

Regular Meeting Agenda

Date: Thursday, May 21, 2015

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: Our learning community will inspire, challenge and empower all students always.

Board of Education Members: President, Mr. Donald Drzal; Vice-President, Mr. Michael Fleck; 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. Drzal)

Call to Order the Board of Education regular meeting of Thursday, May 21, 2015 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, (2) Collective Bargaining, (11) Litigation, (21) Discussion of minutes of meetings lawfully closed under this Act, whether for purposes of approval by body of the minutes or semi-annual review of the minutes as mandated; and the verbatim record may be destroyed as indicated per law (5ILCS120/2.06 (c)).

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 students who will lead the Pledge are: Charles Felde, Viveka Forsythe, and Rehman Kader.

5. **Academic Spotlight - Employee Recognition** (Ms. Lombard)

Ms. Lombard will present "Years of Service to CSD158", including those who plan to retire at the end of the 2014-2015 school year, will be recognized.

Recommendation: Recognition by the Board of Education.

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

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 ___**
Action: Adoption of the Agenda.

9. **Associate Superintendent's Report** (Mr. Awrey)
Updates will be given at this time.
Recommendation: For informational purposes only.
10. **Chief Academic Officer** (Ms. Schlichter)
Updates will be given at this time.
Recommendation: For informational purposes only.
11. **Fiscal Services Report** (Mr. Altmayer)
Updates will be given at this time.
Recommendation: For informational purposes only.
12. **Human Resources (HR) Report** (Ms. Lombard)
Updates will be given at this time.
Recommendation: For informational purposes only.
13. **Superintendent's Report** (Dr. Burkey)
 13. 1. **Freedom of Information Act Requests (FOIA) (R)** (Dr. Burkey)
A report on monthly FOIA requests is provided.
Recommendation: For informational purposes only.
 13. 2. **Donations, Gifts and Grants (R)** (Dr. Burkey)
A report is an acknowledgement of the donations, gifts and grants given to the District during the month.
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 meeting minutes are for approval: Regular April 16, 2015, Special April 30, 2015 and May 7, 2015, and Committee of the Whole May 7, 2015, as presented.
Recommendation: Seeking approval of the Board of the meeting minutes listed above, as presented.
 15. 2. **Closed Executive Session Minutes (A)** (Mrs. Fettes)
Seeking approval of the closed executive session meeting minutes: Regular April 16, 2015, as presented during closed session.
Recommendation: Approval of the executive minutes as discussed in closed session.
 15. 3. **Six-month Review of Executive Session Minutes and Destruction of recordings as Allowed by Law (A)**
The Board met in closed session to discuss the six-month review of executive session closed minutes as per Policy 2:220 and audio recording, as allowable by law.
Recommendation: Seeking approval of the Board as recommended in closed session.
 15. 4. **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. 5. **Curriculum & Instruction (C&I) Committee** (Mr. Geheren-chair, Mr. Gentry, Mrs. Skaja)
 15. 5. 1. **Resolution #2015-05-01 McHenry County Regional Safe School (A)** (Mr. Awrey)

At the 5.7.15 Committee of the Whole, the C&I Committee recommended renewal by resolution of the McHenry County Regional Safe School Program for the 2015-2016 school year, at a cost per student tuition of \$10,650.90 / year.

Recommendation: Seeking approval of the Board of Resolution #2015-05-01 as presented.

15. 5. 2. **Orchestra Proposal (A)** (Ms. Schlichter)

At the 5.7.15 Committee of the Whole, the C&I Committee recommended the orchestra proposal as presented, beginning implementation the 2015-2016 school year at a one-time cost for set-up of \$23,000 and \$3,000 per year, recurring for instrument repair.

Recommendation: Seeking approval of the Board of the Orchestra Proposal as presented.

15. 5. 3. **HHS Canada Trip (A)** (Ms. Schlichter)

At the 5.7.15 Committee of the Whole, the C&I Committee approved the HHS world language student proposed international travel to Quebec City, Canada, during the 2016 March spring break.

Recommendation: Seeking approval of the Board for international travel during the 2016 March spring break to Quebec City, Canada, as proposed.

15. 5. 4. **Overnight Field Trips 2015-2016 (A)** (Ms. Schlichter)

At the 5.7.15 Committee of the Whole, the C&I Committee recommended approval of the 2015-2016 projected overnight field trips for middle school and high school.

Recommendation: Seeking approval of the Board to approve the middle school and high school projected overnight field trips during the 2015-2016 school year, as presented.

15. 5. 5. **2015-2016 Bell Times (A)** (Ms. Schlichter)

At the 5.7.15 Committee of the Whole, the C&I Committee recommended approval of the 2015-2016 bell times to remain the same for K-12, and recommended changes for D158 preschool, as presented.

Recommendation: Seeking approval of the Board to adopt the 2015-2016 Bell Times, as presented.

15. 5. 6. **HS Consumer Education 2015-16 (A)** (Ms. Schlichter)

At the 5.7.15 Committee of the Whole, the C&I Committee approved the HHS Consumer Education course for Family and Consumer Science credit at HHS, as presented for the 2015-2016 school year.

Recommendation: Seeking approval of the Board the proposed addition of a Consumer Education course for Family and Consumer Science credit, as presented.

15. 6. **Human Resources Committee** (Mr. Gentry-chair, Mr. Troy, Mr. Geheren)

15. 6. 1. **Administrator Contract Review (A)** (Ms. Lombard)

At the 5.7.15 Committee of the Whole, the HR Committee recommended changes to the 2015-2016 Administrator's contract templates as proposed for Principal, Assistant Principal, Associate Principal, Director, and the Coordinator / Dean / Department Chair, as presented.

Recommendation: Seeking approval of the Board of the proposed changes to the administrator's contract template, as presented.

15. 7. **Board of Education** (President, Mr. Drzal)

15. 7. 1. **Approval of Legal Counsel (A)** (Dr. Burkey)

At the 5.7.15 Committee of the Whole, the Committee recommended approval of the list of attorneys used by the District and their rates for the 2015-2016 school year.

Recommendation: Seeking approval of the Board of the list of attorneys used by the District and their rates, as presented.

15. 7. 2. **Strategic Plan 2015-2020 (A)** (Dr. Burkey)

At the 5.7.15 Committee of the Whole, approval of adoption of the final draft of the Strategic Plan 2015-2020 as presented.

Recommendation: Seeking approval of the Board for adoption of the Strategic Plan 2015-2020

as presented.

15. 7. 3. **Official Logo (A)** (Dr. Burkey)

At the 5.7.15 Committee of the Whole, approval was given to adopt an official logo for the District.
Recommendation: Seeking approval of the Board of an official logo for SD158, as presented.
15. 7. 4. **District Name Change - Resolution #2015-05-03 (A)** (Dr. Burkey)

At the 5.7.15 Committee of the Whole, approval was given to establish the official name of the District as Huntley Community School District 158 by resolution.
Recommendation: Seeking approval of the Board to establish the official name of the District as Huntley Community School District 158 by adopting Resolution #2015-05-03, as presented.
15. 8. **Finance Committee** (Mr. Quagliano-chair, Mr. Gentry, Mr. Fleck)
 15. 8. 1. **Payables (A)** (Mr. Altmayer)

At the 5.7.15 Committee of the Whole, the Finance Committee recommended approval of the issued payables as presented: purchase orders at \$2,287,649.22; accounts payable at \$2,038.15; Imprest checks issued at \$190,368.49; and disbursements issued at \$8,590,671.06.
Recommendation: Seeking approval of the payables as presented.
 15. 8. 2. **Resolution #2015-05-02 IDOT Hazardous Busing (A)** (Mr. Awrey)

At the 5.7.15 Committee of the Whole, the Finance Committee recommended renewal of the Illinois Department of Transportation (IDOT) constituting a Type I, Type II and Type II Hazardous Busing of students as identified in 105ILCS 5/29-5.2 for the 2015-2016 school year.
Recommendation: Seeking approval of the Board to adopt Resolution #2015-05-02 IDOT Hazardous Busing as presented, for the 2015-2016 school year.
 15. 8. 3. **Signatories for Bank / Financial Accounts (A)** (Mr. Altmayer)

At the 5.7.15 Committee of the Whole, the Finance Committee recommended two signatories on the bank / financial accounts as per Policy 4:72; Mr. Altmayer CFO/Treasurer and Dr. John Burkey Superintendent.
Recommendation: Seeking approval of the Board for Mr. Altmayer and Dr. Burkey as the two signatories on the bank financial accounts, as presented.
15. 9. **Building and Grounds (B&G) Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Fleck)
 15. 9. 1. **Custodial Equipment Bid #2015-03 (A)** (Mr. Renkosik)

At the 5.7.15 Committee of the Whole, the B&G Committee approved the award of Bid #2015-03 Custodial Equipment, for both the scrubber and the sweeper to Direct-In Supply, in the amount of \$34,700.00, as presented.
Recommendation: Seeking approval of the Board to award Bid #2015-03 Custodial Equipment to Direct-In Supply in the amount of \$34,700.00, as presented.
 15. 9. 2. **HHS Addition and Renovations Change Orders (A)** (Mr. Renkosik)

At the 5.7.15 Committee of the Whole, the B&G Committee approved the proposed Change Orders to trade contractor's contracts for the HS additions and renovations, as presented in the letter from Lamp Inc., dated April 30, 2015 and as follows: Trade Contract 16A-01 Electric / contractor Ridgeview Electric at \$18,219.00, \$7,612.00, and \$6,945.00; in an accumulative amount of \$43,672.00.
Recommendation: Seeking approval of the Board of the HHS Addition and Renovations Change Orders as presented, in an accumulative amount of \$43,672.00.
 15. 9. 3. **Time America Service Agreement Renewal (A)** (Mr. Renkosik)

At the 5.7.15 Committee of the Whole, the B&G Committee recommended renewal of the Time America Service Agreement of the installed system, at a cost of \$1,085.00 for the 2015-2016 school year.
Recommendation: Seeking approval of the Board of the Time America Service Agreement at a cost of \$1,085.00, as presented.

15. 9. 4. **Facility Tree Service Agreement (A)** (Mr. Renkosik)

At the 5.7.15 Committee of the Whole, the B&G Committee recommended approval of renewal of the Facility Tree Software Service Agreement and extend the contract through June 30, 2018; with an annual fixed expense of \$8,620.00.

Recommendation: Seeking approval of the Board to renew the Facility Tree Software Service Agreement and extend the contract through June 30, 2018, as presented.

15. 9. 5. **Amendments to Enernoc Energy Management Service Agreements - Demand SMART and Efficiency SMART Retro-Commissioning S.O.W.'s (A)** (Mr. Renkosik)

At the 5.7.15 Committee of the Whole, the B&G Committee recommended approval of the proposed amendments to the Demand SMART SOW and the Efficiency SMART Retro-commissioning Solutions SOW; Amendment No. 1 to Demand SMART Solution SOW, effective as June 1, 2015 and Amendment No. 1 to Efficiency Smart retro-commissioning Solution SOW, as presented.

Recommendation: Seeking approval of the Board amendments to Enernoc Energy Management Service Agreements, Demand SMART and Efficiency SMART Retro-Commissioning S.O.W.'s, as presented.

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 will seek approval of the Supplemental Purchase Orders Report at \$2,453,432.93 and the Supplemental Accounts Payable Report at \$16,364.16, as presented. **Roll Call:** Ayes / Nays / **Motion** __

Recommendation: Seeking approval of the Supplemental Reports as presented.

17. 2. **Bid #2015-61 Rekeying Huntley High School (A)** (Mr. Renkosik)

Mr. Renkosik will provide the bid results from Bid #2015-61 Rekeying Huntley HS; seeking approval of base bid award to Anderson Lock in the amount of \$61,136.90. **Roll Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the Board to award Anderson Lock for Bid #2015-61 Rekeying Huntley High, in the amount of \$61,136.90, as presented.

17. 3. **HHS Trade Contractors Change Orders (A)** (Mr. Renkosik)

Mr. Renkosik will seek approval of the trade contractors change orders at HHS, as presented for approval in the Letters of Recommendation from Lamp Inc. and from Wold AE, dated May 15, 2015, and provided in the packet, with an accumulative amount of \$279,091.00. **Roll Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the Board the proposed change orders to the trade contractor's contracts for the HHS Additions and Renovations Project in the total amount \$279,091.00, as presented.

17. 4. **HHS Additions & Renovations Furniture Furnishings & Equipment Procurement (A)** (Mr. Renkosik)

Mr. Renkosik will present the proposal from Wold Architects and Engineers (AE), for the design development and coordination of procurement of furniture, furnishing, and equipment (FFE) for Bid Release 2 of the HHS Additions & Renovations project. Administration is seeking approval of the procurement of the furniture from Lowery McDonnell Company in the amount of \$467,023.31; as outlined in the Letter of Recommendation from Wold AE, dated May 18, 2015, and the attached Lowery McDonnell Company FFE Schedule Summary. **Roll Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking the Board's approval of the procurement of furniture from Lowery McDonnell Company in the amount of \$467,023.31, as outlined in the Letter of Recommendation from Wold AE, dated May 18, 2015 and as provided in the Lowery McDonnell Company FFE Schedule Summary.

17. 5. **HHS Additions & Renovations - Marvel Teacher Desks Procurement (A)** (Mr. Renkosik)

Mr. Renkosik will seek the procurement of the seven teacher's desks from School Specialty as listed in their Quote No. 777831670, dated May 19, 2015, in the amount of \$6,632.14. **Roll Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the Board of the procurement of the furniture from School Specialty as listed in their Quote No. 7778316790 dated May 19, 2015, in the amount of \$6,632.14, as provided in the packet.

17. 6. **Job Description - Associate Principal at the High School (A)** (Ms. Lombard)

Ms. Lombard will seek approval of the job description for Associate Principal; for Student Services and for Curriculum, Instruction and Assessment. **Voice Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the Board of the job description for Associate Principal; for Student Services and for Curriculum, Instruction and Assessment, as presented.

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

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

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