

Big Hollow School District #38 Ingleside, IL 60041

Board of Education Regular Minutes

December 14, 2015 – 6:00 pm – Big Hollow Library

1. Item I - Call to Order: The regular meeting of the Board of Education was called to order at 6:00 pm on Monday, December 14, 2015 by Heather Janquart at the Big Hollow School Library.

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

The following members were absent: Jim DeVito, Julia Mazur

The following Administration were present: Robert Gold

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, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen

Nay: None

4. Return to Open Session: A motion was made by Kevin Lyons and seconded by Vivian Kueter to return to Open Session. Motion Carried.

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

Nay: None

5. Added Items/Approval of the Agenda:  
Change to the agenda in Item 9, Section E: Change the employment date for Scott Whipple from January 4, 2017 to January 4, 2016.

A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the agenda. Motion Carried.

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

Nay: None

6. Consent Agenda:

Recommend commission service – RFP for Lighting Upgrades – Performance Contracting

A motion was made by Vivian Kueter and seconded by Kevin Lyons to approve the consent agenda items. Motion Carried.

Aye: Joe Cernuska, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen  
Nay: None

7. Public Comments:

No public comments at this time.

8. Superintendent's Report

Janquart asked about policy 2:125 that states meal charges are not to exceed \$25/day – is this an IRS guideline or are there updated numbers? Mr. Gold will research.

**Item 8 – Section B**

Information regarding Kindergarten Screening will be posted in the Daily Herald. In addition 10 signs/banners have been purchased and will be placed in various areas around the community.

Mazur suggested also contacting local area pre-schools.

**Item 8 – Section C**

Mr. Gold would like to establish a Citizen's Advisory Council. The purpose of this council is to bounce ideas, discuss initiatives, provide information on the school and how it works, and inform the community about what is going on within our district. This council would consist of 3 Primary School Parents, 3 Elementary School Parents, 3 Middle School Parents, 2 District Residents, 2 Parents At-Large, and 2 Middle School Students.

Kueter asked for explanation of the 2 Parents At-Large. Mr. Gold indicated the 2 Parents At-Large would be those who would fall into one of the other categories but those categories have already been filled to capacity. The 2 Parents At-Large would allow for us to invite 2 more individuals into the council.

Mr. Gold would facilitate this committee and it would start next year.

**Item 8 – Section D**

Linda Merrill was awarded the IMPACT Grant which she will use to purchase 115 new pedometers. This will allow for the primary/elementary schools to use the pedometers on the same day. The pedometers will be used for goal setting, incorporate math, keeping track of their steps throughout the year.

9. Other Action Items

**Approve Tax Levy Resolutions and the Certificate of Tax Levy for 2015**

A motion was made by Julia Mazur and seconded by Kevin Lyons to approve the Tax Levy Resolutions and the Certificate of Tax Levy for 2015. Motion Carried.

Aye: Joe Cernuska, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen  
Nay: None

**Approve the Issuance of Tax Anticipation Warrants**

A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve Issuance of Tax Anticipation Warrants. Motion Carried.

Aye: Joe Cernuska, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen  
Nay: None

**Approve the 2016-2017 Transportation Management Plan for BHSD38**

Discussion regarding details about bringing bus transportation in-house. Plan would include:

- hiring our own drivers (including 1 full time lead driver)
- leasing our own buses (18 buses would allow for 1 extra in case a bus breaks down)
- building parking lot structure near storage shed to park buses

Lyons asked if leasing our own buses would help out with field trip costs. Mr. Gold replied that it would.

Kueter asked if we anticipate it being hard to find drivers. Mr. Gold replied yes but I am optimistic that we will find qualified drivers.

A motion was made by Joe Cernuska and seconded by Kevin Lyons to approve the 2016-2017 Transportation Management Plan for BHSD 38.

Aye: Joe Cernuska, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen  
Nay: None

**Approve agreement with Legat Architects to prepare bid specifications for the construction of a bus parking lot near the current storage building south of Big Hollow Middle School**

Ted, a representative from Legat Architects presented information and pricing for constructing a bus parking lot near the current storage building south of Big Hollow Middle School. Any construction done now would be designed to accommodate future growth. It would take approximately 7 months to complete the project and would be done before next school year.

A motion was made by Doug Pedersen and seconded by Joe Cernuska to approve the agreement with Legat Architects to prepare bid specifications for the

construction of a bus parking lot near the current storage building south of Big Hollow Middle School.

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

Nay: None

### **Employment Recommendations**

- A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the employment of Barb Brown as Primary School Paraprofessional, effective November 23, 2015. Motion Carried.

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

Nay: None

- A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the employment of Scott Whipple as the Assistant Principal at Big Hollow Primary/Elementary, effective January 4, 2016.

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

### 10. **Resignations Accepted**

The following resignations were accepted in the month of October:

- Anastasia Baerlin, full time paraprofessional, effective December 10, 2015. This is a change from previous resignation date of December 18, 2015.
- Laura Snyder, Big Hollow Honor Society Sponsor, effective November 17, 2015.
- Lisa Wodek, Assistant Principal Primary/Elementary, effective November 18, 2015.

### 11. **Informational Items**

#### **Big Hollow School Mascot**

Student Advisory Council has announced the new Big Hollow Mascot will be a wolf. Try-outs were held and 4 people were chosen to wear the mascot costume. A wolf costume had been purchased and tweaks will be made to make the costume tailored to Big Hollow Spirit. The plan is to have the mascot appear at sporting events and assemblies to promote school spirit.

Ideas to jazz up the wolf costume included the wolf wearing a Big Hollow sports jersey with the name Warrior on the back. The wolf should be named Warrior to tie-in with the schools name, Big Hollow Warriors.

#### **Freedom of Information Act (FOIA) Requests**

A FOIA request was submitted on November 10, 2015 requesting information for total income & expenses of the food service program. This request has been fulfilled.

A FOIA request was submitted on November 6, 2015 requesting 8 different pieces of information in regards to student records. This request has been fulfilled.

**Monthly Reports for the Board**

Cernuska asked question regarding the Tech report – what was the direction for purchasing the surface pros. Mr. Gold replied the surface pro computers were purchased out of the Title 1 dollars from last year which had to be used by the end of June. The surface pro computers are currently being used in the elementary classrooms for Title I purposes. There will be no more surface pros going in. We are looking into purchasing Chrome books as they are less expensive than Surface Pros.

**Board Meeting**

The next Board meeting will be held on Monday, January 11, 2016 with closed session beginning at 6:00 pm.

12. Adjournment: A motion has been made by Joe Cernuska and seconded by Vivian Kueter to adjourn the meeting. Motion Carried

Aye: Joe Cernuska, Heather Janquart, Vivian Kueter, Kevin Lyons, 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