

## Regular Meeting Agenda

**Date:** Thursday, October 20, 2011

**Meeting:** Regular Meeting with Closed Session

**Time:** 6:00 PM

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

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**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 October 20, 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, (11) Litigation, (21) Discussion of minutes of meetings lawfully closed under this Act and for the six-month review.

**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**

Conley Elementary students: Gabriella Hede, Alexander Mitchell, Anna Mitchell, Abby Covert, and Kevin Johnson will lead the Pledge.

5. **Huntley Education Association (HEA)**

A representative of the HEA will present the Teacher of the Month Award winners.

**Recommendation:** For information only.

6. **Student Recognition** (Mr. Awrey)

Kate Darby is being recognized for her acceptance to the Technical Crew for the IHSA Theatre Festival All-state Production of "Almost, Maine?"

**Recommendation:** Board recognition.

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 presented (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:  
**Members:** Mr. Drzal, Mr. Geheren, Mr. Gentry, Mrs. Skaja, Mr. Quagliano, Mr. Troy, Mr. Skala
  14. 1. **Minutes** (Mrs. Fettes)  
At the 10.6.11 COW meeting, the following draft minutes were moved forward for approval: Regular September 15, 2011; Budget Hearing September 15, 2011, and Committee of the Whole September 1, 2011. Also seeking approval of the August 23, 2011 Financial Advisory Committee minutes.  
**Recommendation:** Seeking approval of the minutes as presented.
  14. 2. **Closed Executive Session Minutes** (Mrs. Fettes)  
Seeking approval of closed executive session meeting minutes reviewed during closed session for: Regular September 15, 2011.  
**Recommendation:** Seeking approval of the executive minutes as discussed in closed session.
  14. 3. **Executive Minutes - Six Month Review (A)** (Mrs. Fettes)  
As required by law 5ILCS120/2c, the executive closed session minutes are reviewed for possible release.  
**Recommendation:** Will come from the Board.
  14. 4. **HR Personnel and Addendum Reports** (Ms. Lombard)  
Seeking approval of the personnel reports provided and reviewed by the Board which includes explanation for resignations, retirements, terminations, employment, contract revisions, and leave requests as presented.  
**Recommendation:** Seeking approval of the personnel action items as presented.
  14. 5. **Building and Grounds Committee** - Mr. Troy Chair, Mr. Quagliano, Mr. Skala
    14. 5. 1. **O&M Department Vehicle Replacement (A)** (Mr. Renkosik)  
At the October 6, 2011 COW, the Building Committee moved forward to purchase a Ford F250 Extended Cab with a a snowplow and trailer hitch at a cost available through participation in the Illinois CMS procurement Contract process and local vendor outfitting at cost estimate of \$30,047.77.  
**Recommendation:** Seeking approval of the Board for the O&M department vehicle

replacement purchase as presented.

14. 6. **Curriculum & Instruction (C&I) Committee** (Mr. Geheren-chair, Mr. Gentry, Mrs. Skaja)

14. 6. 1. **2012-13 Huntley High School Trip to France and Spain (A)** (Mr. Awrey)

At the 10.6.11 COW, the C&I Committee recommended approval for the proposed Huntley High School Trip for France and Spain during March 23-31, 2013, as presented.

**Recommendation:** Seeking approval of the 2012-13 HHS European World History Trip as presented.

14. 7. **Finance Committee** (Mr. Quagliano-chair, Mr. Skala, Mr. Gentry)

14. 7. 1. **Payables (A)** (Mr. Altmayer)

At the 10.6.11 COW, the Finance Committee recommended approval of the purchase order summary at \$ 237,700.29; Imprest checks issued at \$ 211,808.07; accounts payable reported at \$ 7,340.82; and disbursements issued at \$ 5,217,502.05 as presented.

**Recommendation:** Seeking approval of the payables as presented.

14. 7. 2. **Revenue Contracts (A)** (Mr. Altmayer)

At the 10.7.11 COW, the Finance Committee moved forward for approval the following revenue contracts: Flower Power Fundraising to benefit HHS Band/Fine Arts with projected revenues of \$3,000.00; and Great American Opportunities to benefit HHS Band/Fine Arts with projected revenues of \$5,000-\$6,000.00 as presented.

**Recommendation:** Seeking approval of the Board for the Revenue Contracts as presented.

14. 7. 3. **Copier Paper Bid #2011-16 (A)** (Mr. Altmayer)

At the 10.6.11 COW, the Finance Committee moved forward the Copier Paper Bid #2011-16, seeking to award the bid to Midland Paper as presented.

**Recommendation:** Seeking to award Bid #2011-16 Copier Paper to Midland Paper as presented.

14. 8. **Human Resources (HR) Committee** (Mr. Gentry-chair, Mr. Troy, Mr. Drzal)

14. 8. 1. **Job Descriptions (A)** (Ms. Lombard)

At the 10.6.11 COW, the HR Committee recommended the Paraprofessionals Job Descriptions include Bus Assistant and Campus Security Assistant as presented.

**Recommendation:** Seeking approval the Paraprofessional job descriptions as presented.

14. 9. **Policy Committee** (Mr. Drzal chair, Mrs. Skaja, Mr. Troy)

14. 9. 1. **Policy Revision - Second Reading (A)** (Mr. Awrey)

At the regular meeting on September 15, 2011, Policy 5:125 Personal Technology and Social media; Usage and Conduct was moved forward for second reading.

**Recommendation:** Seeking approval of Policy 5:125 for second reading as presented.

14. 10. **Board of Education (A)** (Mr. Skala)

14. 10. 1. **Approval of Legal Counsel (A)** (Dr. Burkey)

At the 10.7.11 COW, the Committee moved forward to continue working with the following attorneys to represented CSD158 as legal counsel and their rates for the 2011-12 school year: Hinshaw & Culbertson; Miller, Hall & Triggs; and Chapman Cutler as presented.

**Recommendation:** Seeking approval of the Board to continue utilizing legal services with the three law firms 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. **Supplemental Purchase Orders and Supplemental Accounts Payable (A)** (Mr. Altmayer)

At the 10.6.11 COW, the Finance Committee moved forward for approval the Supplementals. Seeking approval for the Purchase Orders totaling \$ 2,132,576.88, and Accounts Payable totaling \$ 2,448.86. **Roll Call:** Ayes / Nays / **Motion** \_\_

**Recommendation:** Seeking approval of the Board as presented.

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

18. **Adjournment (A)** (Mr. Skala)

Motion to adjourn the meeting at \_\_ p.m. **Voice Call:** Ayes / Nays / **Motion** \_\_