Our Mission: Inspiring a diverse school community to be passionate and empathetic learners.

Our Vision: Big Hollow School District #38 will be a model of student achievement for elementary school districts across the State of Illinois.

REGULAR BOARD OF EDUCATION MEETING

Monday, August 12, 2019
6:00 p.m. Closed Session
Open Session immediately follows Closed Session
Big Hollow Middle School Library

Agenda No. 2

Item 1 – Call to Order and Roll Call

Item 2 – Pledge of Allegiance

Item 3 – Motion to move to Closed Session

1. Discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c)(21).

2. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1).

Item 4 – Resume to Open Session

Item 5 – Added Items/Approval of the Agenda

Recommendation: Approve – Motion Required

Item 6 – Board member “Code of Conduct” review

Item #8: “I will be sufficiently informed about and prepared to act on the specific issues before the board, and remain reasonably knowledgeable about local, state, national, and global education issues.”
Item 7 – Approve Consent Agenda Items

Item 1  Approve the Closed Session Minutes of the July 8, 2019 Board Meeting to remain in closed status

Exhibit 1  Approve the Minutes of the July 8, 2019 Regular Board of Education Meeting

Exhibit 2  Approve the Minutes of the July 10, 2019 Special Board Meeting

Exhibit 3  Approve the Minutes of the August 5, 2019 Special Board Meeting

Exhibit 4  Approval of the School Treasurer’s Report for July, 2019

Exhibit 5  Approval of Bills for July/August, 2019

Exhibit 6  Approval of Activity and Convenience Fund Reports for July, 2019

Exhibit 7  Approval of Payroll for July, 2019

Recommendation: Approve – Motion Required

Item 8 – Public Comments

Item 9 – Superintendent’s Report

a. Monthly Board Policy Review

Exhibit 8 consists of Board Policies 5:100 – 5:130.

b. Approve the Citizen’s Advisory Council Members for 2019-2020

Exhibit 9 shows a listing of parents, students, and community members who have volunteered for the CAC for this upcoming school year.

Exhibit 10 is a list of the CAC meetings for the 2019-2020 school year.

Exhibit 11 is a draft of objectives that the CAC will be discussing in the coming year. Board members are encouraged to add discussion items as they see fit.

Recommendation: Approve – Motion Required

c. Review School Improvement Planning executive summaries for 2018-2019

Exhibit 12 is the executive summary for the Primary School 2018-2019 School Improvement Plan.

Exhibit 13 is the executive summary for the Elementary School 2018-2019 School Improvement Plan.

Exhibit 14 is the executive summary for the Middle School 2018-2019 School Improvement Plan.
d. Review the vendor expense report for 2018-2019

Exhibit 15 is a listing of vendors who were paid more than $5,000 in 2018-2019.

e. Technology update

Matt McCulley, BHSD Technology Director, will provide the Board with an update on the technology upgrades that have taken place over the summer.

f. Approve changes to the BHSD Certified Evaluation Plan

Last week, a team of administrators and certified staff reviewed and updated the certified evaluation plan. The exhibit below shows the updates that were agreed upon.

Exhibit 16 is the agenda and sign-off sheet for the recent District evaluation committee meeting which consisted of 5 administrators and 5 certified staff members.

Exhibit 17 is the recommended revised evaluation plan for certified staff

Recommendation: Approve – Motion Required

g. Approve the establishment of a new Board committee

At our Board retreat meeting last month, it was discussed that we should consider adding a Board committee focusing on the Climate/Culture. If this is the desire of the Board, we need the Board to approve the committee and 3 members to volunteer to serve.

Recommendation: Approve – Motion Required

h. Route 12 property sale update

Mr. Gold will provide an update on the status of the current sale of the Rt. 12 property.

i. SPED survey data update

The Illinois State Board of Education submits an annual parent survey to parents of our students who receive special education services. This past spring, Dr. Erin Pittman also sent out a parent survey to gather information from parents regarding our services they are receiving. Dr. Pittman will share all results with the Board at this time.

Exhibit 18 is summary of recent SPED parent survey data

j. Student registration update

k. Update on summer construction/maintenance projects

l. Volo annexation discussion
Item 10 – Approve Tentative Budget for SY 19-20 on First Reading

In preparation of the budget, over 80 revenue codes and nearly 700 expense codes were reviewed. The State requires that a balanced budget be submitted or the District must complete a deficit reduction plan to balance the District’s budget within three years.

Exhibit 19 School Board Accounting Procedures and Definition of Terms

Exhibit 20 SY 19-20 Tentative Budget

The hearing on the annual budget will be held during our Monday, September 9, 2019 Board of Education meeting in the Big Hollow Middle School Library. The budget has been on display since Wednesday, August 7, 2019 in order to meet the 30-day requirement. The legal notice appeared on the August 6, 2019 edition of the Daily Herald.

Recommendation: Approve – Motion Required

Item 11 – Other Action Items

a. Approve the July Employment Report

Exhibit 21 is the employment report for the month of July.

Recommendation: Approve – Motion Required

b. Approve the Parent/Student Handbook for 2019-2020

The Student/Parent Handbook for SY19-20 has been updated for all schools. The handbook will be available on the District website. Parents can also request a printed copy of the handbook. The handbook reflects all the revisions to Board Policy that have been previously approved.

Exhibit 22 is the updated version of the current Student/Parent Handbook.

Recommendation: Approve – Motion Required

c. Approve a recommendation for blacktop repairs

Exhibit 23 is summary of two bids received for various blacktop repairs that are recommended along with a recommendation.

Recommendation: Approve – Motion Required

d. Approve a recommendation to repair the Pre-K playground

Exhibit 24 is a summary of the project that needs to be completed in order to eliminate a water issue on the Pre-K playground which makes the area unusable for much of the year.

Recommendation: Approve – Motion Required

e. Approve Memorandum of Understanding with the Big Hollow Federation of Teachers modifying the retirement date for Julie Castetter
Exhibit 25 is the agreed upon memorandum of understanding

Recommendation: Approve – Motion Required

f. Approve contract with Single Path to provide business office support through a transition period

Exhibit 26 is the agreement with Single Path

Recommendation: Approve – Motion Required

g. Approve the Reciprocal Reporting System Agreement between the Sheriff of Lake County and the Board of Education of Big Hollow School District 38

Exhibit 27 is the agreement to be considered

Recommendation: Approve – Motion Required

h. Approve the hiring of Athletic Director for 2019-2020

Exhibit 28 is the recommendation

Recommendation: Approve – Motion Required

i. Approve Extra-Curricular Assignments for 2019-2020

Exhibit 29 is a listing of extra-curricular positions for the 2019-2020 school year as well as recommendations for 2019-2020. All vacancies have been posted.

Recommendation: Approve – Motion Required

Item 12 – Resignations Accepted

- Accepted the resignation of Amy Orr as bus driver effective July 25, 2019.
- Accepted the resignation of Hannah Jacobs as 3rd grade teacher effective July 25, 2019.
- Accepted the resignation of Lolita Christensen as Executive Assistant to the Superintendent effective September 30, 2019.
- Accepted the resignation of Al Boyd as bus driver effective July 31, 2019.
- Accepted the resignation of Rachelle Sikes as Special Education teacher at BHMS effective August 6, 2019.
- Accepted the resignation of Julie Arias as Special Education teacher at BHMS effective July 19, 2019.
- Accepted the resignation of Meghan Ryan as Art teacher at BHMS effective August 9, 2019.
**Item 13 – Informational Items**

a. **Freedom of Information Act (FOIA) requests**
   - There were no FOIA requests this past month

b. The next regularly scheduled Board meeting will take place on Monday, September 9, 2019 with closed session beginning at 6:00 p.m.

**Item 14 – Motion to move to closed session**

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

**Item 15 – Return to Open Session**

**Item 16 – Take any necessary action following closed session regarding minutes, employment of personnel, resignations, terminations or leaves of absence.**

**Item 17 – Adjournment**

Motion to adjourn.