

Regular Meeting Agenda

Date: Thursday, June 16, 2011

Meeting: Regular Meeting with Closed Session

Time: 6:00 PM

Location: Administrative Building in the Board Room, 650 Academic Drive, Algonquin, Illinois

Board of Education Members: President, Mr. Michael Skala; Vice-President, Mr. Donald Drzal; Secretary, Mrs. Kimberly Skaja; Mr. William Geheren; Mr. Kevin Gentry; Mr. Anthony Quagliano; Mr. Paul Troy

Agenda

All times are approximate. D=Discussion, R=Report, A=Action

1. **Call to Order / Roll Call (A)** (President Mr. Skala)
Call the June 16, 2011 Regular meeting to order at ___ p.m. A quorum must be met.
Roll Call: Ayes / Absent / **Motion** ___
Members: Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Skaja, Mr. Skala, Mr. Troy
2. **Closed Session / Roll Call (A)** (Mr. Skala)
Move to enter into closed session at ___ p.m. as indicated in the Open Meetings Act and 5ILCS120/2c for discussion of: (1) The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel, (2) Collective Negotiating Matters, (9) Student Disciplinary, (10) Placement of individual students in special education programs and other matters relating to individual students, (11) Litigation, (21) Discussion of minutes of meetings lawfully closed under this Act.
Roll Call: Ayes / Nays / Absent / **Motion** ___
Members: Mr. Troy, Mr. Drzal, Mr. Geheren, Mr. Skala, Mr. Gentry, Mr. Quagliano, Mrs. Skaja
 2. 1. **Exit or Suspend Closed Session / Voice Call (A)**
Move to exit or suspend closed session at ___ p.m. and return to open session.
Voice Call: Ayes / Nays / **Motion** ___
3. **Resume in Public Session / Roll Call (A)** (President) *approx. 7:00 p.m.*
Resume the regular meeting at ___ p.m. **Roll Call:** Ayes / Absent / **Motion** ___
Members: Mr. Skala, Mrs. Skaja, Mr. Troy, Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano
 3. 1. **Action as required / Roll Call** (President)
Will come from the Board. **Roll Call:** Ayes / Nays / **Motion** ___
Members: Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Skaja, Mr. Troy, Mr. Skala
4. **Pledge of Allegiance**
5. **Student Recognition** (Mr. Awrey)
Students achieving State level are recognized at this time.
Recommendation: Acknowledgement by the Board.
 5. 1. **Marlowe Middle School Field and Track State Finalist** (Mr. Frederick)
Students being recognized: Keagan Smith 7th Grade Boys State Champ in 800M and 1600M; Kelly Meehleib 8th Grade Girls 8th placed in 1600M; and Luke Tegtman, Tim Ryan, Bradley Krueger and Time McCloyn 7th Grade Boys Team placed 7th in the 4x100.
 5. 2. **Heineman Middle School Track and Field State Finalist** (Ms. Weiss and Ms. McCrystal)
Student being recognized: Megan Larson placed 3rd in Shot put.
 5. 3. **Huntley High School Journalism State Tournament** (Mr. Brown)

Students being recognized are: Seth Boster, Sports Writing 1st place; Amanda Svoboda, Copy Editing 1st place; Grace Borhart, Editorial Writing 2nd place; Hailey Davis, Yearbook Copy Writing 5th place; Tyler Davis, Newspaper Design 5th place; and Ana Botezatu, YB Layout/Design 6th place.

Quill and Scroll National Award "Sweepstakes Winner" Seth Boster. Illinois Women's Press Association "1st place award" and National Federation of Press Women "1st Place" Meagan Flynn.

6. **Academic Spotlight**

Presentations to the Board of Education are given at this time.

Recommendation: Acknowledgement by the Board.

6. 1. **Employee Recognition** (Ms. Lombard)

Employees completing four successful years of continuous service will be recognized as entering tenure status. (attachment)

6. 2. **Challenger League** (Ms. Aylward)

The Challenger League is made up of students in D158 with special needs. These students have buddies to assist them in learning more about baseball; the buddies are our Huntley HS Baseball and Volleyball Team members. The Challenger League Team players and buddies will be introduced.

7. **Public Comment** (President)

As per Policy 2:230, public comment can be made during this portion of the meeting.

(Forms are available at the agenda table and should be submitted prior to the meeting to the President or Secretary.)

8. **Revision and Adoption of the Agenda / Voice Call (A)** (President)

Move to adopt the agenda as present (or with changes). **Voice Call:** Ayes / Nays / **Motion** __

9. **Associate Superintendent's Report** (Mr. Awrey)

Updates will be given at this time.

10. **Fiscal Services Report** (Mr. Altmayer)

Updates will be given at this time.

11. **Human Resources (HR) Report** (Ms. Lombard)

Updates will be given at this time.

12. **Superintendent's Report** (Dr. Burkey)

12. 1. **Freedom of Information Act (FOIA) Requests** (R)

Monthly report on FOIA requests provided in the packet.

Recommendation: For information only.

12. 2. **Donations, Gifts, and Grants** (R)

A report is provided of the donations given to the district during the month.

Recommendation: For information only.

13. **President's Report** (Mr. Skala)

14. **Consent Agenda / Action / Roll Call** (Mr. Skala)

All of the following Consent Agenda items have gone through the Committee of the Whole. Prior to adoption, revisions are presented here. **Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Seeking approval and adoption of the Consent Agenda as follows:

Roll Call: Mr. Drzal, Mr. Geheren, Mr. Gentry, Mrs. Skaja, Mr. Quagliano, Mr. Troy, Mr. Skala

14. 1. **Minutes** (Mrs. Fettes)

At the 6.9.11 COW meeting, the following draft minutes were moved forward for approval: Regular meetings April 21, 2011 and May 19, 2011; Committee of the Whole meeting

May 5, 2011; and Special meetings May 2, 2011 and May 5, 2011.

Recommendation: Seeking approval of the minutes as presented.

14. 2. **Closed Executive Session Minutes** (Mrs. Fettes)

The closed executive session meeting minutes prepared for the Board's review during closed session for: Regular April 21, 2011 and May 19, 2011; Special May 5, 2011; and Committee of the Whole May 5, 2011.

Recommendation: Seeking approval of the executive minutes as presented in closed session.

14. 3. **HR Personnel and Addendum Reports** (Ms. Lombard)

The personnel reports provided and reviewed by the Board includes explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests.

Recommendation: Seeking approval for the required action as presented.

14. 4. **Buildings & Grounds (B&G) Committee / Asphalt Repair Bid #2011-42** (Mr. Renkosik)

At the 6.9.11 COW, the B&G moved forward to award the Asphalt Repair Bid #2011-42 to Champion Paving for Base Bid A and Base Bid C in the amount of \$60,300.00 and reject all bids for Base Bid B.

Recommendation: Award of the Asphalt Repair Bid #2011-42 to Champion Paving as presented.

14. 5. **B&G Committee / Contract Renewal Agreement with Facility Tree Software Service** (Mr. Renkosik)

At the 6.9.11 COW, the B&G moved forward the renewal agreement with Facility Tree Software Service in the contract amount of \$8,430.00 per year with a term of three years from July 1, 2011 through June 30, 2014.

Recommendation: Seeking approval to renew the contract agreement with Facility Tree Software Service as presented.

14. 6. **B&G Committee / Contract Renewal with Weather Works LLC** (Mr. Renkosik)

At the 6.9.11 COW, the B&G moved forward the renewal with Weather Works LLC to provide the certified snowfall totals during the FY12 winter season, at a cost of \$160.00.

Recommendation: Seeking approval of the contract renewal with Weather Works LLC as presented.

14. 7. **Curriculum & Instruction / Huntley High School Journalism Workshop** (Mr. Awrey)

At the 6.9.11 COW, the C&I Committee moved forward for HHS Journalism students appointed as editors and photographers for the upcoming school year's newspaper and yearbook to travel and attend summer camps at the University of Iowa, Iowa City, Iowa.

Recommendation: Seeking the Board's approval of the travel request submitted as presented.

14. 8. **Finance Committee / Payables** (Mr. Altmayer)

At the 6.9.11 COW, the Finance Committee moved forward the Purchase Orders at \$5,925,002.88; the Accounts Payables at \$19,072.48; the Imprest Checks issued at \$271,783.15; and Disbursement issued at \$6,576,226.55; as presented.

Recommendation: Approval of the Payables as presented.

14. 9. **Finance Committee / Resolution #2011-06-01 Prevailing Wage Act** (Mr. Altmayer)

At the 6.9.11 COW, the Finance Committee moved forward, seeking adoption of Resolution #2011-06-01 Prevailing Wage Act as per 820ILCS130.

Recommendation: Adoption of Resolution #2011-06-01 Prevailing Wage Act as presented.

14. 10. **Finance Committee / Declaration of Surplus** (Mr. Altmayer)

At the 6.9.11 COW, the Finance Committee moved forward as presented, the Electronic Equipment Declared as Surplus to recycle those items no longer of use or value to the District.

Recommendation: Seeking approval to recycle items listed as Declaration of Surplus as presented.

14. 11. **Finance Committee / Resolution #2011-06-02 Designation of Depositories** (Mr. Altmayer)
 At the 6.9.11 COW, the Finance Committee moved forward, seeking adoption of Resolution #2011-06-02 Designation of Depositories for Funds of CSD158.
Recommendation: Seeking approval of Resolution #2011-06-02 as presented.
14. 12. **Finance Committee / Performance Contract Funding & Reimbursement Resolution #2011-06-03** (Mr. Altmayer)
 At the 6.9.11 COW, the Finance Committee moved forward, seeking adoption of Resolution #2011-06-03 of the 2011-12 CTS Performance Contract and Reimbursement as presented.
Recommendation: Seeking adoption of Resolution #2011-06-03 as presented.
14. 13. **Finance Committee / National School Lunch Rate Increase** (Mr. Altmayer)
 At the 6.9.11 COW, the Finance Committee moved forward the regulatory of the Healthy, Hunger-Free Kids Act of 2010 for implementation in 2011-12 school year. The pricing will match the Federal Reimbursement Rate for free meals, minus the Full Price Rate, currently equaling \$2.46.
Recommendation: Approval of rate increase as required by federal regulations as presented.
14. 14. **Human Resources (HR) Committee / 2011-2012 Salary Recommendation for Non-union Employees** (Ms. Lombard)
 At the 6.9.11 COW, the HR Committee recommended that the salary rate increase of non-union employees mirror the 2% increase of our HESPA employees for 2011-2012 school year. The total non-union increase for FY12 of \$103,658.50 is reflected in the FY12 proposed budget.
Recommendation: Seeking approval of the non-union employees' salary rate change for FY12 as presented.
14. 15. **HR Committee / Job Descriptions** (Ms. Lombard)
14. 15. 1. **Dean of Students / Athletic Director** (Ms. Lombard)
 At the 6.9.11 COW, the HR Committee recommended the proposed job description for Dean of Students / Athletic Director for Marlowe Middle School, to better reflect the position.
Recommendation: Seeking adoption of the job description for Dean of Students / Athletic Director as presented.
14. 15. 2. **Department Chair** (Ms. Lombard)
 At the 6.9.11 COW, the HR Committee moved forward the proposed job description developed for Department Chair as part of the High School Administrative Organizational structure for when the high school reaches between 2800-3000 students.
Recommendation: Seeking adoption of the job description for Department Chair as presented.
14. 16. **Policy Committee / (New) Policy 6:185 Second Reading** (Mr. Awrey)
 At the 5.19.11 regular meeting of the Board, (new) Policy 6:185 Remote Education Program was moved forward for a second reading.
Recommendation: Seeking approval for second reading of Policy 6:185 as presented.
14. 17. **Policy Committee - Request for First Reading** (Mr. Awrey)
14. 17. 1. **Policy 2:190 Mailing Lists for Receiving Board Material** (Dr. Burkey)
 At the 6.9.11 COW, the Policy Committee moved forward the fee rate to model cost reproduction as referenced in Policy 2:250.
Recommendation: Seeking first reading for Policy 2:190 as presented.
14. 17. 2. **Policy 2:250 Access to District's Public Records** (Mrs. Woods)
 At the 6.9.11 COW, the Policy Committee moved forward Policy 2:250 Access to

District's Public Records, seeking an increase for reproducing public records as presented.

Recommended: Seeking a first reading for Policy 2:250 as presented.

14. 17. 3. **Policy 5:332 Educational Support Personnel Medical Insurance** (Mr. Awrey)
At the 6.9.11 COW, the Policy Committee moved forward Policy 5:332 Educational Support Personnel Medical Insurance for first reading with the recommended changes.
Recommendation: Seeking approval for first reading of Policy 5:332 as presented.

14. 17. 4. **Policy 8:25 Community Relations** (Mr. Awrey)
At the 6.9.11 COW, the Policy Committee moved forward Policy 8:25 for first reading with suggested changes.
Recommendation: Seeking a first reading for Policy 8:25 as presented.

14. 18. **Board of Education - Resolution #2011-06-04 Designation of Official Newspaper** (Dr. Burkey)
At the 6.9.11 COW, the Committee moved forward Resolution #2011-06-04 for Designation of Official Newspaper, naming Northwest Herald as the official newspaper for publications required of the district.
Recommendation: Seeking approval of Resolution #2011-06-04 Designation of Official Newspaper as the Northwest Herald for FY12.

14. 19. **Board of Education / IASB and LUDA Membership Renewals** (Dr. Burkey)
At the 6.9.11 COW, the Committee moved forward their memberships with IASB and LUDA for the 2011-2012 school year.
Recommendation: Seeking approval to renew the 2011-12 school year memberships with IASB at \$8,327.00 and LUDA at \$3,000.00 as presented.

14. 20. **Board of Education / Sears Centre Contract** (Dr. Burkey)
At the 6.9.11 COW, the Committee moved forward a one-year contract with Sears Centre Arena, in the amount of \$ 24,261.00 to hold Huntley High School 2012 graduation at their facility in Hoffman Estates.
Recommendation: Seeking approval of the event license agreement for HHS 2012 graduation with Sears Centre Arena, an "all in" fee of \$24,261.00, plus reimbursable expenses as listed and as presented.

15. **Items Removed from the Consent Agenda (A)** (Mr. Skala)
Items removed from the Consent Agenda are discussed separately and may require a roll call vote.

Roll Call: Ayes / Nays / **Motion** __

Members: Mr. Quagliano, Mr. Gentry, Mrs. Skaja, Mr. Troy, Mr. Drzal, Mr. Geheren, Mr. Skala

16. **Action Items / Roll Call (A)** (Mr. Skala)
(Action items may or may not have gone through committee and require separate action.)

16. 1. **Board of Education / Resolution (#2011-06-05) IASB Delegate Assembly (A)** (Mr. Quagliano)
At the 5.19.11 regular meeting, the Board moved forward to submit a new Resolution for the 2011 IASB Delegate Assembly, seeking to have it presented at the November IASB Delegate Assembly. Mr. Quagliano will provide a draft for review by the Board. **Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Seeking approval to forward Resolution #2011-06-05 IASB Delegate Assembly for upcoming legislation. **Members:** Mr. Troy, Mr. Skala, Mrs. Skaja, Mr. Quagliano, Mr. Gentry, Mr. Geheren, Mr. Drzal

16. 2. **Finance Committee / Supplemental / Purchase Orders & Accounts Payables (A)** (Mr. Altmayer)

On 6.9.11, the Finance Committee agreed to move forward the release of supplemental purchase orders and supplemental accounts payables. **Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Approval of the supplemental purchase orders at \$ 3,980,411.41 and the supplemental accounts payable at \$ 2,729.81 as presented. **Members:** Mr. Troy, Mr. Skala, Mr.

Quagliano, Mrs. Skaja, Mr. Geheren, Mr. Drzal, Mr. Gentry

16. 3. **Finance Committee - FY12 Tentative Operating Budget (A)** (Mr. Altmayer)

At the 6.9.11 COW, the Finance Committee moved forward the FY12 Tentative Operating Budget for approval. **Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Seeking approval of the FY12 Tentative Operating Budget as presented. **Members:** Mr. Drzal, Mr. Quagliano, Mr. Gentry, Mrs. Skaja, Mr. Troy, Mr. Geheren, Mr. Skala

17. **Public Comment** (Mr. Skala)

18. **Adjournment / Voice Call (A)** (Mr. Skala)

Adjourn the meeting at __ p.m. **Voice Call:** Ayes / Nays / **Motion** __