

Big Hollow School District #38 Ingleside, IL 60041

Board of Education Regular Minutes

February 8, 2016 – 6:00 pm – Big Hollow Library

1. Item I - Call to Order: The regular meeting of the Board of Education was called to order at 6:00 pm on Monday, February 8, 2016 by Heather Janquart at the Big Hollow School Library.

Roll Call: The following members were in attendance: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen  
The following members were absent: None  
The following Administration were present: Robert Gold

2. Pledge of Allegiance: The Pledge of Allegiance was recited.
3. Motion to move to Closed Session: A motion was made by Kevin Lyons and seconded by Vivian Kueter to move to closed session. Motion Carried.

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

4. Return to Open Session: A motion was made by Kevin Lyons and seconded by Vivian Kueter to return to Open Session. Motion Carried.

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

Julia Mazur exited after closed session

5. Added Items/Approval of the Agenda:
6. Consent Agenda:  
Question was asked about the reimbursement fees for CLIC. It was explained that these were fees paid to CLIC to cover the legal battle Big Hollow won in regards to a teacher who resigned. CLIC paid these legal fees up front and we had to pay them back. These types of fees are not covered under the normal fees.

Question was asked regarding fees paid for transportation of homeless students. It was explained that it is the law to pay half the cost of transportation to transport these homeless children to school.

Vivian Kueter enters the room at 7:25 pm.

A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the consent agenda items. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen

Nay: None

7. Public Comments:

Tom Faber, a Levi Waite Rd Resident spoke to express his, and fellow community members, opposition to the building of the new bus transportation facility on the corner of Wilson and Levi Waite Roads. The residents feel the facility should be moved to an off-site location if at all possible or another location on school property.

Renee, a Levi Waite Rd Resident spoke to express her opposition on building the new transportation facility and asked that the Board really consider the options available for relocating the transportation facility.

8. Superintendent's Report

a. Monthly Board Policy Review

It was mentioned that the section with the Board goals is outdated and made mention of finance/facilities by 2014. It was stated that the Board work on a strategic plan for next year and update this policy. It was decided that the updates would be decided upon in the Fall of 2016.

Over the summer, Mr. Gold would like to start a committee that included parents & residents who do not have kids in the school.

General School chain of Command chart has been created and needs to be posted.

Question was asked about whether or not half-day kindergarten was still offered. The response was that we do offer both half and full day options for kindergarten.

There was a question regarding policy 6:30 which Mr. Gold will review.

b. Second Semester Enrollment Update

Enrollment numbers as of the 6<sup>th</sup> day of the second semester were presented.

c. Registration Fee Collection Update

An update on the collection of past due registration fees was presented. Recently the Business Office has sent letters home to parents/guardians of those who currently owe money to Big Hollow School District #38. These letters stated that payments are to be received by June 15, 2016. Past due fees we are trying to collect are for the 2014-2015 and 2015-2016 school years. \$78,000 is outstanding for the 2015-2016 school year and \$71,000 is outstanding from prior school years.

Mr. Gold has researched companies who specialize in services to help collect past due monies. This company would be the last step before having to involve a collections agency. This company would charge \$15 per account but would take

over in trying to collect that money. The idea would be if a family does not pay their fees by June 15 they would then be charged a \$15 late fee and the account would be turned over to this company to assist in collecting the past due money.

Mr. Gold would like to bring this company to motion in next month's Board meeting.

d. SEDOL Financial Impact and Update

Kristen Bordonaro presented information about the current SEDOL program and fees and proposed changes for next school year.

We currently utilize SEDOL for a lot of things, along with the outsourcing of contract agencies. Given our current numbers, the cost for continuing on with this plan will be over \$1 million just for tuition. Current tuition costs to be a part of SEDOL is \$163,307. Contractual rates for services include 2 social workers at \$94,305 per contractual person, 1 O.T. at \$110,390 Contractual, hourly Adaptive P.E., hourly Hearing Itinerant, per case study Assistive Technology. Level 1 will increase next year by 20.4%. Level 2 will increase by 6.7%.

Recommended changes for 2016-2017 school year:

- Perform our own ECAT's.
- Bring back level 1 and 2 students to Big Hollow.
- Big Hollow would have their own social worker in the classroom.
- Create K-2 Instructional setting classroom for 4 students. Can group up to 12 students in the classroom with 1 teacher and 2 aides.

This year we successfully transitioned 6 students back to Big Hollow. We now have a certified staff member to hold our own Hearing & Vision Screening.

e. Transportation Transition Update

Mr. Gold had a productive meeting with community members regarding the building of the transportation facility. Community members expressed their concerns and opposition to the building of the transportation facility at the current proposed location. The group discussed alternatives that would help to alleviate any concerns. Mr. Gold presented to the Board a possible new location to build the transportation facility, the South side of the Elementary building. Placing the facility in this new location would alleviate some of the issues brought to our attention from community members.

The new location would mean:

- We would no longer need another access point to another road.
- We would be able to build a paved access road connecting the Elementary parking lot to the back parking lot by the Middle School.
- This connecting road would be helpful during school events and for busing.
- We will look at installing gates at either end of the connecting road so that it is not accessible during the school day.
- We will look at building a guard rail along the connecting road.

A meeting was held with Lake County and the Township and a formal meeting will be scheduled with Lake County for this week to discuss the proposed new facility location.

Question was asked in regards to how the fueling of the buses will be handled. A response indicated that this will be reviewed but that we are currently fueling buses at Grant and may continue to do so.

Kueter was asked if there were any concerns in regards to bus fumes entering the Elementary building. A response indicated that there were no indicators that would be of concern in regards to bus fumes entering the Elementary building.

Janquart asked if it was possible to incorporate an additional parking lot fix to the facility project. The road that winds around the parking lot in front of the Middle school narrows greatly at one point making it difficult for a bus and a car to round the corner at the same time.

This project is currently estimated at just under ½ million. To pay for project we will get debt certificate payments out of fund 30 so we won't have to raise property taxes.

Last Friday a bid packet was sent out regarding Special Education transportation.

We plan on leasing buses for 3 years – this lease also includes maintenance.

9. Other Action Items

**A. PRESS Update**

A motion was made by Kevin Lyons and seconded by Jim DeVito to approve the IASB Press Plus policy revision recommendation from the October 2015 issue. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen  
Nay: None

**B. Approve Certified and Education Support Personnel Seniority Lists**

A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve the Certified and Education Support Personnel Seniority Lists. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen  
Nay: None

**C. Approve a resolution establishing a 457 Voluntary Retirement Savings Plan**

A motion was made by Jim DeVito and seconded by Kevin Lyons to approve the offering of a 457 Voluntary Retirement Savings Plan as a benefit to Big Hollow employees. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen

Nay: None

**D. Employment Recommendations**

- A motion was made by Kevin Lyons and seconded by Joe Cernuska to approve the employment of Logan Serna as the Primary/Elementary Custodian. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen  
Nay: None

- A motion was made by Kevin Lyons and seconded by Joe Cernuska to approve the request for family medical leave for Megan Paul for 12 weeks with an anticipated start date of the first day of the 2016-2017 school year. Motion Carried.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen  
Nay: None

- A motion was made by Joe Cernuska and seconded by Kevin Lyons to approve the request for family medical leave for Lucie Cipriano for 12 weeks with an anticipated start date of June 3, 2016.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Doug Pedersen  
Nay: None

**10. Resignations Accepted**

The following resignations were accepted in the month of January:

- Lynda Briesemeister, 8<sup>th</sup> Grade Reading Teacher, effective February 15, 2016
- Lynda Briesemeister, Speech, Debate & Acting Coach, effective February 15, 2016.
- Janette Mouijeb, Elementary Paraprofessional, effective February 17, 2016.

The following resignation and retirement intent was accepted in the month of January:

- Nancy Ward, effective at the end of the 2018-2019 school year. Nancy is seeking eligibility for the retirement enhancement as stated in the current contract agreement with BHSD #38.

**11. Informational Items**

**A. FOIA Requests**

A FOIA request was submitted on January 11, 2016 seeking information regarding gifted/talented programs and has been fulfilled.

A FOIA request was submitted on January 19, 2016 seeking information regarding certified payroll records pertaining to the roof replacement project that was performed by Waukegan roofing and has been fulfilled.

**B. Monthly Report for the Board**

Chromebooks have been purchased and will be up and running by the end of the week. A few goals for the pilot include:

- Test to ensure the technology infrastructure is able to handle the load
- Evaluate the Edmentum blended learning product

**Clarification on Building Usage Forms**

All groups need to provide certificate of insurance and name an individual that is trained to use the AED. Three groups of fees have been established: Group 1 - no charge (Big Hollow Groups), Group 2 - \$20/hr. (non-profit organizations), Group 3 - \$40/hr. (for-profit organizations). If a group wants to use the building and is a Big Hollow group or a non-profit group that has only Big Hollow students the building can be used for no charge. If this group is using the building on a weekend and needs assistance opening/closing the building they would only need to pay the custodian \$30 for their services.

**C. Administrator Meeting Agendas**

No comments.

**D. Board Meeting**

The next Board meeting will be held on Monday, March 14, 2016 with closed session beginning at 6:00 pm.

**12. Adjournment:**

A motion has been made by Kevin Lyons and seconded by Joe Cernuska to adjourn the meeting.

Aye: Joe Cernuska, Jim DeVito, Heather Janquart, Vivian Kueter, 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