

Big Hollow School District #38 Ingleside, IL 60041
Regular Board of Education Meeting
Tuesday, March 3, 2015 - Big Hollow Middle School Library
6:00 p.m. Closed Session
7:00 p.m. Open Session

OFFICIAL MINUTES

In attendance: Eeva Burns, Lynda Briesemeister, Mary Yoho, Deb Coolidge, Dawn Smith, Andrea Woods, Hayley Janney, Lori Pappas, Janet Longo, Britt Axelsson, Kim Christesen, Linda Merrill, Michelle Connolly, Janine Vasica, Dawn Lucas, Jessica Coletto, Lenayn Janusz, Michelle Dzik, Lisa Wodek, Ron Pazanin

- 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: President Janquart called roll with the following members answering “present” Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen

Board members Kristina Lancaster and Julia Mazur arrived at 6:02 p.m.
- D. Added Items /Approval of Agenda: A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the agenda. Upon roll call vote the motion passed. 7 ayes, 0 nays.
Aye: Kevin Longs, Vivian Kueter, Jim DeVito, Heather Janquart, Kristina Lancaster, Julia Mazur, Doug Pedersen
Nay: None
- E. Closed Session: For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, Negotiations, and Property. A motion was made by Julia Mazur and seconded by Jim DeVito. Upon roll call vote the motion passed. 7 ayes, 0 nays.
Aye: Julia Mazur, Jim DeVito, Heather Janquart, Vivian Kueter, Kristina Lancaster, Kevin Lyons, Doug Pedersen
Nay: None
- F. Return to Open Session: A motion was made by Vivian Kueter and seconded by Kristina Lancaster to return to open session. Upon roll call vote the motion passed. (7:31 p.m.)
7 ayes, 0 nays.
Aye: Julia Mazur, Jim DeVito, Heather Janquart, Vivian Kueter, Kristina Lancaster, Kevin Lyons, Doug Pedersen
Nay: None
- G. Consent Agenda:
1. Approval of the Minutes of the February 17, 2015 Regular Board Meeting.

2. Approval of the Closed Session Minutes of the February 17, 2015 Special Board Meeting.

GIA needs to be changed from Heather Janquart to Kristina Lancaster that called the meeting to order. Correct grammar error in the Closed Session Minutes.

A motion was made by Kristina Lancaster and seconded by Julia Mazur to approve the Consent Agenda with the noted changes. Upon roll call vote the motion passed.

7 ayes, 0 nays.

Aye: Kristina Lancaster, Julia Mazur, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen

Nay: None

H. Public Comments: There were No Public Comments.

I. Introduction of Guests/Presentations (presented after facilities report)

1. PMA Financial Presentation Gary Lonquist

a) Mr. Lonquist shared a power point presentation with the Board regarding the past, present, and future financial conditions of the district. Slides included information on Revenue Assumptions-Property Taxes; EAV Growth; Enrollment; Expenditures. Mr. Longquist shared that the current EAV has gone down. Currently the formula is working in our behalf. The question is how long this formula will stay the same.

b) Copies of the presentation will be provided to the Board. Mr. Longquist shared that we need to change the negative slope by balancing the budget. The District needs to build up their surplus. If we have surplus then we don't need to borrow money.

J. Reports

1. Dr. Demory, Superintendent

a) Good Things Happening for Students: Both girls' basketball teams are in the tournament. The Eighth grade team is currently undefeated. Kim Christensen shared that the Fine Arts Boosters Dinner is scheduled for March 13th. PTO has been collecting labels for education. There were 9 classes that won a popcorn party for their class. The Roller Skate Night has 176 people in attendance and raised \$792.00. The Clothing Resale is coming up.

b) Facilities – (Moved from Reports to Presentations)

Roofing Update: Mr. Pillow distributed information packets from Architectural Firm of Fanning Howey to the Board members. The packet included a letter explaining the process, time line and projected expenses for discovery and repair of the roof. Mr. Pillow shared he would like Step 1 and Step 2 formally approved at the March 16, 2015 Board meeting. In the meantime, Representatives from Delta Therm, Fanning Howey, and Waukegan would meet with him for the initial phase of discovery Step 1. He would like them to take a look at the equipment on the roof and present initial findings at the March 16th Board meeting. Mr. Pillow shared that after Step 2 is complete, we will have a better idea of the cost for repairs in Step 3. Funds for this process will be taken from Fund 60.

- c) Petition to Detach Property – Update: Dr. Demory shared a copy of the letter from the ROE with the Board regarding the pending Detachment / Attachment hearing scheduled for April 21, 2015.
- d) Special Education Compliance – Letter from ISBE: Dr. Demory shared a copy of the letter from ISBE informing the District that the District is in compliance for Indicator 11.
- e) 2014 – 2015 Program Options Survey Results: Dr. Demory shared with the Board that not all responses had been downloaded, she would like to put them in an excel spreadsheet so that it is easier to read. Board President Heather Janquart inquired if the Board would be receiving copies of the comments. Dr. Demory shared that yes they would be provided with copies.

Survey Results Summary of Highlighted Items:

- 50% (161/322 respondents) agreed to raising registration fees to \$200.
- 37.5% (125/335 respondents) would be in favor of breakfast program
- 44.1% (146/331 respondents) are in favor of a flexible, drop-in extended care program for students
- 46.2% (151/327 respondents) would be willing to pay \$5 per hour per child for flexible, drop in extended care program for students
- 37.0% (125/330 respondents) not in favor of District providing after school activity bus for grades K-4th)
- 59.0% (194/329 respondents) are in favor of District providing after school activity bus for grades 5th – 8th)
- 57.4% (189/329 respondents) are in favor of continuing to offer tuition-based Blended Pre-School Program for children ages 3-5(before September 1st birthdate)
- 87.7% (285/325 respondents) 25 students is the maximum acceptable class size for Kindergarten – 1st Grades
- 75.1% (247/329 respondents) 25 students is the maximum acceptable class size for 2nd – 4th Grades
- 57.8% (190/329 respondents) 25 students is the maximum acceptable class size for 5th – 8th Grades
- 56.6% (162/286 respondents) ranked technology as very important for effective teaching and learning
- 67.8% (221/326 respondents) are in favor of the 1:1 initiative – providing each child with individual computer/tablet
- 40.6% (125/308 respondents) support district purchased individual computer/tablet
- 78.5% (256/326 respondents) would not support larger class size if each student had own computer/tablet
- 67.5% (220/326 respondents) are in favor of annual technology fee

- 65.4% (178/272 respondents) support an annual technology fee maximum of \$50.00.
 - 58.0% (189/326 respondents) are in favor of purchasing electronic textbooks to replace hardbound books.
 - Ranking-Priority for Types of Technology desired for implementation:
1= Highest priority - #5 lowest priority:
1- 36.6% (113/309 respondents) 1:1 device computer/tablets
1- 32.0% (99/309 respondents) computers for computer lab
2 - 27.9% (85/305 respondents) small group laptop station in each classroom
3 - 31.3% (97/310 respondents) additional laptop carts
5 - 39.7% (123/310 respondents) Electronic Textbooks
 - 78.7% (251/319 respondents) favored full year Spanish for Grades 7 and 8
 - 83.6% (266/318 respondents) favored band /choir option during study hall
- Electives - Respondents showed support for the following:
- Art - 90.0% (278/309 respondents)
 - Computers – 89.0% (275/309 respondents)
 - Band – 80.9% (250/309 respondents)
 - Choir – 79.9% (247/309 respondents)
 - Study Hall – 74.8% (231/309 respondents)
 - Drama – 69.3% (214/309 respondents)
 - Spanish Quarterly Elective 5-6 grades – 61.8% (191/309 respondents)
 - Community Service – 55.3% (171/309 respondents)
 - Consumer Ed – 54.7% (169/309 respondents)
 - Spanish Quarterly Elective 7-8 grades – 46.3% (143/309 respondents)
 - Set Design (Theatre) – 35.6% (110/309 respondents)
- 36.1% (115/319 respondents) supported additional Middle School entrance/exit
 - 48.9% (156/319 respondents) did not support additional Primary/Elementary entrance/exit
 - 35.7% (111/311 respondents) felt it was very important to have security cameras in all parking lots
 - 45.9% (147/320 respondents) would not like “valet” pick-up service of students at end of the school day
 - Full Year 7th / 8th - 74.8% (229/309 respondents)
% would like to continue to see full year Spanish in 7th and 8th grade.
 - 83.6% would like to see Band and Choir
 - 36% would like to see another exit/entrance at the Middle School
 - 24% would like to see another exit/entrance at the primary/elementary buildings.
 - 30% would like to see valet services at the primary/elementary building.
- f) Report on Payment of Fees: The Board reviewed the report on payment of fees. There was discussion regarding reduced registration fees for families that are free/reduced lunch and how / should students participate in activities if they have not paid their registration fee.

g) Formation of an Ad-Hoc Budget Reduction Committee: the Board reviewed the information regarding forming an Ad-Hoc Budget Reduction Committee. It was suggested to add the Business Manager. It was suggested that the committee would have three School Board members, administrators and community members, Union co-presidents, a teacher from each building, Head of Maintenance, Superintendent. Further Discussion focused on who would chair the committee. The Board discussed that the Business Manager would have to agree to chair the committee. The committee would help guide the budget. The Board gave the directive for Dr. Demory to talk to the Business Manager about her commitment level regarding the committee and give the Board an update on March 15.

h) Policy Second Reading

2:140 Communications to and From the Board

2:140 E Guidance for Board member Communications, Including Email Use

4:45 Insufficient Fund Checks and Debt Recovery

4:110 Transportation

4:120 Food Services

4:130 Free and Reduced-Prince Food services

4:150 Facility Management and Building Programs

5:10 Equal Employment Opportunity and minority Recruitment

5:185 Family and Medical Leave

5:220 Substitute Teachers

5:250 Leaves of Absence

6:20 School Year Calendar and Day

6:60 Curriculum Content

6:110 Programs for Students At Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program

6:280 Grading and Promotion

6:340 Student Testing and Assessment Program

7:50 School Admissions and Student Transfers To and From Non-District Schools

7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students

7:270 Administering Medicines to Students

5:185 General Personnel Family and Medical Leave

Policy:

2:140 – no option

2:140 E - no option

4:45 – Option 1, Option 2 just the first sentence delete the rest.

4:110 – no option

4:120 – update

4:130 – no option

4:150 – no option

5:10 – update, no option

5:185 – update,

5:220 – update

5:250 – update
6:20 – update
6:60 – add option
6:110 – update
6:280 – update
6:340 – Option 2
7:50 – update
7:100 – update
7:270 – no option
5:185 – change fiscal year to match policy to the contract

- i) Transportation Bid: The Board can go out for bid for a 1, 2, or 3 year contract, they can eliminate the distance constraint and they can renew the Durham Contract for one year. Dr. Demory is looking for direction from the Board. The Board has given directive for Dr. Demory to talk to Durham about a one year extension at 1 ½ %. If Durham says no, the Board would like to go out for bid for a two year contract with the option to add another year.
- j) ROE Compliance Visit Update: Dr. Demory shared that the SIS number has now been added to the primary/elementary report cards. The District does not have a balanced budget. The EIS report has been completed that lists Administrators and Teachers. This report is now posted on the website. Dr. Demory thanked Nancy Jansen and Mrs. Arndt for their work on Compliance Visit.
- k) IASA Lake Division Meeting – Wednesday, March 11, 2015: Dr. Demory inquired as to which Board members will be attending the meeting. Board members Heather Janquart, Vivian Kueter and Doug Pedersen will be attending.
- l) Vision 20/20 – Adopt Vision 20/20 Resolution: The Board reviewed the resolution for Vision 20/20.

K. Business Recommended Action Items: Consider Motions To:

- 1. Approve One-Year Renewal of A Child’s Place Lease.
A motion was made by Kristina Lancaster and seconded by Vivian Kueter to approve the one-year renewal of A Child’s Place Lease. Upon roll call vote the motion passed. 7 ayes, 0 nays.
Aye: Kristina Lancaster, Vivian Kueter, Jim DeVito, Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None
- 2. Approve Formation of an Ad-Hoc Budget Reduction Committee: A motion was not needed, a Board directive was given.
- 3. Adopt the Following Policies:
2:140 Communications to and From the Board
2:140 E Guidance for Board member Communications, Including Email Use

4:45 Insufficient Fund Checks and Debt Recovery
4:110 Transportation
4:120 Food Services
4:130 Free and Reduced-Prince Food services
4:150 Facility Management and Building Programs
5:10 Equal Employment Opportunity and minority Recruitment
5:185 Family and Medical Leave
5:220 Substitute Teachers
5:250 Leaves of Absence
6:20 School Year Calendar and Day
6:60 Curriculum Content
6:110 Programs for Students at Risk of Academic Failure and/or Dropping Out of School and Graduation Incentives Program
6:280 Grading and Promotion
6:340 Student Testing and Assessment Program
7:50 School Admissions and Student Transfers To and From Non-District Schools
7:100 Health, Eye, and Dental Examinations; Immunizations; and Exclusion of Students
7:270 Administering Medicines to Students
5:185 General Personnel Family and Medical Leave

A motion was made by Vivian Kueter and seconded by Kristina Lancaster to adopt the above stated policies. Upon roll call vote the motion passed. 7 ayes, 0 nays.
Aye: Vivian Kueter, Kristina Lancaster, Jim DeVito, Heather Janquart, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

4. Approve Durham Transportation Proposal
The Board authorized the Superintendent to offer a one year contract extension to Durham Transportation at a rate of 1.5% and if not accepted, let bid for a two year transportation contract with one year option to extend.
5. Adopt Vision 20/20 Resolution
A motion was made by Doug Pedersen and seconded by Kristina Lancaster to adopt the Vision 20/20 Resolution. Upon roll call vote the motion passed. 7 ayes, 0 nays.
Aye: Doug Pedersen, Kristina Lancaster, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur
Nay: None
6. Actions from Closed Session
 - a) Employment
A motion was made by Vivian Kueter and seconded by Julia Mazur to approve the FMLA for Bonnie Ohm beginning March 3, 2015. Upon roll call vote the motion passed. 7 ayes, 0 nays.

Aye: Vivian Kueter, Julia Mazur, Jim DeVito, Heather Janquart, Kristina Lancaster, Kevin Lyons, Doug Pedersen
Nay: None

A motion was made by Jim DeVito and seconded by Kristina Lancaster to approve the FMLA for Erin Knowles-Olney beginning with the 2015-2016 school year. Upon roll call vote the motion passed. 7 ayes, 0 nays.
Aye: Jim DeVito, Kristina Lancaster, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve Maria Banach for Track and Field Assistant Coach for the 2014 – 2015 school year. Upon roll call vote the motion passed. 7 ayes, 0 nays.
Aye: Doug Pedersen, Kevin Lyons, Jim DeVito, Heather Janquart, Vivian Kueter, Kristina Lancaster, Julia Mazur
Nay: None

A motion was made by Kristina Lancaster and seconded by Kevin Lyons to approve the resignation of Nancy Jansen, Bookkeeper, effective February 27, 2015. Upon roll call vote the motion passed. 7 ayes, 0 nays.
Aye: Kristina Lancaster, Kevin Lyons, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen
Nay: None

A motion was made by Jim DeVito and seconded by Kevin Lyons to approve the elimination of the position of District Education Technology Director at the end of the 2014 – 2015 school year on June 30, 2015. Upon roll call vote the motion passed. 6 ayes, 0 nays, 1 abstain.
Aye: Jim DeVito, Kevin Lyons, Heather Janquart, Vivian Kueter, Kristina Lancaster, Doug Pedersen
Nay: None
Abstain: Julia Mazur

A motion was made by Doug Pedersen and seconded by Julia Mazur to approve re-employment of Mrs. Arndt for the 2015 – 2016 school year. Upon roll call vote the motion passed. 7 ayes, 0 nays.
Aye: Doug Pedersen, Julia Mazur, Jim DeVito, Heather Janquart, Vivian Kueter, Kristina Lancaster, Kevin Lyons
Nay: None

A motion was made by Jim DeVito and seconded by Kristina Lancaster to approve re-employment of Mrs. Janusz for the 2015 – 2016 school year. Upon roll call vote the motion passed. 7 ayes, 0 nays.

Aye: Jim DeVito, Kristina Lancaster, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

A motion was made by Kristina Lancaster and seconded by Julia Mazur to approve re-employment of Mrs. Dzik for the 2015 – 2016 school year. Upon roll call vote the motion passed. 7 ayes, 0 nays.

Aye: Kristina Lancaster, Julia Mazur, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen
Nay: None

A motion was made by Julia Mazur and seconded by Vivian Kueter to approve re-employment of Mrs. Wodek for the 2015 – 2016 school year. Upon roll call vote the motion passed. 7 ayes, 0 nays.

Aye: Julia Mazur, Vivian Kueter, Jim DeVito, Heather Janquart, Kristina Lancaster, Kevin Lyons, Doug Pedersen
Nay: None

A motion was made by Julia Mazur and seconded by Vivian Kueter to approve re-employment of Mrs. Gale for the 2015 – 2016 school year. Upon roll call vote the motion failed. 3 ayes, 3 nays, 1 abstain.

Aye: Vivian Kueter, Kristina Lancaster, Julia Mazur
Nay: Jim DeVito, Kevin Lyons, Doug Pedersen
Abstain: Heather Janquart

- 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
Was not needed

- N. Other/Comments/ Announcements

1. Items for the next Regular School Board Meeting on Monday, March 16, 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 Jim DeVito and seconded by Vivian Kueter to adjourn the meeting at 9:26 p.m. Upon roll call vote the motion passed. 7 ayes, 0 nays.

Aye: Jim DeVito, Vivian Kueter, Heather Janquart, Kristina Lancaster, Kevin Lyons, Julia Mazur, Doug Pedersen
Nay: None

Heather Janquart, President
Board of Education

Doug Pedersen, Secretary
Board of Education