

Consolidated School District 158 – Board of Education  
**Committee of the Whole Agenda**

**Date:** Thursday, February 2, 2012

**Meeting:** Committee of the Whole with a closed session.

**Time:** 6:00 PM

**Location:** Administrative Building in the Board Room, 650 Academic Drive, Algonquin, Illinois

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**Board of Education Members:** President, Mr. Michael Skala; Vice-President, Mr. Donald Drzal; Secretary, Mrs. Kimberly Skaja; Mr. William Geheren; Mr. Kevin Gentry; Mr. Anthony Quagliano; Mr. Paul Troy

## Agenda

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

1. **Call to Order / Roll Call (A)** (President, Mr. Skala)  
Move to Call to Order the Thursday, February 2, 2012 Committee of the Whole meeting at \_\_ p.m.  
A quorum must be met. **Roll Call:** Ayes / Absent / **Motion** \_\_  
**Members:** Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Skaja, Mr. Skala, Mr. Troy
2. **Pledge of Allegiance**  
Mackeben Elementary School students leading the Pledge are: Christopher Barker, Zachary Rogers, Marrisouza, Kyle Wallisch, Conner Gillming, and Grace Pudela.
3. **Academic Spotlight** (Mr. Awrey)  
School Governance will be presented by Heineman Middle School, Mr. Stotz Principal.  
**Recommendation:** For information only.
4. **Public Comment as per Policy 2:230**  
The members of the public and district employees may comment on or ask questions of the Board, subject to reasonable constraints. A form is available at the agenda table. Please submit, prior to the meeting to the Board President or Secretary.
5. **Revision and Adoption of the Agenda (A)** (Mr. Skala)  
Motion to adopt the agenda as presented or with changes.  
**Voice Call:** Ayes / Nays / **Motion** \_\_
6. **Building and Grounds (B&G) Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Skala)
  6. 1. **CSD #158 Mackeben Elementary School Chiller Replacement Bid #2012-38 (A)** (Mr. Renkosik)  
Discussion: The results from the CSD #158 Mackeben Elementary School Chiller Replacement Bid #2012-38 will be shared. Administration recommends awarding CSD#158 Mackeben Elementary School Chiller Replacement Bid #2012-38 to \_\_ in the annual amount of \$\_\_.  
**Recommendation:** Seeking approval of the Board at their next regular meeting.
  6. 2. **CSD #158 Catwalk Fall Protection Bid #2012-63 (A)** (Mr. Renkosik)  
Discussion: The results from the 1.18.12 CSD#158 Catwalk Fall Protection Bid #2012-63 opening will be shared. Administration recommends awarding Bid #2012-63 to \_\_ in the amount of \$ \_\_.  
**Recommendation:** Seeking approval of the Board at their next regular meeting.
  6. 3. **Demand Load Response Program Participation (R)(A)** (Mr. Renkosik)  
Discussion: Review the results of the present year contract, seeking discussion of action plan for soliciting proposals for the coming year's contract. Administration recommends the agreement with APPI Energy for managing of solicitation for future opportunities.  
**Recommendation:** Seeking approval of the Board at their next regular meeting.
  6. 4. **B&G Committee - Operations & Maintenance (O&M) Updates (R)** (Mr. Renkosik)

Discussion: Updates provided on O&M projects.

**Recommendation:** For information only.

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

7. 1. **2012-13 Staffing Needs (D)** (Ms. Lombard)

Discussion: The 2012-13 foreseen staffing needs of the District are outlined.

**Recommendation:** For information only.

7. 2. **Job Descriptions for Director of Curriculum and Instruction: Health, PE, Science, and Nurse Team Lead (A)** (Ms. Lombard)

Discussion: At this time, the Administration is recommending restructuring the Director of Health Services position into a Director of Curriculum and Instruction, with a focus on Health, PE and Science, as well as maintain the Nurse Team Lead position.

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

7. 3. **Monthly HR Report (R)** (Ms. Lombard)

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

**Recommendation:** For information only.

8. **Finance Committee** (Mr. Quagliano-chair, Mr. Skala, Mr. Gentry)

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

Discussion: The purchase orders at \$ 86,439.54; Imprest checks at \$ 810,631.83; accounts payable at \$445.85; and disbursements issued at \$ 15,066,928.82; for review and seeking approval to move forward.

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

8. 2. **Supplemental Purchase Orders & Account Payables Report (A)** (Mr. Altmayer)

Discussion: Provided as supplements of the payables and purchase orders requiring approval.

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

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

Discussion: Monthly report for review and comment.

**Recommendation:** For information only.

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

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

**Recommendation:** For information only.

8. 5. **Revenue Contracts (A)** (Mr. Altmayer)

Discussion: Various contract agreements from schools have been submitted for approval, as fund raisers.

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

8. 6. **Departmental Dashboards (R)** (Mr. Altmayer)

Discussion: In an effort to provide useful and meaningful financial information by department, Administration created Departmental Dashboards. The Departmental Dashboards are for the following departments: Operations and Maintenance, Transportation, Technology, Special Education, and Food Services.

**Recommendation:** For information only.

8. 7. **Five-Year Fiscal Plan (D)** (Mr. Altmayer)

Discussion: The 5-Year Fiscal Plan will be presented by Mr. Altmayer, seeking discussion.

**Recommendation:** For information only.

8. 8. **Draft FY13 Budget (D)** (Mr. Altmayer)

Discussion: The FY13 Budget Draft I will be presented and discussed.

**Recommendation:** For guidance and discussion purposes only.

8. 9. **Establish the Fiscal Year (A)** (Mr. Altmayer)

Discussion: Administration is seeking approval of the Finance Committee to establish a fiscal year for CSD158 as per 105ILCS 5/17-1, for the period of July 1, 2012 through June 30, 2013.

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

8. 10. **Designation of Person to Prepare a Tentative Budget (A)** (Mr. Altmayer)

Discussion: Seeking a resolution for appointment of Mr. Altmayer as the person to prepare a Tentative Budget of the Board.

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

9. **Legislation Committee** (Mr. Skala-chair, Mr. Geheren, Mr. Quagliano)

9. 1. **Legislation Updates (R)** (Mr. Skala)

Discussion: The Board's participation in the OMA training on February 9, 2012 and legislative updates.

**Recommendation:** For information only.

10. **Policy Committee** (Mr. Drzal Chair, Mrs. Skaja, Mr. Troy)

10. 1. **Policy 2:220 Board of Education Meeting Procedure (D) (A)** (Mr. Awrey)

Discussion: At the 1.5.12 COW, it was requested to bring forward recommended changes to Policy 2:220 to the Policy Committee for discussion.

**Recommendation:** Will come from the Committee.

10. 2. **Policy 1:30 School District Mission Statement (A)** (Mr. Awrey)

Discussion: Seeking a first reading for the revision of Policy 1:30 to reflect the District's newly revised mission statement.

**Recommendation:** Seeking the Board's approval at their next regular meeting.

11. **Board of Education** (President-Mr. Skala)

11. 1. **Board of Education - Minute Review (A)** (Mrs. Fettes)

Discussion: The following draft meeting minutes are available for review and comment, seeking approval of: Regular January 19, 2012, and Committee of the Whole January 5, 2012 draft minutes.

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

11. 2. **IASB Call for Proposal (D)** (Mr. Skala)

Discussion: Seeking discussion for ideas SD158 could present at the Triple I Fall Conference in November 2012. The application is due to IASB by 2.17.12.

**Recommendation:** Will come from the Committee.

11. 3. **Board Self-Evaluation (R)** (Mr. Skala)

Discussion: The Board will meet as a Committee of the Whole and in closed session on February 23, 2012. The IASB will facilitate the Board self-evaluation as per 5ILCS120/2(16).

**Recommendation:** For information only.

12. **Closed Session / Roll Call (A)** (Mr. Skala)

Move to enter into closed session at \_\_ p.m. as indicated in the Opens Meeting Act and 5ILCS120/2c for discussion of (11) Litigation. **Roll Call:** Ayes / Nays/ Absent / **Motion** \_\_

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

12. 1. **Exit Closed Session / Voice Call (A)** (Mr. Skala)

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

13. **Resume in Public Session / Roll Call (A)** (Mr. Skala)

Motion to resume the Committee of the Whole meeting at \_\_ p.m. **Roll Call:** Ayes / Absent / **Motion** \_\_

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

14. **Adjournment (A)** (Mr. Skala)

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