

**BIG HOLLOW DISTRICT #38  
LAKE COUNTY  
INGLESIDE, IL 60041**

**REGULAR BOARD OF EDUCATION MEETING**

Monday, August 8, 2016  
6:00 p.m. Closed Session  
7:00 p.m. Open Session  
Big Hollow Middle School Library

**Agenda No. 2**

**Item 1 – Pledge of Allegiance**

**Item 2 – Call to Order and Roll Call**

**Item 3 – Motion to move to Closed Session**

For the purpose of appointment, employment, compensation, discipline, performance, dismissal, litigation, negotiations, security procedures and property.

**Item 4 – Resume to Open Session**

**Item 5 – Added Items/Approval of the Agenda**

**Recommendation: Approve – Motion Required**

**Item 6 – Approve Consent Agenda Items**

- Item 1** Approve the Closed Session Minutes of the July 11, 2016 meeting
- Exhibit 1** Approve the Minutes of the July 11, 2016 Regular Board of Education Meeting
- Exhibit 2** Approval of the School Treasurer’s Report for July 2016.
- Exhibit 3** Approval of Bills for July/August 2016.
- Exhibit 4** Approval of Activity and Convenience Fund Reports for July 2016.
- Exhibit 5** Approval of Payroll for July 2016.

**Recommendation: Approve – Motion Required**

**Item 7 – Public Comments**

## **Item 8 – Superintendent’s Report**

### **a. Monthly Board Policy Review**

**Exhibit 6** consists of Board Policies 5:10 – 5:40.

### **b. Bus Parking Lot Construction Update**

### **c. Donation for Archery Equipment**

Carrie Miller, PE teacher at BHSD Elementary, worked very hard to secure a \$3500 donation from “Safari Club International”, which will be used towards the purchase of new archery equipment for our Elementary and Middle School students to utilize.

### **d. Breakfast Program Grant**

Share our Strength and the No Kid Hungry Illinois campaign have awarded Big Hollow School District 38 a grant of \$10,000. The purpose of this grant is to provide start-up funds to increase student participation in the school breakfast at all three schools. Janet Longo is working closely with the administrators in each building to determine the procedures relating to starting up the school breakfast program. Janet will be available during the Board meeting to answer questions from the Board.

**Exhibit 7** provides more details on the grant for the breakfast program.

### **e. Mold/Air Quality issues at the Elementary building**

Mr. Gold will provide an update on recent issues that have been addressed in the Elementary building regarding mold that has appeared in carpeted areas.

### **f. Approve the extension of the current real estate agreement.**

**Exhibit 8** is a copy of the listing extension agreement for RE/MAX Showcase regarding the sale of the Rt. 12 property.

**Recommendation: Approve –Motion Required**

## **Item 9 – Approve Tentative Budget for SY 16-17 on First Reading**

In preparation of the budget, over 80 revenue codes and nearly 700 expense codes were reviewed. The State requires that a balanced budget be submitted or the District must complete a deficit reduction plan to balance the District’s budget within three years.

**Exhibit 9** School Board Accounting Procedures and Definition of Terms

**Exhibit 10** SY 16-17 Tentative Budget

The hearing on the annual budget will be held during our Monday, September 12, 2016 Board of Education meeting in the Big Hollow Middle School Library. The budget has been on display

since Friday, August 5, 2016 in order to meet the 30-day requirement. The legal notice appeared on the August 4<sup>th</sup> edition of the Daily Herald.

**Recommendation: Approve –Motion Required**

### **Item 10 – Other Action Items**

#### **a. Approve the Employment Report**

**Exhibit 11** is the employment report for the current month.

**Recommendation: Approve – Motion Required**

#### **b. Approve the Parent/Student Handbook for 2016-2017**

- a. Student/Parent handbook for SY16-17 has been updated for all schools. The handbook will be available on the District website. Parents can also request a printed copy of the handbook. The handbook reflects all the revisions to Board Policy that have been previously approved.
- b. **Exhibit 12** is the updated version of the current Student/Parent Handbook.

**Recommendation: Approve –Motion Required**

#### **c. Approve the changes to the Teacher Evaluation Plan**

**Exhibit 13** is an updated version of the Teacher Evaluation Plan that has been approved by a committee of teachers and administrators at BHSD 38.

**Recommendation: Approve –Motion Required**

### **Item 11 – Resignations Accepted**

- Accepted a resignation from Mike Vukovics as 8<sup>th</sup> grade PE Teacher, effective 08/17/2016.
- Accepted a resignation from Caroline Snook as Elementary ELL Teacher, effective 08/18/2016.
- Accepted a resignation from Michelle Cashmore as 2<sup>nd</sup> grade Teacher, effective 08/03/2016.

### **Item 12 – Informational Items**

#### **a. Freedom of Information Act (FOIA) requests**

- **Exhibit 14** is a request that was received on July 8, 2016. The purpose of this request was to provide the total dollar amount of tuition reimbursements, including names of educators and amounts individually received, made by the district to education association employees in fiscal year ending June 30, 2016.
- **Exhibit 15** is a request to provide any lease agreements with telecommunications providers for cellular antennae and/or towers installed by the provider on school property.

**b. Administrator Meeting Agendas**

- **Exhibit 16** agenda for July 13, 2016.

c. The next regularly scheduled Board meeting will take place on Monday, September 12, 2016 with closed session beginning at 6:00 p.m.

**Item 13 – Motion to move to closed session**

For the purpose of appointment, employment, compensation, discipline, performance, dismissal, litigation, negotiations, and property.

**Item 14 – Return to Open Session**

**Item 15 – Take any necessary action following closed session regarding minutes, employment of personnel, resignations, terminations or leaves of absence.**

**Item 16 - Adjournment**