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, September 14, 2020
6:00 p.m. Closed Session

Open Session immediately follows Closed Session

Big Hollow Middle School Cafeteria

To comply with the CDC's Social Distancing Order of maintaining a distance of at least 6 feet from others and Governor Pritzger's Stay at Home Order banning gatherings of more than 50 people, this board meeting can be viewed virtually via a link on our website at the following location: https://www.bighollow.us/board-of-education. The link will be available by 6:00 p.m. on the date of the meeting.

For public participation opportunities, we ask that you submit your public participation statement via email to Melissa Morley (melissamorley@bighollow.us) by 6:00 p.m. on Monday, September 14, 2020. All comments will be read by the Board President during the open session.

Agenda No. 3

Item 1 – Call to Order and Roll Call

Item 2 – 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).

3. Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. 5 ILCS 120/2(c)(11).
Item 3 – Resume to Open Session

Item 4 – Pledge of Allegiance

Item 5 – Conduct Hearing on the 2020-2021 Budget

A motion, second, and vote are required to enter into the budget hearing and the same is required to close the budget hearing prior to adopting the SY 20-21 budget.

**Motion to enter Budget Hearing (voice vote)**

Exhibit 1 Revenue and Expenditure History

Exhibit 2 Analysis of the fund balances over the past few years

Exhibit 3 is the updated School District Budget Form which states the estimated revenue and expenses for SY 20-21.

Motion to close the Budget Hearing (voice vote)

Item 6 – Added Items/Approval of the Agenda

Recommendation: Approve – Motion Required (voice vote)

Item 7– Board member “Code of Conduct” review

Item #9: “I will respectfully listen to those who communicate with the Board, seeking to understand their views, while recognizing my responsibility to represent the interests of the entire community.”

Item 8 – Approve Consent Agenda Items

**Item 1** Approve the Closed Session Minutes of the August 10, 2020 Board Meeting to remain in closed status

**Exhibit 4** Approve the Minutes of the August 10, 2020 Regular Board Meeting

**Exhibit 5** Approval of the School Treasurer’s Report for August, 2020

**Exhibit 6** Approval of Bills for August/September, 2020

**Exhibit 7** Approval of Activity and Convenience Fund Reports for August, 2020

**Exhibit 8** Approval of Payroll for August, 2020

**Exhibit 9** Approve the Policy Committee report from September 2, 2020

**Exhibit 10** Approve the Curriculum Committee report from September 3, 2020

Recommendation: Approve – Motion Required (roll call)
Item 9 – Public Comments

Item 10 – Superintendent’s Report

a. Introduction of new Big Hollow District 38 certified staff members

**ELEMENTARY:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Ashley Austin</td>
<td>Elementary ELL Teacher</td>
</tr>
<tr>
<td>Stephanie Malinger</td>
<td>3rd Grade Teacher</td>
</tr>
<tr>
<td>Meg Marienthal</td>
<td>3rd Grade Teacher</td>
</tr>
<tr>
<td>Brianna Schulman</td>
<td>4th Grade Teacher</td>
</tr>
<tr>
<td>Meghan Weiss</td>
<td>3rd Grade Teacher</td>
</tr>
</tbody>
</table>

**MIDDLE:**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
</tr>
</thead>
<tbody>
<tr>
<td>Jessica Berg</td>
<td>Middle School Social Worker</td>
</tr>
<tr>
<td>Katie Fitzgerald</td>
<td>Middle School ELL Teacher</td>
</tr>
<tr>
<td>Michael Schneider</td>
<td>Health Teacher</td>
</tr>
<tr>
<td>Laura Wolframski</td>
<td>7th Grade Science Teacher</td>
</tr>
</tbody>
</table>

b. Honoring of certified employees who have received tenure beginning in the 2020-2021 school year

We would like to congratulate the following certified employees for achieving tenure status after serving four successful school years here at Big Hollow School District 38:

- James Buckwalter (Social Studies—Big Hollow Middle School)
- Stephanie Cullotta (STEM—Big Hollow Middle School)
- Donna deVenecia-Kretsch (Counselor of Emotional Learning - Big Hollow Primary School)
- Cori Dudakiw-Warrick (Social Worker - Big Hollow Middle School)
- Kelly Polark (Kindergarten Teacher - Big Hollow Primary School)
- Valerie Reil (6th Grade ELA Teacher - Big Hollow Middle School)
- Nichole Wilhelm (6th Grade ELA Teacher - Big Hollow Middle School)

*Exhibit 11* is a slide presentation showing each new tenured staff member.
c. Monthly Board Policy Review


d. Approve the recent Board Policy update on 1st reading.

Exhibit 13 consists of IASB PRESS Plus policy revision recommendations from issue number 104 and 105.

Recommendation: Approve on 1st reading – Motion Required (voice vote)

e. Return-to-School Task Force Update

Mr. Gold will provide a short update for the Board from the first “Return-to-School Task Force” meeting which was held on September 10, 2020.

f. BHMS Grading Procedure Adjustments

Exhibit 14 outlines grading procedure adjustments at BHMS

g. Analysis of Enrollment

Exhibit 15 is the Big Hollow School District sixth day enrollment summary from SY 05-06 to SY 20-21.

Exhibit 16 is a classroom enrollment summary for BHSD Primary/Elementary Schools.

Exhibit 17 is a grade level enrollment summary for BHSD Middle School.

h. Athletic conference schedule update

Mr. Whipple will discuss the updates to the athletic schedule that have been developed by the athletic conference.

Exhibit 18 is a presentation of the updates to the athletic schedule

i. Volo development update

Mr. Gold will share information with the Board regarding a new development that has been approved in Volo. Full details can be found at the following link: http://www.villageofvolo.com/2203/The-Woods-of-Terra-Springs

Exhibit 19 is a plat of subdivision -- The Woods of Terra Springs. They are projecting that Phase I (south of Hartigan Road) will be completed by the end of 2021 and Phase 2 (north of Hartigan Road) to be completed 12-18 months after that.

- 240 total units
  - 144 - 1 bedroom units
  - 96 - 2 bedroom units
- Impact fees for BHSD 38 estimated at $420,000
- Estimated tax revenue for BHSD 38 upon completion (under current tax rate): $257,582
j. **Approve the Citizen’s Advisory Council Members for 2020-2021**

   *Exhibit 20* shows a listing of parents, students, and community members who have volunteered for the CAC for this upcoming school year.

   *Exhibit 21* is a list of the CAC meetings for the 2020-2021 school year.

   *Exhibit 22* is a draft of objectives that the CAC will be discussing in the coming year. Board members and CAC members are encouraged to add discussion items as they see fit.

   **Recommendation: Approve – Motion Required (Voice Vote)**

k. **Board member recognition**

   According to a recent update provided by the Illinois Association of School Boards, the following Board members have achieved Master Board Member status:

   - Joe Cernuska - Level II
   - Vivian Kueter – LeaderShop Fellow
   - Kevin Lyons -Level I
   - Julia Mazur - Level II
   - Doug Pedersen - Level II

**Item 11 – Other Action Items**

a. **Approve the August Employment Report**

   *Exhibit 23* is the employment report for the month of August.

   **Recommendation: Approve – Motion Required (roll call)**

b. **Approve the Memorandum of Understanding between the Board of Education of Big Hollow School District and the Big Hollow Federation of Teachers regarding modifications to teacher evaluation for the 2020-2021 school year.**

   *Exhibit 24* is the MOU which was agreed upon by our teacher evaluation committee

   **Recommendation: Approve – Motion Required (roll call)**

c. **Adoption of the 2020-2021 Budget**

   Approval of the 2020-2021 Annual Budget as presented during the budget hearing.

   **Recommendation: Approve – Motion Required (roll call)**

d. **Approve a Resolution waiving the limitation on administrative costs for school year 2020-2021 as authorized by Section 17-1.5 of the School Code.**

   a. The Administrative Costs Calculation which is displayed in the budget shows above a 5% increase in Administrative Costs for the 2020-2021 school year. The primary reason for this increase is a change in budget codes for all of the Director positions as recommended by the auditor. 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 below $476.24 per pupil. Most recent AFR data shows that BHSD has an administrative cost per pupil of $313.60, which ranks the District at 281 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.

**Exhibit 25** is a copy of the proposed Resolution.

**Recommendation: Approve – Motion Required *(roll call)*

**Item 12 – Resignations Accepted**

- Accepted a resignation from Caroline Snook, Middle School ELL Teacher, effective August 15, 2020.
- Accepted resignation from Kara Baysinger, Middle School PE/Health Teacher, Athletic Director, Soccer Coach and Basketball Coach, effective August 14, 2020.
- Accepted resignation from Brooke Lee, Primary School Nurse, effective August 11, 2020.
- Accepted resignation of Jasmina Rosemeyer, Middle School Lunch Monitor, effective August 18, 2020.
- Accepted furlough request from Julia Duerrig, Primary School Paraprofessional, effective the 2020-2021 school year.
- Accepted furlough request from Rosanna Lardizibal, Middle School Paraprofessional, effective the 2020-2021 school year.

**Item 13 – Informational Items**

a. **Freedom of Information Act (FOIA) requests**

No FOIA requests have been received since the last Board meeting.

b. **Monthly Reports for the Board**

   a. **Exhibit 26** Administrator Report
   b. **Exhibit 27** Meal Program Report

c. **Administrator Meeting Agenda**

   - **Exhibit 28 is the agenda for the August 12, 2020 meeting**
   - **Exhibit 29 is the agenda for the August 27, 2020 meeting**

d. The next regularly scheduled Board meeting will take place on Tuesday, October 13, 2020 with closed session beginning at 6:00 p.m. and open session beginning immediately following closed session.

**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. *(voice vote)*