

Regular Meeting Agenda

Date: Thursday, August 16, 2012

Meeting: Regular Meeting with Closed Session as per OMA and 5ILCS120/2c

Time: 6:00 PM

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

Mission Statement: We will Inspire, Challenge, and Empower everyone every day.

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)

Motion to Call to Order for August 16, 2012 Regular meeting 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)

Motion 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.*

Motion 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)

If required at this time, Motion will come from the Board. **Roll/Voice Call:** Ayes / Nays / **Motion** ___

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

4. **Pledge of Allegiance**

5. **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.)

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

Motion to adopt the agenda as presented (or with changes). **Voice Call:** Ayes / Nays / **Motion** ___

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

Updates will be given at this time.

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

Updates will be given at this time.

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

Updates will be given at this time.

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

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

Monthly report on FOIA requests provided in the packet.

Recommendation: For information only.

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

12. **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

12. 1. **Board of Education Meeting Minutes** (A) (Mrs. Fettes)

At the 8.2.12 COW, the following meeting minutes were reviewed and moved forward for approval: Regular: July 19, 2012. Also seeking approval of the following meeting minutes as presented: Special: August 2, 2012 and Committee of the Whole: August 2, 2012.

Recommendation: Seeking approval of the Board for the meeting minutes as presented.

12. 2. **Executive Closed Session Minutes** (A) (Mrs. Fettes)

The following executive closed session minutes are prepared for Board review in closed session: Executive Session Closed Regular Meeting: July 19, 2012.

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

12. 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.

12. 4. **Finance Committee** (Mr. Quagliano-chair, Mr. Skala, Mr. Gentry)

12. 4. 1. **Payables** (A) (Mr. Altmayer)

At the 8.2.12 COW, the Finance Committee recommended approval of the Purchase Orders issued at \$665,493.86; Imprest checks issued at \$18,649.25; and Disbursements issued at \$2,453,951.50, as presented.

Recommendation: Seeking approval of the Board for payables summary as presented.

12. 4. 2. **ADP National Account Services Payroll Renewal Agreement** (A) (Mr. Altmayer)

At the 8.2.12 COW, the Finance Committee moved forward the ADP National Account Services Agreement for Payroll Renewal. Seeking approval of a five-year extension reflecting: immediate \$500/month in Enterprise hosting fees, immediate \$200/month reduction in eTime hosting fees, 3-years fixed pricing, and future annual increases capped at 3%; as outlined in the renewal agreement.

Recommendation: Seeking approval of the Board for a five-year renewal/extension as presented in the outline in the ADP National Account Services Payroll Renewal Agreement.

12. 5. **Human Resources (HR) Committee** (Mr. Gentry-Chair, Mr. Troy, Mr. Drzal)

12. 5. 1. **Job Descriptions** (A) (Ms. Lombard)

At the 8.2.12 COW, the HR Committee recommended approval of the proposed Job Descriptions as presented for: Occupational Therapist, Physical Therapist, Transition Facilitator, High School Student Services Coordinator and Guidance Counselor: College and Career Readiness.

Recommendation: Seeking approval of the Board for the proposed job descriptions as presented.

12. 5. 2. **Superintendent Goals for 2012-2013** (A) (Mr. Skala)

Seeking approval of the Board that the Superintendent's Goals be the same as the Strategic

Plan Indicators and Measurers for 2012-2013, as approved by the Board.

Recommendation: Seeking approval of the Board as presented.

12. 6. **Board of Education** (President, Mr. Skala)

12. 6. 1. **School Board Elections (A)** (Mr. Skala)

At the 8.2.12 COW, the Committee moved forward the following: Mrs. Fettes assigned as the Board Designee for the April 9, 2013 School Board Elections and also designated Mrs. Woods and Mrs. Nottolini; give notice by publication of the filing period, openings, and specified location for filing; and post on web site once available.

Recommendation: Seeking approval of the Board as presented.

12. 6. 2. **Board Member Development (A)** (Mrs. Fettes)

At the 8.2.12 COW, the Committee reviewed the Board members Development rubric. Mrs. Fettes will update and post as required by law.

Recommendation: Seeking approval of the Board as presented.

13. **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

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

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

14. 1. **Fiscal: Supplemental Purchase Orders and Supplemental Accounts Payable (A)** (Mr. Altmayer)

At the 8.2.12 COW, the Finance Committee moved forward; seeking approval as presented, the Supplemental Purchase Orders Report at \$2,424,973.10; and the Supplemental Accounts Payable Report at \$19,599.11. **Motion and Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Seeking approval of the Supplemental Reports as presented.

14. 2. **Insurance Selection and Rate Recommendations for 2012-2013 (A)** (Ms. Lombard)

The District's Insurance Committee will meet prior to the regular meeting of August 16, 2012. Based upon the information provided, a recommendation will be provided to the Board at the meeting. **Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Seeking approval of the Board for renewal of the 2012-13 insurance selection and rates as provided at the meeting.

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

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

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