

Big Hollow School District #38, Ingleside, IL 60041

Board of Education Regular Board Meeting

OFFICIAL MINUTES

May 6, 2013 - 6:00 p.m. – Big Hollow Middle School Library

Guests: Dawn Lucas, Michelle Cashmore, Peggy Silverblatt, Gretta Adams, Jenny Prostka, LaDon Schneider, Michelle Connolly, Hayley Janney, Janine Vasica, Jessica Coletto, Casper Provo, Staffan Axelsson, Linda Merrill, Alexis Sterbenz

A. Call to Order: President Kueter 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, Julia Mazur, Doug Pedersen

Administration Present: Dr. Christine Demory, Christine Arndt

D. Added Items/Approval of Agenda: Board member Vickie Gallichio asked that items H. Public Comments and I. Introductions of Guests/Presentations are moved after Item C. Reorganization of the Big Hollow School District 38 Board of Education. A motion was made by Heather Janquart and seconded by Doug Pedersen to approve the amended agenda. Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Heather Janquart, Doug Pedersen, Jim DeVito, Vickie Gallichio, Vivian Kueter, Julia Mazur

Nay: None

E. Closed Session: For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation, and Negotiations. A motion was made by Julia Mazur and seconded by Vickie Gallichio. Upon roll call vote the motion passed. 6 ayes, 0 nays. (6:03 p.m.)

Aye: Julia Mazur, Vickie Gallichio, Jim DeVito, Heather Janquart, Vivian Kueter, Doug Pedersen

Nay: None

F. Return to Open Session: A motion was made by Heather Janquart and seconded by Vickie Gallichio to return to open session. Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Heather Janquart, Vickie Gallichio, Jim DeVito, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

G. Consent Agenda:

1. Approval of the Minutes of the April 15, 2013 Regular Board Meeting
2. Approval of the Minutes of the April 15, 2013 Closed Session
3. Approval of the Minutes of the April 15, 2013 Special Board Superintendent Evaluation Meeting
4. Approval of the Minutes of the April 17, 2013 Reconvened April 15, 2013 Regular Board Meeting

A motion was made by Heather Janquart and seconded by Vickie Gallichio to approve the Consent Agenda. Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Heather Janquart, Vickie Gallichio, Jim DeVito, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

Items H. and I. have been moved to follow after C. Reorganization of the Big Hollow School District 38 Board of Education.

J. Review Canvass of Vote for the April 9, 2013 Election:

Heather Janquart	568 votes
Julia Mazur	562 votes
James DeVito	512 votes
Victoria Gallichio	483 votes
Pauletta Moody	457 votes

The top four candidates are Heather Janquart, Julia Mazur, James DeVito, and Victoria Gallichio.

K. Action from Closed Session

1. Employment Dismissal:

A motion was made by Heather Janquart and second by Jim DeVito to approve the dismissal of Jamie Mendoza. Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Heather Janquart, Jim DeVito, Vickie Gallichio, Vivian Kueter, Julia Mazur, Doug Pedersen

Nay: None

A motion was made by Doug Pedersen and seconded by Vickie Gallichio to approve the dismissal of Debra Swiatek. Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Doug Pedersen, Vickie Gallichio, Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur

Nay: None

A motion was made by Vickie Gallichio and seconded by Doug Pedersen to approve Lynn Lohman request for unpaid leave. Upon roll call vote the motion did not pass.

0 ayes, 6 nays

Aye: None

Nay: Vickie Gallichio, Doug Pedersen, Jim DeVito, Heather Janquart, Vivian Kueter,
Julia Mazur

L. Adjourn Sine Die:

A motion was made by Heather Janquart and seconded by Doug Pedersen to adjourn Sine Die. Upon roll call vote the motion passed. 6 ayes, 0 nays.

Aye: Heather Janquart, Doug Pedersen, Jim DeVito, Vickie Gallichio, Vivian Kueter,
Julia Mazur

Nay: None

Re-Organization Meeting

A. Call To Order: Board member Kueter called the meeting to order.

B. Roll Call: Christine Arndt called the roll with the following members answering “present” Jim DeVito, Vickie Gallichio, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen

Administration Present: Dr. Christine Demory, Christine Arndt, Lenayn Janusz, Bill Schufreider

The four newly appointed School Board members were sworn in: Heather Janquart, Julia Mazur, Jim DeVito and Vickie Gallichio

Board member Julia Mazur shared the ISBE job descriptions for officers.

Dr. Demory read the School District Policy Job Descriptions for School Board Officers.

C. Reorganization of the Big Hollow School District 38 Board of Education:

1. Election of Officers

a. President: Jim DeVito nominated Vickie Gallichio for President.

Julia Mazur nominated Vivian Kueter for President.

There were no other nominations for President.

Votes for Vickie Gallichio: Jim DeVito, Vickie Gallichio, Heather Janquart,
Doug Pedersen

Votes for Vivian Kueter: Vivian Kueter, Julia Mazur

Board member Vickie Gallichio is the new School Board President.

b. Vice-President: Doug Pedersen nominated Heather Janquart for Vice President.

Julia Mazur nominated Vivian Kueter for Vice President.

Vivian Kueter declined the nomination.

There were no other nominations for Vice-President.

Board member Heather Janquart is the new School Board Vice-President

- c. Secretary: Jim DeVito nominated Doug Pedersen for Secretary. There were no other nominations for Secretary. Board member Doug Pedersen is the new School Board Secretary.
 2. Committees of District 38 appointed by the Board President: President Vickie Gallichio brought up the renewal of a Finance Committee. There was discussion that this committee was a Superintendent Committee not a School Board Committee. This item has been tabled for a later date.
 3. Declaration of Regular Board Meeting Times/Dates 7/2013-2014: The Board discussed continuing with meeting the first and third Monday of the month. Another option offered would be to meet the second and fourth Monday of the month. Designated the first meeting as a CoW (Committee of the Whole) Meeting and the second meeting to take action(s). It was discussed that if the Board continued with meetings on Mondays, if they fall on a holiday to move them to the following Tuesday. President Gallichio polled the Board. The Board directed Dr. Demory to continue with School Board meetings the first and third Monday of the month and moving the meetings if they fall on a holiday, move the meeting to the following Tuesday. The meeting format will remain the same and will not utilize the CoW format for the first meeting of the month.
- H. Public Comments: There were No Public Comments.
- I. Introduction of Guests/Presentations: There was no Introduction of Guests/Presentations.
- D. Reports:
1. Good Things Happening for Students: The students of Big Hollow collected \$4,374 in change for Autism Awareness Week. Mrs. Massey, Ms. Wiorkowski and Mrs. Cashmore's classrooms brought in the most money. Dr. Demory read aloud a thank you letter from PTO regarding the successful 5K Run which raised over \$4,277. Track meetings and Band/Choir Concerts and Eighth Grade Graduation are coming up. The Boy Scouts send in a thank you letter for use of the building. Board member Janquart shared that she had attended Grant High Schools Honors Breakfast and that approximately 64 Big Hollow graduates were honored at the breakfast.
 2. Insurance: Dr. Demory reviewed the Insurance options with the Board. One of the committee members Jen Malak shared that the committee had reviewed the options and voted on Tier 4 option. Information meetings regarding the insurance will be on May 9 and 10. Open enrollment for insurance will be June 15 – 29.
 3. Transportation: The addendum from Durham is for two years and would be with fourteen busses. The Board discussed the difference between twelve and fourteen busses. Dr. Demory recommended the fourteen busses was the best option.
 4. 2013 – 2014 School Year Update/Middle School Schedule: Dr. Demory met with the Administrative team and the Association team regarding concerns and ways to make the school day more student centered. The recommendation for the Middle School is

to move from a 40 minute lunch to a 30 minute lunch. This would cause a 10 minute inequality of time between the middle school and the primary/elementary buildings. By reducing the middle school day by 10 minutes and having the day end at 2:35 p.m. this would allow staff 10 duty-free minutes which would compensate for the lunch time. The plan time difference between the middle school and primary/elementary buildings would be 213 to 215 minutes. These changes are not impacting the learning day. The teams are still looking at more discussion regarding the schedule.

School Conference times for next year were discussed and 4:30 p.m. – 7:30 p.m. was suggested.

Meet and Greet was another topic that was also discussed. It was proposed to have Meet and Greet a week before school starts and stipend the teachers to attend. The thought of utilizing student ambassadors, offering fourth graders going to fifth grade an orientation, and having an open house was also suggested. More discussion is needed on these topics.

5. Technology: Donelle Staples informed the Board that we are looking to improve safety. Phase 1 would include addressing the front door entries at the buildings. All three buildings would be equipped to be on lock-down mode all day long. Visitors would have to be buzzed into the building and would be limited to the foyer until the office buzzed them in. In the back of the building where we have our service/delivery doors cameras would be installed so that you could see who needed to enter the building and that you could buzz them in. The middle school security system location would be changed to the middle school front office. Phase two would include adding additional interior cameras to extend viewing capabilities in the front office. The district is currently utilizing analog dvr recorders, we might have to go to digital.

The server transition has gone well. The copiers have been streamlined and are more secure. Map testing is going well. The district's wireless infrastructure is going to have to be updated. A proposal of 100 access points was shared with the Board. Training for Skyward is currently underway with weekly meetings. Key personnel will be meeting over the summer for training.

6. Financial: The amended budget will need to be on display for 30 days. Dr. Demory is recommending that the Activity Accounts be maintained at the building level. Each building's secretaries will be responsible for these accounts. Dr. Demory is looking into any Summer Projects matching grant funds. Tentative projects if this money could be secured could include creating a records room with a separate entrance into the nurses room at the middle school, creating sufficient office space and looking at possibly having two circle drives at the primary and elementary buildings. Another focus would be on studying and looking at creating another entrance/exit at the middle school campus.

E. Business Recommended Action Items: Consider Motions To:

1. Approve Insurance Program Options for 2013 – 2014 School Year

A motion was made by Julia Mazur and seconded by Heather Janquart to approve the addition of a fourth tier to the insurance program options. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Julia Mazur, Heather Janquart, Jim DeVito, Vickie Gallichio, Vivian Kueter,
Doug Pedersen

Nay: None

2. Approve Two Year Extension with Durham Bus Company for transportation services for school year 2013 – 2014 and 2014 – 2015.

A motion was made by Julia Mazur and seconded by Heather Janquart to approve the two year extension with 14 busses. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Julia Mazur, Heather Janquart, Jim DeVito, Vickie Gallichio, Vivian Kueter,
Doug Pedersen

Nay: None

A motion was made by Doug Pedersen and seconded by Heather Janquart to approve the addendum of cameras on the busses. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Doug Pedersen, Heather Janquart, Jim DeVito, Vickie Gallichio,
Vivian Kueter, Julia Mazur

Nay: None

3. Authorize Superintendent Prepare Amended 2012 – 2013 School Year Budget:

A motion was made by Jim DeVito and seconded by Heather Janquart to authorize Dr. Demory to prepare the amended 2012 – 2013 school year budget. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Jim DeVito, Heather Janquart, Vickie Gallichio, Vivian Kueter, Julia Mazur,
Doug Pedersen

Nay: None

4. Approve Closed Session Minutes:

A motion was made by Heather Janquart and seconded by Doug Pedersen to approve the Closed Session Minutes. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Heather Janquart, Doug Pedersen, Jim DeVito, Vickie Gallichio,
Vivian Kueter, Julia Mazur

Nay: None

5. Approve Actions from Closed Session

a. Employment: Action was already taken.

F. Other/Comments/Announcements:

1. Regular School Meeting on Monday, May 20, 2013 at 6:00 p.m.
2. The School Board will meet at 5:00 p.m. for a Special Board Meeting to discuss the Superintendent Evaluation tool on Monday, May 20, 2013.
3. Dr. Demory shared that she has been invited to a planning meeting on May 15, 2013 at 2:00 p.m. at the Volo Town Hall and invited any interested School Board members to attend.
4. President Vickie Gallichio asked if Dr. Demory could look into the rezoning of the Stade Farm.
5. Dr. Demory reported that Big Hollow tax rate remained the same. The tax rate for Grant High School went up from 2.49 to 2.97. Big Hollow is no longer the district with the highest tax rate.

G. Adjournment:

A motion was made by Jim DeVito and seconded by Doug Pedersen to adjourn the meeting at 8:58 p.m. Upon roll call vote the motion passed. 6 ayes, 0 naves.

Aye: Jim DeVito, Doug Pedersen, Vickie Gallichio, Heather Janquart, Vivian Kueter,
Julia Mazur

Nay: None

Victoria Gallichio, President
Board of Education

Doug Pedersen, Secretary
Board of Education