

Big Hollow School District #38 Ingleside, IL 60041  
Board of Education Regular Minutes  
November 17, 2014 – Big Hollow Library  
6:00 p.m. Closed Session  
7:00 p.m. Open Session

**OFFICIAL MINUTES**

Guests: Dawn Lucas, Kim Christesen, Heidi Gale, Britt Axelsson, Nancy Ward, Eric Wolters, Julie Castetter, LaDon Schneider, Jamie Plumeri, Deb Johnson, Vickie Gallichio, Christine Geary, Sarah Storaasli, Ron Pazanin

- 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” Jim DeVito, Heather Janquart, Vivian Kueter, Kristina Lancaster, Kevin Lyons, Doug Pedersen
- D. Added Items/Approval of Agenda: A motion was made by Kristina Lancaster and seconded by Doug Pedersen to approve the agenda. Upon roll call vote the motion passed. 7 ayes, 0 nays.  
Aye: Kristina Lancaster, Doug Pedersen, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur  
Nay: None
- 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 Jim DeVito. Upon roll call vote the motion passed. 7 ayes, 0 nays. (6:01 p.m.).  
Aye: Kevin Lyons, Jim DeVito, Heather Janquart, Vivian Kueter, Kristina Lancaster, Doug Pedersen, Julia Mazur  
Nay: None  
Board member Kevin Lyons exited 6:51 p.m.
- F. Return to Open Session: A motion was made by Jim DeVito and seconded by Kevin Lyons to return to open session. Upon roll call vote the motion passed. (7:00 p.m.)  
6 ayes, 0 nays.  
Aye: Kevin Lyons, Jim DeVito, Heather Janquart, Vivian Kueter, Kristina Lancaster, Doug Pedersen  
Nay: None
- G. Consent Agenda:
  - 1. Approval of the Minutes of the October 17, 2014 Special School Board Meeting.

2. Approval of the Closed Session Minutes of the October 17, 2014 Special Board Meeting.
3. Approval of the Minutes of the October 20, 2014 Regular Board Meeting.
4. Approval of the Closed Session Minutes of the October 20, 2014 Regular Board Meeting.
5. Approval of the Minutes of the October 27, 2014 Special Board Meeting.
6. Approval of the Closed Session Minutes of the October 27, 2014 Special Board Meeting.
7. Approval of Bills and Payroll for October/November 2014.
8. Approval of Activity Account October/November 2014.
9. Approval of School Treasurer's Report for October 2014.

A motion was made by Vivian Kueter and seconded by Doug Pedersen to approve the Consent Agenda. Upon roll call vote the motion passed. 6 ayes, 0 nays.

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

Nay: None

H. Public Comments: Victoria Gallichio read a statement inquiring why the 2013-2014 audit was not posted on the school website. She provided the Board with copies of her statement.

I. Introductions of Guests/Presentations:

1. Kim Christensen, PTO President: Kim shared information about the Warrior Wishes Program. She thanked Dr. Demory for making a donation to pay for one year of dues.

The primary and elementary building collected 2,700 box tops. The Pancake Breakfast will be held on December 6. The band and choir will be performing and the debate/speech team will be there to assist. The book fair and craft fair will be open. Janet Longo will be catering the breakfast.

J. Reports:

1. Mrs. Janusz, Primary and Elementary Principal: Mrs. Janusz shared that the Nature Center event was well attended. The Cat-In-The-Hat came and read to the Kindergarten and First Graders. Stack-a-palooz-a will be taking place and well as Turkey Bingo.
2. Mrs. Christine Arndt, Middle School Principal: Mrs. Arndt shared that the Boys' Basketball teams are undefeated. The Art Show and Variety Show were well attended. The Middle School Play is this weekend. The Sixth grade participated in a Veterans' Day Assembly.

3. Mrs. Patricia Syens, Interim Chief School Business Official:
  - a) Tax Levy: The District's EAV has dropped 5.1%. She recommends 3% for the Levy.
  - b) Building and Facility Audit/Plan Document: A building and facility plan and district budget calendar prototype were shared with the Board. CSBO Mrs. Syens will be working with PMA regarding TAW's, more details to follow in December. Information regarding Senate Bill 16 was shared with the Board. The Board discussed posting information for parents on the website.
  - c) Traffic Study Gewalt Hamilton Engineers: Mrs. Syens inquired if the Board wanted to defer the study until next year. The Board would like to continue with the study.
  - d) Disposal of Property: Mr. Pillow has had all the lights that were burnt out in the parking lot replaced. There are two non-working tractors that need to be disposed of. It will be advertised for anyone interested in the tractors contact Mr. Pillow.
  
4. Dr. Demory, Superintendent
  - a) Good Things Happening for Students: Vision and Hearing were completed for students in the District. Dr. Demory thanked Karen Simon and Heidi Gale for a job well done. The PE newsletter was nicely done. Dr. Demory thanked teachers, staff and the administration team for their enthusiasm working with PBIS. Dr. Demory shared that when the Veterans were walking down the hallway the middle school students were applauding them.
  - b) Agreement between Board of Education and Big Hollow Federation of Teachers. Dr. Demory thanked the School Board and the Teacher's Union.
  - c) FOIA Request: Dr. Demory shared the FOIA request from IEA/NEA Libertyville Regional Office regarding non-certified payroll and positions with the Board.
  - d) Enrollment Update: Dr. Demory shared District enrollment of 1797 students as of November 1, 2014.
  - e) Title I School Parental Involvement Policy: The Board reviewed the proposed Title I School Parental Involvement Policy.
  - f) School Board Policy Complaint Managers: Dr. Demory proposed adding Mr. Eric Wolters as one of the Complaint Managers for the District.
  - g) Food Service: Food Director Janet Longo shared that we are serving 900 meals a day. She is proposing a breakfast program for next year. She is asking if she can look researching a breakfast program for the District.
  - h) Technology Update: Educational Technology Director Donelle Staples presented a power point regarding the interactive projectors. Copies of the power point were provided to the Board members.

Board member Kevin Lyons arrived at 7:49 p.m.

There are 6 mobile cart solutions that are the last items to be installed. Mrs. Staples shared her proposal for the Science rooms. She also shared information regarding the Special rooms in the primary, elementary and middle school. Additional areas included the conference rooms in each building and the middle school board room. The Middle school open pods could have interactive boards. There are six mobile carts that could be distributed where there would be two in each building. Mrs. Staples recommended Option 1. The Board asked for a cost breakdown of the options.

- i) PARCC Assessments: Mrs. Staples appealed the State regarding the number of grade levels that would be taking the PARCC assessment electronically or the paper/pencil version. The District doesn't have enough laptops for all the students to take the PARCC electronically. The Middle School will be taking the PARCC test electronically, while the Elementary School will be taking the paper/pencil version. The PARCC assessment window is from March 9 – April 3. We will be losing a week due to Spring Break. Mrs. Staples shared a tentative schedule for PARCC with the Board. Eight laptop carts will be utilized. The ninth laptop cart will be used as back-up and for small group testing.

The Raptor Security System is no longer in the foyer at the middle school. The system is jamming and not functional. Mrs. Staples would like to contact vendors to see what other systems are available.

The Board received a copy of the Help Desk Activity for the month.

- j) Transportation: Ron Brandt from Durham Transportation has contacted the District and has asked the Board to consider an extension of their contract. The Board would like to go out for bids for Transportation.
- k) Route 12 Property Update: Dr. Demory shared with the Board why interested parties that had picked up information regarding the sale of the property did not make an offer.
- l) Resolution Authorizing the Sale of Real Property:
- m) Resolution Authorizing the Engagement of a Licensed Real Estate Broker to Sell Real Property. The District has a couple of options regarding the property: 1) We can hold the property and put up a "For Sale" sign; 2) We can do a Resolution for the property and go through the process again.; or 3)The District can have a Resolution to engage a licensed real estate. The Board would like to put it up for sale on our own until the spring.

- n) Budget Reduction Committee Meeting – rescheduled until teacher contract is approved. After the teacher contract is approved, new dates and times for a budget committee meeting and Community Engagement meeting may be determined.
- o) Board Convention: The Board Convention is this weekend. Dr. Demory thanked the Board members for their dedication.

K. Business Recommended Action Items: Consider Motion To:

1. Approval of an Agreement between the Board of Education and the Big Hollow Federation of Teachers. A motion was made by Jim DeVito and seconded by Kevin Lyons to approve the Agreement between the Board of Education and the Big Hollow Federation of Teachers 2014-2015, 2015 – 2016, 2016 – 2017, 2017 – 2018. Upon roll call vote the motion passed. 7 ayes, 0 nays.  
Aye: Jim DeVito, Kevin Lyons, Heather Janquart, Vivian Kueter, Kristina Lancaster, Julia Mazur, Doug Pedersen  
Nay: None
2. Approve Disposal of Property – No Action Required.
3. Adopt Title I School Parental Involvement Policy.  
A motion was made by Julia Mazur and seconded by Doug Pedersen to adopt the Title I School Parental Involvement Policy. Upon roll call vote the motion passed. 7 ayes, 0 nays.  
Aye: Julia Mazur, Doug Pedersen, Jim DeVito, Heather Janquart, Vivian Kueter, Kristina Lancaster, Kevin Lyons  
Nay: None
4. Approve Assignment of Complaint Managers to School Board Policies 2:260, 5:20, and 7:20. A motion was made by Jim DeVito and seconded by Vivian Kueter to approve the assignment of Complaint Managers to School Board Policies 2:260, 5:20, and 7:20. Upon roll call vote the motion passed. 7 ayes, 0 nays.  
Aye: Jim DeVito, Vivian Kueter, Heather Janquart, Kristina Lancaster, Kevin Lyons, Julia Mazur, Doug Pedersen  
Nay: None
5. Resolution Authorizing the Sale of Real Property – No Action
6. Resolution Authorizing the Engagement of a Licensed Real Estate Broker to Sell Real Property – No Action

7. Approve Action from Closed Session

a) Employment:

A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the employment of Andrea Heiden, Kindergarten Teacher, effective November 6, 2014. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

A motion was made by Jim DeVito and seconded by Kristina Lancaster to approve the employment of Stephanie Snelton, Middle School Social Worker, effective November 12, 2014. Upon roll call vote the motion passed.

7 ayes, 0 nays.

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

Nay: None

A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve the employment of Patricia Bryant as Part Time 100 day Speech Pathologist for the 2014 – 2015 School Year, effective August 18, 2014. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

A motion was made by Julia Mazur and seconded by Kristina Lancaster to approve the resignation of Ryan Cramer, Paraprofessional, effective November 14, 2014. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

A motion was made by Jim DeVito and seconded by Julia Mazur to approve the resignation of Roseanne Aitken, Paraprofessional, effective November 14, 2014. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

A motion was made by Jim DeVito and seconded by Kevin Lyons to approve the posting for a full time school psychologist for the 2015 – 2016 School Year.

Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

A motion was made by Kristina Lancaster and seconded by Julia Mazur to approve the posting for a full time speech pathologist for the 2015 – 2016 School Year. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

A motion was made by Kevin Lyons and seconded by Jim DeVito to approve the request from Carrie Miller for FMLA/12 week Maternity leave with an estimated leave beginning in April 2015. Upon roll call vote the motion passed.

7 ayes, 0 nays.

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

Nay: None

A motion was made by Doug Pedersen and seconded by Julia Mazur to approve the request form Jennifer Neill for FMLA/12 week Maternity leave with an estimated leave beginning in April 2015. Upon roll call vote the motion passed.

7 ayes, 0 nays.

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

Nay: None

L. Closed Session – For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation and Negotiations. – Not Needed

M. Return to Open Session – Not Needed

N. Other/Comments/Announcements

- Special Board of Education Meeting December 2, 2014 (Superintendent Search)
- Special Board of Education Meeting December 3, 2014 (Superintendent Search)
- Special Board of Education Meeting December 8, 2014 (Superintendent Search)

- Items for the next Regular School Board Meeting/Levy Hearing on Monday, December 15, 2014 at 6:00 p.m. Closed Session/ 7:00 pm Open Session Big Hollow Middle School Library.

O. Adjournment

A motion was made by Julia Mazur and seconded by Vivian Kueter to adjourn the meeting at 8:48 p.m. Upon roll call vote the motion passed. A motion was made by Julia Mazur and seconded by Vivian Kueter to adjourn the meeting at 8:48 p.m. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

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Heather Janquart, President  
Board of Education

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Doug Pedersen, Secretary  
Board of Education