

Big Hollow School District #38 Ingleside, IL 60041

Board of Education Regular Minutes

December 12, 2016 – 6:00 pm – Big Hollow Library

1. Call to Order: The regular meeting of the Board of Education was called to order at 6:00 pm on Monday, December 12, 2016 at the Big Hollow School Library.

Roll Call: The following members were in attendance: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen

The following members were absent: None

The following Administration were present: Robert Gold

The following Guests were present: Jeff Bell, Michael Leschner from Remax Realty

2. Pledge of Allegiance: The Pledge of Allegiance was recited.
3. Motion to move to Closed Session: A motion was made by Kevin Lyons and seconded by Vivian Kueter to move to closed session. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen

Nay: None

Kevin Lyons exited closed session at 6:38 pm.

4. Return to Open Session: A motion was made by Julia Mazur and seconded by Vivian Kueter to return to Open Session. Motion Carried.  
Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen  
Nay: None

5. Added Items/Approval of the Agenda:  
A motion was made by Julia Mazur and seconded by Vivian Kueter to approve the agenda. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

6. Consent Agenda:

A motion was made by Doug Pedersen and seconded by Joe Cernuska to approve the consent agenda items. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

7. Public Comments:

There are no public comments at this time.

8. Superintendent's Report

a. Monthly Board Policy Review

No comments at this time.

b. PRESS Update

A few big changes to the Board policies received from Press Plus July and October issues were reviewed. The main changes are in the following policies:

- 2:125 - changes are regards to meal rates Board members receive per day while at a conference within the continental US. Rates should reflect the per diem rates as structured on the gsa.gov website.
- 5:260 – Changes are in regards to the policy wording in regards to Student Teachers
- 5:330 – Changes are in regards to Sick and Bereavement Leave, Vacation, and Holidays. Wording will be updated to reflect new Support Personnel handbook that was recently created.

Issue was raised about having policies reflect the usage of social media accounts (i.e. twitter, facebook). Ensure appropriate content is being posted and students pictures are not being posted if parents signed waiver against the usage the usage of pictures in media.

c. Custodial Services Bid

Custodial Services Bid went out in early December. There is a Pre-Bid meeting scheduled for December 15, 2016 at 10:00 am. Our current contract is with Citywide and is up for renewal at the end of June which is why we have started the bid process. We will also be looking to see if will be more economical to bring custodial services in house. This does not replace our current daytime custodial/maintenance staff.

d. IMPACT Grant

Congratulations to Linda Merrill for being awarded the IMPACT Grant. Funds from this grant will be used to purchase jumping equipment for Primary and Elementary PE participation in Jump Rope for Heart.

9. Other Action Items

a. Approve Tax Levy Resolutions and the Certificate of Tax Levy for 2016

A motion was made by Julia Mazur and seconded by Joe Cernuska to approve the Tax Levy Resolution, Resolution to Levy Special Services Taxes for SEDOL IMRF and Certificate of Tax Levy for 2016. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

b. Approve the Asthma Action Plan

The Asthma Action plan complies with Public Act 99-0843 and discusses providing assistance to students experiencing asthma episode symptoms of wheezing, coughing, shortness of breath, chest tightness, and/or breathing difficulty.

A motion was made by Doug Pedersen and seconded by Julia Mazur to approve the Asthma Action Plan. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

c. Employment Recommendations

A motion was made by Doug Pedersen and seconded by Vivian Kueter to approve the December employment report. Motion Carried

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

**Item A** Approve the employment of Chuck Kramer as Middle School Lunch Monitor for the 2016-2017 School Year.

**Item B** Approve the employment of Lauren Kistler as .5 FTE 7th Grade ELA/Soc. Studies Teacher for the 2016-2017 School Year.

**Item C** Approve the employment of Mary Lavanholi as Primary Lunch Monitor for the 2016-2017 School Year.

**Item D** Approve the retirement of Robin Jensen effective end of the 2020-2021 School Year.

10. Resignations Accepted

The following resignations were accepted during the month of October:

- Nicolle Deacon as Substitute Lunch Monitor, effective November 30, 2016.

11. Informational Items

a. Freedom of Information Act (FOIA) requests

- A FOIA request was submitted on November 19, 2016 and has been completed.
- A FOIA request was submitted on December 1, 2016 and has been completed.
- A FOIA request was submitted on December 7, 2016 and has been completed.

b. Monthly Reports for the Board

No comments at this time.

c. Administrator Meeting Agendas

No comments at this time.

d. The next regularly scheduled Board meeting will take place Monday, January 9, 2017.

12. Adjournment

A motion was made by Julia Mazur and seconded by Joe Cernuska to adjourn the meeting. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

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Heather Janquart, President  
Board of Education

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Doug Pedersen, Secretary  
Board of Education