a. Monthly Board Policy review

Sections 7:60-7:100 were reviewed.

b. School Report Card Presentation

State law requires that the School Report Cards be reviewed during a school board meeting and said review recorded in the board minutes. We will email students' parents the link to the online school report card for our District (<http://www.illinoisreportcard.com/>) as well as a PDF copy of the report cards for each school. Copies of the report cards will also be mailed home to parents who have requested not to receive electronic communication. The District, Primary, Elementary and Middle School Report Cards were presented and reviewed by the Board. Whipple and Dzik also explained data in regards to their respective buildings.

c. Health/Life Safety Annual Inspection Report

The Health/Life Safety Annual Inspection Report and the letter of response that was sent back to the Lake County ROE were presented and discussed.

d. Immunization Update

BHSD had 32 students that were not in State compliance as of October 31, 2017 (29 – Primary, 0 – Elementary, 3 – Middle). The Illinois State Board of Education requires at least 90% compliance. As of this date, 99.5% of students are in compliance. A big thank you goes out to our three school nurses for their work on this matter.

e. Curriculum Director Update

Our BHSD Director of Curriculum, Barb Steinseifer, presented an update to the Board on recent work completed as well as a 2-year vision for curriculum, instruction and assessment.

f. Food Service Report

The 2017-2018 financial report summary for the food service program was reviewed.

g. Staffing Plan Timeline for SY 18-19

The Staffing Plan Timeline for SY 18-19 was exhibited.

h. PRESS Update

IASB PRESS Plus policy revision recommendations from the July, 2017 issue were presented for approval on the second reading.

A motion was made by Mazur and seconded by Cernuska to approve the IASB PRESS Plus policy revision recommendations on the Second Reading.

Motion carried.

Aye: Mazur, Cernuska, Kueter, Lyons, Pedersen, Plescia, Enters

Nay: None

i. Registration payment update

An update on 2017-2018 registration fee collection as of November 1<sup>st</sup>, as well as an update on the collection of late registration fees for 2016-2017 was presented. Ways to collect past due registration fees were discussed.

j. Warrior Workshop Recap

On Thursday, October 19, 2017 we hosted an evening titled “Warrior Workshops”, which included one hour informational sessions for parents. Presented were a summary of the presentations that were offered, attendance information for the workshops, and results from a survey that was given to participants.

k. Grants recently received by BHSD 38

The following grants were recently received by BHSD 38:

a. Lake County Regional Office of Education Scholarship

In September, Christine Arndt applied for a \$1500 scholarship to the Lake County ROE which could be used to send a Big Hollow team to the Raising Student Achievement Conference in St. Charles, Illinois. Last month, we were informed that Big Hollow has been awarded the scholarship. We will be sending a team of teachers along with one administrator to this conference in December, and we look forward to the information they will bring back to the district. This is the 3<sup>rd</sup> year in a row that we have been awarded this scholarship.

b. Melissa Vosburg Books Build Brains Grant

Mrs. Connolly wrote a short essay and received \$500 to spend on literacy including books, reading area accessories, and classroom library materials. She plans to use the money to build up the 3<sup>rd</sup> grade non-fiction collection including poetry, informational text, and reference materials.

c. Site-Based Staff Development Reimbursement

The district received a site-based staff development reimbursement in the amount of \$1,500 from the Lake County Regional Office of Education.

l. Recognition of BHSD staff donations

Each year, the Big Hollow staff chooses to donate money to a charitable cause, with those who donate being allowed to wear jeans each Wednesday and Friday. This year, the staff sent a check for \$1,675 to the Lupus Foundation of America. The staff will also be sponsoring \$500 scholarships to two selected Grant High School seniors who were previous Big Hollow students at the conclusion of this school year.

m. Approve the Board Agreements that were developed at the Starting Right- Board Self Evaluation Workshop

On November 6<sup>th</sup>, the BHSD Board of Education participated in a self-evaluation workshop provided by Barbara Toney, IASB Field Services Director. This was a 3-hour training focusing on how our Board can be most effective as a governing team. A list of Board agreements that were developed during the workshop was presented.

A motion was made by Cernuska and seconded by Enters to approve the Board Agreements that were developed at the Starting Right-Board Self Evaluation Workshop.

Motion carried.

Aye: Cernuska, Enters, Lyons, Mazur, Pedersen, Plescia, Kueter

Nay: None

n. Recognition of School Board Members Day—November 15, 2017

Big Hollow School District 38 is joining communities throughout the State to say “thank you” to local board members on November 15, 2017. The date is officially designated each year as School Board Members Day in Illinois to recognize these public servants for their commitment and contributions to our public schools.

11. Other Action Items:

a. Adopt Estimated Tax Levy for 2017

The background information in regards to the 2017 tax levy and the resolution were presented and discussed.

A motion was made by Cernuska and seconded by Pedersen to adopt the Tax Levy 2017 resolution.

Motion carried.

Aye: Cernuska, Pedersen, Mazur, Plescia, Enters, Kueter, Lyons

Nay: None

b. Employment Recommendations

Employment Report:

- Approve the employment of Maria Trujillo as 8 Hour Food Service Worker effective 10/16/2017.
- Approve the employment of Laranda Parker as 20 Hour Bus Driver, pending licensure, effective November, 2017.
- Approve the Personnel Change for Janice Hoffman from Food Service Substitute to 5 Hour Food Service Worker effective 10/25/2017.

- Approve the Personnel Change for Daniel Jimenez from 40 hours per week Food Service Worker to 16 hours per week Food Service Floater effective 10/26/2017.

FMLA Requests:

- Approve the FMLA request from Chris Jackowiak for paternity leave 03/12/2018-04/06/2018.
- Approve the FMLA request from Jennifer Prostka for six weeks to begin 04/09/2018 and end tentatively 5/18/2018, depending on doctor recommendation or any other unforeseen circumstance.

A motion was made by Plescia and seconded by Cernuska to approve the Employment Report.

Motion carried.

Aye: Plescia, Cernuska, Pedersen, Enters, Kueter, Lyons, Mazur

Nay: None

12. Resignations Accepted:

There were no resignations for the month of October.

13. Informational Items:

a. Freedom of Information Act (FOIA) Requests

There were no FOIA requests in October.

b. Monthly Reports for the Board

Administrator, Meal Program and Monthly Attendance reports were presented.

c. Meeting Agendas

Meeting agendas for the October Administrator meetings and the Citizen's Advisor Council meeting were presented.

d. The next regularly scheduled Board meeting will take place on Monday, December 11, 2017 with closed session beginning at 6:00 p.m.

14. Motion to move to closed session:

Closed session not needed.

15. Return to Open Session:

Not needed.

16. Take any necessary action following closed session regarding minutes, employment of personnel, resignations, terminations or leaves of absence:

None

17. Adjournment:

A motion was made by Enters and seconded by Cernuska to adjourn the meeting.

Motion carried.

Aye: Enters, Cernuska, Plescia, Kueter, Lyons, Mazur, Pedersen

Nay: None

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Board of Education President  
Big Hollow School District #38

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Board of Education Secretary  
Big Hollow School District #38