Big Hollow School District #38 Ingleside, IL 60041

REGULAR BOARD OF EDUCATION MEETING MINUTES

Tuesday, October 15, 2019-6:00 p.m.-Big Hollow Middle School Library

1. Call to Order and Roll Call:
The regular meeting of the Board of Education was called to order at 6:00 p.m. on Tuesday, October 15, 2019 in the Big Hollow Middle School Library.

Roll Call:
The following members were in attendance: Cernuska, Enters, Kueter, Mazur, Pedersen, Plescia
The following members were absent: Lyons
The following administration were present: Gold

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

3. Motion to move to Closed Session:
A motion was made by Kueter and seconded by Enters to move to closed session.
Motion carried.

Aye: Kueter, Enters, Lyons, Mazur, Pedersen, Plescia
Nay: None

4. Resume to Open Session:
Open session began at 7:01 pm
The following members were in attendance: Cernuska, Enters, Kueter, Lyons, Mazur, Pedersen, Plescia
The following administration were present: Gold, Arndt, Hetrovicz, Janusz, Whipple, Biancalana, McCulley

5. Added Items/Approval of the Agenda:
A motion was made by Cernuska and seconded by Kueter to approve the agenda with additions to the employment report.
Motion carried.

Aye: Cernuska, Enters, Kueter, Lyons, Mazur, Pedersen, Plescia
Nay: None
6. **Academic Spotlight Discussed**
   Three of our fourth grade teachers along with a group of 4th grade students presented information about their differentiation techniques, including a guided math structure that is utilized within the classroom.

   Kindergarten students performed an “ABC Fashion Show” for the Board. Each kindergarten student was given a brown paper bag and a letter of the alphabet and was asked to make the bag into a vest and decorate with items beginning with their letter of the alphabet. A few of these students showed their vests to the board.

7. **Board member “Code of Conduct” Review:**
   The Board reviewed Item #10: “I will strive for a positive working relationship with the superintendent, respecting the superintendent’s authority to advise the Board, implement Board policy, and administer the District.”

8. **Approve Consent Agenda Items:**
   A motion was made by Pedersen and seconded by Enters to approve the consent agenda items. Motion carried.

   **Aye:** Pedersen, Enters, Kueter, Lyons, Mazur, Plescia, Cernuska  
   **Nay:** None

9. **Public Comments:**
   There were no public comments.

10. **Superintendent’s Report:**
   a. Recognition of the Big Hollow representatives on the Grant Junior Bulldogs Big 10 Featherweights. Members of this team went above and beyond to make a child with special needs an honorary member of their team. Local news broadcasted this act of kindness.

   b. Monthly Board Policy review
      Sections 2:170-2:230 were reviewed.

   c. The state law required review of the School Report Cards was completed. Parents will be emailed the link to the online school report card for our District ([http://www.illinoisreportcard.com/](http://www.illinoisreportcard.com/)) as well as a PDF copy of the report cards for each school. Copies of the report cards will also be mailed home to parents who have requested not to receive electronic communication. Michelle Hetrovicz, Director of Curriculum, Instruction and Assessment, provided a detailed explanation on each of the buildings report cards.

   d. A motion was made by Mazur and seconded by Plescia to approve the SY 18-19 Audit Report as submitted

      **Aye:** Mazur, Plescia, Kueter, Lyons, Pedersen, Cernuska, Enters  
      **Nay:** None
e. Matt McCulley, Director of Technology, provided the Board with a technology update and demonstrations on three new upgrades in our schools, centered on student safety:

1. Alertus
   a. The emergency alertus system pops up on all desktops, laptops, and mimeo’s. This system broadcasts to each building indicating where the threat has been located. Administrators can broadcast any alerts via their cell phones.

2. Bus cameras
   a. A number of live motion detector cameras have been installed in all buildings.

3. Building security cameras
   a. There are four cameras on each of our buses which also record audio.

f. Michelle Hetrovicz, Director of Curriculum, Instruction and Assessment, provided the Board with an update on two new assessment features that are being utilized throughout the schools, MAP reading fluency and MAP skills.

g. IASB PRESS Plus policy 2nd reading was discussed. The combination of board member emails to one shared emailed address will be implemented.

A motion was made by Plescia and seconded by Cernuska to approve the IASB PRESS Plus on 2nd reading. Motion carried.

Aye: Plescia, Cernuska, Lyons, Mazur, Pedersen, Enters, Kueter, Nay: None

h. An African-American Parent Advisory Committee was formed and their first meeting took place on Thursday, October 10, 2019. There was an open dialogue as to the issues that their children may be facing as minority students in our school population and that the parents themselves may be facing as a parent in our District. This committee plans to meet again in November.

i. As noted when the Board approved of the 2019-2020 calendar, the date for the 8th grade graduation will be Wednesday, May 27, 2020. At this time, if no emergency days are utilized, the last day of school for students will be on Thursday, May 28, 2020.

11. Other Action Items

a. Approve the September Employment Report
   A motion was made by Cernuska and seconded by Mazur to approve the September Employment Report with add-ons.

   **Item A**- Approve the employment of Julie Duff as contracted Nurse effective October 2019.

   **Item B**- Approve the employment of Carrie Coats as 7th Grade Girls Basketball Coach effective October 7, 2019.

   **Item C**- Approve the employment of Mitchell Coats as 7th Grade Boys Volleyball Coach effective January 2020.
Item D - Approve the employment of Meghan Ryan Crowley as Set Crew effective October 2019.

Item E - Approve the employment of Linda Kress as Elementary/Primary Lunch Monitor effective October 2019.

Item F - Approve the employment of Jennifer Mobus as Middle School Year Book Club effective October 2019.

Item G - Approve the employment of Jan Ten Bruin as Middle School 10 month Secretary effective September 25, 2019.

Item H – Approve personnel change for Rosario Morales from Bus Monitor to Bus Driver effective October 15, 2019.

Item I - Approve the personnel change for Alicia Fiore from Substitute Lunch Monitor to Elementary Lunch Monitor effective October 2019.

Item J – Approve the FMLA for Megan Paul to begin approximately February 3, 2020 and lasting 60 days.

Item K – Approve the employment of Julia Duerig as Primary School Paraprofessional effective October 15, 2019.

Item L - Approve the employment of Jessica Ritchey as Bus Driver effective October 15, 2019.

Item M - Employment of Christina Hagen as 8th Grade Girls Basketball Coach effective October 7, 2019.

Item N - Approve the employment of Maureen Benford as Elementary/Primary Lunch Monitor effective October 15, 2019.

Motion carried.

Aye: Cernuska, Mazur, Pedersen, Plescia, Enters, Kueter, Lyons
Nay: None

b. Approval of the 2019-2020 Field Trip to Springfield.
A motion was made by Enters and seconded by Mazur to approve the field trip to Springfield.

Motion carried.

Aye: Enters, Mazur, Pedersen, Plescia, Cernuska, Kueter, Lyons
Nay: None

c. Approval of the 2019-2020 Field Trip to Washington D.C.
A motion was made by Cernuska and seconded by Enters to approve the field trip to Washington D.C.

Motion carried.

Aye: Cernuska, Enters, Plescia, Kueter, Lyons, Mazur, Pedersen
d. Approval of the purchase of a small bus (MPV) for the purpose of transporting students to out
of district placements.
A motion was made by Enters and seconded by Pedersen to approve the purchase of an MPV.

Motion carried.

Aye: Enters, Pedersen, Cernuska, Kueter, Lyons, Mazur, Plescia

e. Approve a Resolution waiving the limitation on administrative costs for school year 2019-
2020 as authorized by Section 17-1.5 of the School Code.
A motion was made by Mazur and seconded by Cernuska to approve the resolution waiving
the limitation of administrative costs for SY 2019-2020.

a. The Administrative Costs Calculation which is displayed in the budget shows a 9%
increase in Administrative Costs for the 2019-2020 school year. With an overall increase
above 5%, the Board is required to take further action.
b. According to ISBE, Districts that fall within the lowest 25th percentile (4th Quartile) for
administrative costs per pupil can waive the limitation by Board action. The Board must
approve a resolution waiving the limitation by a 2/3 majority.
c. Based on the most recent Annual Financial Report data, ISBE stated that in order to be in
the 4th Quartile, administrative costs must be at $298.71 per pupil and lower. Currently,
BHSD 38 has an administrative cost per pupil of $254.59, which ranks the District at 319
out of 368 Elementary school districts. This places BHSD in the 4th Quartile, allowing
the Board to approve a resolution to waive the 5% restriction.

Motion carried.

Aye: Mazur, Cernuska, Enters, Kueter, Lyons, Pedersen, Plescia

12. Resignations Accepted:
   a. Accepted the resignation of Jackie Laske from Primary Lunch Monitor effective
      September 18, 2019.
   b. Accepted the resignation of Michelle Serna from Elementary Lunch Monitor effective
      September 19, 2019.

13. Informational Items:
   a. Freedom of Information Act (FOIA) Requests
      A FIOA request received on September 30, 2019 was discussed by the board.
   b. Monthly Reports
      Monthly Administrator, Meal Program, Attendance and Behavior Reports were presented to
      the board.
c. Administrator Meetings
   Agenda’s from the Administrator meetings that took place on September 11, 2019 and September 25, 2019 were discussed.

d. Citizen’s Advisory Council Meeting
   Agenda from the CAC meeting that took place on September 23, 2019 was shared.

e. The next regularly scheduled Board meeting will take place Monday, November 11, 2019 with closed session beginning at 6:00 p.m. and open session beginning at 7:00 p.m.

14. Motion to move to Closed Session:
   Not needed.

15. Return to Open Session:
   Not needed.

16. Take any necessary action following closed session regarding minutes, employment of personnel, resignations, terminations or leaves of absence:
   None

17. Adjournment:
   A motion was made by Cernuska and seconded by Kueter to adjourn the meeting at 8:10 pm. Motion carried.

   Aye: Cernuska, Kueter, Lyons, Mazur, Pedersen, Plescia, Enters
   Nay: None

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Board of Education President   Board of Education Secretary
Big Hollow School District #38                          Big Hollow School District #38