

## Regular Meeting Agenda

**Date:** Thursday, September 19, 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

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**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 to Order the Regular Meeting of the Board of Education for Thursday, September 19, 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. **Closed Session / Roll Call (A)** (Mr. Drzal)

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; and (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)**

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.*

Resume the regular meeting at \_\_ p.m. **Roll Call:** Ayes / Absent / **Motion** \_\_

**Members:** Mr. Fleck, 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. Fleck

4. **Suspend the Regular Meeting (A)** (Mr. Drzal)

The regular meeting will be suspended at this time to hold the Budget Hearing, as required by law (105ILCS5/17-1). A motion and a 2nd to suspend the regular meeting at \_\_ p.m. **Voice Call:** Ayes / Nays / **Motion** \_\_

**Recommendation:** Motion to suspend the regular meeting.

5. **Budget Hearing** (This is a separate item and not part of the Board agenda.)

At 7:00 p.m., the Board will hold the Budget Hearing to hear testimony on the FY14 Budget being presented during the regular meeting.

6. **Resume the Regular Meeting / Roll Call (A)** (Mr. Drzal)

Resume the regular meeting at \_\_ p.m. to continue the regular order of business. **Roll Call:** Ayes / Absent / **Motion** \_\_

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

7. **Pledge of Allegiance**

Heineman Middle School students leading the Pledge are Grace Filpi, Meklit Endalcachew, and Jack Filpi.

8. **Huntley Education Association (HEA)**  
Discussion: A representative of the HEA will present the Teacher of the Month Award winners.  
**Recommendation:** For information 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)  
Motion 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)  
Updates will be given at this time.
13. **Human Resources (HR) Report** (Ms. Lombard)  
Updates will be given at this time.
  13. 1. **Administrator and Teacher Salary and Benefits - School Year 2013 Report (P.A. 96-0434, P.A. 97-609)** (R) (Ms. Lombard)  
Discussion: Ms. Lombard will present the Administrator and Teacher Salary and Benefits - School Year 2013 Report, the annual itemized salary compensation report, and required posting of the compensation report for a employees in the IMRF system; as required by ILCS 10/20.47 and 34/18.38, P.A. 96-0434, and P.A. 96-609.  
**Recommendation:** For informational purposes only.
14. **Superintendent's Report** (Dr. Burkey)
  14. 1. **Freedom of Information Act (FOIA) Requests** (R)  
Monthly report on FOIA requests provided in the packet.  
**Recommendation:** For information only.
  14. 2. **Donations, Gifts, and Grants** (R)  
A report is provided of the donations given to the District during the month.  
**Recommendation:** For information 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, a motion and a second is required. **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. Fleck
  16. 1. **Minutes** (Mrs. Fettes)  
Seeking the following draft minutes for approval: Regular meeting of August 15, 2013, Committee of the Whole meeting of 9.5.13, and Special meeting of 9.5.13.  
**Recommendation:** Seeking approval of the Board for the minutes as presented.
  16. 2. **Closed Executive Session Minutes** (Mrs. Fettes)  
Seeking approval of the following closed executive session meeting minutes as reviewed during closed session for: Regular August 15, 2013.  
**Recommendation:** Seeking approval of the Board of the executive minutes as discussed in closed session.
  16. 3. **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 Board for the personnel action items as presented.

16. 4. **B&G Committee** (Mr. Troy-Chair, Mr. Quagliano, Mr. Fleck)

16. 4. 1. **Change Orders for HHS Athletic Field Improvements (A)** (Mr. Renkosik)

At the 9.5.13 COW, the B&G Committee recommended approval of the following Change Orders: PCO #1-PR#1 Revised site Electrical 16A2 Kellenberger Electric at \$6,685.00; PCO #4 - PR #4 Revised bullpen Layout 02B3 Golf Creations at \$7,597.00; PCO #5 - PR #5 Play Clocks 11A2 Reil at \$2,740.00; PCO #14 - Modification of Goal Post Foundation 11A2 Reil at \$6,551.00; PCO #15 Stadium Lighting Power Relocate 16A2 Kellenberger Electric \$2,885.00; PCO #19 - Bleacher Pavement Placement 02D2 Abbey Paving at \$3,245.00; PCO #20 - Petromat Deduct 02D2 Abbey Paving at (\$8,280.00); PCO #21 - Existing Track Asphalt Leveling 02D2 Abbey Paving \$22,668.00; and PCO #22 - Add Drainage Football Practice Field 02B2 REIL at \$2,158.00; accumulated change value of \$46,249.00.

**Recommendation:** Seeking approval of the Board the change orders for HHS Athletic Field Improvements as presented, totaling \$ 46,249.00.

16. 4. 2. **Change Order for Thru-wall Flashing Repairs Phase 3 Project (A)** (Mr. Renkosik)

At the 9.5.13 COW, the B&G Committee recommended approval of Change Orders from Safeway Tuckpointing as corrected and presented, in the amount of \$8,790.00.

**Recommendation:** Seeking approval of the Board for the Change Orders from Safeway Tuckpointing, in the amount of \$8,790.00 as presented.

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

16. 5. 1. **Application of Recognition of Schools (A)** (Mr. Awrey)

At the 9.5.13 COW, the C&I Committee recommended the Application of Recognition of Schools for 2013-2014 school year as required by law.

**Recommendation:** Seeking approval of the Board of the Application of Recognition of Schools as presented for the 2013-2014 school year.

16. 6. **Finance Committee** (Mr. Quagliano-chair, Mr. Fleck, Mr. Gentry)

16. 6. 1. **Payables (A)** (Mr. Altmayer)

At the 9.5.13 COW, the Finance Committee recommended approval of the Purchase Order summary at \$1,996,188.54; Imprest checks issued at \$93,501.88; Accounts Payable reported at \$25,067.09; and Disbursements issued at \$3,159.497.92, as presented.

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

16. 6. 2. **Revenue Contracts for Approval (A)** (Mr. Altmayer)

At the 9.5.13 COW, the Finance Committee gave their approval for the following fund raisers: Vendor Sam's Club, Wal-Mart, Office Depot to benefit HHS Future Business Leaders with a net revenue of \$10,000.00; Vendor Amazon, Costco, Fox River foods to benefit HHS New Media with a net revenue of \$6,000.00; Vendor Scholastice Book Fairs to benefit Martin Elementary (2013) with a net revenue of \$3,000.00 and (2014) with a net revenue of \$3,000.00; as presented.

**Recommendation:** Seeking approval of the Board for the revenue contracts as fund raisers and as presented.

16. 6. 3. **Rental Rates (A)** (Mr. Altmayer)

At the 9.5.13 COW, the Finance Committee recommended the suggested changes to the Application for Use of School Buildings or Grounds form, that surround the field rental rates and use of the Stadium Field at the High School.

**Recommendation:** Seeking approval of the Board of the suggested changes to the Application for Use of School Buildings of Grounds form, pertaining to the rental rates and use of the stadium field at Huntley High School as presented.

16. 6. 4. **Huntley High School Scoreboard Agreement (A)** (Mr. Altmayer)  
At the 9.5.13 COW, the Finance Committee recommended a master agreement, equipment addendum and advertising revenue projects with the purchase of the Daktronics scoreboard digital display, with an out-of-pocket cost to the District at \$60,000. The advertising with the e-equipment company, Side Effects, Inc. is a ten(10) year agreement, as well as solicit advertising to generate revenue for the District.  
**Recommendation:** Seeking approval of the Board with the master agreement, equipment addendum and advertising with the e-equipment company, Side Effects, Inc. as presented.

16. 7. **Human Resources (HR) Committee** (Mr. Gentry-chair, Mr. Troy, Mr. Geheren)

16. 7. 1. **Job Description: Transportation Coordinator (A)** (Ms. Lombard)  
At the 9.5.13 COW, the HR Committee gave their approval for the proposed job description of Transportation Coordinator, as presented.  
**Recommendation:** Seeking approval of the Board for the Transportation Coordinator Job Description as presented.

16. 7. 2. **Addendum to the Administrator's Contract (A)** (Mr. Altmayer)  
At the 9.5.13 COW, the HR Committee recommended the proposed language changes presented as Addendum to the Administrator's Contract.  
**Recommendation:** Seeking approval of the Board to adopt the addendum to the Administrator's Contract as presented.

16. 8. **Policy Committee** (Mr. Drzal - chair, Mrs. Skaja, Mr. Troy)

16. 8. 1. **Policy Revisions - First Reading (A)** (Mr. Awrey)  
At the 9.5.13 COW, the Policy Committee approved the IASB PRESS recommended first reading with some changes and new policy 4:18, as follows: 2:105 Ethics and Gift Ban; 2:120 Board Member Development; 4:18 Financial Disclosures NEW; 4:20 Fund Balances; 5:20 Workplace Harassment Prohibited; 6:120 Education of Children with Disabilities; 7:15 Student and Family Privacy Rights; 7:230 Misconduct by Students with Disabilities; and 7:340 Student Records.  
**Recommendation:** Seeking approval of the Board for first reading of the policies above with the recommended changes.

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

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)  
Seeking approval of the Supplemental Purchase Orders at \$1,983,457.29 and Supplemental Accounts Payable at \$4,217.76. **Roll Call:** Ayes / Nays / **Motion** \_\_  
**Recommendation:** Seeking approval of the Board for the Supplementals as presented.
18. 2. **Rental Agreement (A)** (Mr. Altmayer)  
Seeking approval of a Rental Agreement between Huntley Youth Football (HYF) and School District 158.  
**Roll Call:** Ayes / Nays / **Motion** \_\_  
**Recommendation:** Seeking approval of the Board for the agreement with HYF agreement as presented.
18. 3. **FY14 Budget (A)** (Mr. Altmayer)  
At the 9.5.13 COW, the Finance Committee reviewed the updates provided to the FY14 budget. The FY14 Budget Hearing was held earlier this evening. Mr. Altmayer will present the FY14 Budget for approval and file the budget with McHenry and Kane Counties, Illinois, as required by

law; seeking adoption of the FY14 Budget as presented. **Roll Call:** Ayes / Nays / **Motion** \_\_  
**Recommendation:** Seeking the Board's approval of the FY14 Budget as presented with the revenues of \$ \_\_ and expenditures of \$ \_\_.

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

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

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