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 Monday, September 14, 2020.

   **Roll Call:**
The following members were in attendance: Cernuska, Enters, Kueter, Lyons, Mazur, Pedersen, Plescia
The following members were absent: none
The following administration was present: Gold

2. **Motion to move to Closed Session:**
A motion was made by Cernuska and seconded by Plescia to move to closed session. Motion carried.

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

3. **Resume to Open Session:**
Open session began at 6:31 p.m.
The following members were in attendance: Cernuska, Enters, Kueter, Lyons, Mazur, Pedersen, Plescia
The following members were absent: none
The following administration were present: Gold, McCulley, King, Whipple
The meeting was live streamed.

4. **Pledge of Allegiance:**
The Pledge of Allegiance was recited

5. **Conduct Hearing on the 2020-2021 Budget**
A motion was made by Cernuska and seconded by Enters to enter into the budget hearing. Motion carried.

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

Exhibits were provided to the board showing Revenue and Expenditure History, an analysis of the fund balances over the past few years, and the updated School Budget Form which states the estimated revenue and expenses for SY 20-21.
The numbers for SY 20-21 are showing a deficit spending pattern, however, Mr. Gold is confident that end of year reports will show very close to balanced budget spending. Most COVID expenses will be covered under a CARE Grant.

*Education and Transportation deficit due to the not knowing of what will come from the state at this time.
*Capital Projects does not include any revenue to be received from the Volo apartment complex impact fees.

A motion was made by Mazur and seconded by Enters to close the budget hearing.
Motion carried.

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

6. **Added Items/Approval of the Agenda:**
A motion was made by Cernuska and seconded by Plescia to approve the agenda.
Motion carried.

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

7. **Board member “Code of Conduct” Review:**
The Board reviewed 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.”

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

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

8. **Public Comments:**
No public comments were received.

9. **Superintendent’s Report:**
   a. An introduction of all new Big Hollow District 38 certified staff members was presented in the form of a video. Each new staff member provided a short 30 second clip introducing themselves and giving some background.
New certified staff members introduced: Ashley Austin, Elementary ELL Teacher; Stephanie Malinger, 3rd Grade Teacher; Meg Marienthal, 3rd Grade Teacher; Brianna Shulman, 4th Grade Teacher; Meghan Weiss, 3rd Grade Teacher; Jessica Berg, Middle School Social Worker; Katie Fitzgerald, Middle School ELL Teacher; Michael
b. Certified staff who received tenure beginning in the 2020-2021 school year were honored. A photo of each person was shown: James Buckwalter, Middle School Social Studies Teacher; Stephanie Cullotta; Middle School STEM Teacher; Donna deVenecia-Kretsch, Primary School Counselor of Emotional Learning; Cori Dudakwi-Warrick, Middle School Social Worker; Kelly Polark, Kindergarten Teacher; Valerie Reil, 6th Grade ELA Teacher; Nichole Wilhelm, 6th Grade ELA Teacher.

c. Monthly Board Policy review
Sections 5:170-5:200 were reviewed.

d. Approve Board Policy updates on 1st reading
A motion was made by Cernuska and seconded by Mazur to approve first reading of the IASB Press Plus policy revisions for issues 104 and 105. Motion carried.

   Aye: All
   Nay: none

e. Return-to-School Task Force Update
Mr. Gold provided an update for the board on the first “Return-to-School Task Force” meeting that was held on September 10, 2020. He shared that 10+ members including teachers, parents, administrators and nurses participated in a zoom meeting to discuss the current IDPH and Health Department guidelines. They are working together to try to bring back students as quickly but safely as possible. The board agreed to schedule a special board meeting near the end of September to discuss any progress that is made.

f. BHMS Grading Procedure Adjustments
Mr. Whipple provided an exhibit to the board outlining the grading procedure adjustments that are being made. He explained how there has not been consistency with grading amongst middle school grade levels and subject teachers. They are working together to make positive changes. Assessments will be made in an 80/20 breakdown; 80% summative and 20% formative. Communication will be provided to all parents on detailing these new procedures.

g. Analysis of Enrollment
Exhibits were presented to the board showing a 6th day enrollment summary as well as 6th day classroom enrollments.
Enrollment is down approximately 100 students from last year, this was to be expected with the pandemic we are currently in.

h. Athletic Conference Schedule Update
Mr. Whipple discussed a possible athletic schedule for SY 20-21 that the conference has been working on. An alternative sports season beginning in January 2020 was presented. It is the goal to get students back in the gyms, being active and involved in sports again.

i. Volo Development Update
Mr. Gold shared 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

An exhibit showing the plat subdivision -- The Woods of Terra Springs was presented. It is projected 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. Citizen’s Advisory Committee 2020-2021
   A motion was made by Enters and seconded by Plescia to approve the CAC member listing, CAC meeting dates and CAC draft objectives as presented to the board. Motion carried.

   Aye: All
   Nay: None

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

11. Other Action Items:
   a. Approve the August Employment Recommendations
      The August employment report was exhibited.
      A motion was made by Cernuska and seconded by Kueter to approve the August employment report.
      Motion carried.

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

   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.
A motion was made by Cernuska and seconded by Mazur to approve the memorandum of understanding between the Board of Education and the Big Hollow Federation of Teachers.
Motion carried.

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

c. Adoption of the 2020-2021 Budget
A motion was made by Cernuska and seconded by Enters to adopt the 2020-2021 Annual Budget as presented during the budget hearing.
Motion carried.

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

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 25\textsuperscript{th} percentile (4\textsuperscript{th} 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 4\textsuperscript{th} 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 4\textsuperscript{th} Quartile, allowing the Board to approve a resolution to waive the 5% restriction.

A motion was made by Cernuska and seconded by Kueter to approve the proposed Resolution.
Motion carried.

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

12. Resignations Accepted:

- Accepted 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 Duerig, Primary School Paraprofessional, effective the 2020-2021 school year.
• Accepted furlough request from Rosanna Lardizibal, Middle School Paraprofessional, effective the 2020-2021 school year.

13. **Informational Items:**
   a. Freedom of Information Act (FOIA) Requests
      No FOIA requests were presented to the board.
   b. Monthly Reports
      Monthly Administrator and Meal Program Reports were presented to the board.
   c. Administrator Meetings
      Agenda’s from the Administrator meetings that took place on August 12, 2020 and August 27, 2020 were shared.
   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 after. Open session will continue to be held immediately after closed session, this will be noted on the website as well as the agenda each month.

13. **Motion to move to Closed Session:**
    Not needed

14. **Return to Open Session:**
    Not needed.

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

16. **Adjournment:**
    A motion was made by Cernuska and seconded by Kueter to adjourn the meeting at 7:33 p.m. Motion carried.
    
    Aye: All
    Nay: None

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