

Big Hollow School District #38, Ingleside, IL 60041

Board of Education Regular Meeting – Monday, December 2, 2013

**Official Minutes**

Big Hollow School Library

Guests: Jolie Misek, Kelly Himmelpach, Kim Christesen, LaDon Schneider, Gretta Adams, Amy Gunsaulus, Lenayn Janusz, Richard Engstrom, Sophia Rogalevich

- A. Call to Order: Vice-President Heather 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” Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen  
Administration Present: Dr. Christine Demory, Christine Arndt
- D. Added Items/Approval of Agenda: A motion was made by Julia Mazur and seconded by Vivian Kueter to approve the agenda. Upon roll call vote the motion passed. 4 ayes, 0 nays.
- E. Closed Session: For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation and Negotiations. A motion was made by Doug Pedersen and seconded by Julia Mazur. Upon roll call vote the motion passed. 4 ayes, 0 nays. (6:01 p.m.)  
  
Aye: Doug Pedersen, Julia Mazur, Heather Janquart, Vivian Kueter  
Nay: None
- F. Return to Open Session: A motion was made by Doug Pedersen and seconded by Vivian Kueter to return to Open Session. Upon roll call vote the motion passed. 4 ayes, 0 nays.  
Aye: Doug Pedersen, Vivian Kueter, Heather Janquart, Vivian Kueter  
Nay: None
- G. Consent Agenda:
  - 1. Approval of the Minutes of the November 23, 2013 Committee of the Whole Meeting.

2. Approval of the Minutes of the November 18, 2013 Regular Board Meeting
3. Approval of the Minutes of the November 18, 2013 Regular Board Meeting Closed Session
4. Approval of bills for November/December 2013

A motion was made by Julia Mazur and seconded by Vivian Kueter to approve the Consent Agenda. Upon roll call vote the motion passed. 4 ayes, 0 nays.

Aye: Julia Mazur, Vivian Kueter, Heather Janquart, Doug Pedersen  
Nay: None

H. Public Comments: There were no Public Comments.

I. Introduction of Guests/Presentations

1. Doreen Lenderman, PMA Levy Presentation

Ms. Lenderman shared with the Board a copy of her Power Point Presentation. The first chart shared Revenue Assumptions – Property Taxes. For the 2013 levy we are using the 2012 December to December CPI assumption which is 1.7%.

Equalized Assessed Evaluation (EAV) will be finalized in late March/early April.

Revenue Assumptions – General State Aid: It would stay at the 6,119 per student. The 2012 Entitlement funded at 95%; 2013 funded at 89%; 2014 funded at 88.7%; Future years assume 80% funding.

Staffing and Enrollment Assumptions: Would stay status quo.

2014 Expenditures by Object:

- \*Salaries – 58.3%
- \*Benefits – 5.3%
- \*Purchased Services – 23.7%
- \*Supplies and Materials – 6.1%
- \*Other Objects – 6.6%
- \*Non-Capitalized Equipment – 0.0%

Expenditure Assumptions:

Salaries: Certified staff with current contract through 2014. Fiscal year 2015 – 2019 subject to negotiations. Other staff /service assumptions calculated at 2% increase per year.

Benefits: Flex benefits were held flat.

Projected two year General State Aid increase of 8.5% and 21.5%. If General State Aid does not increase, expenditures would exceed revenues.

Fund 60 is not included in the projections.

J. Reports

1. Superintendent Report

a) Good Things Happening for Students

- Fine Arts Boosters Update: Heather Janquart shared that the holiday band concert will be on December 17. During the Fine Art Boosters' Auction Dinner held in the Spring of 2013, a designated Middle School Parking Space, with approval from the Superintendent, was auctioned / awarded to a parent for a period of one year. This highly desirable auction item will again be offered during the Fine Arts Dinner Auction scheduled for February 21, 2014.
- Heather Janquart expressed appreciation to Wells-Fargo for their generous donation to the Fine Art Booster Club.
- PTO: Kim Christesen shared that the Holiday Breakfast is scheduled for Saturday, December 7, 2013 from 8 – 11 a.m. Activities include breakfast, a craft fair, choir performance, kid crafts, raffle items, and visits with Santa. In addition, all proceeds from a Lego Land Center Kit raffle will be donated to the Alex Lancaster Scholarship Fund.
- Dr. Demory shared that the Big Hollow Basketball team had their last home game and expressed appreciation to all coaches and staff who offer their talents to support, teach, and lead students with the various and many extra-curricular opportunities. In addition, appreciation was expressed to the parents and community for supporting children in keeping actively engaged in extra-curricular activities.

b) Title 1 – Update: Last year the District received \$102,293 from Title Grant. Eighty students benefitted from the program. Title II Grant funds were used to reduce class size. 2012-2013 - Kindergarten: 2013-2014 - First Grade.

c) Enrollment and Transportation information: Currently two Kindergarten students attend Kindergarten for half day of instruction. Beginning January 2014, one student will attend Kindergarten for half day of instruction. There is no mid-day transportation for Kindergarten. Early Childhood special education students are provided with bus service. Transportation to two additional day care facilities were accomplished by re-routing, without additional miles to the bus route.

d) Technology:

- In August 32 lap tops were purchased at \$19,649.00
- In October 32 lap tops were purchased at \$19,649.00
- LCD projectors – received estimates
- Board members would like more information on the cost of the LCD projectors.
- The District has not yet received an invoice for staff use of technology that compromised the district's technology infrastructure.

e) Employment Services:

History of unemployment claims

- 2011 – 2012                      \$101,126.00

- 2012 – 2013                      \$32,622.00
- 2013 – 2014                      \$42,741.00

f) Financial Resolution: (Proposed Statements)

*“The projected, combined fund balances for the four funds of Education, Building, Transportation, and Retirement (excluding any early tax monies) at the beginning of any fiscal years shall be equal to approximately 25% of the average of the total expenditures for the two previous fiscal years which has most recently closed”.*

g) Bond Update: Dr. Demory provided the Board members with a copy of following statements she read aloud.

*The Board and administration are currently discussing strategies to undertake and actively seek community input through the use of surveys. These surveys are intended to determine which programs or curricula the District should maintain and which ones it should eliminate to improve its operation and deal with its structural deficit.*

*The District does not expect that a declining EAV will have an adverse impact on its ability to levy approximately the same amount of property taxes as were extended in 2012.*

Board Vice-President Heather Janquart asked if the Board will see a copy of the survey. She said that they will. Board member Julia Mazur asked if the survey could be provided on line and an e-mail blast sent to parents. It was suggested to link the survey to the Grant Township website.

h) Board of Education Meeting Dates and Location: The Board discussed the pros and cons of moving the School Board meetings from the library to the MS Activity Room across from the MS Cafeteria. It was suggested to acquire a microphone(s) to utilize in the library so that the audience can hear the Board members as they talk.

Dr. Demory shared, with the Board, a list of all the planned School Board Meetings for the 2013 – 2014 school year. The Board discussed going back to just one School Board meeting a month. It was discussed that any requests for a Board meeting that will take more than 30 minutes needs to be brought to the entire School Board. It was suggested to add Future Agenda Items to the agenda. The Board members were polled; the current location and dates will remain the same.

i) Board Convention: Vice-President Heather Janquart shared that the meeting with PMA, BMO, Vickie Gallichio, Dr. Demory and Rick Engstrom went well. They understood that the Board recognized the deficit and are committed to eliminating/reducing the deficit. Vice-President Heather Janquart shared that Board President Vickie Gallichio shared that she felt the Board was united.

Board member Vivian Kueter shared information about Board Book. The program has a fee of \$2,000 a year, which includes training and free technological support.

Dr. Demory could use it to send weekly updates to the Board. The program includes an all word search, sticky notes and highlighting. Board members would just need a log-in to access the program. Board Book will be added to the next agenda as an action item.

Board member Vivian Kueter also attended the Delegate Assembly. She shared that there was an item that they had on the Consent Agenda that was removed, discussed but then still voted on separately.

Board member Julia Mazur attended a session of Employment and PERA committees. She also attended a session of Safe and Healthy Schools.

Board member Doug Pedersen attended a session on Pension reform. Take away topics: changes / impact of the General State Aid formula, how the Tax Cap hinders School Districts, and importance for Board of Educations to know / understand employment contracts and impact of pension reform.

Vice-President Heather Janquart and President Gallichio visited the John Charles Haines Elementary School, a technology / student-centered school with inclusive and blended programing and instruction.

Board member Vivian Kueter shared School Board Policy 2:140. The Board members want all the same information. If there is an e-mail sent to the Superintendent by one Board member, the reply should be sent to all Board members.

Board member Julia Mazur inquired if the School Board Policy Manual is posted on the school website. It is posted under Board of Education on the website.

K. Business Recommended Action Items: Consider Motions To:

1. Approve Board Minutes as presented (approved earlier in Board meeting)
2. Approve financial documents as presented (approved earlier in Board meeting)
3. Closed Session Minutes

A motion was made by Vivian Kueter and seconded by Doug Pedersen to approve the Closed Session School Board Minutes. Upon roll call vote the motion passed. 4 ayes, 0 nays.

Aye: Vivian Kueter, Doug Pedersen, Heather Janquart, Julia Mazur

Nay: None

4. Approve Actions From Closed Session
  - a) Employment

A motion was made by Julia Mazur and seconded by Vivian Kueter to approve hiring Margaret Abushamma – Primary Paraprofessional at \$9.00 an hour. Upon roll call vote the motion passed. 4 ayes, 0 nays.

Aye: Julia Mazur, Vivian Kueter, Heather Janquart, Doug Pedersen

Nay: None

A motion was made by Doug Pedersen and seconded by Julia Mazur to approve hiring Lucie Cipriano – Middle School Secretary at \$9.00 an hour. Upon roll call vote the motion passed. 4 ayes, 0 nays.

Aye: Doug Pedersen, Julia Mazur, Heather Janquart, Vivian Kueter  
Nay: None

A motion was made by Julia Mazur and seconded by Heather Janquart to approve the FMLA for Katie Schiller if needed. Upon roll call vote the motion passed. 4 ayes, 0 nays.

Aye: Julia Mazur, Heather Janquart, Vivian Kueter, Doug Pedersen  
Nay: None

L. Other/Comments/Announcements:

The items discussed in Closed Session and an update on the sign will be included in the next agenda.

Dr. Demory shared that a new proposed location for the pylon sign was offered by the Architect. Dr. Demory and Mr. Engstrom will be meeting with a representative from the sign company and the architect to review possible changes regarding the location of the sign.

1. Levy Hearing 7:00 p.m. and Regular School Board Meeting on Monday, December 16, 2013 at 6:00 p.m. Big Hollow Middle School Library.

M. Adjournment:

A motion was made by Julia Mazur and seconded by Vivian Kueter to adjourn the meeting at 8:45 p.m. Upon roll call vote the motion passed. 4 ayes, 0 nays.

Aye: Julia Mazur, Vivian Kueter, Heather Janquart, Doug Pedersen  
Nay: None

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Victoria Gallichio, President  
Board of Education

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Doug Pedersen, Secretary  
Board of Education