

# Notice of Meeting

**The Regular June 16, 2011 meeting of the DuPage Area Occupational Education System Board of Directors will be held in Technology Center of DuPage Rooms E&F at 10:30 AM on Thursday, June 16, 2011.**

## Agenda

### Call to Order, Pledge of Allegiance, and Roll Call

#### I. Minutes

##### A. Regular May 19, 2011 Meeting Minutes

*Motion to approve minutes of the regular May 19, 2011 meeting.*

##### B. Closed Session May 19, 2011 Minutes

*Motion to approve minutes of the May 19, 2011 Closed Session.*

#### II. Public Comments

#### III. Correspondence

#### IV. President's Report

#### V. Information Report

##### A. 2011-12 TCD Student Attendance Calendar

#### VI. Financial Information

*The Board acknowledges the receipt of the Statement of Cash & Investments and Revenue & Expenditure Reports for May 2011.*

##### A. Statement of Cash & Investments

##### B. Revenue & Expenditure Reports

###### 1. Revenue

###### 2. Expenditure

#### VII. Action Items - Consent Agenda

*Motion to approve June 16, 2011 Consent Agenda Items A- I*

##### A. Financial Reports

###### 1. Treasurer's Report

###### 2. Payment of Invoices

It is our mission to help students understand and prepare for career opportunities. To address this mission, the DAOES will

- ★ provide high quality educational programs
- ★ create learning environments that are stimulating and productive
- ★ use an integrated approach to enhance the academic, technical, and personal skills of students
- ★ provide leadership in staff training and curriculum development
- ★ continually challenge staff and students to excel

- a. Imprest
    - b. Ratification
    - c. Approval
    - d. Payment of Bills
  - B. Rehiring of Educational Support Personnel
  - C. Rehiring of Tenured Certified Staff Members
  - D. Payment of Bills - June 30, 2011
  - E. Payment of SELF Insurance, Utilities, Textbooks, and Building Renovation Bills- July 2011
  - F. Bid #11-104 Parking Lots Seal Coating
  - G. Prevailing Wages Resolution
  - H. Personnel
    - 1. Appointments
    - 2. Resignations
    - 3. Honorable Dismissal of Educational Support Personnel
  - I. Donations
- VIII. Action Items - Director's Recommendations
- A. District #204 Expansion Pilot Program  
*Motion to allow the Director to proceed with the District 204 Expansion.*
  - B. Crayton Academy  
*Motion to allow the Director to finalize contract between DAOES and Crayton Academy.*
  - C. Truck Driving School  
*Motion to allow the Director to finalize the contract between DAOES and the Truck Driving School.*
  - D. Job Description-Marketing Assistant  
*Motion to approve the job description for Marketing Assistant, as presented.*
  - E. Personnel
    - 1. Reinstatement of Accounting Clerk/Switchboard/Receptionist Position  
*Motion to reinstate the previously eliminated position of Accounting Clerk/Switchboard/Receptionist Position.*
    - 2. Educational Support Personnel- Non-Instructional
      - a. Registrar

***Motion to appoint Julie Massa to the position of full- time school year, Registrar/Clerk, effective July 25, 2011.***

b. Marketing Assistant

***Motion to appoint a full-time school year Marketing Assistant, effective August 15, 2011***

IX. Committee Reports

A. Finance Committee, N. Wahl, Chair

1. Notice of Public Hearing

***Motion to place the tentative DAOES FY'12 Budget on display at the Technology Center of DuPage and schedule a public hearing on the budget for August 18, 2011, at 10:30 a.m., in Rooms E & F of the Technology Center of DuPage.***

B. Personnel Committee, T. Wierenga, Chair

1. Director's Goals

2. Board of Directors Self-Evaluation

C. Policy Committee, M. Biniewicz, Chair

1. Policies on Second Reading

***Motion to adopt policies: 2:20; 2:105; 2:130; 2:140; 4:80; 5:30; 5:130; 5:185; 6:250; 6:255; 8:10; 8:95; and 8:110 on second reading.***

X. Reports

A. Discussion

B. Information

C. Dean of Students

D. Assistant Principal

E. Principal

F. Director

XI. New Business

A. Recognition

B. Installation of Board Officers and Recognition of Outgoing Board President

C. Reorganization Consent Agenda

***Motion to approve Reorganization Consent Agenda Items 1-16.***

XII. Closed Session

***Request a closed session for the purpose considering information regarding the appointment, employment, compensation, discipline, performance, or dismissal, of***

*specific employees, including hearing testimony on a complaint lodged against an employee to determine its validity.*

XIII. Adjournment