

## Regular Meeting Agenda

**Date:** Thursday, March 19, 2015

**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 Thursday, March 19, 2015 Regular meeting of the Board of Education at \_\_ p.m.

**Roll Call:** Ayes / Absent / **Motion** \_ A quorum must be met.

**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; (2) Collective Negotiating Matters; (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. **Pledge of Allegiance** (Mr. Drzal)

The following Heineman Middle School students will lead the Pledge: Kaci Callahan, Miranda Harris, Sam Thede, and Kendall Krich.

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

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

**Recommendation:** For informational purposes 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. **Curriculum & Instruction Report** (Ms. Schlichter)

Updates will be given at this time.

10. **Fiscal Services Report** (Mr. Altmayer)  
Updates will be provided at this time.
11. **Human Resources (HR) Report** (Ms. Lombard)  
Updates will be given at this time.
12. **Superintendent's Report** (Dr. Burkey)
  12. 1. **Freedom of Information Act Requests (FOIA)** (R)  
Discussion: A report on monthly FOIA requests is provided.  
**Recommendation:** For informational purposes only.
  12. 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 acknowledgement by the Board.
13. **President's Report** (Mr. Drzal)
14. **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
  14. 1. **Minutes (A)** (Mrs. Fettes)  
The Board meeting minutes for approval of: Regular February 19, 2015; Special meeting March 5, 2015; and Committee of the Whole: March 2, 2015, March 3, 2015, and March 5, 2015, as presented.  
**Recommendation:** Seeking approval of the minutes listed above, as presented.
  14. 2. **Closed Executive Session Minutes (A)** (Mrs. Fettes)  
Seeking approval of the closed executive session meeting minutes of Regular February 19, 2015, Committee of the Whole, March 5, 2015 and February 5, 2015, as presented during closed session.  
**Recommendation:** Approval of the executive minutes as discussed in closed session.
  14. 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.
  14. 4. **Curriculum & Instruction Committee** (Mr. Geheren-chair, Mr. Gentry, Mrs. Skaja)
    14. 4. 1. **Elementary Trimesters 2015-2016 (A)** (Ms. Schlichter)  
At the 3.5.15 Committee of the Whole, the C&I Committee recommended approval of the proposed change includes a shift from the traditional quarterly marking periods to trimester marking periods for the elementary level, beginning the 2015-2016 school year.  
**Recommendation:** Seeking approval of the Board of the proposal for elementary trimesters, as presented.
    14. 4. 2. **High School Semester Modifications 2015-16 (A)** (Ms. Schlichter)  
At the 3.5.15 Committee of the Whole, the C&I Committee recommended shifting the end of the high school's first semester marking period to the day immediately before winter break, beginning 2015-2016 school year.  
**Recommendation:** Seeking approval of the Board for modifications to the high school first semester end date as presented, beginning the 2015-2016 school year.
    14. 4. 3. **High School Honors Courses (A)** (Ms. Schlichter)  
At the 3.5.15 Committee of the Whole, the C&I Committee recommended approval for application of honors credit to selected courses with the proposed change includes applying honors credit to: Spanish II, Spanish III, Spanish IV, and Project Lead the Way - Principles of

Engineering.

**Recommendation:** Seeking approval of the Board to adopt the proposed application of honors credit to the designated HHS courses, as presented.

14. 5. **Policy Committee** ( Mr. Drzal-chair, Mrs. Skaja, Mr. Troy)

14. 5. 1. **Policy 5:185 Family and Medical Leave (FMLA) Second Reading (A)** (Mr. Awrey)

At the 2.19.15 Regular meeting, the Board approved first reading; seeking second reading of Policy 5:185 FMLA as presented.

**Recommendation:** Seeking approval of the Board for second reading of Policy 5:185, as presented.

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

14. 6. 1. **Payables** (Mr. Altmayer)

At the 3.5.15 Committee of the Whole, the Finance Committee recommended approval of the payables issued as follows: Purchase Orders at \$186,549.72; Imprest checks at \$142,050.19; and Disbursements at \$6,922,635.22, as presented.

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

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

14. 7. 1. **Resolution #2015-03-01 Notice of Reduction in Extra Contract Days** (Ms. Lombard)

At the 3.5.15 Committee of the Whole, the HR Committee recommended approval of Notice of reduction in extra contract days outside the standard 182 days by resolution.

**Recommendation:** Seeking approval of the Board to adopt Resolution #2015-03-01 giving Notice of Reduction in extra Contract Days, as per contract.

14. 8. **Buildings & Grounds (B&G) Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Fleck)

14. 8. 1. **Renewal of Authorization of Emergency Repairs (A)** (Mr. Renkosik)

At the 3.5.15 Committee of the Whole, the B&G Committee recommended authorization to Administration to expend up to \$25,000.00, to include emergency repairs for HVAC equipment emergency, as well as repairs due to a sprinkler system failure, through March 25, 2016.

**Recommendation:** Seeking approval of the Board for renewal of authorization of emergency repairs to expend up to \$25,000.00, as presented.

14. 8. 2. **Authorized Agent of the Board of Education for Energy Procurement (A)** (Mr. Renkosik)

At the 3.5.15 Committee of the Whole, the B&G Committee recommended approval of Paul Troy as the authorized agent of the Board of Education for Energy Procurement, to sign approval of natural gas and electricity procurement contracts until January 2016 Board meeting.

**Recommendation:** Seeking approval of the Board, naming Paul Troy as the authorized agent of the Board for energy procurement and to sign approval, as presented.

14. 8. 3. **HHS Additions and Renovations Change Orders (A)** (Mr. Renkosik)

At the 3.5.15 Committee of the Whole, the B&G Committee recommended approval of the proposed Change Orders to trade contractor's contracts for the HHS additions and renovations, as presented in the letter from Lamp Inc., dated February 24, 2015, in an accumulative amount of \$37,253.00, and as follows: Contractor International Test & Balance for trade package 17B-01 Test & Balance, at a cost of \$28,600; Contractor Schroeder Asphalt for trade package 02D-01 Asphalt, at a cost of \$4,978.00; and Contractor Burroak Masonry for trade package 04A-01 Masonry, at a cost of \$3,675.

**Recommendation:** Seeking approval of the Board of the proposed changed orders to trade contractor's contracts for the HHS additional and renovations, as presented.

15. **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

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

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

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

Mr. Altmayer provided the Supplement Purchase Orders Report at \$1,891,669.23 and the Supplemental Accounts Payable Report at \$14,034.42, for approval. **Roll Call:** Ayes/Nays/ **Motion** \_  
**Recommendation:** Seeking approval of the Supplemental Reports as presented.

16. 2. **Notice of Non-renewal and Dismissal Resolution #2015-03-02 (A)** (Ms. Lombard)

Pursuant to Section 24-12 of the State Code, the Board of Education is required to provide a written Notice of Non-Renewal and Dismissals by certified mail return receipt requested, at least forty-five (45) days before the end of the school term. **Roll Call:** Ayes/Nays/ **Motion** \_  
**Recommendation:** Seeking approval of the Board to adopt Resolution #2015-03-02 authorizing the Notice of Non-reemployment for teachers not completing their final year of probationary teaching.

16. 3. **Audit Engagement Letter (A)** (Mr. Altmayer)

Administration recommends continuance with the audit firm of Evans, Marshall & Pease for the annual audit, for the years ending June 30, 2015 and June 30, 2016. The engagement letter is provided. **Voice Call:** Ayes / Nays / **Motion** \_  
**Recommendation:** Seeking approval of the Board to continue to utilize Evans, Marshall & Pease for the annual audit services for the years ended June 30, 2015 and 2016, as presented.

16. 4. **Transportation Bus Bid #2015-07 (A)** (Mr. Awrey, Mrs. Hooper, Mr. Altmayer)

Mr. Awrey will present the bid results from the Transportation Bus Bid #2015-07, recommending award to Midwest Transit Equipment, Inc., in the amount of \$121,534.00 per year, for seven buses. **Roll Call:** Ayes / Nays / **Motion** \_  
**Recommendation:** Seeking approval of the Board of the Transportation Bus Bid #2015-07, awarding Midwest Transit Equipment, Inc. in the amount of \$121,534 per year, for seven buses, as presented.

16. 5. **Security Improvement Bids (A)** (Mr. Renkosik)

Mr. Renkosik will present the bid results from the Security Improvement Bids at multiple sites, ARCON Project No. 14205. Administration's recommendation is to award the contract to Tonyan & Sons, for the base bid amount of \$162,000.00 and the alternate bid amount of \$194,000.00, as outlined. **Roll Call:** Ayes / Nays / **Motion** \_  
**Recommendation:** Seeking approval of the Board of the ARCON Project No. 14205 for the Security Improvement Bids at multiple sites, to award Tonyan & Sons for the base bid amount of \$162,000 and the alternate bid amount of \$194,000, as presented and outlined above.

16. 6. **Boundary Line Adjustment (A)** (Dr. Burkey)

Administration is seeking Board approval of the boundary change plan as presented. **Roll call:** Ayes / Nays / **Motion** \_  
**Recommendation:** Seeking approval of the Board of the boundary change plan as presented.

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

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

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