

Regular Meeting Agenda

Date: Thursday, March 21, 2013

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

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 the Thursday, March 21, 2013 Regular meeting to order 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, (9) Student Disciplinary, (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 Mackeben Elementary School students will lead the Pledge: Kyle Wojcik, Brooke and Zach Rogers, and Brandon, Scott and Bryan Saldivar.

5. **Student Recognition by the Board** (Mr. Awrey)

The Huntley High School (HHS) Red Raiders Girls Basketball Team placed 4th at State and will be recognized by the Board.

Recommendation: Acknowledgement by the Board will be given.

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

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

Recommendation: For informational purposes only.

7. **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.)

8. **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** ___

9. **Associate Superintendent's Report** (Mr. Awrey)
Updates will be given at this time.
10. **Fiscal Services Report** (Mr. Altmayer)
Discussion: BMO Eric Anderson, topic of refunding options.
Recommendation: For informational purposes only.
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) (Dr. Burkey)
Discussion: A report on monthly FOIA requests is provided.
Recommendation: For informational purposes only.
 12. 2. **Donations, Gifts, and Grants** (R) (Dr. Burkey)
A report is provided of the donations, gifts and grants given to the District during the month.
Recommendation: For informational purposes only.
13. **Board of Education Report**
 13. 1. **HHS3000 and Athletic Fields Improvements** (R) (Mr. Renkosik, Dr. Burkey)
Discussion: Wold Architects and Engineers and Lamp Inc. will present the redesign options for the HHS3000 initiative and the Athletic Fields Improvements.
Recommendation: For informational purposes only.
14. **President's Report** (Mr. Drzal)
15. **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
 15. 1. **Minutes (A)** (Mrs. Fettes)
The following draft Board minutes for approval: Regular February 21, 2013, Amended Budget Hearing February 21, 2013, Committee of the Whole February 14, 2013 and March 7, 2013 as presented.
Recommendation: Seeking approval of the minutes as presented.
 15. 2. **Closed Executive Session Minutes (A)** (Mrs. Fettes)
Seeking approval of the closed executive session meeting minutes: Regular February 21, 2013 and Committee of the Whole February 14, 2013 as presented during closed session.
Recommendation: Approval of the executive minutes as discussed in closed session.
 15. 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.
 15. 4. **Building and Grounds (B&G) Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Fleck *pro tem*)
 15. 4. 1. **Keyless Entry System (A)** (Mr. Renkosik)
At the 3.7.13 COW, the B&G Committee moved forward the Proposal for the system upgrade including hardware, firmware, and software as described in the Honeywell letter; seeking approval as presented
Recommendation: Seeking approval of the Board authorizing the Administration to release Honeywell to commence the upgrade as described in the Honeywell letter dated January 26,

2013.

15. 4. 2. **Wold Architects and Engineer's Agreement - Huntley High School Athletic Fields Development Project (A)** (Mr. Renkosik)

Discussion: At the 3.7.13 COW, the B&G Committee moved forward the contract document from Wold, seeking approval of the AIA B3132 - 2009 Agreement between Owner and Architect, with Construction Manager as Adviser Edition for Architectural Services for the HHS Athletic Fields development project as presented.

Recommendation: Seeking approval of the Board for the AIA B132 - 2009 Agreement between Owner and Architect, with Construction manager as Adviser Edition as presented.

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

15. 5. 1. **Extra-Curricular Committee Recommendations (A)** (Mr. Awrey)

At the 3.7.13 COW, the C&I Committee moved forward Tier I, Tier II, and Tier III prioritization of tiers and adopt them as funding will allow.

Recommendation: Seeking approval of the Board for the Extra-Curricular Committee's recommendation of Tier I, Tier II, and Tier III as presented.

15. 5. 2. **2013-2014 District Handbooks (A)** (Mr. Awrey)

At the 3.7.13 COW, the C&I Committee moved forward the schools respective Student Handbooks with the recommended changes, per school code and Policy 7:190, as presented.

Recommendation: Seeking approval of the Board the Student Handbooks for 2013-2014 as presented.

15. 6. **Finance Committee** (Mr. Quagliano-chair, Mr. Gentry, Mr. Fleck *pro tem*)

15. 6. 1. **Payables (A)** (Mr. Altmayer)

At the 3.7.13 COW, the Finance Committee recommended approval of the purchase order summary at \$178,745.41; Imprest checks issued at \$206,460.26; accounts payable reported at \$892.78; and disbursements issued at \$5,649,089.31, as presented.

Recommendation: Seeking approval of the payables as presented.

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

15. 7. 1. **Job Descriptions (A)** (Ms. Lombard)

At the 3.7.13 COW, the HR Committee moved forward the following job descriptions as presented: Assistant Director of Operations and Maintenance, Technician 1, Technician 2, Technician 3, Maintenance, and Custodian.

Recommendation: Seeking approval of the Board to adopt the jobs description as presented.

15. 7. 2. **Reduction of Extra Contract Days Resolution #2013-03-01 (A)** (Ms. Lombard)

At the 3.7.13 COW, each year the Board of Education must take action to reduce contract days to reflect the base standard days of the HEA Collective Bargaining Agreement for the upcoming school year.

Recommendation: Seeking approval of the Board to adopt Resolution #2013-03-01 authorizing the Notice of Reduction in Extra Days.

15. 7. 3. **Administrator Contract (A)** (Ms. Lombard)

At the 3.7.13 COW, the HR Committee reviewed the Administrator Contract as part of the annual review, giving their approval as presented.

Recommendation: Seeking approval of the Board for the administrator contract as proposed.

16. **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

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

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

17. 1. **Supplemental Purchase Orders and Supplemental Accounts Payable (A)** (Mr. Altmayer)
Mr. Altmayer provided the Supplement Purchase Orders Report at \$2,071,156.29 and the Supplemental Accounts Payable Report at \$10,242.54, for approval. **Roll Call:** Ayes / Nays / **Motion** __
Recommendation: Seeking approval of the Supplemental Reports as presented.
17. 2. **Notice of Non-renewal and Dismissal Resolution #2013-03-02 (A)** (Ms. Lombard)
Discussion: 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 #2013-03-02 authorizing the Notice of Non-reemployment for teachers not completing their final year of probationary teaching.
17. 3. **Bid Release One - Lamp Inc. (A)** (Mr. Renkosik)
Discussion: Mr. Renkosik will provide the Bid Release One Trade Package for HHS Athletic Fields Improvements as recommended from Lamp Inc. **Roll Call:** Ayes / Nays / **Motion** _
Recommendation: Seeking approval of the Board to award Bid Release One to --- at the amount of \$\$--

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

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

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