

Regular Meeting Agenda

Date: Thursday, February 21, 2013

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. Donald Drzal; Vice-President, Mr. Paul Troy; Secretary, Mrs. Kimberly Skaja; Mr. Michael Fleck; Mr. William Geheren; Mr. Kevin Gentry; Mr. Anthony Quagliano

Agenda

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

1. **Call to Order / Roll Call (A)** (President Mr. Drzal)

Call the February 21, 2013 Regular meeting to order at ___ p.m. A quorum must be met.

Roll Call: Ayes / Absent / **Motion** _

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

2. **Closed Session / Roll Call (A)** (Mr. Drzal)

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, (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. Fleck, 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: Mrs. Skaja, Mr. Troy, Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mr. Fleck

3. 1. **Action as required / Roll Call** (President)

Will come from the Board. **Roll Call:** Ayes / Nays / **Motion** _

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

4. **Suspend Regular Meeting (A)** (Mr. Drzal) *approx. 7:00 p.m.*

Motion to suspend the regular meeting at ___ p.m. to hold the FY13 Amended Budget Hearing at 7:00 p.m.

Voice Call: Ayes / Nays / **Motion** _

Action: Suspend the regular meeting.

5. **Resume Regular Meeting (A)** (Mr. Drzal)

Motion to resume the regular meeting and order of business at ___ p.m. **Roll Call:** Ayes / Absent / **Motion** _

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

6. **Pledge of Allegiance** (Mr. Drzal)

The following students from Chesak Elementary School will lead the Pledge: Logan Haag, Andrew Behm, Peyton Bellenie, Kyle Paler, Cassidy Nasternak, Carolina Kipp, and James Smith.

7. **Recognition by the Board** (Ms. Lombard and Ms. Kamper)

Ms. Lombard and Ms. Kamper will introduce D158's newest National Board Certified Teachers: Shilo DeYoung, Cheryl Konie, Juli Miceli, JoAnn Sutherland and Deb Udelhofen.

Recommendation: Acknowledgement by the Board will be given.

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

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

Recommendation: For informational purposes only.

9. **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.)

10. **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** ___

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

Updates will be given at this time.

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

Discussion: Mr. Altmayer will present the FY13 Five Year Plan and 1st draft of the FY14 Budget.

Recommendation: For informational purposes only.

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

Updates will be given at this time.

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

14. 1. **Freedom of Information Act Requests (FOIA)** (R) (Dr. Burkey)

Discussion: A report on monthly FOIA requests is provided.

Recommendation: For informational purposes only.

14. 2. **Donations, Gifts, and Grants** (R) (Dr. Burkey)

A report is provided of the donations, gifts and grants given to the District during the month.

Recommendation: For informational purposes only.

15. **President's Report** (Mr. Drzal)

16. **Consent Agenda / Action / Roll Call** (Mr. Drzal)

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. Fleck, Mr. Geheren, Mr. Gentry, Mrs. Skaja, Mr. Quagliano, Mr. Troy

16. 1. **Minutes (A)** (Mrs. Fettes)

At the 2.14.13 COW, the Board moved forward the following minutes for approval: Regular January 17, 2013, Committee of the Whole January 10, 2013 and Special Meeting January 10, 2013.

Recommendation: Seeking approval of the minutes as presented.

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

Seeking approval of the closed executive session meeting minutes for Regular January 17, 2013 and Committee of the Whole January 10, 2013 as presented during closed session.

Recommendation: Approval of the executive minutes as discussed in closed session.

16. 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.

16. 4. **Building and Grounds (B&G) Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Fleck *pro tem*)

16. 4. 1. **Renewal for the Authorization for Emergency Repairs (A)** (Mr. Renkosik)

At the 2.14.13 COW, the B&G Committee moved forward the request to extend the authorization for emergency repairs, should potential sprinkler system failures occur, through March 15, 2014 as presented.

Recommendation: Seeking approval of the Board renewal for the authorization for emergency repairs as presented.

16. 4. 2. **Lamp Inc. Construction Management Services Proposal and Huntley High School (HHS) Athletic Field Development Project (A)** (Mr. Renkosik)
 At the 2.14.13 Committee of the Whole meeting, the B&G Committee gave their approval for the commissioning of Lamp Inc. to provide Construction Management Services for the HHS Athletic Fields development project per the Letter of Proposal from Lamp Inc.
Recommendation: Seeking approval of the Board for commissioning of Lamp Inc. to provide Construction Management Services for HHS Athletic Fields development project as presented.
16. 5. **Curriculum & Instruction (C&I) Committee** (Mr. Geheren-chair, Mr. Gentry, Mrs. Skaja)
16. 5. 1. **Special Education Dollars (A)** (Mr. Awrey)
 At the 2.14.13 COW, the C&I Committee moved forward the process of using and allocating the remainder of the ARRA IDEA Special Education Project dollars as presented.
Recommendation: Seeking approval of the Board to allocate the ARRA IDEA Special Education Project dollars as presented.
16. 5. 2. **2013 Summer School (A)** (Mr. Moan)
 At the 2.14.13 COW, the C&I Committee moved forward the 2013 Summer School plan as presented.
Recommendation: Seeking approval of the Board the 2013 Summer School plans as presented.
16. 6. **Finance Committee** (Mr. Quagliano-chair, Mr. Gentry, Mr. Fleck *pro tem*)
16. 6. 1. **Payables (A)** (Mr. Altmayer)
 At the 2.14.13 COW, the Finance Committee recommended approval of the purchase order summary at \$477,793.13; accounts payable reported at \$189,809.69; Imprest checks issued at \$683.26; and disbursements issued at \$1,511,810.59 as presented.
Recommendation: Seeking approval of the payables as presented.
16. 6. 2. **Establish the Fiscal Year - Resolution #2013-02-01 (A)** (Mr. Altmayer)
 At the 2.14.13 COW, the Finance Committee moved forward to establish a fiscal year for CSD158, for the period of July 1, 2013 through June 30, 2014.
Recommendation: Seeking approval of the Board to establish the fiscal year 2014, for the period of July 1, 2013 through June 30, 2014.
16. 6. 3. **Designation of Person to Prepare a Tentative Budget - Resolution #2013-02-02 (A)** (Mr. Altmayer)
 At the 2.14.13 COW, the Finance Committee moved forward for appointment of Mr. Altmayer as the person to prepare a Tentative Budget of the Board.
Recommendation: Seeking approval of the Board for appointment of Mr. Altmayer to prepare a Tentative Budget of the Board as presented.
16. 6. 4. **Annual Audit (A)** (Mr. Altmayer)
 At the 2.14.13 COW, the Finance Committee moved forward to retain Evans, Marshall and Pease, P.C. as the District's audit firm for the next two fiscal years (FY14 and FY15).
Recommendation: Seeking approval of the Board to retain Evans, Marshall and Pease, P.C. as D158's audit firm the next two fiscal years as presented.
16. 7. **Human Resources (HR) Committee** (Mr. Gentry-chair, Mr. Troy, Mr. Drzal)
16. 7. 1. **Job Descriptions (A)** (Ms. Lombard)
 At the 2.14.13 COW, the HR Committee moved forward job descriptions for: Technology Integration Specialist and revised Department Chair; Blended Learning, as presented.
Recommendation: Seeking approval of the Board to adopt the jobs descriptions as presented.
16. 7. 2. **Special Needs Staff Assessment (A)** (Ms. Lombard)
 At the 2.14.13 COW, the HR Committee moved forward the additional staffing for Special Needs as assessed, seeking approval to move forward the positions for: Job Developer / Job Coach, and 18-22 Transition Program, as presented.

Recommendation: Seeking approval of the Board, for additional staff positions as presented by the Special Needs Staff Assessment.

17. **Items Removed from the Consent Agenda (A)** (Mr. Drzal)

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. Fleck, Mr. Troy, Mr. Drzal, Mr. Geheren

18. **Action Items / Roll Call (A)** (Mr. Drzal)

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

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

Mr. Altmayer provided the Supplement Purchase Orders Report at \$1,853,011.77 and the Supplemental Accounts Payable Report at \$16,447.70, for approval. **Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Seeking approval of the Supplemental Reports as presented.

18. 2. **FY13 Amended Budget (A)** (Mr. Altmayer)

Mr. Altmayer is seeking approval of the Board as presented at the FY13 Amended Budget Hearing; Operating Revenues of \$79,810,210 and Operating Expenditures of \$81,508,651. **Roll Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the Board the FY13 Amended Budget as presented at the Hearing on 2.21.13.

18. 3. **Field Proposal (A)** (Mr. Renkosik)

Administration request the BOE authorize the Administration to issue a Letter of Intent for procurement of Field Turf Revolution for the Huntley HS athletic fields' development project at the prices stated in the Letter of Proposal from Field Turf, dated 2.5.13 as attached. **Roll Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the Board to move forward the development of the HHS athletic fields' development project as presented.

19. **Public Comment** (Mr. Drzal)

20. **Adjournment (A)** (Mr. Drzal)

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