

Big Hollow School District #38 Ingleside, IL 60041  
Board of Education Regular Meeting  
June 2, 2014 – Big Hollow School Library  
6:00 p.m. Closed Session  
7:00 p.m. Open Session

### OFFICIAL MINUTES

Guests: Kevin Lyons, Brenda Weiskopf, Alison Stump, Donelle Staples, Linda Merrill, Peggy Silverblatt, Michelle Cashmore, Amanda Strickler, Kira DeNovo, Amy Howard, Susan Ambler, Gretta Adams, Nancy Ward, Kerry Ellis, Casper Provo, Britt Axelsson, Melissa Grandt, Lori Pappas, Jamie Plumeri, Dawn Lucas, Kim Christesen, Deb Coolidge, Maria Finn, Michelle Connolly, Janine Vasica, Allison Dovichi, Jessica Coletto, Holly Christensen, LaDon Schneider, Eileen Hastings, Dawn Smith, Michelle Kellman, Lisa Wodek, Sophia Rogalevich, Lenayn Janusz, Bill Schufreider, Bridget Massey, Erin Olney

- 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 the roll with the following members answering “present” Jim DeVito, Heather Janquart, Vivian Kueter, Julia Mazur, Doug Pedersen
- D. Added Items/Approval of Agenda: A motion was made by Doug Pedersen and seconded by Jim DeVito to approve the agenda.

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

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

Nay: None

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

- E. Closed Session: For the purpose of Appointment, Employment, Compensation, Discipline, Performance, Dismissal, Litigation and Negotiations. A motion was passed by Julia Mazur and seconded by Vivian Kueter.

Upon roll call vote the motion passed. 6 ayes, 0 nays.

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

Nay: None

- F. Return to Open Session: A motion was made by Jim DeVito and seconded by Julia Mazur to return to open session.

Upon roll call vote the motion passed. 6 ayes, 0 nays. (7:02 p.m.).

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

G. Special Board Appointment and Election

1. Board Member Vacancy Appointment – Oath of Office

Mr. Kevin Lyons was appointed to fill the vacant Board member position on the Big Hollow School District 38 Board of Education. President Janquart administered the Oath of Office to Member Kevin Lyons.

2. Board Vice President Election

A motion was made by Jim DeVito and seconded by Doug Pedersen to nominate Kristina Lancaster as Vice President.

Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

H. Consent Agenda:

1. Approved Minutes of the May 19, 2014 Regular Board Meeting
2. Approved Minutes of the May 19, 2014 Regular Board Meeting Closed Session
3. Approved Bills and Payroll for June 2014

A motion was made by Julia Mazur and seconded by Kristina Lancaster to accept the Consent Agenda. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

I. Public Comments: There were no Public Comments.

J. Introductions of Guests/Presentations: There were no Introductions of Guests/Presentations.

K. Reports:

1. Mr. Engstrom Chief School Business Official

- a) Amended Budget: Mr. Engstrom shared the proposed amended budget with the Board.
- b) Health, Dental, Life Insurance Plan Options/Open Enrollment: Mr. Engstrom shared the Insurance Committee met and recommended four plan options offered by United Health Care with Baron and Associates Insurance Company. A committee compiled of teachers, administrators, support staff and Board members reviewed the various insurance plan options. Proposed open enrollment in June.
- c) NIIPC – Intergovernmental Agreement with Northern Illinois Independent Purchasing Cooperative: Shared that the application fee is a one-time fee of

\$200.00 with annual dues of \$600.00 per year. The food conference is held in June. The District we will need to pay for the conference this June, however, next year's conference expenses will be included in our annual dues covering July 1, 2014 through June 30, 2015. Mr. Engstrom and the Director of Food Services will be attending the conference this year.

- d) Natural Gas Contract – APPI Energy: Mr. Engstrom recommended the approval of a three year contract with APPI Energy. After completing a three month cost analysis, the difference was a cost savings of \$8,000.
  - e) Activity Accounts: Mr. Engstrom reported that after meeting with the auditor, concerns were expressed regarding the use of activity accounts for various revenues and expenses. The Board received a current activity account list; the highlighted accounts were appropriate student activity accounts. The non-highlighted accounts need to be placed in the main account. Mr. Engstrom recommended that he notify staff to either spend the money in the account by June 30 or transfer the funds to the main account for use for specific expenditures in the 2014-2015 school year. Mr. Engstrom will provide staff with written procedures regarding student activity accounts.
  - f) Technology Update Bid Posting: Mr. Engstrom recommended posting of bids for white boards and LCD projectors for installation for the 2014-2015 school year. Educational Technology Director Donelle Staples shared additional information regarding the proposed bid items.
  - g) Treasurer's Bond: Mr. Engstrom shared the need for annual completion of the Schools Treasurer's Bond.
2. Superintendent Report:
- a) Good Things Happening for Students: Dr. Demory announced that the Eighth Grade Dance and Promotion were scheduled for Wednesday and Thursday of this week. Dr. Demory requested Board members to confirm their plans to attend the Promotion Ceremony by Wednesday via email to Dr. Demory. Dr. Demory expressed appreciation to teachers and support staff for their dedication and commitment to the students, parents and each other for a successful school year.
  - b) SEDOL Employment: Dr. Demory expressed appreciation and best wishes to Julie Matthews, SEDOL Social Worker, who will be assuming a new position with SEDOL for the 2014-2015 school year after serving twenty years of dedicated service to the students, parents and staff of Big Hollow School District. accepted a position at SEDOL for her twenty years of dedicated service to the District.
  - c) Calendar 2014-2015 – 8<sup>th</sup> Grade Promotion: Dr. Demory recommended Thursday, May 28, 2015 as the date for the Eighth Grade Promotion. In the event emergency days are used during the next school year, she recommended that the Promotion date would remain the same.
  - d) Board of Education Meeting Dates for 2014 – 2015: The Board discussed various options (how many meetings a month and which days) for Board meetings for the 2014 – 2015 school year. Dr. Demory will compile a list of dates for the Board's consideration that will include months recommended for one and two meetings.

L. Business Recommended Action Items: Consider Motions To:

1. Approve Health, Dental, Life Insurance Option Plans for the 2014 – 2015 school year.

A motion was made by Jim DeVito and seconded by Kristina Lancaster to approve the Health, Dental, Life Insurance Options Plans for the 2014 – 2015 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

2. Approve NIIPC (Northern Illinois Independent Purchasing Cooperative) Agreement for the 2014 – 2015 School Year.

A motion was made by Julia Mazur and seconded by Vivian Kueter to approve the NIIPC Agreement for the 2014 – 2015 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

3. Approve Natural Gas APPI Energy Agreement for Three Years.

A motion was made by Doug Pedersen and seconded by Jim DeVito to approve the Natural Gas APPI Energy Agreement for three years.

Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

4. Approve Letting of Bids for “Smart Technologies” White Boards and Interactive LCD Projectors.

A motion was made by Kristina Lancaster and seconded by Kevin Lyons to approve the letting of bids for white board and interactive LCD projectors.

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

5. Approve Actions from Closed Session:

- a) Employment

A motion was made by Jim DeVito and seconded by Vivian Kueter to post a Technology Data Assistant position.

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

A motion was made by Julia Mazur and seconded by Vivian Kueter to post a Network Technician position. 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 Jim DeVito and seconded by Doug Pedersen to renew the support staff: secretaries, administrative assistants, maintenance, paraprofessionals and lunch monitors. Please see the attached list. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

A motion was made by Kristina Lancaster and seconded by Doug Pedersen to accept with regret the resignation of Middle School Secretary Angela Russano. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

A motion was made by Julia Mazur and seconded by Kristina Lancaster to accept the resignation of Kerry Hubbard for the 2013 – 2014 ESY program paraprofessional position. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

A motion was made by Jim DeVito and seconded by Kristina Lancaster to accept the resignation of Bill Schufreider – Middle School Principal. 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 Julia Mazur to approve the non-renewal of Middle School Paraprofessional Tiffany DeYoung and Elementary

Lunch Monitor Kristina Barcal. 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 Vivian Kueter and seconded by Heather Janquart to approve employment of Wendy Fisher as School Psychologist /Counselor. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

A motion was made by Jim DeVito and seconded by Heather Janquart to approve hiring Mike Vukovics- Middle School Eighth Grade PE Teacher. Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

A motion was made by Doug Pedersen and seconded by Julia Mazur to approve hiring John Champion – Middle School Math. 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 Julia Mazur and seconded by Vivian Kueter to approve employment of Kim Rauhut for 2013 – 2014 ESY Program Paraprofessional position. 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

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

1. There was no need for Closed Session.

N. Return To Open Session:

The Board did not enter into a second Closed Session.

O. Other/Comments/Announcements:

1. Items for the next Regular School Board Meeting and Amended Budget Hearing on Monday, June 16, 2014 at 6:00 p.m. Closed Session/ 7:00 pm Open Session Big Hollow Middle School Library.

P. Adjournment:

A motion was made by Jim DeVito and seconded by Julia Mazur to adjourn the meeting at 7:49 p.m.

Upon roll call vote the motion passed. 7 ayes, 0 nays.

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

Nay: None

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Heather Janquart, President  
Board of Education

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Doug Pedersen, Secretary  
Board of Education

**Support Staff Renewals for 2014-2015 School Year**  
**Approved at the June 2, 2014 Regular School Board Meeting**

**Secretaries/Administration Assistants:**

Actor, JoAnne  
Alonso, Catherine  
Baisden, Shirley  
Burdett, Julie  
Cipriano, Lucie  
Harding, Amy  
Rogalevich, Sophia  
Simon, Karen  
Torbik, Lisa

**Maintenance:**

Malak, Charles  
Pillow, Ted  
Skocz, Marek  
Wiley, Stephaney

**Paraprofessionals:**

Abushamma, Margaret  
Ashbrook, Jaclyn  
Bach, Debra  
Bell, Debra  
Blancett, Shanda  
Boone, Lisa  
Brown, Barb  
Cramer, Ryan  
Hagen, Christina  
Halverson, Rita  
Heiden, Andrea  
Hubbard, Kerry  
Kimbrough, Etta  
Latta, Karyn  
Lefler, Anne  
Masini, Amanda  
Mucha, Wendy  
Nieman, Brittany  
Peters, Kimberly  
Polark, Kelly  
Presley Nicola  
Rauhut, Kim  
Sadofsky, Lauren  
Schuster, Karen  
Steiding, Elizabeth  
Truss, Jen



**Nurses:**

Murphy, Kelly

Wright, Jill

**Media Aides:**

DeGeorge, Paulette

Demuth, Diane

Smith, Phyllis

**Lunch/Recess Monitors:**

Beekman, Lizzie

Borelli, Lorna

Burkart, Kelly

Conway, Rebecca

Dekker-Knudsen, Debbie

Feliciano, Carmen

Gadd, Elva

Gindt, Lisa

Kattner, Kelley

Krotky, Penny

Kunzer, Claudette

McCaulou, Caryl

Moreno, Adelaida

Morris, Betty

Park, Hyunmi

Parker, Laranda

Plumeri, Jamie

Routledge, Kim

Sandnes, Gerri

Servin, Patricia

Strumberger, Monika

Verma, Ritu

Villagomaz, Elizabeth

Viramgami, Nandita

Winzentsen, Tracy

Yirgalem, Rahel

Yoho, Mary