

Big Hollow School District #38 Ingleside, IL 60041  
Regular Board of Education Meeting  
Monday, March 16, 2015 - Big Hollow Middle School Library  
6:00 p.m. Closed Session  
7:00 p.m. Open Session

## OFFICIAL MINUTES

In attendance: Dan Gratton, Greg Ward, Ed Sawa, Amy Gunsauillus, Jessica Coletto, Eeva Burns, Hayley Janney, Janine Vasica, Michelle Connolly, Linda Merrill, Peggy Silverblatt, Dawn Lucas, Carrie Nack, Maria Finn, Christina Strumberger, Ryker Burt, Joanne Pinto, Melissa Grandt, Kira Denovo, Jamie Plumeri, Sophia Rogalevich, Kerry Hubbard, Jade Wubbaro, Kim Christesen, Bridget Massey

- 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 roll call with the following members answering “present” Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen  
Board member Kristina Lancaster arrived at 6:02 p.m.
- D. Added Items/Approval of Agenda: A motion was made by Doug Pedersen and seconded by Vivian Kueter to approve the agenda. Upon roll call vote the motion passed.  
5 ayes, 0 nays.  
Aye: Doug Pedersen, Vivian Kueter, Heather Janquart, Kristina Lancaster, Kevin Lyons.  
Nay: None
- E. Closed Session: For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, Negotiations, and Property. A motion was made by Vivian Kueter and seconded by Heather Janquart. Upon roll call vote the motion passed. 5 ayes, 0 nays.  
Aye: Vivian Kueter, Heather Janquart, Kristina Lancaster, Kevin Lyons, Doug Pedersen  
Nay: None
- F. Return to Open Session: A motion was made by Vivian Kueter and seconded by Kevin Lyons to return to open session. (7:21 p.m.) Upon roll call vote the motion passed.  
5 ayes, 0 nays.  
Aye: Heather Janquart, Kristina Lancaster, Vivian Kueter, Kevin Lyons, Doug Pedersen,  
Nay: None

G. Consent Agenda:

1. Approval of the Minutes of the March 3, 2015 Regular Board Meeting.
2. Approval of the Closed Session Minutes of the March 3, 2015 Regular Board Meeting.
3. Approval of School Treasurer's Report/Activity Report for February 2015.
4. Approval of Bills and Payroll for February/March 2015.

Board President Heather Janquart inquired about the \$315.00 charge from Waukegan Roof for meeting with Board members. Mr. Pillow shared that Waukegan Roofing may take some of the amount off.

Board member Kevin Lyons inquired about Item 50 on page 1. Money from the 50/50 Maintenance Grant was not fully used. The unused portion of the grant funds needed to be returned. Mrs. Syens shared that the District may check each year regarding the availability of the annual Maintenance Grant.

A motion was made by Vivian Kueter and seconded by Kevin Lyons to approve the Consent Agenda. Upon roll call vote the motion passed. 5 ayes, 0 nays.

Aye: Vivian Kueter, Kevin Lyons, Heather Janquart, Kristina Lancaster, Doug Pedersen  
Nay: None

H. Public Comments:

Ryker Burt, Middle School Student Advisory Council President

Ryker Burt and Christian Strumberger shared with the Board that they would like to have a school mascot. They would like to survey students in the District to decide if they would stay with the "Warriors" name and what kind of mascot they would like.

I. Introduction of Guests/Presentations:

1. Fanning Howey Architecture Engineering Company

Mr. Ed Sawa, Engineer, Principal presented initial findings regarding various roofing concerns. A letter documenting updated findings with recommendations for the next steps was provided. Step One detailed items that need to be addressed pending receipt of report via a letter from Delta Therm. The amount of anticipated expenses are related to research and not for the costs associated for repairs or upgrades by licensed electrician. The actual repairs would be presented as part of Step Three.

Step Two includes a more intense investigation of the issues. The first two steps are verifying existing conditions. Step Three will detail the finalized list of repairs needed. Mr. Pillow confirmed that he would like to see Steps One and Two approved.

2. Sentinel Technologies

Mr. Greg Ward, Account Manager and Mr. Dan Gratton, Sales Executive Information packets were provided to the Board members. Sentinel has been providing technological support for the District for ten years. Mr. Gratton recommended the current switches, which will not be supported for repair parts beginning July 1<sup>st</sup>, need consideration for replacement to maintain a stable network environment.

These costs could be covered through Fund 60.

Information regarding “on-site” and “off-site” technology service models was presented to the Board. One option is to change from current “on-site” service model to a remote “off-site” monitoring service. Using “off-site” monitoring service, if technology issues arose, an “off-site” network team would be alerted to the issue and recommendations for support would be provided. Monthly and quarterly updates would be provided. This model would give the District approximately \$50,000 savings. Other models included “on site” services for two or one days per week.

Currently the District utilizes an “on-site” back-up server. It was proposed that the District utilize Sentinel’s cloud option for disaster recovery.

Board President Heather Janquart exited the meeting at 7:59 p.m.

The Board reviewed the options.

Board President Heather Janquart returned at 8:03 p.m.

J. Reports

1. Mrs. Janusz, Primary/Elementary Principal: Mrs. Janusz shared that the students are voting on the Monarch/Blue Stem Books. Dawn Smith secured the Meemic Foundation Grant for \$400.00. Fourth graders Kyra Sherman and Carter Kaye were chosen for the IPA Student Recognition Breakfast on April 8.
2. Mrs. Arndt, Middle School Principal: Mrs. Arndt shared that Eighth grade girls’ basketball team took second place in the tournament. Eighth graders Madison Wilburn and Joe Gorden were chosen for the IPA Student Recognition Breakfast on April 8. There is a fifth/sixth grade choir and band concert tonight (3-16-15) at 7:00 p.m.

3. Mrs. Syens, Business Manager
  - a) Formation of an Ad-Hoc Budget Reduction Committee: Mrs. Syens provided the Board with a handout of goals and activities for the Committee. They would like to see a teacher from each school building on the committee. Board members Kevin Lyons and Heather Janquart will be on the committee. An email blast will be sent out to see if there are any parents interested in serving on the committee. The first meeting will be on April 1 at 5:30 p.m.
  - b) Reduction in Force – Economic Conditions of District: Mrs. Syens shared that the District’s budget is on target except for the contract retro pay. We would create an increased fund balance if the school property was sold. She explained the District need to build our fund balance. The District will need \$775,000 in cuts for a balanced budget. We need to cut more than that to help cut our spending deficit.
4. Dr. Demory, Superintendent
  - a) Good Things Happening for Students: Shared that Nathaniel Lee is being awarded the 2015 Outstanding Student Technology Award during a special awards presentation dinner on Thursday, April 30, 2015 hosted by Infinitec North, a division of United Cerebral Palsy Association of Greater Chicago.
  - b) PTO – Clothing Sale: The Spring sale exceeded proceeds from the Fall Clothing Sale. There were 115 sellers and \$18,274 in total sales. Items not sold were donated to Allendale and Hidden Treasures. Next year PTO will be hold onto donated clothing to participate in the Good Will Contest for the opportunity for consideration for Patrick Sharp to visit “Good Will Contest” winning schools.
  - c) Fine Arts Pasta Dinner: Everyone enjoyed the well-attended, beautifully decorated (included student art work), and delicious Dinner Auction Fund Raiser (prepared by Big Hollow Food Service). Students performed singing and dramatic acts that included a sneak preview performance of the upcoming play Shrek Jr. All proceeds went to support Big Hollow Fine Arts programs.
5. PARCC Update: Dr. Demory thanked Amin Mustafa, Jeremy Goggins, Donelle Staples, Peggy Silverblatt, Gretta Adams and Michelle Kellman for their hard work and dedication for making sure PARCC testing went well. Two substitutes were employed to cover for Mrs. Silverblatt and Mrs. Kellman’s teaching assignments for six days. Teachers were grateful for the extra support. Peggy Silverblatt complimented the students, who sat so quietly, while the system was re-booted when

the state system knocked them out of the testing site and expressed appreciation to Mrs. Staples, who did an excellent job in organizing testing process and anticipating issues and glitches that might arise.

6. School Fees – Registration Fees: Feedback from parents showed that parents supported “one fee” registration amount for all students vs. a reduced fee for families with more than one child, if the registration fee was lower.
7. Transportation Services: Durham offered to extend transportation services for one year (2015-2016 School Year) at a rate increase of 2% from 2014-2015 rate.
8. ROE Compliance Audit: Dr. Demory met with ROE Compliance Officer Dr. Van Pelt to verify the following:
  - a) Board member’s signed DCSF Mandating Reporter affidavits
  - b) Student State ID Numbers are now automatically generated on custom created Elementary Report Cards
  - c) Principal / Administrator Job description updated to include the Leadership Principal Administration Standards
  - d) Elementary school schedules were provided to demonstrate extended time, beyond 60 minutes per day, spent on teaching math and reading.

Areas for Improvement:

- a) Career Education Curriculum needs to be rewritten into the Middle School Consumer Economic curriculum demonstrating curriculum for careers and college readiness goals.
- b) District School Budget needs to be balanced.

Tomorrow, 3-17-15, the ROE will be conducting the personnel audit. Dr. Demory expressed appreciation to Sophia Rogalevich and Leeanna Knauff who have been preparing for this portion of the audit.

9. Connection’s Academy East: Connection’s will become an independent private service organization beginning with the 2015-2016 school year. The school will continue to offer services for children with special needs.
10. IASA Lake Division Meeting: The meeting took place at Barrington High School. The presentation focused on Social Media. Board members shared that if they use their phone during a school board meeting, their phones can be subject to FOIA. Yick-Yack is a site where people can post things anonymously.

11. Roof Assessment: There were no further questions or comments regarding the Roof Assessment.

K. Business Recommended Action Items: Consider Motions To:

1. Approve Fanning Howey Roof Assessment Step One and Step Two

A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the Fanning Howey Roof Assessment Steps One and Two not to exceed \$29,000 and to be paid with Fund 60. Upon roll call vote the motion passed. 5 ayes, 0 nays.

Aye: Kevin Lyons, Doug Pedersen, Heather Janquart, Vivian Kueter,  
Kristina Lancaster

Nay: None

2. Approve One Year Transportation Contract with Durham Bus Services

A motion was made by Kristina Lancaster and seconded by Kevin Lyons to approve a one year Transportation Contract with Durham Bus Services at a rate increase of 2%. Upon roll call vote the motion passed. 5 ayes, 0 nays.

Aye: Kristina Lancaster, Kevin Lyons, Heather Janquart, Vivian Kueter,  
Doug Pedersen

Nay: None

3. Actions from Closed Session

1. Retirement: Retirement actions were not taken pending additional information.

2. Honorable Dismissal of Teachers for Reduction in Force

A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the Honorable Dismissal of Teachers for Reduction in Force for Elizabeth Steiding, Kelly Polark, Judy Mack, Jolie Misek and Lisa Romero. Upon roll call vote the motion passed. 4 ayes, 0 nays, 1 abstain.

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

Nay: None

Abstain: Kristina Lancaster

3. Honorable Reassignment to Teaching Position due to Elimination of District Educational Technology Director Position.

A motion was made by Kristina Lancaster and seconded by Kevin Lyons to approve the honorable reassignment of Donelle Staples to a teaching position due to the elimination of the District Educational Technology Director Position. Upon

roll call vote the motion passed. 5 ayes, 0 nays.

Aye: Kristina Lancaster, Kevin Lyons, Heather Janquart, Vivian Kueter,  
Doug Pedersen

Nay: None

L. Closed Session – For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation and Negotiations.

1. Closed Session was not needed.

M. Return to Open Session

Not Needed

N. Other/Comments/Announcements:

1. Special Board Meeting, Wednesday, March 18, 2015 at 6:00 p.m. for Residency Hearing and Employment.

2. Next Regular School Board Meeting on Monday, April 20, 2015 at 6:00 p.m. Closed Session/ 7:00 p.m. Open Session Big Hollow Middle School Library.

O. Adjournment:

A motion was made by Doug Pedersen and seconded by Vivian Kueter to adjourn the meeting at 8:46 p.m. Upon roll call vote the motion passed. 5 ayes, 0 nays.

Aye: Doug Pedersen, Vivian Kueter, Heather Janquart, Kristina Lancaster, Kevin Lyons

Nay: None

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Heather Janquart, President  
Board of Education

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Doug Pedersen, Secretary  
Board of Education