

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

Date: Thursday, August 2, 2012

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. 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, August 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**
3. **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.
4. **Revision and Adoption of the Agenda (A)** (Mr. Skala)
Motion to adopt the agenda as presented or with changes.
Voice Call: Ayes / Nays / **Motion** ___
5. **Building and Grounds (B&G) Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Skala)
 5. 1. **Keyless Entry System Update (A)** (Mr. Renkosik)
Discussion: The O&M office engaged discussion with Honeywell to consider updating the keyless entry security system hardware for the District. The results are provided. Administration is seeking authorization to release Honeywell to commence the upgrade as described in the Honeywell letter dated 7.17.12.
Recommendation: Seeking approval of the Board at their next regular meeting.
 5. 2. **Monthly Operations & Maintenance (O&M) Updates (R)** (Mr. Renkosik)
Discussion: Updates provided on O&M projects.
Recommendation: For information only.
 5. 3. **Academic Drive (D)** (Mr. Skala)
Discussion: Academic Drive speed hump was placed on the agenda by Mr. Skala.
Recommendation: For informational purposes only.
6. **Finance Committee** (Mr. Quagliano-chair, Mr. Skala, Mr. Gentry)
 6. 1. **Payables (A)** (Mr. Altmayer)
Discussion: The purchase orders at \$665,493.86; Imprest checks at \$18,649.25; and disbursements issued at \$2,452,951.50; for review and seeking approval to move forward.
Recommendation: Seeking approval of the Board at their next regular meeting.
 6. 2. **Supplemental Purchase Orders & Account Payables Report (A)** (Mr. Altmayer)
Discussion: Mr. Altmayer provided a summary of the supplements of the purchase orders and payables requiring approval.

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

6. 3. **Fiscal Reports - Financial Executive Summary (R)** (Mr. Altmayer)

Discussion: Mr. Altmayer will present for review, the fiscal report of June 2012 preliminary month and YTD results of his Financial Executive Summary.

Recommendation: For informational purposes only.

6. 4. **Monthly Fiscal Reports (R)** (Mr. Altmayer)

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

Recommendation: For information only.

6. 5. **FY13 Tentative Budget (R) (A)** (Mr. Altmayer)

Discussion: Mr. Altmayer will present the FY13 Tentative Budget modifications.

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

6. 6. **ADP National Account Services Payroll Renewal (A)** (Mr. Altmayer)

Discussion: The District provided a five-year agreement with ADP, Inc. to provide payroll, tax filing and time and labor management services expires in February 2013. Administration recommends renewing the ADP contract with reduced pricing over contract five-year period as presented.

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

6. 7. **Financial Advisory Committee (R)** (Mr. Altmayer)

Discussion: A member of the FAC will provide an update to the Committee.

Recommendation: For information only.

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

7. 1. **Job Descriptions Recommendation (A)** (Ms. Lombard)

Discussion: Administration is recommending approval of the Job Descriptions for Transition Specialist; Occupational Therapist; Physical Therapist; Guidance Counselor: College Readiness, High School Student Services Coordinator.

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

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

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

Discussion: Mr. Skala will provide updates on current legislation.

Recommendation: For information only.

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

9. 1. **Board Member Development (A)** (Mr. Skala) (Mrs. Fettes)

Discussion: As per Policy 2:120, Board Members training is required to be posted on the web site. A draft format is presented to the Board for completion of requirement.

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

9. 2. **2013 School Board Elections (A)** (Mr. Skala) (Mrs. Fettes)

Discussion: Mrs. Fettes will provide a summary of the IASB workshop for the April 9, 2013 School Board Elections outlining the filing deadlines for the consolidated election. The Board is required to appoint a Designee(s), post School Board elections information on their web site, and specify location(s) for filing.

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

9. 3. **Minutes (A)** (Mrs. Fettes)

Discussion: The following regular meeting minutes are prepared for review. Seeking to move forward for approval: Regular July 19, 2012.

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

10. **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 (1) The appointment, employment, discipline, performance, or dismissal of specific employees or legal counsel, (2) Collective Bargaining Negotiations, (11) Litigation. **Roll Call:** Ayes / Nays/ Absent / **Motion** __
Members: Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Skaja, Mr. Skala, Mr. Troy

10. 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** __

11. **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

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

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