

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

Date: Thursday, September 6, 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)

Call the Thursday, September 6, 2012 Committee of the Whole meeting to order 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**

Martin Elementary School students will lead the Pledge.

3. **Academic Spotlight** (Mr. Moan)

Data Driving Instruction - Conley Elementary teachers will explain their process for using data to drive the instruction for each student in their class.

Recommendation: For informational purposes 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. **Bid #2012-23 Air Filters (A)** (Mr. Renkosik)

Discussion: Mr. Renkosik will provide the results from Bid #2012-23 Air Filters.

Administration's recommendation for approval of award for Bid #2012-23 Air Filters is as follows: Base Bid A from the Brucker Company in the amount of \$68,700.00, and award of Base Bid B from Filters USA, Inc. in the amount of \$7,498.00; as presented.

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

6. 2. **Bid #2012-44 HVAC Preventative Maintenance Services (A)** (Mr. Renkosik)

Discussion: Mr. Renkosik will provide the results from Bid #2012-44 HVAC Preventative Maintenance Services. Administration is recommending award of Base Bids A, D, and E at a first year total annual cost of \$35,264.00 to Hayes Mechanical; and Base Bids B and C to Advantage Mechanical in the amount of \$4,530.00, as presented.

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

6. 3. **Bid #2012-62a Flame Retardant Treatment for Stage Drapery (A)** (Mr. Renkosik)

Discussion: Mr. Renkosik will provide the bid results from Bid #2012-62a Flame Retardant Treatment for Stage Drapery. Administration's recommendation is award of Bid #2012-62a Base Bid to American Drapery and accept the voluntary deduction with release of the requirements for a performance bond,

for a net cost to the District of \$26,303.68.

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, including Energy Curtailment Specialists, Inc.
Recommendation: For informational purposes only.

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

7. 1. **2013-2014 School Calendar (A)** (Mr. Awrey)
Discussion: Administration is seeking approval by the Committee for the proposed 2013-2014 school calendar.
Recommendation: Seeking approval of the Board at their next regular meeting.
7. 2. **Enrollment Update (R)** (Mr. Awrey)
Discussion: The 6th day enrollment report is provided for informational purposes only.
Recommendation: For informational purposes only.
7. 3. **8th Grade Washington DC Trip (A)** (Mr. Moan)
Discussion: The teachers from both Heineman and Marlowe Middle Schools, are proposing a trip to be offered to the 8th grade students for the 2013-2014 school year to Washington DC. Administration is seeking approval of the Washington DC trip October 11, 12, 13, 2013 as proposed.
Recommendation: Seeking approval of the Board at their next regular meeting.

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

8. 1. **Payables (A)** (Mr. Altmayer)
Discussion: The purchase orders at \$384,710.36; Imprest checks at \$234,794.12; Accounts Payable at \$113.02; and Disbursements issued at \$4,998,238.25; seeking review and 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: Mr. Altmayer will provide as supplemental, a summary of the purchase orders and payables approval.
Recommendation: Seeking approval of the Board at their next regular meeting.
8. 3. **Fiscal Reports - Financial Executive Summary (R)** (Mr. Altmayer)
Discussion: Mr. Altmayer will present the Financial Executive Summary on revenues and expenditures.
Recommendation: For informational purposes only.
8. 4. **Monthly Fiscal Reports (R)** (Mr. Altmayer)
Discussion: The monthly fiscal reports of Attorney fee breakdown; Monthly fiscal update; and Paid Activity Funds are provided.
Recommendation: For informational purposes only.
8. 5. **FY13 Tentative Budget Updates (R)** (Mr. Altmayer)
Discussion: Mr. Altmayer will outline the current tentative Draft FY13 Budget and provide any modifications.
Recommendation: For informational purposes only.
8. 6. **Revenue Contract Approval (A)** (Mr. Altmayer)
Discussion: Various fund raiser contract agreements from HHS have been submitted for approval.
Recommendation: Seeking approval of the Board at their next regular meeting.
8. 7. **Financial Advisory Committee (FAC) (R)** (Mr. Altmayer)
Discussion: A member of the FAC will provide an update on the Committee.
Recommendation: For informational purposes only.

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

9. 1. **Job Description -Guidance Counselor (A)** (Ms. Lombard)
Discussion: The job description for Guidance Counselor has been updated, seeking approval by the

Committee.

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

9. 2. **Human Resources (HR) Update** (R) (Ms. Lombard)

Discussion: Ms. Lombard will provide report on HR updates.

Recommendation: For informational purposes only.

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

10. 1. **Legislation Committee - Updates** (R) (Mr. Skala)

Discussion: Updates will be given at this time.

Recommendation: For information only.

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:

Regular August 16, 2012

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

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 (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

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** _

12. 2. **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

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

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