

Regular Meeting Agenda

Date: Thursday, February 16, 2012

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)

Move to Call to Order the February 16, 2012 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 .

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)**

Motion 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.*

Move to 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** - Mackeben Elementary School students: Jordan Lack, Ava Allison, Lyndsey Bajgrowicz, Jack Tanke, Anna Garofalo, TJ Gerst, and Payton Kupsak, will lead the Pledge.

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

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

Recommendation: For information only.

6. **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.)

7. **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** __

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

Updates will be given at this time.

9. **Fiscal Services Report** (Mr. Altmayer)
Updates will be given at this time.
10. **Human Resources (HR) Report** (Ms. Lombard)
Updates will be given at this time.
11. **Superintendent's Report** (Dr. Burkey)
 11. 1. **Freedom of Information Act (FOIA) Requests** (R)
Monthly report on FOIA requests provided in the packet.
Recommendation: For information only.
 11. 2. **Donations, Gifts, and Grants** (R)
A report is provided of the donations, gifts and grants given to the District during the month.
Recommendation: For information only.
12. **President's Report** (Mr. Skala)
 12. 1. **IASB - Call for Proposals (R)** (Dr. Burkey)
At the 2.2.12 COW, the Committee reviewed the Triple I Conference Proposals for submission of the IASB Call for Proposals. The three areas selected by the Committee are: Blended Learning, Medical Academy, and Volunteer Program, directing Administration to prepare for submission of the proposals.
Recommendation: Seeking approval of the Board, for the submission of the proposals as presented, in order to meet the deadline of February 17, 2012.
13. **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. Motion and **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
 13. 1. **Minutes (A)** (Mrs. Fettes)
At the 2.2.12 COW, the Committee moved forward the following draft minutes for approval: Regular meeting of January 19, 2012, and Committee of the Whole January 5, 2012
Recommendation: Seeking approval of the minutes as presented.
 13. 2. **Closed Executive Session Minutes (A)** (Mrs. Fettes)
Seeking approval of the closed executive session meeting minutes as presented and reviewed during closed session: Executive Session Regular of January 19, 2012; Executive Session Committee of the Whole of February 2, 2012.
Recommendation: Approval of the executive minutes as discussed in closed session.
 13. 3. **HR Personnel and Addendum Reports (A)** (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.
 13. 4. **Building and Grounds Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Skala)
 13. 4. 1. **CSD#158 Mackeben Elementary School Chiller Replacement Bid #2012-38 (A)** (Mr. Renkosik)
At the 2.2.12 COW, the B&G Committee recommended award Base Bid A and Base Bid C from the CSD158 Mackeben Elementary School Chiller Replacement Bid #2012-3 to Ideal Heating Company in the total annual amount of \$179,000.00.
Recommendation: Seeking to award the CSD158 Mackeben Elementary School Chiller Replacement Bid #2012-38 as presented above.
 13. 4. 2. **CSD#158 Catwalk Fall Protection Bid #2012-63 (A)** (Mr. Renkosik)
At the 2.2.12 COW, the B&G Committee recommended award of the CSD#158 Catwalk Fall Protection Bid #2012-63 to Chicago Spotlight Inc. in the amount of \$ 42,000.00.

Recommendation: Seeking to award the CSD#158 Catwalk Fall Protection Bid #2012-63 as presented above.

13. 4. 3. **Demand Load Reduction Program Participation (A)** (Mr. Renkosik)

At the 2.2.12 COW, the B&G Committee asked for other districts that have used APPI Energy and add an expiration date on to the agreement. Included in this memo to the Board, Administration is requesting approval of the agreement with APPI Energy as provided in the packet.

Recommendation: Seeking approval of the Board's participation with the Demand Load Reduction Program and agreement with APPI Energy, as presented.

13. 5. **Human Resources (HR) Committee** (Mr. Gentry-chair, Mr. Troy, Mr. Drzal)

13. 5. 1. **Job Descriptions for Director of Curriculum and Instruction (C&I): Health, PE, Science, and Nurse Team Lead (A)** (Ms. Lombard)

At the 2.2.12 COW, the HR Committee recommended adoption of the job descriptions for Director of C&I: Health, PE, Science, and Nurse Team Lead as presented.

Recommendation: Seeking approval of the job descriptions as presented.

13. 6. **Finance Committee** (Mr. Quagliano-chair, Mr. Skala, Mr. Gentry)

13. 6. 1. **Payables (A)** (Mr. Altmayer)

At the 2.2.12 COW, the Finance Committee recommended approval of the purchase order summary at \$ 86,439.54; Imprest checks issued at \$ 810,631.83; accounts payable reported at \$ 445.85; and disbursements issued at \$ 15,066,928.82, as presented.

Recommendation: Seeking approval of the payables as presented.

13. 6. 2. **Revenue Contracts (A)** (Mr. Altmayer)

At the 2.2.12 COW, the Finance Committee moved forward for approval the following revenue contracts: Blue Moose Tees to benefit Huntley High School Softball with projected revenues of \$ 1,500.00 as presented.

Recommendation: Seeking approval of the Revenue Contract as presented.

13. 6. 3. **Resolution 2012-02-01 to Establish the Fiscal Year (A)** (Mr. Altmayer)

At the 2.2.12 COW, the Finance Committee recommended a resolution to Establish the Fiscal Year for CSD158, beginning July 2, 2012 and extending through June 30, 2013.

Recommendation: Seeking adoption of Resolution #2012-02-01 to Establish the Fiscal Year FY13 as presented.

13. 6. 4. **Resolution #2012-02-02 to Prepare the Tentative Budget (A)** (Mr. Altmayer)

At the 2.2.12 COW, the Finance Committee sought Resolution to Prepare a Tentative Budget as required by 105ILCS5/17-1; seeking appointment of Mark Altmayer, CFO/Treasurer for FY13.

Recommendation: Seeking adoption of #2012-02-02 to Prepare the Tentative Budget for FY13, appointing Mark Altmayer as presented.

13. 7. **Policy Committee** (Mr. Drzal-chair, Mrs. Skaja, Mr. Troy)

13. 7. 1. **Policy 1:30 and Policy 2:220 - First Reading (A)** (Mr. Awrey)

At the 2.2.12 COW, the Policy Committee recommended a first reading for the following policies: Policy 1:30 and Policy 2:220 as revised.

Recommendation: Seeking approval of the Board for a first reading of the policies as presented.

14. **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

15. **Action Items / Roll Call (A)** (Mr. Skala)

(Action items may or may not have gone through committee and require separate action.)

15. 1. **Supplemental Purchase Orders and Supplemental Accounts Payable (A)** (Mr. Altmayer)

At the 2.2.12 COW, the Finance Committee moved forward to approve the Supplemental Purchase Orders Report at \$ 2,932,600.59; the Supplemental Accounts Payable Report at \$ 20,114.50; and Addendum at \$ __. **Motion and Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Seeking approval of the Supplemental Reports as presented.

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

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

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