

Big Hollow School District #38, Ingleside, IL 60041

Board of Education Regular Meeting

April 22, 2014 – 6:00 p.m. – Big Hollow Library

OFFICIAL MINUTES

Guests: Holly Christensen, Julie Castetter, Caroline Snook, Jen Malak, Jamie Plumeri, Janine Vasica, Kim Christesen, Michelle Kellman, Rick Engstrom, Bill Schufreider, Donelle Staples, Lenayn Janusz, Sophia Rogalevich, Michelle Dzik

- A. Call To Order: President Gallichio 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” Jim DeVito, Vickie Gallichio, Heather Janquart, Vivian Kueter, Doug Pedersen

Absent: Kristina Lancaster, Julia Mazur

- D. Added Items/Approval of Agenda: A motion was made by Heather Janquart and seconded by Vivian Kueter to approve the agenda. Upon roll call vote the motion passed. 5 ayes, 0 nays.

Aye: Heather Janquart, Vivian Kueter, Jim DeVito, Vickie Gallichio, Doug Pedersen
Nay: None

- E. Closed Session: For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, and Negotiations. A motion was passed by Jim DeVito and seconded by Doug Pedersen. Upon roll call vote the motion passed. 5 ayes, 0 nays.

Aye: Jim DeVito, Doug Pedersen, Vickie Gallichio, Heather Janquart, Vivian Kueter,
Nay: None

Board member Kristina Lancaster arrived at 6:01 p.m.

- F. Return to Open Session: A motion was made by Jim DeVito and seconded by Heather Janquart to return to open session. Upon roll call vote the motion passed. 6 ayes, 0 nays. (7:03 p.m.).

Aye: Jim DeVito, Heather Janquart, Vickie Gallichio, Vivian Kueter, Kristina Lancaster, Doug Pedersen
Nay: None

G. Consent Agenda:

1. Approval of the Minutes of the April 7, 2014 Special Board Workshop
2. Approval of the Minutes of the April 7, 2014 Regular Board Meeting
3. Approval of the Minutes of the April 7, 2014 Regular Board Meeting Closed Session
4. Approval of Activity Funds for March 2014
5. Approval of Bills for April 2014
6. Approval of School Treasurer's Report for March 2014

Edits: On the Closed Session Minutes for April 7, 2014 Board President Vickie Gallichio calling the meeting to order needs to be changed to Vice President Heather Janquart calling the meeting to order.

A motion was made by Heather Janquart and seconded by Vivian Kueter to approve the Consent Agenda with the amended Minutes of the April 7, 2014 Regular Board Meeting Closed Session. Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Heather Janquart, Vivian Kueter, Jim DeVito, Vickie Gallichio, Kristina Lancaster, Doug Pedersen

Nay: None

H. Public Comments: There were no Public Comments.

Board President Vickie Gallichio verbally read and submitted her letter of resignation, effectively immediately, as an elected member of the Big Hollow Board of Education #38 and President of the Board of Education. Vice President Heather Janquart immediately assumed the office as President of the Board of Education.

Mrs. Gallichio exited the meeting at 7:06 p.m.

I. Introduction of Guests/Presentations: There was no Introduction of Guests/Presentations.

J. Reports:

1. Primary Principal Mrs. Arndt: Mrs. Arndt shared that Kindergarten Screening is under way. The Primary/Elementary Reading and Writing Committee met and are planning the Family Reading Week for next year which will be September 29 – October 3. The theme is “Saddle Up for the Reading Rodeo”. A special thank you to the Fox Lake Fire Department for providing AED/CPR training to the staff.
2. Elementary Principal Mrs. Janusz: Mrs. Janusz shared that Stackapalooza will be held on April 29 from 6:30 - 8:00 p.m. held in the primary/elementary gym and cafeterias. The cup stacking tournament will be held on Wednesday, April 30 from 3:30 – 5:30 p.m. in the elementary gym.
3. Middle School Principal Mr. Schufreider: Mr. Schufreider shared that the Middle School Student Council sponsored the Bernie's Book Drive and collected over 1800 books. The High Reading Classes sponsored a Literacy Festival on Monday, April 14 from 6:30 – 8:00 p.m. which was held in the Middle School Gym.

4. Business Manager, Mr. Engstrom:
 - a) Disposal of School Property in Storage Trailer: Pictures will be taken of items and posted on the website. The goal is to have the storage trailer cleaned out by June 1, 2014.
 - b) Insurance NIHIP: Recommendation to withdraw from the NIHIP Northern Illinois Health Insurance Program and have Baron Associates as our insurance broker.
 - c) Gewalt Engineers: Recommended Gewalt Engineering proposal for Traffic Planning and Operational Review at the cost of \$8,500.
 - d) 2010 Tax Objection: Mr. Engstrom shared information regarding the 2010 Tax Objection that was filed. An update will be shared after June 5, 2014.

5. Superintendent's Report:
 - a) Good Things Happening for Students: Dr. Demory expressed appreciation to the faculty and staff for their leadership in organizing a successful and enjoyable Family Math Week, which hosted several activities at both Primary and Elementary schools. She also expressed appreciation for the organization of Dental Health awareness with the presentation by Dr. Thompson D.D.S. at the Elementary building and Smile Dentist at the Primary School.
 - b) Amended 2013 – 2014 Calendar: Recommended the amended calendar which included the addition of using five emergency days, which extends the 2013-2014 school year through Friday, June 6, 2014.
 - c) 2014 – 2015 School Calendar: Recommended Proposed School Year Calendar of Dates Tentative #2: August 18 – Teacher Institute, August 19 - First Student Attendance Day, June 5 – Last student attendance day including emergency days.
 - d) 2014 – 2015 School Day Times: Recommended the Middle School Student day be changed from 8:00 am – 2:45 pm to 7:45 am to 2:30 pm as a means to provide more time to safely and economically transport both Middle and Primary/Elementary students to and from school. Survey results were reviewed regarding changing the starting time. Approval for the change in Middle School student day will be presented at the May 5, 2014 Board meeting.
 - e) Illinois 5 Essentials Survey: Sixth/Seventh/Eighth grade students are completing the survey. Parents can complete the on-line survey until Friday, April 25, 2014. Expressed appreciation to Mrs. Staples for her expertise in facilitating this important state survey.
 - f) Beginning Band Camp: Shared that Beginning Band Camp, under the leadership of Band Director Ms. Kumpula, will be offered to students for one week in August.
 - g) Lice Procedures: Shared that after reviewing research on effective lice procedures presented to administration by Nurses Mrs. Murphy and Mrs. Wright, any student who has been diagnosed with a confirmed case of lice, will be sent home. While students in respective grade levels will no longer be individually checked, parents/guardians will be notified of the confirmed lice case.

- h) Lake County Financial Data Report: A copy of the report was shared with the School Board.
- i) Board Docs: The template is ready and Board Docs is online for the next Board meeting. Mrs. Staples will send everyone the live link. If user word or passwords are needed, please contact Mrs. Staples. The guest wi-fi will be utilized for the laptops.
- j) Technology Plan: The Board will receive a revised copy of the plan at the May 5 School Board Meeting. Dr. Demory shared with the Board a list of all the Technology projects that have been completed.

School Board member Kristina Lancaster inquired what class size and fifth grade would look like for next year. Dr. Demory shared that class sizes for next year are not expected to change from current class sizes. Fifth grade will again be structured similar to this year, which was also supported by data results from the 2014-2015 Programing Options Survey. Classes tentatively planned for blocking would be Reading/Language and Math/Science. Students could possibly have three classes with one teacher. More information will be shared at the next School Board Meeting.

K. Business Recommended Action Items: Consider Motions To:

1. Approve Amended Calendar for the 2013 – 2014 School Year.
A motion was made by Kristina Lancaster and seconded by Vivian Kueter to approve the amended calendar for the 2013 – 2014 school year.

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

Aye: Kristina Lancaster, Vivian Kueter, Jim DeVito, Heather Janquart,
Doug Pedersen

Nay: None

2. Approve Calendar for the 2014 – 2015 School Year.
A motion was made by Vivian Kueter and seconded by Kristina Lancaster to approve the calendar for the 2014 – 2015 school year.

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

Aye: Vivian Kueter, Kristina Lancaster, Jim DeVito, Heather Janquart,
Doug Pedersen

Nay: None

3. Approve Withdrawal from NIHIP Northern Illinois Health Insurance Program and let bids for Independent Health, Dental, and Life Insurance Programs.
A motion was made by Jim DeVito and seconded by Doug Pedersen to approve withdrawal from NIHIP Northern Illinois Health Insurance Program.

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

Aye: Jim DeVito, Doug Pedersen, Heather Janquart, Vivian Kueter,
Kristina Lancaster
Nay: None

4. Gewalt Hamilton Proposal for Traffic Planning and Operational Review.
A motion was made by Jim DeVito seconded by Doug Pedersen to approve the Gewalt Hamilton proposal for traffic planning and operation review.

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

Aye: Jim DeVito, Doug Pedersen, Heather Janquart, Vivian Kueter,
Kristina Lancaster
Nay: None

5. Approve Actions from Closed Session:
 - a) Employment:
A motion was made by Jim DeVito and seconded by Vivian Kueter to approve the FMLA for Judi Mack.

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

Aye: Jim DeVito, Vivian Kueter, Heather Janquart, Kristina Lancaster,
Doug Pedersen
Nay: None

- L. Closed Session: For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, and Negotiations.
A motion was made by Vivian Kueter and seconded by Doug Pedersen to go into Closed Session for the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, and Negotiations.

Upon roll call vote the motion passed. 5 ayes, 0 nays (8:06 p.m.).

Aye: Vivian Kueter, Doug Pedersen, Jim DeVito, Heather Janquart, Kristina Lancaster
Nay: None

- M. Return To Open Session: A motion was made by Jim DeVito and seconded by Vivian Kueter to return to open session.

Upon roll call vote the motion passed. 5 ayes, 0 nays. (9:40 p.m.).

Aye: Vivian Kueter, Doug Pedersen, Jim DeVito, Heather Janquart, Kristina Lancaster
Nay: None

a) Board members discussed the process on how to fill a vacant Board of Education position: notify the Regional ROE Superintendent within 5 days, post the Board member vacancy on the District website, interview candidates and fill the vacancy within 45 days of resignation. The following timeline to fill the vacancy was scheduled: May 14th letter of interest / resume due on or before 12:00 pm, May 19th Interview date – Closed Session, June 2nd New Member Oath of Office.

N. Other/Comments/Announcements:

1. The next Regular School Board Meeting on Monday, May 5, 2014 at 6:00 p.m.
Closed Session - 7:00 pm 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 9:45 p.m.

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

Aye: Jim DeVito, Heather Janquart, Vivian Kueter, Julia Lancaster, Doug Pedersen.
Nay: None

Heather Janquart, Vice President
Board of Education

Doug Pedersen, Secretary
Board of Education