Big Hollow School District #38 Ingleside, IL 60041

Board of Education Regular Minutes

June 13, 2016 – 6:00 pm – Big Hollow Library

1. Pledge of Allegiance: The Pledge of Allegiance was recited.

2. Call to Order: The regular meeting of the Board of Education was called to order at 6:00 pm on Monday, June 13, 2016 by Heather Janquart at the Big Hollow School Library.

   Roll Call: The following members were in attendance: Jim DeVito, Heather Janquart, Vivian Kueter, Kevin Lyons, Julia Mazur, Doug Pedersen

   The following members were absent: Joe Cernuska
   The following Administration were present: Robert Gold

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

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

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

5. Added Items/Approval of the Agenda:
   A motion was made by Jim DeVito and seconded by Doug Pedersen to approve added items/approval of the agenda. Motion Carried.

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

6. Consent Agenda:
   Update Minutes from May 9 Special Board Meeting (Item 1) and May 9 Regular Board Minutes (Exhibit 1) to remove Jim DeVito's name from voting as he was not in attendance.

   A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the consent agenda items with the changes to Item 1 and Exhibit 1. Motion Carried.

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

7. Public Comments:
   There are no public comments at this time.

8. Superintendent's Report
   a. Monthly Board Policy Review
      No comments at this time.

   b. Board Meeting Dates for SY 2016-2017
      A motion was made by Doug Pedersen and seconded by Julia Mazur to approve the Board meeting dates for the 2016-2017 School Year. Motion Carried.

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

   c. Update on Joint Board Meeting with Grant Feeder Districts
      The June 30th joint Board meeting has been cancelled due to a conflict with the presenter. The purpose of this meeting was to determine how best to share services between districts. An update will be provided by Mr. Gold regarding conversations that are taking place with feeder school districts regarding efficiency of services being provided by all Districts.

   d. Approve Illinois Association of School Boards dues for 2016-2017.
      A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the Illinois Association of School Boards due for the 2016-2017 School Year. Motion Carried.

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

   e. Review of School Improvement Executive Summaries for the 2015-2016 school year.
      School improvement summaries for Primary/Elementary and Middle School for the 2015-2016 school year were reviewed. Not all goals were met but we are working to improve upon meeting those goals for next year. Preliminary goals have been written for the beginning of the school year.

   f. Adoption of the 2016-2017 Budget Calendar
      The following budget calendar for the 16-17 School Year was presented:

      Friday, August 5, 2016 – Local Ad appears in the Daily Herald regarding thirty-day notice of budget on display.
      Monday, August 8, 2016 – Board approves Tentative Budget for SY 16-17.

Friday, August 5, 2016 through Monday, September 12, 2016 – Budget on public display at the District Office.

Monday, September 12, 2016 – Board adopts budget for 2016-2017 school year.

Next month we will have a clear report for how we ended up for the year. The goal is to reach 92-93% of what was budgeted.

A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve the 2016-2017 Budget Calendar. Motion Carried.

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

g. Approve Board Committee Assignments for 2016-2017
The following is the list of current Board Committees:

Curriculum (Heather Janquart, Vivian Kueter, Julia Mazur)

Finance (Jim DeVito, Heather Janquart, Kevin Lyons)

Building/Grounds/Transportation (Joe Cernuska, Heather Janquart, Doug Pedersen)

Health Insurance (Joe Cernuska, Jim DeVito, Julia Mazur)

Negotiations (Vivian Kueter, Kevin Lyons, Doug Pedersen)

Policies (Jim DeVito, Vivian Kueter, Kevin Lyons)

Technology (Joe Cernuska, Heather Janquart, Julia Mazur)

Extra-Curricular (Joe Cernuska, Heather Janquart, Julia Mazur)

A motion was made by Jim DeVito and seconded by Julia Mazur to approve the Board Committee Assignments for 2016-2017. Motion Carried.

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

9. Other Action Items
   a. Approve Revised Board Policies—Second Reading

A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the second reading of Press Plus Issue #91, February 2016. Motion Carried.

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

Nay: None

b. Approve Regulatory Basis Engagement with School Auditor
A motion was by Kevin Lyons and seconded by Doug Pedersen to approve Eder, Casella & Co. to perform the audit for the 2015-2016 school year. Motion Carried.

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

c. Approval of a Debt Certificate for the Expenses Relating to the Bus Parking Lot Expansion

Payments do not begin until June 18, 20148. Payments will be made out of Fund 30.

A motion was made by Kevin Lyons and seconded by Jim DeVito to approve Consideration and action on a Resolution authorizing the issue of approximately $775,000 General Obligation Debt Certificates (Limited Tax), Series 2016, of School District Number 38, Lake County, Illinois, providing for the security for the means of payment under said Certificates, and authorizing the sale of said Certificates to the purchaser thereof. Motion Carried.

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

d. Employment Recommendations
- A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the employment of Julie Arias as Student Council Representative, effective August 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Michael Arndt as Bus Driver effective August 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Jim DeVito to approve the employment of Dana Bailey as 2nd Grade Teacher effective August 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Jody Baum as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Al Boyd as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Stephanie Cullotta as Middle School STEM Teacher effective August 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Jim DeVito to approve the employment of Kristina Denapoli as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve the employment of Christina Fuchs as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Megan Glissendoef as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Jim DeVito to approve the employment of Christina Hagen as Student Council Representative effective August 2016. Motion Carried.

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

- A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve the employment of Shirley Hoppe as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Sharon Land as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Robert Levy as 5-8 Computer Science Teacher effective August 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Renee Lynk as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Denise Maifield as Musical Director effective 2016-2017 school year. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Melissa McMillian as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Jenessa Nick as a Bus Driver effective August 22, 2016. Motion Carried

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

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Adele Phillips as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Vivian Kueter to approve the employment of Michelle Phillipsen as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve the 12 weeks FMLA request for maternity leave for Oksana Poulos effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Jim DeVito to approve the employment of Valerie Reil as the 6th Grade Special Education Teacher effective August 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Paulette Sassano as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Marcia Schaeffer as Grades 7-8 Spanish Teacher and K-4 Bilingual Teacher effective August 2016. Motion Carried.

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

- A motion was made by Doug Pedersen and seconded by Kevin Lyons to approve the employment of Phyllis Schweiss as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Christine Schumacher as a Bus Driver effective August 22, 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Doug Pedersen to approve the employment of Laura Ward as 3rd Grade Teacher effective August 2016. Motion Carried.

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

- A motion was made by Kevin Lyons and seconded by Julia Mazur to approve the employment of Douglas Westerman as a Bus Driver effective August 22, 2016. Motion Carried.

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

10. Resignations Accepted

The following resignations were accepted during the month of May.

- Barb Brown, Paraprofessional, effective May 26, 2016
- Elizabeth Wolodkiewicz, Speech-Language Pathologist, effective May 26, 2016
- Dorothy Sterner, Early Childhood Teacher, effective May 26, 2016
- Shirley Baisden, Part-Time 10-month Secretary, effective June 3, 2016
- Jaclyn Ashbrook, Paraprofessional, effective June 1, 2016
- Kristin Kaprak turned down the position of Speech Language Pathologist for the 2016-2017 school year. She was approved for employment at the May 9, 2016 Board Meeting.
- Monika Strumberger, Lunch Room Supervisor, effective May 26, 2016.
- Caryl McCaulou, Lunch Room Supervisor, effective May 26, 2016.

11. Informational Items

A. FOIA Requests

No FOIA requests to report at this time.

B. Monthly Report for the Board

No comments at this time.

C. Administrator Meeting Agendas

No comments at this time.

D. Board Meeting

The next Board meeting will be held on Monday, July 11, 2016 with closed session beginning at 6:00 pm.

12. Adjournment

A motion was made by Kevin Lyons and seconded by Vivian Kueter to adjourn the meeting at 7:30 pm. Motion Carried.

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

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Heather Janquart, President
Board of Education

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Doug Pedersen, Secretary
Board of Education

Big Hollow District 38

Balance Sheet--- June 30, 2016

	EDUCATION FUND (10)	OPER. & MAINT. FUND (20)	DEBT SVC FUND (30)	TRANS. FUND (40)	SS/MED/IMRF FUND (50/51)	CAPITAL PROJ FUND (60)	WORKING CASH FUND (70)	TORT FUND (80)	TOTAL ALL FUNDS
ASSETS									
Cash & Investments									
Imprest Fund	2,000	-	-	-	-	-	-	-	2,000
Cash District Wide	4,442,967	601,689	2,593,837	287,525	(11,946)	1,885,989	914,005	54,429	10,768,494
TOTAL CASH & INVESTMENTS	4,444,967	601,689	2,593,837	287,525	(11,946)	1,885,989	914,005	54,429	10,770,494
Due From Education Fund	-	-	-	-	-			-	-
TOTAL ASSETS	4,444,967	601,689	2,593,837	287,525	(11,946)	1,885,989	914,005	54,429	10,770,494
LIABILITIES									
Tax Anticipation Warrants Payable	3,915,000	-	-	-	-	-	-	-	3,915,000
Accounts Payable	7,407	8	-	0	-	-	-	(112,242)	(104,828)
Due To Working Cash Fund	-	-	-	-	-	-	-	-	-
TOTAL LIABILITIES	3,922,407	8	-	0	-	-	-	(112,242)	3,810,172
FUND BALANCE									
YTD Revenue	13,052,667	1,043,718	3,801,153	1,487,018	224,852	76,620	137,729	118,357	19,942,114
YTD Expenditures	(11,210,027)	(1,218,304)	(3,738,463)	(1,463,424)	(304,920)	(268,500)	-	(114,028)	(18,317,666)
YTD Excess/ (Deficiency)	1,842,640	(174,586)	62,690	23,594	(80,068)	(191,880)	137,729	4,329	1,624,448
Beginning Fund Balance 07/01/15	(1,320,080)	776,267	2,531,146	263,931	68,122	2,077,869	776,276	162,342	5,335,873
Ending Fund Balance	522,560	601,681	2,593,837	287,525	(11,946)	1,885,989	914,005	166,671	6,960,321
TOTAL LIABILITIES & FUND BAL.	4,444,967	601,689	2,593,837	287,525	(11,946)	1,885,989	914,005	54,429	10,770,494

Board of Education President Date

Big Hollow School District 38

Board of Education Secretary Date

Big Hollow School District 38

Treasurer's Report
June 2016

Education Fund

Revenue		Budget	Month to Date	Year to Date	Budget Balance	% of Budget
Local Sources		$8,484,425	$3,728,531	$8,606,625	($122,200)	101%
State Sources		$3,664,260	$286,507	$3,786,694	($122,434)	103%
Federal Sources		$598,030	$126,739	$659,348	($61,318)	110%
Total Revenue		$12,746,715	$4,141,777	$13,052,667	-$305,952	102%
Expenses		**Budget**	**Month to Date**	**Year to Date**	**Budget Balance**	**% of Budget**
Salary		$8,171,698	$677,202	$8,036,486	$135,212	98%
Benefits		$662,229	$66,490	$625,296	$36,933	94%
Purchased Services		$985,676	$31,302	$920,078	$65,598	93%
Supplies and Mat		$592,661	$26,922	$586,731	$5,930	99%
Capital Outlay		$17,700	$0	$16,133	$1,567	91%
Dues and Fees		$89,660	$6,775	$61,269	$28,391	68%
Tuition		$960,000	$22,732	$905,802	$54,198	94%
Non-Capital Equipment		$0	$0	$58,232	-$58,232	
Total Expenses		$11,479,624	$831,423	$11,210,027	$269,597	98%

Treasurer's Report
June 2016

Operations and Maintenance

Revenue		Budget	Month to Date	Year to Date	Budget Balance	% of Budget
Local Sources		$1,044,340	$486,679	$1,043,718	$622	100%
State Sources					$0	0%
Federal Sources					$0	0%
Transfer In from WC					$0	0%
Total Revenue		$1,044,340	$486,679	$1,043,718	$622	100%
Expenses		**Budget**	**Month to Date**	**Year to Date**	**Budget Balance**	**% of Budget**
Salary		$110,420	$8,970	$112,758	-$2,338	102%
Benefits		$12,140	$508	$10,604	$1,536	87%
Purchased Services		$701,000	$25,732	$571,893	$129,107	82%
Supplies and Materials		$597,300	$37,294	$522,839	$74,461	88%
Capital Outlay		$5,000	$0	$0	$5,000	0%
Dues and Fees		$1,000	$0	$210.00	$790	21%
Total Expenses		$1,426,860	$72,504	$1,218,304	$208,556	85%

Treasurer's Report
June 2016

Debt Service Fund

Revenue		Budget	Month to Date	Year to Date	Budget Balance	% of Budget
Local Sources		$3,719,260	$1,896,542	$3,801,153	-$81,893	102%
State Sources					$0	
Federal Sources					$0	
Total Revenue		$3,719,260	$1,896,542	$3,801,153	-$81,893	102%
Expenses		**Budget**	**Month to Date**	**Year to Date**	**Budget Balance**	**% of Budget**
Purchased Services		500	$0	$450	$50	90%
Principal and Interest		$3,779,760	$0	$3,738,013	$41,747	99%
Total Expenses		$3,780,260	$0	$3,738,463	$41,797	99%

Treasurer's Report
June 2016

Transportation Fund

Revenue		Budget	Month to Date	Year to Date	Budget Balance	% of Budget
Local Sources		$466,880	$225,634	$461,153	$5,727	99%
State Sources		$744,000	$0	$1,025,864	-$281,864	138%
Federal Sources		$0	$0	$0	$0	
Total Revenue		$1,210,880	$225,634	$1,487,018	-$276,138	123%
Expenses		**Budget**	**Month to Date**	**Year to Date**	**Budget Balance**	**% of Budget**
Salary		$7,750	$6,804	$16,987	-$9,237	219%
Benefits		$1,740	$238	$2,764	-$1,024	159%
Purchased Services		$1,586,000	$148,419	$1,379,111	$206,889	87%
Supplies and Mat		$110,000	$6,539	$64,562	$45,438	59%
Capital Outlay		$0	$0	$0	$0	
Total Expenses		$1,705,490	$162,000	$1,463,424	$242,066	86%

Treasurer's Report
June 2016

IMRF/SS Fund

Revenue		Budget	Month to Date	Year to Date	Budget Balance	% of Budget
Local Sources		$135,690	$120,129	$224,852	-$89,162	166%
State Sources					$0	
Federal Sources					$0	
Total Revenue		$135,690	$120,129	$224,852	-$89,162	166%
Expenses		**Budget**	**Month to Date**	**Year to Date**	**Budget Balance**	**% of Budget**
Salary					$0	
Benefits		$367,830	$25,759	$304,920	$62,910	83%
Purchased Services					$0	
Supplies and Mat					$0	
Capital Outlay					$0	
Dues and Fees					$0	
Total Expenses		$367,830	$25,759	$304,920	$62,910	83%

Treasurer's Report
June 2016

Capital Projects

Revenue		Budget	Month to Date	Year to Date	Budget Balance	% of Budget
Local Sources		$26,000	$314	$76,620	-$50,620	295%
State Sources		$0	$0	$0	$0	
Federal Sources		$0	$0	$0	$0	
Total Revenue		$26,000	$314	$76,620	-$50,620	295%
Expenses		**Budget**	**Month to Date**	**Year to Date**	**Budget Balance**	**% of Budget**
Salary		$0			$0	
Benefits		$0			$0	
Purchased Services		$0	$30,333	$62,260	($62,260)	
Supplies and Mat		$0			$0	
Capital Outlay		$410,000		$206,240	$203,760	50%
Total Expenses		$410,000	$30,333	$268,500	$141,500	65%

Treasurer's Report
June 2016

Working Cash Fund

Revenue		Budget	Month to Date	Year to Date	Budget Balance	% of Budget
Local Sources		$152,250	$66,064	$137,729	$14,521	90%
State Sources		$0			$0	
Federal Sources		$0			$0	
Total Revenue		$152,250	$66,064	$137,729	$14,521	90%
Expenses		**Budget**	**Month to Date**	**Year to Date**	**Budget Balance**	**% of Budget**
Salary		$0			$0	.
Benefits		$0			$0	.
Purchased Services		$0			$0	.
Supplies and Mat		$0			$0	.
Capital Outlay		$0			$0	.
Dues and Fees/Tuition		$0			$0	.
Total Expenses		$-	$-	$-	$-	.

Treasurer's Report
June 2016

TORT FUND

Revenue		Budget	Month to Date	Year to Date	Budget Balance	% of Budget
Local Sources		$119,702	$58,031	$118,357	$1,345	99%
State Sources						
Federal Sources						
Total Revenue		$119,702	$58,031	$118,357	$1,345	99%
Expenses		**Budget**	**Month to Date**	**Year to Date**	**Budget Balance**	**% of Budget**
Salary		$0			$0	98%
Benefits		$0			$0	94%
Purchased Services		$112,500	$0	$114,028	-$1,528	93%
Supplies and Mat		$0			$0	99%
Capital Outlay		$0			$0	91%
Dues and Fees/Tuition		$0			$0	68%
Total Expenses		$112,500	$-	$114,028	-$1,528	101%

Treasurer's Report
June 2016

Total All Funds

Revenue		Budget	Month to Date	Year to Date	Budget Balance	% of Budget
Local Sources		$14,148,547	$6,581,924	$14,470,208	-$321,661	102%
State Sources		$4,408,260	$286,507	$4,812,559	-$404,299	109%
Federal Sources		$598,030	$126,739	$659,348	-$61,318	110%
Total Revenue		$19,154,837	$6,995,170	$19,942,114	-$787,277	104%
Expenses		**Budget**	**Month to Date**	**Year to Date**	**Budget Balance**	**% of Budget**
Salary		$8,289,868	$692,975	$8,166,230	$123,638	99%
Benefits		$1,043,939	$92,996	$943,584	$100,355	90%
Purchased Services		$3,385,176	$235,786	$3,047,370	$337,806	90%
Supplies and Mat		$1,299,961	$70,755	$1,174,132	$125,829	90%
Capital Outlay		$432,700	$0	$280,605	$152,095	65%
Dues and Fees/Tuition		$4,830,920	$29,508	$4,705,744	$125,176	97%
Total Expenses		$19,282,564	$1,122,020	$18,317,665	$964,899	95%

Big Hollow District # 38
Bank Balances
6/30/2016

	Ledger/ Statement	Outstanding Deposits	Outstanding Checks	Adjusting Entry	Adjusted Balance
Education (10)	4,442,966.54				4,442,966.54
Building (20)	601,688.65				601,688.65
Bond & Interest (30)	2,593,836.87				2,593,836.87
Transportation (40)	287,524.86				287,524.86
IMRF/SS/MC Fund (50,51)	(11,945.54)				(11,945.54)
Capital Projects (60)	1,885,988.99				1,885,988.99
Working Cash (70)	914,004.51				914,004.51
Tort (80)	54,429.26				54,429.26
	10,768,494.14	-	-	-	10,768,494.14
BMO Harris	1,837,492.77		56,610.74		1,780,882.03
PMA Savings-Bank of China-101	280,043.40				280,043.40
PMA Savings-11534-101	353,451.21				353,451.21
PMA Max Class General Fund	8,354,117.50				8,354,117.50
PMA Max Tax Anticipation Warrants	0.00				0.00
	10,825,104.88	-	56,610.74	0.00	10,768,494.14
					-

Big Hollow School District 38
Accounts Payable Approval Form for July 11, 2016

FUND	FUND #	ACCOUNTS PAYABLE
Education	10	$377,769.34
O & M	20	$26,814.91
Debt Service	30	
Transportation	40	$378,956.62
SS/IMRF	50	$25,759.38
Capitol Projects	60	$87,796.00
Working Cash	70	
TORT	80	
Fire Prev/Safety	90	
TOTALS		$897,096.25

Board of Education Secretary
Big Hollow School District 38

Date

Board of Education President
Big Hollow School District 38

Date

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
34135	Arthur J Gallagher Risk Mgmt S	07/06/2016	1787167	Renewal Premium 10.0.2310.3810	752016	1,250.00	1,250.00
10E000 2310 3810 00 000000	EDUCATION/District/BOARD OF EDUCATION SERVICES/CLIC Pro					1,250.00	
34136	Houghton Mifflin Company	07/06/2016	952281280	Summer Reading Kit 10.0.1200.410.1.7	1220	3,801.78	7,482.87
10E000 1200 4100 01 700000	EDUCATION/District/SPECIAL EDUCATION/SUPPLIES					3,801.78	
			952286747	Summer Math Kit 10.0.1200.410.1.7	1220	3,047.44	
10E000 1200 4100 01 700000	EDUCATION/District/SPECIAL EDUCATION/SUPPLIES					3,047.44	
			952308398	Summer Reading Kit 10.0.1200.410.1.7	1220	633.65	
10E000 1200 4100 01 700000	EDUCATION/District/SPECIAL EDUCATION/SUPPLIES					633.65	
34137	IASA Illinois Association Of S	07/06/2016	Training	6/13-14/2016 Training 10.0.2210.310.02	752016	1,000.00	1,000.00
10E000 2210 3100 02 000000	EDUCATION/District/IMPROVEMENT OF INSTRUCTION SER/PROFE					1,000.00	
34138	Menards	07/06/2016	36013	Maint Supp-Seed/soil/com post-MS 20.3.2542.410.01	752016	31.53	423.94
20E300 2542 4100 01 000000	O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/SUPPLIES					31.53	
			36034	Maint Supp-Paint Supplies-PS 20.1.2542.410.01	752016	326.48	
20E100 2542 4100 01 000000	O & M/PRIMARY/CARE AND UPKEEP OF BUILDING SE/SUPPLIES					326.48	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			36481	Maint Supp-Paint Supplies-PS 20.1.2542.410.01	752016	65.93	
20E100 2542 4100 01 000000		O & M/PRIMARY/CARE AND UPKEEP OF BUILDING SE/SUPPLIES				65.93	
34139	Quill Corp	07/06/2016	6517862	Supplies-Ferens 10.1.1110.410	1227	97.86	559.62
10E100 1110 4100 00 000000		EDUCATION/PRIMARY/ELEMENTARY/SUPPLIES				97.86	
			6521495	Supplies-Kumpula 10.3.1120.410	1259	102.86	
10E300 1120 4100 00 000000		EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES				102.86	
			6540104	Supplies-Neill 10.3.1120.410	1259	57.58	
10E300 1120 4100 00 000000		EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES				57.58	
			6543556	Supplies-Zeppo 10.3.1120.410	1265	1.61	
10E300 1120 4100 00 000000		EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES				1.61	
			6554327	Supplies-Neill 10.3.1120.410	1259	34.84	
10E300 1120 4100 00 000000		EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES				34.84	
			6554411	Supplies-Zeppo 10.3.1120.410	1265	88.99	
10E300 1120 4100 00 000000		EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES				88.99	
			6554421	Supplies-Foreman 10.3.1120.410	1261	106.11	
10E300 1120 4100 00 000000		EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES				106.11	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			6554435	Supplies-Wolters	1264	69.77	
				10.3.1120.410			
10E300 1120 4100 00 000000			EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES			69.77	
34140	Really Good Stuff	07/06/2016	5530171	LIP/LEP Supplies	1224	414.87	737.13
				10.0.1800.410.4909			
10E000 1800 4100 00 490900			EDUCATION/District/BILINGUAL PROGRAMS/SUPPLIES			414.87	
			5540198	Supplies-DeNovo	1230	104.70	
				10.1.1110.410			
10E100 1110 4100 00 000000			EDUCATION/PRIMARY/ELEMENTARY/SUPPLIES			104.70	
			5540201	Supplies-Olney	1232	78.87	
				10.1.1110.410			
10E100 1110 4100 00 000000			EDUCATION/PRIMARY/ELEMENTARY/SUPPLIES			78.87	
			5541350	Supplies-Massey	1257	67.11	
				10.3.1120.410			
10E300 1120 4100 00 000000			EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES			67.11	
			5541371	Supplies-Coletto	1258	71.58	
				10.3.1120.410			
10E300 1120 4100 00 000000			EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES			71.58	
34141	School Health Corporation	07/06/2016	31551644-00	Health Supp-MS	1267	433.00	433.00
				10.3.2130.4100			
10E300 2130 4100 00 000000			EDUCATION/MIDDLE/HEALTH SERVICES/SUPPLIES			433.00	
34142	School Specialty	07/06/2016	208116355180	Supplies-Arndt	1246	304.69	1,306.28
				10.0.2321.410.01			
10E000 2321 4100 01 000000			EDUCATION/District/OFFICE OF THE SUPERINTENDENT S/SUPPL			304.69	
			208116356076	Supplies-Dzik	1243	522.38	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				10.2.1110.410			
	10E200 1110 4100 00 000000		EDUCATION/ELEMENTARY/ELEMENTARY/SUPPLIES			522.38	
			208116356413	Supplies-Arndt	1246	81.15	
				10.0.2321.410.01			
	10E000 2321 4100 01 000000		EDUCATION/District/OFFICE OF THE SUPERINTENDENT S/SUPPL			81.15	
			208116363453	Teacher	1239	35.07	
				Supp-Kolar			
				10.1.1110.410			
	10E100 1110 4100 00 000000		EDUCATION/PRIMARY/ELEMENTARY/SUPPLIES			35.07	
			208116363643	Teacher	1235	87.74	
				Supp-Morrison			
				10.1.1110.410			
	10E100 1110 4100 00 000000		EDUCATION/PRIMARY/ELEMENTARY/SUPPLIES			87.74	
			208116363839	Teacher	1233	65.88	
				Supp-D.Lee			
				10.1.1110.410			
	10E100 1110 4100 00 000000		EDUCATION/PRIMARY/ELEMENTARY/SUPPLIES			65.88	
			208116364023	Teacher	1238	53.11	
				Supp-Malak			
				10.1.1110.410			
	10E100 1110 4100 00 000000		EDUCATION/PRIMARY/ELEMENTARY/SUPPLIES			53.11	
			208116364084	Teacher	1234	66.68	
				Supp-Perry			
				10.1.1110.410			
				Credit-20811636339			
				4-$-2.02 applied			
	10E100 1110 4100 00 000000		EDUCATION/PRIMARY/ELEMENTARY/SUPPLIES			66.68	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			208116364108	Teacher Supp-D.Smith 10.1.1110.410	1236	89.58	
	10E100 1110 4100 00 000000		EDUCATION/PRIMARY/ELEMENTARY/SUPPLIES			89.58	

8 Computer Check(s) For a Total of 13,192.84

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	8	Computer	Checks For a Total of	13,192.84
Total For	8	Manual, Wire Tran, ACH & Computer Checks		13,192.84
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	13,192.84

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION	0.00	0.00	12,768.90	12,768.90
20	O & M	0.00	0.00	423.94	423.94

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
34120	Capital One Bank (USA), NA	07/01/2016	2984	SAM Regist-$195 10.0.2310.310 Genesis Battery-$18.49 10.0.2660.410.0.5 TSI Fee-$1350 10.0.2310.310.02 Training/Workshop Food-$126.93 10.0.2321.410 Adm Mbshp-Whipple-$365 10.0.2320.640 IPA-Whipple-$179.5 5 10.0.2210.310.02 MailChimp-$30 10.0.2400.310	712016	2,264.97	2,264.97
10E000 2310 3100 00 000000			EDUCATION/District/BOARD OF EDUCATION SERVICES/PROFESSI			195.00	
10E000 2321 4100 00 000000			EDUCATION/District/OFFICE OF THE SUPERINTENDENT S/SUPPL			126.93	
10E300 2411 6400 00 000000			EDUCATION/MIDDLE/Principals/DUES & FEES			365.00	
10E000 2400 3100 00 000000			EDUCATION/District/SUPPORT SERVICES - SCHOOL ADMI/PROFE			30.00	
10E000 2210 3100 02 000000			EDUCATION/District/IMPROVEMENT OF INSTRUCTION SER/PROFE			179.55	
10E000 2660 4100 00 500000			EDUCATION/District/DATA PROCESSING SERVICES/SUPPLIES			18.49	
10E000 2310 3100 02 000000			EDUCATION/District/BOARD OF EDUCATION SERVICES/PROFESSI			1,350.00	
34121	Capstone Press Inc	07/01/2016	CI10515084	MyOn Reader License/Webinar 10.0.1110.3100.0.1 10.0.2210.3100.01	1241	7,700.00	7,700.00
10E000 2210 3100 01 000000			EDUCATION/District/IMPROVEMENT OF INSTRUCTION SER/PROFE			750.00	
10E000 1110 3100 00 100000			EDUCATION/District/ELEMENTARY/PROFESSIONAL AND TECHNICA			6,950.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
34122	Demain, Daniel	07/01/2016	6/30/2016	Refund of lunch balance-Anthony 10R1611	712016	2.80	2.80
10R000 1611 0000 00 000000	EDUCATION/District/SALES TO PUPILS - LUNCH					2.80	
34123	Edmentum, Inc	07/01/2016	INV067708-2	Educator Adv Virtual Serv-remaining balance 10.0.2225.310	1206	5,456.67	5,456.67
10E000 2225 3100 00 000000	EDUCATION/District/COMPUTER-ASSISTED INSTRUCTION/PROFES					5,456.67	
34124	Fire & Security Systems, Inc	07/01/2016	303668	Batteries & Service-MS 20.3.2542.3230	712016	274.00	274.00
20E300 2542 3230 00 000000	O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/REPAIR AND					274.00	
34125	Integrated Systems Corporation	07/01/2016	0679032	Skyward Hosting-July 2016 10.0.2664.310.03.5	712016	1,056.00	1,056.00
10E000 2664 3100 03 500000	EDUCATION/District/OPERATIONS SERVICES/PROFESSIONAL AND					1,056.00	
34126	Jireh Infosystems	07/01/2016	1147	Regist Program Install Fee-2016 10.0.2400.310	712016	4,100.00	4,100.00
10E000 2400 3100 00 000000	EDUCATION/District/SUPPORT SERVICES - SCHOOL ADMI/PROFE					4,100.00	
34127	Lakes Region Athletic Conferen	07/01/2016	Dues	2016/17 Membership Dues 10.0.1500.6400	712016	450.00	450.00
10E300 1500 6400 09 000000	EDUCATION/MIDDLE/Interscholastic Programs/DUES & FEES					450.00	
34128	MasteryConnect, Inc	07/01/2016	INV2416	Student	712016	7,231.25	7,231.25

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				License/Web Development 10.0.2225.310.02			
10E000 2225 3100 02 000000		EDUCATION/District/COMPUTER-ASSISTED INSTRUCTION/PROFES				7,231.25	
34129	Midwest Transit Equipment	07/01/2016	V101003840	Transp Equipment 40.0.2550.610	712016	228,654.00	228,654.00
40E000 2550 6100 00 000000		TRANSPORTATION/District/PUPIL TRANSPORTATION SERVICES/R				228,654.00	
34130	Reliance Communications, LLC	07/01/2016	63544	School Messsenger Renewal 10.0.2310.3400.01	1221	3,817.80	3,817.80
10E000 2310 3400 01 000000		EDUCATION/District/BOARD OF EDUCATION SERVICES/COMMUNIC				3,817.80	
34131	Scholastic Inc	07/01/2016	132282720	Guided Reading Packs 10.0.1800.4200.0.4 909	1213	370.98	467.12
10E000 1800 4200 00 490900		EDUCATION/District/BILINGUAL PROGRAMS/TEXTBOOKS				370.98	
			13273695	Guided Reading Packs 10.0.1800.4200.0.4 909	1213	96.14	
10E000 1800 4200 00 490900		EDUCATION/District/BILINGUAL PROGRAMS/TEXTBOOKS				96.14	
34132	Sentinel Technologies, Inc	07/01/2016	P610635	ASA Insp License/Hardware 60.0.2535.5400.0.5	10005	87,796.00	87,796.00
60E000 2535 5400 00 500000		CAPITAL PROJECTS/District/BUILDING ACQUISITION, CONSTRU				87,796.00	
34133	Skyward, Inc	07/01/2016	177332	Crystal Rpts Maint Renewal	712016	119.00	33,448.80

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				10.0.2660.640.0.5			
	10E000 2660 6400 00 500000		EDUCATION/District/DATA PROCESSING SERVICES/DUES & FEES			119.00	
			178384	Software License Renewal	712016	33,329.80	
				10.0.2660.640.0.5			
	10E000 2660 6400 00 500000		EDUCATION/District/DATA PROCESSING SERVICES/DUES & FEES			33,329.80	
34134	Wiorkowski, Jane	07/01/2016	6/23/2016	Reimb for Ntl Bd Cert	6272016	75.00	75.00
				10.0.2210.3100.01			
	10E000 2210 3100 01 000000		EDUCATION/District/IMPROVEMENT OF INSTRUCTION SER/PROFE			75.00	

15 Computer Check(s) For a Total of 382,794.41

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	15	Computer	Checks For a Total of	382,794.41
Total For	15	Manual, Wire Tran, ACH & Computer Checks		382,794.41
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	382,794.41

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION	0.00	2.80	66,067.61	66,070.41
20	O & M	0.00	0.00	274.00	274.00
40	TRANSPORTATION	0.00	0.00	228,654.00	228,654.00
60	CAPITAL PROJECTS	0.00	0.00	87,796.00	87,796.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
34091	AT & T Long Distance	06/23/2016	826941257	May 2016 Phone Services-ES 10.0.2542.341	6132016	188.69	201.06
20E000 2542 3410 00 000000	O & M/District/CARE AND UPKEEP OF BUILDING SE/At&t					188.69	
			853855797	May 2016 Phone Serv-Dist Fax 20.0.2542.341	6132016	12.37	
20E000 2542 3410 00 000000	O & M/District/CARE AND UPKEEP OF BUILDING SE/At&t					12.37	
34092	Citywide Building Maintenance	06/23/2016	24177	Janitorial Serv-June 2016 20.0.2542.322	662016	14,166.58	14,166.58
20E000 2542 3220 00 000000	O & M/District/CARE AND UPKEEP OF BUILDING SE/CLEANING					14,166.58	
34093	Comfort Services Inc	06/23/2016	15676	Disposal Repair-4/6/16-MS 10.0.2560.323	6132016	295.00	985.00
10E000 2560 3230 00 000000	EDUCATION/District/FOOD SERVICES/REPAIR AND MAINTENANCE					295.00	
			15683	F114 Univent Repair-MS 20.3.2542.323	6132016	180.00	
20E300 2542 3230 00 000000	O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/REPAIR AND					180.00	
			15684	DT Water Control Repair-MS 20.3.2542.323	6132016	395.00	
20E300 2542 3230 00 000000	O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/REPAIR AND					395.00	
			15695	Computer Lab Leak-5/25/16-PS 20.1.2542.323	6132016	115.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E100 2542 3230 00 000000			O & M/PRIMARY/CARE AND UPKEEP OF BUILDING SE/REPAIR AND			115.00	
34094	Durham School Services	06/23/2016	91327077	Tranportation-Fld Trips 40.501.2550.331.030800	6132016	2,638.02	96,040.11
40E501 2550 3310 00 030800			TRANSPORTATION/Field Trips/PUPIL TRANSPORTATION SERVICE			2,638.02	
			91327077a	Tranportation-Sports 40.5.2550.331.030800	6132016	1,039.15	
40E500 2550 3310 00 030800			TRANSPORTATION/Extra Curricular/PUPIL TRANSPORTATION SE			1,039.15	
			91327986	Tranportation 40.0.2550.331.030800	6132016	73,687.68	
40E000 2550 3310 00 030800			TRANSPORTATION/District/PUPIL TRANSPORTATION SERVICES/P			73,687.68	
			91327986a	Tranportation-SpEd 40.4.2550.331.030800	6132016	18,675.26	
40E400 2550 3310 00 030800			TRANSPORTATION/SEDOL/SpecED/PUPIL TRANSPORTATION SERVIC			18,675.26	
34095	Durham School Services	06/23/2016	91314479	Sp Ed off Campus Transport 40.4.2550.331.030810	6132016	44,405.00	45,490.87
40E400 2550 3310 00 030810			TRANSPORTATION/SEDOL/SpecED/PUPIL TRANSPORTATION SERVIC			44,405.00	
			91330331	SpEd Tranportation	6132016	1,085.87	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				40.4.2550.331.0308 00			
40E400 2550 3310 00 030800		TRANSPORTATION/SEDOL/SpecED/PUPIL TRANSPORTATION SERVIC				1,085.87	
34096	Menards	06/23/2016	34581	Maint-Paint supplies-MS 20.3.2542.4920	6132016	160.74	229.83
20E300 2542 4920 00 000000		O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/Maintence S				160.74	
			34895	Maint Supplies-Screen/Outlet-MS 20.3.2542.492	6132016	13.55	
20E300 2542 4920 00 000000		O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/Maintence S				13.55	
			35126	Maint-Paint Supplies-ES 20.2.2542.492	6132016	55.54	
20E200 2542 4920 00 000000		O & M/ELEMENTARY/CARE AND UPKEEP OF BUILDING SE/Mainten				55.54	
34097	Midco, Inc	06/23/2016	305288	Alarm Monitoring Renewal-PS 20.1.2546.310	6132016	390.00	1,170.00
20E100 2546 3100 00 000000		O & M/PRIMARY/SECURITY SERVICES/PROFESSIONAL AND TECHNI				390.00	
			305819	Alarm Monitoring Renewal-MS 20.3.2546.310	6132016	390.00	
20E300 2546 3100 00 000000		O & M/MIDDLE/SECURITY SERVICES/PROFESSIONAL AND TECHNIC				390.00	
			305820	Alarm Monitoring Renewal-ES 20.2.2546.310	6132016	390.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
20E200 2546 3100 00 000000		O & M/ELEMENTARY/SECURITY SERVICES/PROFESSIONAL AND TEC				390.00	
34098	MorphoTrust USA	06/23/2016	049038S	Fingerprinting Serv-May 2016 10.0.2310.310	6132016	250.00	250.00
10E000 2310 3100 00 000000		EDUCATION/District/BOARD OF EDUCATION SERVICES/PROFESSI				250.00	
34099	ReadyRefresh by Nestle	06/23/2016	06F012987605	Water Supply-PS/ES/MS 20.1.2542.370 20.2.2542.370 20.3.2542.370	6132016	377.53	377.53
20E300 2542 3700 00 000000		O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/WATER/SEWER				150.58	
20E200 2542 3700 00 000000		O & M/ELEMENTARY/CARE AND UPKEEP OF BUILDING SE/WATER/S				111.18	
20E100 2542 3700 00 000000		O & M/PRIMARY/CARE AND UPKEEP OF BUILDING SE/WATER/SEWE				115.77	
34100	Syens, Pat	06/23/2016	6/14/2016	Treas Cons 5/5-6/8/2016 10.0.2520.310	6132016	997.50	997.50
10E000 2520 3100 00 000000		EDUCATION/District/FISCAL SERVICES/PROFESSIONAL AND TEC				997.50	
34101	Techstar America Corporations	06/23/2016	32530	Lanier SP4310N renewal 10.0.2544.325	6132016	350.00	1,452.50
10E000 2544 3250 00 000000		EDUCATION/District/CARE AND UPKEEP OF EQUIPMENT S/RENTA				350.00	
			32586	Toner Supplies-PS/ES 10.2.1110.419 10.1.1110.419	1242	1,102.50	
10E100 1110 4190 00 000000		EDUCATION/PRIMARY/ELEMENTARY/Copy Supplies				551.25	
10E200 1110 4190 00 000000		EDUCATION/ELEMENTARY/ELEMENTARY/Copy Supplies				551.25	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
34102	The Bancroft School	06/23/2016	4810	Tuition-N.Gebhardt	6132016	2,400.88	2,400.88
				10.403.1912.670.50 66			
10E403 1912 6700 00 506600		EDUCATION/Connection Day SC-Palatine/Spec Ed Private Tu				2,400.88	
34103	WCEPS	06/23/2016	18554	WIDA Kits	1223	131.00	131.00
				10.0.1800.410.4909			
10E000 1800 4100 00 490900		EDUCATION/District/BILINGUAL PROGRAMS/SUPPLIES				131.00	

13 Computer Check(s) For a Total of 163,892.86

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	13	Computer	Checks For a Total of	163,892.86
Total For	13	Manual, Wire Tran, ACH & Computer Checks		163,892.86
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	163,892.86

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION	0.00	0.00	5,526.88	5,526.88
20	O & M	0.00	0.00	16,835.00	16,835.00
40	TRANSPORTATION	0.00	0.00	141,530.98	141,530.98

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
34090	SCIRA	06/21/2016	06/23-24/16	Close Reading Workshop-A.Woods 10.0.2210.310.4300	1219	265.00	750.00
10E000 2210 3100 00 430000	EDUCATION/District/IMPROVEMENT OF INSTRUCTION SER/PROFE					265.00	
			6/23-24/16	Close Reading Workshop-D.Coolidge 10.0.2210.310.4300	1222	265.00	
10E000 2210 3100 00 430000	EDUCATION/District/IMPROVEMENT OF INSTRUCTION SER/PROFE					265.00	
			6/23-24/2016	Close Reading Workshop-J.Kolar 10.0.2210.310.4300	1205	220.00	
10E000 2210 3100 00 430000	EDUCATION/District/IMPROVEMENT OF INSTRUCTION SER/PROFE					220.00	

1 Computer Check(s) For a Total of 750.00

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	1	Computer	Checks For a Total of	750.00
Total For	1	Manual, Wire Tran, ACH & Computer Checks		750.00
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	750.00

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION	0.00	0.00	750.00	750.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
34073	1st Choice Transit LLC	06/16/2016	100093	Sp Ed Transportation 10.4.2550.331.0308 10 Homeless Transp 10.0.2550.331.0308 00	662016	6,888.00	6,888.00
40E000 2550 3390 00 030800		TRANSPORTATION/District/PUPIL TRANSPORTATION SERVICES/O				648.00	
40E400 2550 3310 00 030810		TRANSPORTATION/SEDOL/SpecED/PUPIL TRANSPORTATION SERVIC				6,240.00	
34074	Advanced Disposal	06/16/2016	T20001374157	Waste Disposal 20.0.2542.321	6132016	4,148.34	4,148.34
20E000 2542 3210 00 000000		O & M/District/CARE AND UPKEEP OF BUILDING SE/SANITATIO				4,148.34	
34075	Care Program, One Hope United	06/16/2016	5/1/2016	Tuition-D.Lis 10.403.1912.670.50 66	6132016	3,268.86	3,268.86
10E403 1912 6700 00 506600		EDUCATION/Connection Day SC-Palatine/Spec Ed Private Tu				3,268.86	
34076	Christensen, Lolita S	06/16/2016	6/13/2016	Admin Workshop supplies 10.0.2321.410	6132016	34.95	34.95
10E000 2321 4100 00 000000		EDUCATION/District/OFFICE OF THE SUPERINTENDENT S/SUPPL				34.95	
34077	Class Act	06/16/2016	6071627	Diplomas-MS 10.3.1120.410	6132016	1,464.28	1,464.28
10E300 1120 4100 00 000000		EDUCATION/MIDDLE/MIDDLE-JUNIOR HIGH/SUPPLIES				1,464.28	
34078	Comfort Services Inc	06/16/2016	15665	Air Comp Repair-PS 20.1.2542.323	6132016	549.15	679.15
20E100 2542 3230 00 000000		O & M/PRIMARY/CARE AND UPKEEP OF BUILDING SE/REPAIR AND				549.15	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			15668	B158 Pneumatic Repair-5/16/16-PS 20.1.2542.323	6132016	130.00	
20E100 2542 3230 00 000000			O & M/PRIMARY/CARE AND UPKEEP OF BUILDING SE/REPAIR AND			130.00	
34079	Eder Casella & Co	06/16/2016	16970	Acct Serv-April/May 2016 10.0.2520.310	6132016	75.00	75.00
10E000 2520 3100 00 000000			EDUCATION/District/FISCAL SERVICES/PROFESSIONAL AND TEC			75.00	
34080	Hodges, Loizzi, Eisenhammer, R	06/16/2016	34548	Legal Serv-April 2016 10.0.2310.3180	6132016	575.05	575.05
10E000 2310 3180 00 000000			EDUCATION/District/BOARD OF EDUCATION SERVICES/LEGAL SE			575.05	
34081	Lakeside Pest Control Service	06/16/2016	M-020707-1	June 2016 Pest Control Service-MS 20.3.2542.323	6132016	74.00	188.00
20E300 2542 3230 00 000000			O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/REPAIR AND			74.00	
			M-020707-2	June 2016 Pest Control Service-ES 20.2.2542.323	6132016	57.00	
20E200 2542 3230 00 000000			O & M/ELEMENTARY/CARE AND UPKEEP OF BUILDING SE/REPAIR			57.00	
			M-020707-3	June 2016 Pest Control Serv-PS 20.1.2542.323	6132016	57.00	
20E100 2542 3230 00 000000			O & M/PRIMARY/CARE AND UPKEEP OF BUILDING SE/REPAIR AND			57.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
34082	Menards	06/16/2016	33495	Maint-Paint supplies-ES/PS 20.2.2542.4920	6132016	723.01	1,006.39
20E200 2542 4920 00 000000	O & M/ELEMENTARY/CARE AND UPKEEP OF BUILDING SE/Mainten					723.01	
			33619	Maint Supp-washers/lockn uts-MS 20.3.2542.492	6132016	19.52	
20E300 2542 4920 00 000000	O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/Maintence S					19.52	
			33839	Maint Supp-paint supplies-ES 20.2.2542.492	6132016	102.02	
20E200 2542 4920 00 000000	O & M/ELEMENTARY/CARE AND UPKEEP OF BUILDING SE/Mainten					102.02	
			34240	Maint Supp-tools-ES 20.2.2542.492	6132016	10.95	
20E200 2542 4920 00 000000	O & M/ELEMENTARY/CARE AND UPKEEP OF BUILDING SE/Mainten					10.95	
			34486	Maint-Paint supplies-MS 20.3.2542.4920	6132016	150.89	
20E300 2542 4920 00 000000	O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/Maintence S					150.89	
34083	Pediatric Consultation Center	06/16/2016	06/01/2016	SpEd Consult Serv-C.Manarik 10.0.2190.310 0	6132016	4,400.00	4,400.00
10E000 2190 3100 00 000000	EDUCATION/District/OTHER SUPPORT SERVICES - PUPIL/PROFE					4,400.00	
34084	RJ Cooper & Assoc	06/16/2016	43611	SAM joystick software	1207	254.00	254.00

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
				10.0.1222.419.4620			
10E000 1222 4190 00 462000		EDUCATION/District/Paraprofessional/Copy Supplies				254.00	
34085	Schindler Elevator Corporation	06/16/2016	8104282796	Quarterly Bill-6/1-8/31/2016	5302016	391.71	391.71
				20.3.2542.323			
20E300 2542 3230 00 000000		O & M/MIDDLE/CARE AND UPKEEP OF BUILDING SE/REPAIR AND				391.71	
34086	Sentinel Technologies, Inc	06/16/2016	P610601	Tech Prof Serv-May 2016	6132016	10,455.50	10,455.50
				10.0.2660.390.35			
10E000 2660 3900 35 000000		EDUCATION/District/DATA PROCESSING SERVICES/OTHER PURCH				10,455.50	
34087	Soliant Health	06/16/2016	7850429	PT Serv-4/18 & 24/2016	6132016	468.75	937.50
				10.0.2190.310			
10E000 2190 3100 00 000000		EDUCATION/District/OTHER SUPPORT SERVICES - PUPIL/PROFE				468.75	
			7902253	PT Serv-5/9,11,15/201 6 10.0.2190.310	6132016	468.75	
10E000 2190 3100 00 000000		EDUCATION/District/OTHER SUPPORT SERVICES - PUPIL/PROFE				468.75	
34088	Streamwood Behavioral Healthca	06/16/2016	3670	Hospital Tutoring-M.Goebel	6132016	175.00	175.00
				10.0.1110.310			
10E000 1110 3100 00 000000		EDUCATION/District/ELEMENTARY/PROFESSIONAL AND TECHNICA				175.00	
34089	Techstar America Corporations	06/16/2016	32538	Toner Cart-Business office	1244	203.00	203.00
				10.0.2520.419			
10E000 2520 4190 00 000000		EDUCATION/District/FISCAL SERVICES/Copy Supplies				203.00	

Check Nbr	Vendor Name	Check Date	Invoice Number	Invoice Desc	PO Number	Invoice Amount	Check Amount
			17	Computer	Check(s) For a Total of		35,144.73

	0	Manual	Checks For a Total of	0.00
	0	Wire Transfer	Checks For a Total of	0.00
	0	ACH	Checks For a Total of	0.00
	17	Computer	Checks For a Total of	35,144.73
Total For	17	Manual, Wire Tran, ACH & Computer Checks		35,144.73
Less	0	Voided	Checks For a Total of	0.00
			Net Amount	35,144.73

F U N D S U M M A R Y

Fund	Description	Balance Sheet	Revenue	Expense	Total
10	EDUCATION	0.00	0.00	21,843.14	21,843.14
20	O & M	0.00	0.00	6,413.59	6,413.59
40	TRANSPORTATION	0.00	0.00	6,888.00	6,888.00

Convenience Fund Report
July 2016

Account	Beginning Balance	Debits	Credits	Ending Balance
Prek	0	545.82	1120	574.18
KG	1099.54	6068.09	4968.55	0.00
1st Grade	3299.06	3934.58	2384.00	1748.48
2nd Grade	4619.39	5114.01	3974.00	3479.38
3rd Grade	2091.80	5119.51	5045.83	2018.12
4th Grade	1079.40	11858.83	11865.50	1086.07
5th Grade	1851.09	5969.94	4118.85	0.00
6th Grade	1149.76	1678.88	4018.25	3489.13
7th Grade	1518.00	0.00	0.00	1518.00
8th Grade	83.94	24226.59	24090.16	-52.49
Character Ed	3729.25	959.40	2229.75	4999.60
Prime Time	3527.71	1138.88	2207.00	4595.83
Reading PS	431.62	1178.66	2232.00	1484.96
Reading ES	729.97	206.26	0.00	523.71
Respect	665.00	564.90	564.90	665.00
Kids Art	733.97	734.43	0.00	-0.46
Lets Read to Grow	0.00	599.93	600.00	0.07
In & Out Account	0.00	35921.63	35931.63	10.00
Total	**26609.50**	**105820.34**	**105350.42**	**26139.58**

Big Hollow Student Activity Funds
Balance Sheet
As of July 1, 2016

	Jul 1, 16
ASSETS	
Current Assets	
Checking/Savings	
BMO Harris Activity Bank Acct	
Girls on the Run	49.13
In & Out Account	1,204.76
National Junior Honor Society	1,218.95
Nature Center	2,026.09
Recycling Club	2,676.83
Student Council	3,950.67
Sunshine Club - Primary	719.75
BMO Harris Activity Bank Acct - Other	99.18
Total BMO Harris Activity Bank Acct	11,945.36
Total Checking/Savings	11,945.36
Total Current Assets	11,945.36
TOTAL ASSETS	**11,945.36**
LIABILITIES & EQUITY	
Equity	
Retained Earnings	11,945.36
Total Equity	11,945.36
TOTAL LIABILITIES & EQUITY	**11,945.36**

Big Hollow School District 38
Payroll Summary

Date	Education	O&M	Transportation	IMRF/SS	Total
25-Jun-16	$363,526.81	$4,739.10	$3,520.91	$12,095.47	$383,882.29
10-Jul-16	$315,963.40	$5,426.35	$3,156.69	$7,568.69	$332,115.13
Grand Total	$679,490.21	$10,165.45	$6,677.60	$19,664.16	$715,997.42

Board of Education President
Big Hollow School District 38

Date

Board of Education Secretary
Big Hollow School District 38

Date

BIG HOLLOW SCHOOL DISTRICT
www.bighollow.us

Big Hollow District Office
26051 W. Nippersink Rd.
Ingleside, IL 60041
Phone (847) 740-1490
FAX (847) 740-9172

Big Hollow Primary School (EC-1)
33335 N. Fish Lake Rd
Ingleside, IL 60041
847-740-5320
Fax 847-740-3490

Big Hollow Elementary (2-4)
33315 N. Fish Lake Rd
Ingleside, IL 60041
847-740-5321
Fax 847-740-3795

Big Hollow Middle School (5-8)
26051 W. Nippersink
Ingleside, IL 60041
847-740-5322
Fax 847-740-9021

Date: June 30, 2016

The Board of Education has recommended the following salaries/wages for the 2016-2017 school year for all employees who do not fall under the collective bargaining agreement with the Big Hollow Federation of Teachers:

Education Support Staff

- Employees who are not impacted by the salary matrix within the Education Support Staff Handbook, will receive a 3% increase to their current wage.

Administrator Salaries

- The following salaries have been recommended by the Board for the 2016-2017 school year for returning administrators:

Christine Arndt	Asst. Superintendent	$111,452
Kristen Bordonaro	Director of Special Services	$84,000
Michelle Dzik	Principal, BHSD Elementary	$87,059
Robert Gold	Superintendent	$159,650
Lenayn Jansuz	Principal, BHSD Primary	$87,059
Scott Whipple	Principal, BHSD Middle	$87,059

Operational Services

Facility Management and Building Programs

The Superintendent shall manage the District's facilities and grounds as well as facility construction and building programs in accordance with law, the standards set forth in this policy, and other applicable Board of Education policies. The Superintendent or designee shall facilitate: (1) inspections of schools by the Regional Superintendent and State Fire Marshal or designee, and (2) review of plans and specifications for future construction or alterations of a school if requested by the relevant municipality, county (if applicable), or fire protection district.

Standards for Managing Buildings and Grounds

All District buildings and grounds shall be adequately maintained in order to provide an appropriate, safe, and energy efficient physical environment for learning and teaching. The Superintendent or designee shall provide the Board with periodic reports on maintenance data and projected maintenance needs that include cost analysis. Prior Board approval is needed for all renovations or permanent alterations to buildings or grounds when the total cost will exceed $12,500, including the cost equivalent of staff time. This policy is not intended to discourage efforts to improve the appearance of buildings or grounds that are consistent with the designated use of those buildings and grounds.

Standards for Green Cleaning

For each District school with 50 or more students, the Superintendent or designee shall establish and supervise a green cleaning program that complies with the guidelines established by the Illinois Green Government Coordinating Council.

Standards for Facility Construction and Building Programs

As appropriate, the Board will authorize a comprehensive study to determine the need for facility construction and expansion. On an annual basis, the Superintendent or designee shall provide the Board with projected facility needs, enrollment trends, and other data impacting facility use. Board approval is needed for all new facility construction and expansion.

When making decisions pertaining to design and construction of school facilities, the Board will confer with members of the staff and community, the Illinois State Board of Education, and educational and architectural consultants, as it deems appropriate. The Board's facility goals are to:

1. Integrate facilities planning with other aspects of planning and goal-setting.
2. Base educational specifications for school buildings on identifiable student needs.
3. Design buildings for sufficient flexibility to permit new or modified programs.
4. Design buildings for maximum potential for community use.
5. Meet or exceed all safety requirements.
6. Meet requirements on the accessibility of school facilities to disabled persons as specified in State and federal law.
7. Provide for low maintenance costs, energy efficiency, and minimal environmental impact.

The Superintendent or designee may name a room or designate some area on a school's property in honor of an individual or group that has performed outstanding service to the school.

LEGAL REF.: 42 U.S.C. §12101 et seq.
20 ILCS 3130/, Green Buildings Act.
105 ILCS 5/2-3.12, 5/10-20.49, 5/10-22.36, 5/17-2.11, 140/, and 230/.
410 ILCS 25/, Environmental Barriers Act.
820 ILCS 130/, Prevailing Wage Act.
23 Ill.Admin.Code Part 151, School Construction Program; Part 180, Health/Life Safety Code for Public Schools; and Part 2800, Green Cleaning for Elementary and Secondary Schools.
71 Ill.Admin.Code Part 400, Ill. Accessibility Code.

CROSS REF.: 2:150 (Committees), 2:170 (Procurement of Architectural, Engineering, and Land Surveying Services), 4:60 (Purchases and Contracts), 8:70 (Accommodating Individuals with Disabilities)

ADOPTED: January 20, 2015

Operational Services

Environmental Quality of Buildings and Grounds

The Superintendent shall take all reasonable measures to protect: (1) the safety of District personnel, students, and visitors on District premises from risks associated with hazardous materials and (2) the environmental quality of the District's buildings and grounds. Before pesticides are used on District premises, the Superintendent or designee shall notify employees and parents/guardians of students as required by the Structural Pest Control Act, 225 ILCS 235/, and the Lawn Care Products Application and Notice Act, 415 ILCS 65/.

LEGAL REF.: 29 C.F.R. §1910.1030, Occupational Exposure to Bloodborne Pathogens, as adopted by the Illinois Department of Labor, 56 Ill.Admin.Code §350.300(c).
29 C.F.R. §1910.1200, Occupational Safety and Health Administration Hazard Communication Standards, as adopted by 820 ILCS 255/1.5, Toxic Substances Disclosure to Employees Act.
20 ILCS 3130/, Green Buildings Act.
105 ILCS 5/10-20.17a; 5/10-20.48; 135/; and 140/, Green Cleaning School Act.
225 ILCS 235/, Structural Pest Control Act.
415 ILCS 65/, Lawn Care Products Application and Notice Act.
820 ILCS 255/, Toxic Substances Disclosure to Employees Act. (*inoperative*)
23 Ill.Admin.Code §1.330, Toxic Materials Training.

CROSS REF.: 4:150 (Facility Management and Building Programs), 4:170 (Safety)

ADOPTED: July 14, 2014

Operational Services

Safety

Safety and Security

All District operations, including the education program, shall be conducted in a manner that will promote the safety and security of everyone on District property or at a District event. The Superintendent or designee shall develop, implement, and maintain a comprehensive safety and security plan that includes, without limitation:

1. An emergency operations plan(s) addressing prevention, preparation, response, and recovery for each school;
2. Provisions for a coordinated effort with local law enforcement and fire officials, emergency medical services personnel, and the Board Attorney;
3. A school safety drill plan;
4. Instruction in safe bus riding practices; and
5. A clear, rapid, factual, and coordinated system of internal and external communication.

In the event of an emergency that threatens the safety of any person or property, students and staff are encouraged to follow the best practices discussed for their building regarding the use of any available cellular telephones.

School Safety Drill Plan

During every academic year, each school building that houses school children shall conduct, at a minimum, each of the following in accordance with the School Safety Drill Act, 105 ILCS 128/:

1. Three school evacuation drills
2. One bus evacuation drill
3. One severe weather and shelter-in-place drill
4. One law enforcement drill

Automated External Defibrillator (AED)

The Superintendent or designee shall implement a written plan for responding to medical emergencies at the District's physical fitness facilities in accordance with the Fitness Facility Medical Emergency Preparedness Act. The plan shall provide for an automated external defibrillator (AED) to be available according to State law requirements. This policy does not create an obligation to use an AED nor is it intended to create any expectation that an AED will be present or a trained person will be present and/or able to use an AED.

Soccer Goal Safety

The Superintendent or designee shall implement the Movable Soccer Goal Safety Act in accordance with the guidance published by the Illinois Department of Public Health. Implementation of the Act shall be directed toward improving the safety of movable soccer goals by requiring that they be properly anchored.

Unsafe School Choice Option

The unsafe school choice option allows students to transfer to another District school or to a public charter school within the District. The unsafe school choice option is available to:

1. All students attending a persistently dangerous school, as defined by State law and identified by the Illinois State Board of Education.
2. Any student who is a victim of a violent criminal offense, as defined by 725 ILCS 120/3, that occurred on school grounds during regular school hours or during a school-sponsored event.

The Superintendent or designee shall develop procedures to implement the unsafe school choice option.

Emergency Closing

The Superintendent is authorized to close school(s) in the event of hazardous weather or other emergency that threatens the safety of students, staff members, or school property.

Annual Review

The Board or its designee will annually review each school building's safety and security plans, protocols, and procedures, as well as each building's compliance with the school safety drill plan.

LEGAL REF.: 105 ILCS 5/10-20.2, 5/18-12, 5/18-12.5, and 128/.
210 ILCS 74/, Physical Fitness Facility Medical Emergency Preparedness Act.

CROSS REF.: 4:110 (Transportation), 4:175 (Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notifications), 4:180 (Pandemic Preparedness), 5:30 (Hiring Process and Criteria), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: July 14, 2014

Operational Services

Convicted Child Sex Offender; Criminal Background Check and/or Screen; Notifications

Persons Prohibited on School Property without Prior Permission

State law prohibits a child sex offender from being present on school property or loitering within 500 feet of school property when persons under the age of 18 are present, unless the offender meets either of the following two exceptions:

1. The offender is a parent/guardian of a student attending the school and has notified the Building Principal of his or her presence at the school for the purpose of: (i) attending a conference with school personnel to discuss the progress of his or her child academically or socially, (ii) participating in child review conferences in which evaluation and placement decisions may be made with respect to his or her child regarding special education services, or (iii) attending conferences to discuss other student issues concerning his or her child such as retention and promotion; or
2. The offender received permission to be present from the Board of Education, Superintendent, or Superintendent's designee. If permission is granted, the Superintendent or Board President shall provide the details of the offender's upcoming visit to the Building Principal.

In all cases, the Superintendent or designee shall supervise a child sex offender whenever the offender is in a child's vicinity. If a student is a sex offender, the Superintendent or designee shall develop guidelines for managing his or her presence in school.

Criminal Background Check and/or Screen

The Superintendent or designee shall perform the criminal background check and/or screen required by State law or Board policy for employees; student teachers; students doing field or clinical experience other than student teaching; contractors' employees who have direct, daily contact with one or more children; and resource persons and volunteers. He or she shall take appropriate action based on the result of any criminal background check and/or screen.

Notification to Parents/Guardians

The Superintendent shall develop procedures for the distribution and use of information from law enforcement officials under the Sex Offender Community Notification Law and the Murderer and Violent Offender Against Youth Community Notification Law. The Superintendent or designee shall serve as the District contact person for purposes of these laws. The Superintendent and Building Principal shall manage a process for schools to notify the parents/guardians during school registration that information about sex offenders is available to the public as provided in the Sex Offender Community Notification Law. This notification must occur during school registration and at other times as the Superintendent or Building Principal determines advisable.

LEGAL REF.: 20 ILCS 2635/, Uniform Conviction Information Act.
720 ILCS 5/11-9.3.
730 ILCS 152/, Sex Offender Community Notification Law.
730 ILCS 154/75-105, Murderer and Violent Offender Against Youth Community Notification Law.

CROSS REF.: 5:30 (Hiring Process and Criteria), 6:250 (Community Resource Persons and Volunteers), 8:30 (Visitors to and Conduct on School Property), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: July 14, 2014

Operational Services

Pandemic Preparedness

The School Board recognizes that the District will play an essential role along with the local health department and emergency management agencies in protecting the public's health and safety if an influenza pandemic occurs. A pandemic influenza is a worldwide outbreak of a virus for which there is little or no natural immunity and no vaccine; it spreads quickly to people who have not been previously exposed to the new virus.

To prepare the School District community for a pandemic, the Superintendent or designee shall: (1) learn and understand the roles that the federal, State, and local government would play in an epidemic; (2) form a pandemic planning team consisting of appropriate District personnel and community members to identify priorities and oversee the development and implementation of a comprehensive pandemic influenza school action plan; and (3) build awareness of the final plan among staff, students, and community.

Emergency School Closing

In the case of a pandemic, any decision for an emergency school closing will be made by the Superintendent in consultation with and, if necessary, at the direction of the District's local health department, emergency management agencies, and Regional Office of Education.

LEGAL REF.: 105 ILCS 5/10-16.7 and 5/10-20.5.
Ill. Dept. of Public Health Act (Part 1), 20 ILCS 2305/2(b).
Ill. Emergency Management Agency Act, 20 ILCS 3305.
Ill. Educational Labor Relations Act, 115 ILCS 5/.

CROSS REF.: 1:20 (District Organization, Operations, and Cooperative Agreements), 2:20 (Powers and Duties of the Board of Education; Indemnification), 4:170 (Safety), 7:90 (Release During School Hours), 8:100 (Relations with Other Organizations and Agencies)

ADOPTED: December 3, 2013

BIG HOLLOW SCHOOL DISTRICT 38

End of Year Budget Summary (Pre-Audit)

June 30, 2016

	Educational	O&M	Debt Service	Trans	IMRF/SS	Capital Projects	Working Cash	Tort
BEGINNING FUND BALANCE July 1, 2015	-$1,320,080	$776,267	$2,531,146	$263,931	$68,122	$2,077,869	$776,276	$50,100
2015-2016 Revenue	$13,052,667	$1,043,718	$3,801,153	$1,487,018	$224,852	$76,620	$137,729	$118,357
2015-2016 Expense	$11,210,027	$1,218,304	$3,738,463	$1,463,424	$304,920	$268,500	$0	$114,028
Final Balance	**$522,560**	**$601,681**	**$2,593,836**	**$287,525**	**-$11,946**	**$1,885,989**	**$914,005**	**$54,429**
Estimated 2016 End of Year Balance	-$53,414	$393,747	$2,470,146	-$230,679	-$164,018	$1,693,869	$928,526	$57,302

SPECIAL EDUCATION DISTRICT OF LAKE COUNTY

BIG HOLLOW - - #38

DETAIL OF DISTRICT FY16 ACTUAL COSTS AND FY17 DRAFT BUDGET COSTS

April 2016

*** * * * * * * * DISTRICT TUITION ANALYSIS * * * * * * * ***

PROGRAM	- - TUITION RATES - - FY16	TENTATIVE FY17	*	*** FY16 *** --- ACTUAL --- ADE	TUITION	*** FY17 *** - - TENTATIVE- - ADE	TUITION
SECTOR:			*				
CLST 1	$26,805	$33,887	*	0.00	$0	0.00	$0
CLST 2	$0	$30,031	*	0.00	$0	0.00	$0
CLST 3	$0	$26,175	*	0.00	$0	0.00	$0
ECH	$35,668	$45,091	*	0.00	$0	0.00	$0
ELS	$23,079	$25,856	*	0.00	$0	0.00	$0
LOP	$19,565	$24,734	*	1.00	$19,565		$0
SAB	$38,604	$37,697	*	0.00	$0	0.00	$0
VP	$32,521	$31,757	*	0.00	$0	0.00	$0
TAB	$19,565	$24,734	*	0.63	$12,326		$0
LASSO 1 or LASSO 2	$30,947	$34,671	*	6.06	$187,434	1.00	$34,671
LASSO 3	$46,158	$45,073	*	2.00	$92,316	0.00	$0
SPECIAL NEEDS NURSE	$68,000	$70,000	*	0.00	$0	0.00	$0
SPECIAL NEEDS PARAPROFESSIONAL	$28,500	$29,300	*	0.16	$4,560	0.16	$4,688
SUBTOTAL			*	**9.85**	**$316,201**	**1.16**	**$39,359**
DAY SCHOOL:			*				
CYD LASH ACADEMY (HS/ALT)	$26,254	$25,637	*	0.00	$0	0.00	$0
DIAGNOSTIC PROGRAM CLA (DIAG/HS)	$0	$35,200	*	0.00	$0	0.00	$0
GAGES LAKE (EL/ALT)	$25,491	$24,862	*	7.09	$180,731	4.00	$99,448
JOHN POWERS CENTER (JPC)	$33,202	$32,422	*	1.75	$58,104	2.00	$64,844
LAREMONT (LAR)	$38,604	$37,697	*	3.65	$140,851	3.00	$113,091
SUBTOTAL			*	**12.49**	**$379,685**	**9.00**	**$277,383**
GROSS TUITION			*	**22.34**	**$695,886**	**10.16**	**$316,742**

BIG HOLLOW - - #38 CONT'D

***************** SUMMARY OF TUITION AND OTHER BILLINGS *****************

				** FY16 **		** FY17 **	
EDUCATION FUND:							
GROSS TUITION, FROM FRONT PAGE					**$695,886**		**$316,742**
DISTRICT SUPPLEMENTAL SERVICES:							
ITINERANT SERVICES	**FY16 HRLY RATE**	**FY17 HRLY RATE**		**Actual Hrs**		**Est Hrs**	
ADAPTED P.E.	**$0.00**	**$111.00**		0.00	$0	50.00	$5,550
HEARING IMPAIRED	**$116.00**	**$114.00**		198.81	$23,062	0.00	$0
LASSO	**$121.00**	**$120.00**		0.00	$0	0.00	$0
ORIENTATION/MOBILITY	**$112.00**	**$103.00**		0.00	$0	0.00	$0
VISION PROGRAM	**$112.00**	**$103.00**		0.00	$0	0.00	$0
TRANSITIONAL PROGRAM OF INSTRUCTION	**$82.00**	**$75.00**		81.83	$6,710	81.83	$6,137
CONTRACTUAL POSITIONS	**FY16 DAYS**	**FY17 DAYS**		**RATE/DAY**		**RATE/DAY**	
ADAPTED P.E.				$20,041	$0	$20,049	$0
ASSISTIVE TECHNOLOGY				$16,985	$0	$15,451	$0
HEARING IMPAIRED		**1**		$19,990	$0	$20,481	$20,481
LASSO	**1.79**	**2.5**		$18,104	$32,406	$18,003	$45,008
NURSING				$21,960	$0	$22,693	$0
OCCUP/PHYSICAL THERAPY	**5**			$21,744	$108,720	$22,078	$0
VOCATIONAL PROGRAM				$18,517	$0	$16,452	$0
PRIVATE PLACEMENT TEAM	**NO**	**NO**		$0	$0	$0	$0
PSYCHOLOGY				$22,100	$0	$22,843	$0
SOCIAL WORK	**10**			$18,491	$184,910	$18,861	$0
SPEECH/LANGUAGE				$15,033	$0	$16,259	$0
TOTAL CONTRACTUAL POSITIONS	16.79	3.5			**$355,808**		**$77,176**
CONTRACTUAL ECAT EVALUATIONS	**FY16 EVALS**	**FY17 EVALS**		RATE		RATE	
EARLY CHILDHOOD EVALUATIONS (ECAT)	**0**	**0**		$0	**$0**	$3,961	**$0**
OTHER SERVICES	**FY16 AUDIO/VISION**	**FY17 AUDIO/VISION**		RATE		RATE	
*** AUDIOLOGY EVALUATION/VISION SCREENING	**0**	**0**		$0	**$0**	$300	**$0**
TOTAL EDUCATION FUND					**$1,051,694**		**$393,918**
OPERATIONS & MAINTENANCE FUND:							
HOUSING FORMULA - CHARGE/(CREDIT)	****FY17 ESTIMATED**				**$38,265**		**$25,369**
O & M ASSESSMENT FEES:	****FY17 ESTIMATED**						
EAV					$16,450		$16,613
ENROLLMENT					$26,187		$26,447
TOTAL O & M ASSESSMENT FEES					**$42,637**		**$43,060**
TOTAL OPERATIONS/MAINTENANCE FUND					**$80,902**		**$68,429**
BOND & INTEREST FUND:							
REFUNDING BONDS 2015B					**$0**		**$0**
TOTAL BOND & INTEREST FUND					**$0**		**$0**
ILLINOIS MUNICIPAL RETIREMENT FUND:							
IMRF LEVY					**$21,202**		**$22,886**
TOTAL ALL FUNDS					**$1,153,798**		**$485,233**

***** AUDIOLOGY EVALUATION/VISION SCREENING RATE IS FOR DISTRCTS WHO COMPLETE ECAT EVALUATIONS OUTSIDE OF SEDOL**

***** WE'VE LEFT THE # OF AUDIOLOGY EVALS/VISION SCREENINGS AT - 0 - AS WE ARE UNSURE OF THE # OF EVALS/SCREENINGS YOUR DISTRICT WILL REQUEST IN FY17**

	United Healthcare											
Annual Deductible	**Navigate HMO Plan 0WL w/Rx 0I1**		**Choice Plus Plan QCQ w/Rx 0F5**		**Core Plan QGU w/Rx 0F5**		**Core Plan QG9 w/Rx 0F5**	
	In-Network	**Out-of-Network**	**In-Network**	**Out-of-Network**	**In-Network**	**Out-of-Network**	**In-Network**	**Out-of-Network**
Individual	$0		$500	$1,500	$500	$4,000	$1,000	$4,000
Family	$0		$1,000	$3,000	$1,500	$12,000	$3,000	$12,000
Deductible Accumulation	N/A		Embedded		Embedded		Embedded	
Maximum Out-of-Pocket								
Individual	$1,500 (copay limit)		$3,500	$7,000	$3,000	$9,000	$3,500	$6,000
Family	$3,000 (copay limit)		$7,000	$14,000	$10,500	$18,000	$10,500	$18,000
Hospital Services								
Inpatient	100%		90% after deduct.	70% after deduct.	90% after deduct.	50% after deduct.	90% after deduct.	60% after deduct.
Outpatient	100%		90% after deduct.	70% after deduct.	90% after deduct.	50% after deduct.	90% after deduct.	60% after deduct.
Emergency Room	$200 copay		$100 copay		$150 copay		$150 copay	
Urgent Care Facilities	$50 copay		$50 copay	70% after deduct.	$50 copay	50% after deduct.	$50 copay	60% after deduct.
Labs & X-Rays	100%		90% after deduct.	70% after deduct.	90% after deduct.	50% after deduct.	80% after deduct.	60% after deduct.
Physician Office Visit Charges								
Preventive Care	100%		100%	70% after deduct.	100%	50% after deduct.	100%	60% after deduct.
Primary Care Physician	$20 copay		$15 copay	70% after deduct.	$20 copay	50% after deduct.	$20 copay	60% after deduct.
Specialist	$40 copay		$25 copay	70% after deduct.	$40 copay	50% after deduct.	$40 copay	60% after deduct.
Prescription Drugs								
Retail (30 Day Supply)								
Tier 1	$15 copay		$10 copay	applicable copay + difference between the cost and the approved amount	$10 copay	applicable copay + difference between the cost and the approved amount	$10 copay	applicable copay + difference between the cost and the approved amount
Tier 2	$30 copay		$25 copay		$25 copay		$25 copay	
Tier 3	$50 copay		$45 copay		$45 copay		$45 copay	
Mail Order (90 Day Supply)	2.5 x Retail		2.5 x Retail	n/a	2.5 x Retail	n/a	2.5 x Retail	n/a
Plan Lifetime Maximum	Unlimited							

Monthly Rates/Enrollment	**HMO**	**QCQ**	**QGU**	**QG9**	**Navigate HMO Plan 0WL w/Rx 0I1**			**Choice Plus Plan QCQ w/Rx 0F5**			**Core Plan QGU w/Rx 0F5**			**Core Plan QG9 w/Rx 0F5**		
					Current	**Renewal**	**FINAL Negotiated Renewal**	**Current**	**Renewal**	**FINAL Negotiated Renewal**	**Current**	**Renewal**	**FINAL Negotiated Renewal**	**Current**	**Renewal**	**FINAL Negotiated Renewal**
Employee	6	7	17	29	$842.83	$943.97	$910.26	$967.53	$1,083.63	$1,044.93	$804.62	$901.17	$868.99	$778.10	$871.47	$840.35
Employee + Spouse	0	0	0	0	$1,685.66	$1,887.94	$1,820.52	$1,935.06	$2,167.26	$2,089.86	$1,609.24	$1,802.34	$1,737.98	$1,556.20	$1,742.94	$1,680.70
Employee + Child(ren)	2	0	1	1	$2,063.07	$2,310.64	$2,228.12	$2,368.31	$2,652.50	$2,557.77	$1,969.54	$2,205.87	$2,127.10	$1,904.63	$2,133.18	$2,057.01
Family	0	1	0	0	$2,528.52	$2,831.94	$2,730.81	$2,902.62	$3,250.92	$3,134.82	$2,413.89	$2,703.54	$2,607.00	$2,334.33	$2,614.44	$2,521.08
TOTAL	**8**	**8**	**18**	**30**												
Annual Premium by Plan					**$110,197**	**$123,421**	**$119,014**	**$116,104**	**$130,036**	**$125,392**	**$187,777**	**$210,309**	**$202,799**	**$293,634**	**$328,870**	**$317,126**
Premium Change By Plan $						**$13,224**	**$8,816**		**$13,932**	**$9,288**		**$22,532**	**$15,022**		**$35,235**	**$23,492**
Premium Change By Plan %						**12.0%**	**8.0%**		**12.0%**	**8.0%**		**12.0%**	**8.0%**		**12.0%**	**8.0%**

	Current	**Renewal**	**Negotiated Renewal**
Annual Premium Combined	**$707,713**	**$792,636**	**$764,331**
Change (Premium Only) from Current $		**$84,923**	**$56,618**
Change (Premium Only) from Current %		**12.0%**	**8.0%**

Items listed in **green** indicate an enhanced benefit from current plan. Items listed in **red** indicate a lesser benefit from current plan.

Note - Maximum out-of-pocket includes annual deductible.

COLLECTIVE LIABILITY INSURANCE COOPERATIVE

2016-2017 WORKERS' COMPENSATION PROGRAM COST COMPARISON

District: BIG HOLLOW SCHOOL DISTRICT #38

Payroll Information (Payroll information is unaudited)	2015-2016 Expiring	2016-2017 Proposed	% Change
7380 – Drivers	$0	$340,000	
8868 – Teachers/Professionals	$8,511,500	$8,009,198	
9082 – Cafeteria	$160,338	$162,500	
9101 – Maintenance/All Other	$189,590	$110,420	
Total Estimated Payroll	$8,861,428	$8,622,118	-2.70%
Experience Modification Factor	0.78	0.78	0.00%
Modified Premium	$42,567	$65,581	54.07%

Fixed Costs	2015-2016 Expiring	2016-2017 Proposed	% Change
Workers' Compensation Premium	$2,086	$3,200	
AJG Co. Administration Fee	$2,459	$2,500	
Sedgwick Claims Administration Fee	$1,524	$1,530	
Sedgwick Loss Control Fee	$927	$927	
Total Fixed Costs	$6,996	$8,158	16.61%

Variable Costs	2015-2016 Expiring	2016-2017 Proposed	% Change
Loss Fund – Workers' Compensation	$43,331	$49,271	
Total Workers' Compensation Program Contribution	$50,326	$57,429	14.11%

Workers' Compensation Program Costs Total Due for July 1, 2016 - 2017	**$57,429**

Loss Fund	2015-2016 Expiring	2016-2017 Proposed
Loss Fund – 100%	$41,290	$62,630
Actuarial Debit/Credit	8.4%	-17.7%
Loss Fund – 100% with Actuarial Debit/Credit	$44,779	$51,545*
Less Funded Amount	$43,331	$49,271
Auditable Loss Fund (based on payrolls listed above)	$1,448	$2,274
		***This figure should be budgeted under your Tort Fund**

COLLECTIVE LIABILITY INSURANCE COOPERATIVE

2016-2017 PROPERTY/CASUALTY
PROGRAM COST COMPARISON

District: Big Hollow School District #38

Fixed Costs	2015-2016 Expiring	2016-2017 Proposed
Package (includes Property, General Liability, Auto Liability & Physical Damage, Crime and Law Enforcement)	$4,790	$7,408
Excess Property $1,000,000,000	$7,924	$8,037
Excess Property $100,000,000 xs $1,000,000,000	$191	N/A[1]
Boiler & Machinery	$1,454	$1,310
School Board Legal Liability - **$15,000 Deductible**	$3,585	$3,335
Excess Liability $45M xs $1M	$3,419	$5,054
Student Accident – Mandatory	$8,469	$8,588
Student Accident – Catastrophic	$1,783	$1,808
Pollution Liability	$914	$804
Cyber Liability/Identity Theft	$1,783	$1,773
Arthur J. Gallagher Risk Management Services Fee	$2,392	$2,433
Gallagher Bassett Services Claims Administration Fee	$1,372	$1,016
Gallagher Bassett Services Loss Control Fee	$1,175	$2,170
CLIC Program Management Operating Fee [2]	$676	$631
Total Fixed Costs	$39,928	**$44,366**
% of Change		11.11%

Variable Costs	2015-2016 Expiring	2016-2017 Proposed
Loss Fund – Package (includes actuarial debit/credit)[3]	$19,027	$21,642
Actuarial Debit/Credit – Package	20.0%	20.0%
Loss Fund – School Board Legal Liability (includes actuarial debit/credit)[3]	$2,961	$2,444
Actuarial Debit/Credit – School Board Legal Liability	N/A	-10.7%
Total Program Contribution on a Maximum Cost Basis	$61,916	**$68,452**
% of Change		10.56%

Total Program Costs Due for July 1, 2016-2017	**$68,452**

Statistical Information	2015-2016 Expiring	2016-2017 Proposed	% Change
Total Insurable Values (Includes Vehicles)	$63,391,710	$65,792,568	3.79%
Students	1,783	1,808	1.40%
Vehicles	1	19	1800.00%

[1] The CLIC Executive Committee voted to eliminate the 2nd layer of Excess Property coverage after reviewing historical loss information of the Cooperative.

[2] The CLIC Property/Casualty Program Management Operating Fee is allocated to each member by the CLIC treasurer. This fee is solely used to pay for those expenses such as the Treasurer Services, Legal Services, Publication of Safe Schools Newsletter, Appraisal Cost, Audit Expenses, D&O Insurance, Actuarial Expenses and Meeting Expenses that are needed to operate the pools operations. In the past, the cooperative has utilized loss fund interest earnings to pay for those expenses. Due to the lack of interest income to cover the cooperatives expenses, a slight fee must be allocated to each member. The CLIC Executive Committee concurred that beginning with the 2014/2015 renewal a Program Management Operating Fee will be instituted only on the Property/Casualty Program. The fee will be based upon the minimum fee of $552 per district with a rate per student charge. The maximum amount a member district could pay is $5,980.

[3] Actuarial Debit/Credit is provided by independent audit firm Milliman, Inc. based on each district's loss experience for the past 5 years, not including the current year.

BIG HOLLOW SCHOOL DISTRICT 38

CITIZENS' ADVISORY COUNCIL

BYLAWS

Article I: Purposes

The Citizens' Advisory Council (the "Council") for Big Hollow School District 38, having been created by the Board of Education (the "Board"), was designed to afford lay participation in educational planning and shall have the following purposes and objectives:

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.

Article II: Membership of the Council

The Council shall consist of 18 interested persons, each of whom shall reside in District 38.

All members of the Council shall be selected and appointed by the Board. The Council should have diverse membership which represents various age groups, ethnic groups, and viewpoints of the community.

A balanced membership will be created by considering:

1. Parents

2. Non-parents

3. Students (2 members)

No one is ineligible for Council appointments as long as the member of the Council attends the meetings of the Council and always cooperates to the best of their ability, regarding items that are addressed before the Council.

Members shall serve for a term of three years and will not be eligible for re-appointment unless they have been off the Council for a period of one year.

Any member of the Council who fails to attend three regular meetings of the Council in one year shall thereupon cease to be a member of the Council, unless the Council, by motion duly passed not later than the next regular meeting, reinstates such person to membership.

Council members will be appointed over the summer and seated in September.

Article III: Limitation

The Council is solely an advisory group to the administration and members are encouraged to express their own opinions and convictions while participating in Council activities. The Board is and shall remain the group charged by law with the sole legal authority and responsibility for the administration of District 38 and these powers have not and cannot be delegated by the Board.

Article IV: Officers

The Council shall elect a chairperson, vice-chairperson and secretary. Officers shall be selected in September during the first meeting of the school year. The vice-chairperson shall automatically succeed the chair. The officers shall hold office for one year or until their successors take office. No officer except the secretary may succeed themselves in the same office. At the time of election of officers, the newly elected vice-chairperson must have at least two years' membership remaining.

The chairperson shall preside at all meetings and shall have a vote on all questions. The vice-chairperson shall function as the chairperson in the chairperson's absence. The secretary shall maintain an accurate attendance record.

The secretary (or school designee) shall inform members of their appointment to the Council and inform members who because of three absences are dropped from the membership roll. In the spring of each year, the secretary (or school designee) will contact all members to determine if they wish to continue their membership on the council for the next school year. The secretary (or school designee) also shall mail written notice of all Council meetings to members five days prior to each meeting, preserve the minutes of all meetings, and maintain a record of attendance at Council meetings.

Article V: Meeting of the Council

Regular meetings of the Council shall be held in: September, October, January, and February of each calendar year. The district Superintendent has the authority to cancel a meeting if there are not any meaningful issues to present or discuss. The Council may vote to waive a meeting by action taken at the preceding meeting. Special meetings may be called at any time by the chairperson or by the written request of nine or more Council members to the secretary.

Meetings shall be held on the fourth Monday of the scheduled month. All meetings will begin at 6:30 p.m. and adjourn no later than 8:00 p.m., unless the Council votes to extend the meeting. Meetings will be held in the library at Big Hollow Middle School.

One School Board member is encouraged to attend each CAC meeting on a rotating basis. Employees of District 38, and other interested individuals are also encouraged to attend the CAC meetings.

As on official Board committee, Council meetings are subject to the provisions of the "Open Meeting Act" of the State of Illinois and therefore, must be open to the public.

Funds for reasonable and justifiable expenses of the Council may be requested from the administration.

The Council shall seek input from District 38 administration on matters related to topics which the Council is considering. Requests for data relevant to the work of the Council shall be channeled through the chairperson and approved by the Superintendent of Schools so that there may be a reasonable demand on the time of employees required to assemble the requested data.

Meetings shall be conducted under the Roberts Rules of Order.

Article VI: Committees

Committees of the Council shall be appointed by the chairperson with the advice and consent of the Council.

(Adopted by the Board of Education on July 11, 2016)

BIG HOLLOW SCHOOL DISTRICT #38

CITIZENS' ADVISORY COUNCIL MEMBERS
SY16-17

Chairperson:

Vice Chairperson:

Secretary:

NAME	REPRESENTING
Erik Fries	Primary School Parent
Lauren Plescia	Primary School Parent
Emilie Danca	Primary School Parent
Simon Vasey	Elementary School Parent
Tonya Wibbenmeyer	Elementary School Parent
Lauren Mateja	Elementary School Parent
Justin Smith	Middle School Parent
Steve Avallone	Middle School Parent
Laurie Fulton	Middle School Parent
Laura Grimes	Parent At-Large
Krista Burgdorf	Parent At-Large
Farrah Silverberg	Parent At-Large
Cynthia Pruim Haran	Parent At-Large
Cindy Herzog	Parent At-Large
Jackie Black	District Resident
Renee Diedrick	District Resident
Shelby Swiercz	Student
Vacant	Student

Exhibit 14

M&R Electronic Systems, Inc.
515 Bond Street, Lincolnshire, IL. 60069
(847) 634-1200 (847) 634-1201

PROPOSAL

BIG HOLLOW SCHOOL DISTRICT #38 **MAY 18, 2016**
26051 E NIPPERSINK ROAD **847-740-5320**
INGILLSIDE, ILLINOIS 60041

ATTN; MATT MCCULLEY

RE: CARD ACCESS SYSTEM
FURNISH LABOR AND MATERIALS TO UP GRADE THE EXISTING CARD ACCESS SYSTEM AS FOLLOWS. OPTION #1
THE FIRST ROUTE IS AS FOLLOWS. REPLACE THE EXISTING KERI TIGER 250 CONTROLLERS WITH NEW PXL-500W CONTROLLERS . YOUR SYSTEM HAS 6 EXISTING OBSOLETE CONTROLLERS.
THE EXISTING PXL-500W CONTROLLERS WILL HAVE THE NEW CHIP SET INSTALLED AND WE WILL PURCHASE UP GRADE ONE TIME LICENSE FEE FOR THE EXISTING 5 CONTROLLERS.
A NEW APL12PC SERVER WILL BE SUPPLIED AND INSTALLED TO CONTROL THE SYSTEM ALL SOFTWARE IS INCLUDED .
WE WILL INSTALL 3 NEW LAN520AESP NIC DEVICES ONE FOR EACH SET OF CONTROLLERS.
LABOR TO INSTALL AND THE MATERIALS ABOVE WHICH INCLUDES TRAINING. PLEASE NOTE THE SYSTEM WILL REQUIRE REENTERING OF DOORS AND TIME ZONES ON THE NEW SOFTWARE.
PRICE ----------$13,300.00

OPTION #2
REPLACE ALL OF THE CONTROL EQUIPMENT WITH THE LATEST CONTROLLERS, WHICH ARE THE NXT 4D MSC CONTROLLERS EACH UNIT HANDLES 4 CARD READER THE NXT-2D MSC UNIT HANDLES 2 DOORS
1 APL12PC SERVER WITH THE SOFTWARE REQUIRED WILL BE INSTALLED
21 NXT-WI PERSONALITY MODULES WI BE INSTALLED 1 PER READER.
6 NEW KPS-5.1 POWER SUPPLIES AND STAND BY BATTERY WILL BE INSTALLED 1 FOR EACH CONTROLLER
TRAINING
THE SYSTEM WILL REQUIRE REENTERING OF DOORS AND TIME ZONES ON THE NEW SOFTWARE
PRICE ----------$16,200.00
CONTINUED PAGE 2

M&R Electronic Systems, Inc.
515 Bond Street, Lincolnshire, IL. 60069
(847) 634-1200 (847) 634-1201

CONTINUED FROM PAGE 1

CHOOSE WHICH OPTION YOU LIKE CROSS OUT OPTION NOT WANTED

WE HAVE NOT INCLUDED A MONITOR FOR THE NEW SERVER
THE SYSTEMS COMES WITH 1 CLIENT LICENSE IF MORE ARE REQUIRED PRICE $335.00 EACH.
SYSTEM WIDE USE WITH 1 ADDITIONAL LICENSE WILL ALLOW TWO PEOPLE TO USE AT SAME TIME.

A ONE YEAR WARRANTY IS INCLUDED ON ALL NEW EQUIPMENT
PAYABLE: 25% DOWN PAYMENT BALANCE DUE COD UPON COMPLETION
WARRANTY: ONE YEAR ON PARTS AND LABOR ON NEW EQUIPMENT

SUBMITTED BY:
Dennis Schultz
DENNIS SCHULTZ, PROJECT MANAGER

ACCEPTANCE

YOU ARE HEREBY AUTHORIZED TO FURNISH ALL MATERIALS AND LABOR THAT ARE REQUIRED TO COMPLETE THE WORK MENTIONED IN THE ABOVE PROPOSAL AND FOR WHICH I AGREE TO PAY THE AMOUNT MENTIONED IN THE ABOVE PROPOSAL AND ACCORDING TO THE TERMS THEREOF.

SIGNED BY:	**DATE:**
TITLE:	

FSS Technologies LLC.
Dba Fire and Security Systems
516 W. Campus Dr. Arlington Heights, IL. 60004
p: 847-577-1950
www.fssprotect.com

6/14/2016

Big Hollow School District 38
Attn: Matt McCulley
26051 W. Nippersink Rd.
Ingleside, IL. 60041

Re: Access Control upgrade

Hello Matt,

FSS Technologies is pleased to submit, for your consideration this proposal detailing the equipment and services being offered for work to be performed at the site referenced above.

Equipment to be installed:

21 – PoE Door Controller
1 – Intelli-M Software Kit
1 – Intelli-M Server
21 – Surface Mounting Box

Services to be provided:

FSS Technologies will provide installation and programming of new equipment and software to be tied-in with existing readers.

Total Project Cost: $19,214.00

This proposal is valid for 90 days from the date of this letter, and is conditional upon the following:

- FSS Technologies, LLC receiving a signed service agreement reflecting customer acceptance of this letter.

- Customer is aware that all fees pertaining to permits, plan review and/or bond requirements are at the expense of the customer.

- Customer is aware that the proposed amount is subject to change based on the fire district and local requirements.

Please feel free contact me with any questions or concerns you may have regarding the information contained in this proposal. FSS Technologies thanks you for the opportunity to submit this proposal and look forward to being of service to you.

Sincerely,

David E. Handy

David Handy
Customer Account Manger
davidh@fssprotect.com
c: 517-759-0158

Illinois Department of Transportation

Serious Safety Hazard Finding

A publication entitled "**School Safety Busing and Instructions for Submitting Findings**" is available from the Illinois Department of Transportation, 2300 South Dirksen Parkway, Springfield, Illinois 62764. The school administrator preparing this submittal should refer to the instructions in the booklet.

Two copies of this form are to be submitted to the IDOT District Office indicated in the instruction booklet. The IDOT District Office will approve or disapprove the submittal within thirty (30) days and return one copy to the school district indicating the action taken.

Name of School District **Big Hollow School District 38**				**Address of Administrative Office** **26051 W. Nippersink Rd** **Ingleside, Il. 60041**
District # **38**	**County** **Lake**	**City** **Ingleside**	**Zip Code** **60041**	

Name of Contact Representative	**Title**	**Phone Number**
Robert Gold	**Superintendent**	**(847) 740-1490**

Name of School to Which Children Are Walking	**Annual Sequential Number** **(Use on Map and Attachments)**
Big Hollow Middle School	

Type of Condition

1. ☒ Single Hazard — Type Walking on a Roadway
2. ☐ Combination Hazard — Type _____ and Type _____

Location

(Attach a map showing the described location(s).)

3. Along Fish Lake Road (Street or Road Name)
4. Type I — From _____ To _____
5. Type II — From Levi Waite Rd. To Nippersink Rd.
6. Type III — At _____
7. Type IV — At _____

Points

(Complete only for types listed on lines 1 or 2.)

Type I – Walking Along a Roadway

8.	Highest qualifying grade level (through _____ grade)	_____ Points (Table 1)
9.	Location of walkway (on shoulder _____ feet from roadway) **OR** (behind curb or ditch _____ feet from roadway)	_____ Points (Table 2)
10.	Speed of traffic (_____ mph)	_____ Points (Table 3)
11.	Volume of traffic (_____ vehicles/hour) (_____ lanes)	_____ Points (Table 4)
12.	Length of hazardous section (_____ miles)	_____ Points (Table 5)
13.	Board's judgment points (attach explanation)	_____ Points
14.	Total of lines 8 through 13	_____ Points

Type II – Walking on a Roadway

15.	Highest qualifying grade level (through 8th grade)	5 Points (Table 6)
16.	Reason for walking on roadway: (No shoulder or walkway off pavement for >500 feet, **OR** Narrow bridge or underpass for _____ feet)	3 Points (Table 7)
17.	Speed of traffic (40-45 mph)	2 Points (Table 8)
18.	Volume of traffic (100-399 vehicles/hour) (2 lanes)	1 Points (Table 9)
19.	Length of hazardous section (0.5 -0.7 miles)	3 Points (Table 10)
20.	Board's judgment points (attach explanation)	0 Points
21.	Total of lines 15 through 20	14 Points

Points (Continued)

Type III – Crossing a Roadway (Name of roadway being crossed _____)

22. Highest qualifying grade level (through _____ grade) _____ Points (Table 11)
23. Control on roadway being crossed (_____) _____ Points (Table 12)
24. Speed and volume of traffic (_____ mph) (_____ vehicles/hour) _____ Points (Table 13)
25. Width of roadway (_____ feet) _____ Points (Table 14)
26. Board's judgment points (attach explanation) _____ Points
27. Total of lines 22 through 26 _____ Points

Type IV – Crossing Railroad Tracks

28. Highest qualifying grade level (through _____ grade) _____ Points (Table 15)
29. Crossing protection and number of tracks: (_____ protection; _____ tracks used) _____ Points (Table 16)
30. Speed and number of trains: (_____ mph; _____ trains) _____ Points (Table 17)
31. Board's judgment points (attach explanation) _____ Points
32. Total of lines 28 through 31 _____ Points

Finding

33. ☑ Single hazard qualifies since 14 points in a Type II situation equals or exceeds 12.
34. ☐ Combination hazard qualifies since the total of _____ points in a Type _____ situation and _____ points in a Type _____ situation equals or exceeds 20.
35. ☐ Hazard is temporary for _____ school year (resubmit annually).
36. ☐ No hazard

Certification

I hereby certify that the date in this application, including accompanying maps and statements, are true and correct to the best of my knowledge and belief. Board approval was given on date of July 11, 2016, and the minutes of this meeting bear evidence of this approval.

7/11/16
Date

Signature of Secretary or President of Board of Education or Board of Directors

Action by Illinois Department of Transportation

Date Submittal Received _____, 20 _____ Serial No. _____

☐ Approved

☐ Disapproved for corrections, additions, or clarifications noted in transmittal letter.

☐ Disapproved for reason or reasons noted in transmittal letter.

Date

Signature of IDOT Regional Engineer

Reimbursement Estimate (This information will have no effect on IDOT's action on the submittal.)

1. Approximately how many students will annually be qualified for busing by this submittal that did not previously qualify for reimbursable busing? _____students
2. What is the projected additional annual reimbursement that will result from this submittal? $_____

Illinois Department of Transportation

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Big Hollow Middle School	

Type of Condition

1. ☒ Single Hazard — Type Walking on a Roadway
2. ☐ Combination Hazard — Type _____ and Type _____

Location

(Attach a map showing the described location(s).)

3. Along Molidor Road (Street or Road Name)
4. Type I — From _____ To _____
5. Type II — From N. U.S. Highway 12 To Fish Lake Rd.
6. Type III — At _____
7. Type IV — At _____

Points

(Complete only for types listed on lines 1 or 2.)

Type I – Walking Along a Roadway

8. Highest qualifying grade level (through _____ grade)	_____ Table 1	Points
9. Location of walkway (on shoulder _____ feet from roadway) **OR** (behind curb or ditch _____ feet from roadway)	_____ Table 2	Points
10. Speed of traffic (_____ mph)	_____ Table 3	Points
11. Volume of traffic (_____ vehicles/hour) (_____ lanes)	_____ Table 4	Points
12. Length of hazardous section (_____ miles)	_____ Table 5	Points
13. Board's judgment points (attach explanation)	_____	Points
14. Total of lines 8 through 13	_____	Points

Type II – Walking on a Roadway

15. Highest qualifying grade level (through 8th grade)	5 Table 6	Points
16. Reason for walking on roadway: (No shoulder or walkway off pavement for >500 feet, **OR** Narrow bridge or underpass for _____ feet)	3 Table 7	Points
17. Speed of traffic (40-45 mph)	2 Table 8	Points
18. Volume of traffic (100-399 vehicles/hour) (2 lanes)	1 Table 9	Points
19. Length of hazardous section (0.5 -0.7 miles)	3 Table 10	Points
20. Board's judgment points (attach explanation)	0	Points
21. Total of lines 15 through 20	14	Points

Points (Continued)

Type III – Crossing a Roadway (Name of roadway being crossed _____)

22. Highest qualifying grade level (through _____ grade) _____ Points (Table 11)
23. Control on roadway being crossed (_____) _____ Points (Table 12)
24. Speed and volume of traffic (_____ mph) (_____ vehicles/hour) _____ Points (Table 13)
25. Width of roadway (_____ feet) _____ Points (Table 14)
26. Board's judgment points (attach explanation) _____ Points
27. Total of lines 22 through 26 _____ Points

Type IV – Crossing Railroad Tracks

28. Highest qualifying grade level (through _____ grade) _____ Points (Table 15)
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31. Board's judgment points (attach explanation) _____ Points
32. Total of lines 28 through 31 _____ Points

Finding

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Type of Condition

1. ☒ Single Hazard — Type Walking on a Roadway
2. ☐ Combination Hazard — Type _____ and Type _____

Location

(Attach a map showing the described location(s).)

3. Along Nippersink Road (Street or Road Name)
4. Type I — From _____ To _____
5. Type II — From W. U.S. State Route 134 To Valley Lakes Blvd.
6. Type III — At _____
7. Type IV — At _____

Points

(Complete only for types listed on lines 1 or 2.)

Type I – Walking Along a Roadway

8.	Highest qualifying grade level (through _____ grade)	_____ Points (Table 1)
9.	Location of walkway (on shoulder _____ feet from roadway) **OR** (behind curb or ditch _____ feet from roadway)	_____ Points (Table 2)
10.	Speed of traffic (_____ mph)	_____ Points (Table 3)
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Points (Continued)

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Location

(Attach a map showing the described location(s).)

3. Along Wilson Road (Street or Road Name)
4. Type I — From W. Belvidere Rd. To US State Route 134
5. Type II — From _____ To _____
6. Type III — At _____
7. Type IV — At _____

Points

(Complete only for types listed on lines 1 or 2.)

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Employment Report
July 11, 2016 Board Meeting

Employment Recommendations

- Approve the personnel change of Lisa LaMantia from Sub Lunch Monitor to Full-Time Lunch Monitor, effective August 2016.
- Approve the personnel change of Tonya Wibbenmeyer from Substitute to Paraprofessional for the 2016-2017 School Year.
- Approve the Employment of Meghan Ryan as 5-8 Art Teacher, effective August 2016.
- Approve the personnel change of Renee Holm from Lunch Monitor to Paraprofessional, effective for the 2016-2017 School Year.
- Approve the employment of Emily Buehler as Primary Pre-K Teacher, effective August 22, 2016.
- Approve the employment of James Buckwalter as 8th Grade ELA Teacher, effective August 22, 2016.
- Approve the employment of Shana Diamond as Middle School Speech-Language Pathologist , effective August 22, 2016. Pending licensure by ISBE.

BIG HOLLOW SCHOOL DISTRICT
www.bighollow.us

Personnel Change Notice

Date 6/27/16

Employee Lisa LaMantia

Address _____

City _____ Zip _____

Home Phone _____

Cell Number _____

SS# _____

Name Change _____

Address _____

City _____ Zip _____

Home Phone _____

Cell Number _____

BOE Apprv:_____

Hire Date_____ ☑ Position Change ☐ Rehired ☐ Temporary ☐ Part-Time

New Position Full- Time Lunch Monitor ☐ Replacement For _____

Building Elementary Salary $9.00/hour hr./mo. 45 Work hours 10:30-1:30

Certified
☐ Administrator
☐ Teacher

Non-Certified
☐ Teacher Aide
☐ Custodian
☐ Clerk
☐ Nurse
☐ Secretary
☐ Substitute
☐ Technology
☑ Other lunch monitor

BA ☐ BA +15 ☐ MA ☐ MA +15 ☐ MA +30 ☐

Years of Verified Experience: _____ Years Credited:_____ Step: _____

Salary/Hourly Rate: $_____ (May be adjusted if circumstances require)

FTE: _____ Sick Days: _____ Personal Days: _____ Vacation Days: _____

Termination

☐ **Voluntary** Last day worked: _____ Pay through date: _____

☐ Dissatisfied w/job ☐ Medical-self or family ☐ Family issues ☐ Attending school
☐ Better job/pay/benefits/hours ☐ Letter of resignation received ☐ Rehire ☐ Y ☐ N ☐ Other

☐ **Involuntary** Last day worked: _____ Pay through date: _____

☐ At Will (no cause needed) ☐ Gross Misconduct ☐ Attendance/Tardiness ☐ Unqualified for job

☐ **Retirement** Last day worked: _____ Pay through date: _____
Rehire: ☐ Y ☐ N

☐ **Leave of Absence** Last day worked: _____ Return to work on: _____

BIG HOLLOW SCHOOL DISTRICT
www.bighollow.us

Signature of Superintendent	6/28/16 Date
Employee Signature	Date

Comments:

BIG HOLLOW SCHOOL DISTRICT
www.bighollow.us

Personnel Change Notice

Date 6-6-16

Employee Tonya Wibbenmeyer

Name Change _____

Address _____

Address _____

City _____ Zip _____

City _____ Zip _____

Home Phone _____

Home Phone _____

Cell Number _____

Cell Number _____

SS# _____

BOE Apprv: _____

Hire Date_____ [x] Position Change [ ] Rehired [ ] Temporary [ ] Part-Time

New Position paraprofessional [ ] Replacement For Barb Brown - resigned

Building _____ Salary $_10.50/hr._____ hr./mo. _____ Work hours _____

Certified
- [ ] Administrator
- [ ] Teacher

Non-Certified
- [✔] Teacher Aide
- [ ] Custodian
- [ ] Clerk
- [ ] Nurse
- [ ] Secretary
- [ ] Substitute
- [ ] Technology
- [ ] Other _____

BA [ ] BA +15 [ ] MA [ ] MA +15 [ ] MA +30 [ ]

Years of Verified Experience: _____ Years Credited:_____ Step: _____

Salary/Hourly Rate: $_____ (May be adjusted if circumstances require)

FTE: _____ Sick Days: __9_____ Personal Days: __2_____ Vacation Days: _____

Termination

[ ] **Voluntary** Last day worked: _____ Pay through date: _____

- [ ] Dissatisfied w/job
- [ ] Better job/pay/benefits/hours
- [ ] Medical-self or family
- [ ] Letter of resignation received
- [ ] Family issues
- [ ] Attending school
- [ ] Rehire [ ] Y [ ] N
- [ ] Other

[ ] **Involuntary** Last day worked: _____ Pay through date: _____

- [ ] At Will (no cause needed)
- [ ] Gross Misconduct
- [ ] Attendance/Tardiness
- [ ] Unqualified for job

[ ] **Retirement** Last day worked: _____ Pay through date: _____
Rehire: [ ] Y [ ] N

[ ] **Leave of Absence** Last day worked: _____ Return to work on: _____

BIG HOLLOW SCHOOL DISTRICT
www.bighollow.us

Signature of Superintendent	6/28/16 Date
Employee Signature	Date

Comments:

BIG HOLLOW SCHOOL DISTRICT #38

New Hire DATA Information

BACKGROUND

Name Meghan Ryan

Street _____

City _____ State _____ Zip _____

Home Telephone _____ Cell Telephone _____

E-Mail _____

ASSIGNMENT

☑ **CERTIFIED** ☐ Administrator ☑ Teacher	☐ **NON-CERTIFIED** ☐ Teacher Aide ☐ Nurse ☐ Technology ☐ Custodian ☐ Secretary ☐ Other ☐ Clerk ☐ Substitute _____

School/Work Site BH Middle School

Grade Level/Area 5-8 Art Teacher

Start of work: August 2016 Contract Signed: _____ BOE Apprv.: _____

REFERENCES CONTACTED *(list 2)*

OFFICE USE ONLY **SALARY LANE/HOURS**

BA: ☐ BA + 15: ☐ MA: ☑ MA + 15: ☐ MA + 30: ☐

Years of Verified Experience: 5 Years Credited: 2 Step: 3

Years Worked in IL. 5 Years Worked Out of State: 0

Salary/Hourly Rate: $48,693 (May be adjusted if circumstances require)

TRS: Tier 1: ☐ Tier II: ☐ IMRF: Tier 1: ☐ Tier II: ☐

FTE: 1.0 # Months: _____ Vacation: _____ Sick Days: 13 Personal Days: 2

Comments: _____

_____ _____

Signature of Superintendent Date

_____ _____

Employee Signature Date

BIG HOLLOW SCHOOL DISTRICT
www.bighollow.us

Personnel Change Notice

Date 6/15/16

Employee Renee Holm

Name Change _____

Address _____

Address _____

City _____ Zip _____

Home Phone _____

Cell Number _____

BOE Apprv:_____

Hire Date_____ ☑ Position Change ☐ Rehired ☐ Temporary ☐ Part-Time

New Position Paraprofessional ☐ Replacement For _____

Building Elementary Salary $10.50/hr. hr./mo. _____ Work hours _____

Certified	**Non-Certified**		
☐ Administrator	☑ Teacher Aide	☐ Nurse	☐ Technology
☐ Teacher	☐ Custodian	☐ Secretary	☐ Other
	☐ Clerk	☐ Substitute	_____

BA ☐ BA +15 ☐ MA ☐ MA +15 ☐ MA +30 ☐

Years of Verified Experience: 0 Years Credited:_____ Step: _____

Salary/Hourly Rate: $_____ (May be adjusted if circumstances require)

FTE: _____ Sick Days: 9 Personal Days: 2 Vacation Days: _____

Termination

☐ **Voluntary** Last day worked: _____ Pay through date: _____

☐ Dissatisfied w/job ☐ Medical-self or family ☐ Family issues ☐ Attending school
☐ Better job/pay/benefits/hours ☐ Letter of resignation received ☐ Rehire ☐ Y ☐ N ☐ Other

☐ **Involuntary** Last day worked: _____ Pay through date: _____

☐ At Will (no cause needed) ☐ Gross Misconduct ☐ Attendance/Tardiness ☐ Unqualified for job

☐ **Retirement** Last day worked: _____ Pay through date: _____
Rehire: ☐ Y ☐ N

☐ **Leave of Absence** Last day worked: _____ Return to work on: _____

Signature of Superintendent	Date
Employee Signature	Date

Comments:

BIG HOLLOW SCHOOL DISTRICT #38

New Hire DATA Information

BACKGROUND

Name Emily Buehler

Street _____

City _____ State _____ Zip _____

Home Telephone _____ Cell Telephone _____

E-Mail _____

ASSIGNMENT

☑ CERTIFIED	☐ NON-CERTIFIED		
☐ Administrator	☐ Teacher Aide	☐ Nurse	☐ Technology
☑ Teacher	☐ Custodian	☐ Secretary	☐ Other
	☐ Clerk	☐ Substitute	_____

School/Work Site Primary

Grade Level/Area Pre-K

Start of work: 8/22/2016 Contract Signed: _____ BOE Apprv.: _____

REFERENCES CONTACTED *(list 2)*

OFFICE USE ONLY **SALARY LANE/HOURS**

BA: ☑ BA + 15: ☐ MA: ☐ MA + 15: ☐ MA + 30: ☐

Years of Verified Experience: 0 Years Credited: 0 Step: 1

Years Worked in IL. 0 Years Worked Out of State: 0

Salary/Hourly Rate: $39,453 (May be adjusted if circumstances require)

TRS: Tier 1: ☐ Tier II: ☑ IMRF: Tier 1: ☐ Tier II: ☐

FTE: 1.0 # Months: 9.0 Vacation: _____ Sick Days: 13 Personal Days: 2

Comments: _____

_____ 6/30/16

Signature of Superintendent Date

_____ _____

Employee Signature Date

BIG HOLLOW SCHOOL DISTRICT #38

New Hire DATA Information

BACKGROUND

Name James Buckwalter

Street _____

City _____ State _____ Zip _____

Home Telephone _____ Cell Telephone _____

E-Mail _____

ASSIGNMENT

☑ CERTIFIED	☐ NON-CERTIFIED		
☐ Administrator	☐ Teacher Aide	☐ Nurse	☐ Technology
☑ Teacher	☐ Custodian	☐ Secretary	☐ Other
	☐ Clerk	☐ Substitute	_____

School/Work Site BH Middle School

Grade Level/Area 8th Grade ELA

Start of work: Aug. 2016 Contract Signed: _____ BOE Apprv.: _____

REFERENCES CONTACTED *(list 2)*

OFFICE USE ONLY **SALARY LANE/HOURS**

BA: ☑ BA + 15: ☐ MA: ☐ MA + 15: ☐ MA + 30: ☐

Years of Verified Experience: 5 Years Credited: 2 Step: 3

Years Worked in IL. 5 Years Worked Out of State: _____

Salary/Hourly Rate: $41,549 (May be adjusted if circumstances require)

TRS: Tier 1: ☐ Tier II: ☑ IMRF: Tier 1: ☐ Tier II: ☐

FTE: 1.0 # Months: _____ Vacation: _____ Sick Days: 13 Personal Days: 2

Comments: _____

_____ 7/8/16

Signature of Superintendent Date

_____ _____

Employee Signature Date

BIG HOLLOW SCHOOL DISTRICT #38

New Hire DATA Information

BACKGROUND

Name Shana Diamond

Street _____

City _____ State _____ Zip _____

Home Telephone _____ Cell Telephone _____

E-Mail _____

ASSIGNMENT

☑ CERTIFIED	☐ NON-CERTIFIED		
☐ Administrator	☐ Teacher Aide	☐ Nurse	☐ Technology
☑ Teacher	☐ Custodian	☐ Secretary	☐ Other
	☐ Clerk	☐ Substitute	_____

School/Work Site Middle

Grade Level/Area Speech-Language Pathologist

Start of work: 8/22/2016 Contract Signed: _____ BOE Apprv.: _____

REFERENCES CONTACTED *(list 2)*

OFFICE USE ONLY **SALARY LANE/HOURS**

BA: ☐ BA + 15: ☐ MA: ☑ MA + 15: ☐ MA + 30: ☐

Years of Verified Experience: 0 Years Credited: 0 Step: 1

Years Worked in IL. 0 Years Worked Out of State: 0

Salary/Hourly Rate: $46,259 (May be adjusted if circumstances require)

TRS: Tier 1: ☐ Tier II: ☐ IMRF: Tier 1: ☐ Tier II: ☐

FTE:_____ # Months:_____ Vacation:_____ Sick Days:_____ Personal Days:_____

Comments: **** PENDING LICENSURE BY ISBE

_____ 7/11/2016

Signature of Superintendent Date

_____ _____

Employee Signature Date

Big Hollow District 38

Administrator Meeting

June 15, 2016
Room C111
9:00 a.m.

Discussion Items

- Technology update (Amin)
- Transportation update
- Review of Board meeting items
- Review of items discussed at monthly meeting with union leaders
- Follow-up from evaluation training
    - Would we benefit from the coaching aspect?
- Assistant Supt. Job description review (***Handout***)
- Curriculum & Instruction
    - MAP data update
    - Eureka Math update
    - Mastery Connect update
    - Curriculum information flyers for each grade level (***Handout)***
        - Could also be linked on the website
    - Begin planning PD calendar for early release days in 16-17.
        - Paraprofessional training
        - Mastery Connect development time
        - Curriculum committee meetings
        - Instructional technology implementation (Middle School)
        - Visiting other school programs
- Timeline for informing Paraprofessionals of assignments for next year
    - The business office also needs to know assignments very soon for budget purposes.
- Review of 16-day absence information from Lake County (***Handout***)
- School Improvement Planning
    - After going through the entire cycle, what are your likes/dislikes of the process?
- Discussion on breakfast program at Primary/Elementary
- Parent/Teacher conference registration procedures
- Evaluation plan spreadsheet (***Demo***)
    - Google forms?
- Update on student handbook for 2016-2017
- Opening Day Institute Agenda discussion
    - Video
- Vacancies Pending:
    - Current vacancy listing
    - Certified
    - ESP
    - Extra-curricular
- Open discussion items