

Committee of the Whole Agenda

Date: Thursday, March 7, 2013

Meeting: Committee of the Whole with a 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 Committee of the Whole meeting to order for Thursday, March 7, 2013 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. **Pledge of Allegiance**

The Mackeben Elementary School students Isabella, Sophia, and Emma Meiners, and Jake and Nathan Seim, will be leading the Pledge.

3. **Academic Spotlight** (Mr. Moan)

Medical Academy at Huntley High School.

Recommendation: For informational purposes only.

4. **Public Comment**

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

5. **Revision and Adoption of the Agenda (A)** (Mr. Drzal)

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

Recommendation: Seeking approval of the agenda.

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

6. 1. **Keyless Entry System Update (A)** (Mr. Renkosik)

Discussion: Mr. Renkosik will lead a review of the Honeywell proposal for updating the eight-year-old server, firmware and software system.

Recommendation: Seeking approval of the Board at their next regular meeting.

6. 2. **Natural Gas Procure Process Review (R)** (Mr. Renkosik)

Discussion: Mr. Renkosik will seek review of the Natural Gas Procure process.

Recommendation: For informational purposes only.

6. 3. **FY14 O&M Projects Report (R)** (Mr. Renkosik)

Discussion: Mr. Renkosik will report on the FY14 O&M projects.

Recommendation: For informational purposes only.

6. 4. **O&M Department Annual Report (R)** (Mr. Renkosik)

Discussion: Mr. Renkosik will provide the O&M Department annual report.

Recommendation: For informational purposes only.

6. 5. **B&G Committee - Operations & Maintenance (O&M) Updates (R)** (Mr. Renkosik)

Discussion: Updates provided on O&M projects.

Recommendation: For informational purposes only.

6. 6. **Huntley High School Athletic Fields Project - Wold Agreement (A)** (Mr. Renkosik)

Discussion: Mr. Renkosik will seek approval of the AIA B132 - 2009 Agreement between Owner and

Architect, with Construction Manager as Adviser Edition for Architectural Services for the HHS athletic fields' project.

Recommendation: Seeking approval of the Board at their next regular meeting.

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

7. 1. **Student Handbooks (A)** (Mr. Awrey)

Discussion: As per Policy 7:190, states that disciplinary rules shall be presented annually to the Board of Education for its review and approval. Administration is seeking discussion and input from the Committee in order to present a final draft at the next regular meeting.

Recommendation: Seeking approval of the Board at their next regular meeting.

7. 2. **Extra-Curricular Recommendation (A)** (Mr. Awrey)

Discussion: The Extra-Curricular Committee met to finalize their recommendations for the 2013-14 school year.

Recommendation: Seeking approval of the Board at the next regular meeting.

8. **Finance Committee** (Mr. Quagliano-chair, Mr. Gentry, Mr. Fleck *pro tem*)

8. 1. **Payables (A)** (Mr. Altmayer)

Discussion: The purchase orders at \$178,745.41; Imprest checks at \$206,460.26; accounts payable at \$892.78; and disbursements issued at \$5,649,089.31; for review and seeking approval to move forward.

Recommendation: Seeking approval of the Board at their next regular meeting.

8. 2. **Revenue & Expenditures Report (R)** (Mr. Altmayer)

Discussion: Monthly report for review and comment.

Recommendation: For informational purposes only.

8. 3. **Fiscal Reports (R)** (Mr. Altmayer)

Discussion: Attorney fee breakdown; Monthly fiscal update; and Paid Activity Funds

Recommendation: For informational purposes only.

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

9. 1. **Job Descriptions (A)** (Ms. Lombard)

Discussion: Ms. Lombard will present the O&M job descriptions for Assistant Director of Operations and Maintenance, Technician 1, Technician 2, Technician 3, Maintenance and Custodian, seeking approval.

Recommendation: Seeking approval of the Board at their next regular meeting.

9. 2. **Resolution / Notice of Reduction in Extra Contract Days (A)** (Ms. Lombard)

Discussion: Ms. Lombard will present, per contract.

Recommendation: Seeking approval of the Board at their next regular meeting.

9. 3. **Monthly Human Resources Updates (R)** (Ms. Lombard)

Discussion: Ms. Lombard will provide the monthly Human Resources updates.

Recommendation: For informational purposes only.

9. 4. **Administrator Contract (A)** (Ms. Lombard)

Discussion: Annual review of the administrator contract.

Recommendation: Seeking approval of the Board at their next regular meeting.

10. **Legislation Committee** (Mr. Fleck -*chair pro tem*, Mr. Quagliano, Mr. Geheren)

10. 1. **Legislation Updates (D)**

Discussion: Legislative updates will be given.

Recommendation: For informational purposes only.

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

Move to enter into closed session at ___ p.m. as indicated in the Opens Meeting Act and 5ILCS120/2c for discussion of: (1) The appointment, employment, discipline, performance, or dismissal of specific employees

or legal counsel, (21) Discussion of minutes of meetings lawfully closed under this Act. **Roll Call:** Ayes / Nays/ Absent / **Motion** __

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

11. 1. **Exit Closed Session / Voice Call (A)** (Mr. Drzal)

Move to exit closed session at __ p.m. and return to open session. **Voice Call:** Ayes / Nays/ **Motion** __

12. **Resume in Public Session / Roll Call (A)** (Mr. Drzal)

Resume the Committee of the Whole meeting at __ p.m. **Roll Call:** Ayes / Absent / **Motion** __

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

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

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