

**BIG HOLLOW DISTRICT #38  
LAKE COUNTY  
INGLESIDE, IL 60041**

**REGULAR BOARD OF EDUCATION MEETING**

Monday, December 14, 2015  
6:00 p.m. Closed Session  
7:00 p.m. Open Session  
Big Hollow Middle School Library

**Agenda No. 6**

**Item 1 – Call to Order and Roll Call**

**Item 2 –Pledge of Allegiance**

**Item 3 –Motion to move to Closed Session**

For the purpose of appointment, employment, compensation, discipline, performance, dismissal, litigation, negotiations, security procedures and property.

**Item 4 –Resume to Open Session**

**Item 5 –Added Items/Approval of the Agenda**

**Recommendation: Approve –Motion Required**

**Item 6 –Approve Consent Agenda Items**

- |                         |                                                                                                     |
|-------------------------|-----------------------------------------------------------------------------------------------------|
| <b><u>Item 1</u></b>    | Approve the Closed Session Minutes of the November 9, 2015 Board Meeting to remain in closed status |
| <b><u>Exhibit 1</u></b> | Approve the Minutes of the November 9, 2015 Regular Board of Education Meeting                      |
| <b><u>Exhibit 2</u></b> | Approval of the School Treasurer’s Report for November 2015.                                        |
| <b><u>Exhibit 3</u></b> | Approval of Bills for November/December 2015.                                                       |
| <b><u>Exhibit 4</u></b> | Approval of Activity and Convenience Fund Reports for November 2015.                                |
| <b><u>Exhibit 5</u></b> | Approval of Payroll for November 2015.                                                              |
| <b><u>Exhibit 6</u></b> | Approve the November 12, 2015 Building and Grounds Committee Report                                 |
| <b><u>Exhibit 7</u></b> | Approve the Defined Measurement Periods for Purposes of the Affordable Care Act                     |

**Recommendation: Approve –Motion Required**

**Item 7 –Public Comments**

**Item 8 –Superintendent’s Report**

**a. Monthly Board Policy review**

**Exhibit 8** consists of Board policies 2:125 to 2:160

**b. Kindergarten Registration Information for 2016-2017**

- a. On January 7, 2016 , a kindergarten information night will be held at Big Hollow Primary School at 7:00 p.m. This event will be promoted on our website, on our digital marquees, and through email blasts to parents of current students.
- b. Kindergarten screening will take place on the following dates:
  - i. February 1, 2, 5, 9 and 18.
  - ii. April 26, 27, 28

**c. Establishment of a BHSD 38 Citizens’ Advisory Council**

Mr. Gold would like input from the Board regarding the establishment of the BHSD 38 Citizen’s Advisory Council. The council would have three main purposes:

1. To assist in communication between the administration and the community.
2. To study and express to the administration, its opinion on any questions concerning Big Hollow Schools which are submitted to it by the Board or Administration.
3. To serve as a communication vehicle for state and federal programs and building advisory teams.

Suggested membership would include the following representation:

- a. 3 Primary School Parents
- b. 3 Elementary School Parents
- c. 3 Middle School Parents
- d. 2 District Residents
- e. 2 Parents At-Large
- f. 2 Middle School Students

If the Board supports the establishment of this Advisory Council, Mr. Gold will begin drafting a set of bylaws that will be presented to the Board at a later date.

**d. IMPACT Grant**

Trustmark's Impact Educator Grant Program awards grants of up to \$1,000 to educators in Lake County, Ill., public and not-for-profit schools, kindergarten through high school, for promoting healthy lifestyles through innovative educational programs. Last year, 53 grants totaling nearly \$48,000 were awarded. As a health insurance carrier, benefits administrator, and health and fitness management company, Trustmark supports health education programs such as Impact. This year Linda Merrill applied and was notified on Nov. 30<sup>th</sup> that we have been awarded the grant again. It will be used to purchase 115 pedometers and 3 cases to hold them (\$999.98).

**Item 9 –Other Action Items**

**a. Approve Tax Levy Resolutions and the Certificate of Tax Levy for 2015**

**Exhibit 9** is the resolution that was approved during the November 9, 2015 Board meeting.

**Exhibit 10** is the Resolution to Levy Special Taxes for SEDOL IMRF

**Exhibit 11** is the Certificate of Tax Levy for 2015

**Recommendation: Approve –Motion Required**

**b. Approve the Issuance of Tax Anticipation Warrants**

Resolution authorizing the issuance of not to exceed \$3,915,000 Taxable Tax Anticipation Warrants in anticipation of the collection of taxes levied for the year 2015 by the District for educational purposes and authorizing the sale of said warrants to the purchaser thereof (See **Exhibit 12**)

**Recommendation: Approve –Motion Required**

**c. Approve the 2016- 2017 Transportation Management Plan for BHSD 38**

**Exhibit 13** displays a financial summary of current transportation costs for BHSD 38 as well as estimated costs for BHSD 38 to take over the management of the transportation department.

**Exhibit 14** –Legat Architects feasibility study results

It is recommended that the Board approve a plan for BHSD 38 to lease buses, employ bus drivers, and to fully administer the transportation of Big Hollow students beginning in 2016-2017.

**Recommendation: Approve –Motion Required**

**d. Approve agreement with Legat Architects to prepare bid specifications for the construction of a bus parking lot near the current storage building south of Big Hollow Middle School.**

This recommendation is to begin the bid process only. Once the bids are opened, the Building, Grounds and Transportation committee will be able to provide the Board a recommendation as to whether or not to proceed. Further Board approval will be required.

**Exhibit 15** is an agreement from Legat Architects

**Recommendation: Approve –Motion Required**

**e. Employment Recommendations**

**Exhibit 16** Approve employment of Barb Brown as Primary School Paraprofessional, effective November 23, 2015.

**Recommendation: Approve –Motion Required**

**Exhibit 17** Approve the employment of Scott Whipple as the Assistant Principal at Big Hollow Primary/Elementary effective January 4, 2017.

**Recommendation: Approve –Motion Required**

**Item 10 –Resignations Accepted**

- a. Accepted a resignation change in date from Anastasia Baerlin as a full time paraprofessional effective December 10, 2015 changed from December 18, 2015.
- b. Accepted a resignation from Laura Snyder as the Big Hollow Honor Society Sponsor effective November 17, 2015.
- c. Accepted a resignation from Lisa Wodek as the Big Hollow Primary/Elementary School Assistant Principal effective November 18, 2015.

**Item 11 –Informational Items**

**a. Presentation on the Big Hollow school mascot**

**b. Freedom of Information Act (FOIA) Requests**

- a. **Exhibit 18** consists of a FOIA request that was submitted on November 10, 2015. The request was for total income & expenses of the food service program. The exhibit shows that this request has been met.
- b. **Exhibit 19** consist of a FOIA request that was submitted on November 6, 2015. The request was for eight different pieces of information in regards to student record keeping and various policies as it relates to discipline and learning standards. The exhibit shows that this request has been met.

**c. Monthly Reports for the Board**

- a. **Exhibit 20** Principal's Report

- b. **Exhibit 21** Special Services Report
- c. **Exhibit 22** Technology Report
- d. **Exhibit 23** Lunch Program Report

**d. Administrator Meeting Agendas**

- a. **Exhibit 24** Agenda for November 9, 2015
- e. The next regularly scheduled Board meeting will take place on Monday, January 11, 2015 with closed session beginning at 6:00 p.m.

**Item 12 –Motion to move to closed session**

For the purpose of appointment, employment, compensation, discipline, performance, dismissal, litigation, negotiations, and property.

**Item 13 –Return to Open Session**

**Item 14 –Take any necessary action following closed session regarding minutes, employment of personnel, resignations, terminations or leaves of absence.**

**Item 15 –Adjournment**