

# Regular Meeting Agenda

Amended 7.18.11 pm

**Date:** Thursday, July 21, 2011

**Meeting:** Regular Meeting with Closed Session

**Time:** 6:00 PM

**Location:** Administrative Building in the Board Room, 650 Academic Drive, Algonquin, Illinois  
Closed Session as indicated in the OMA and 5ILCS120/2c.

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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)  
Call the July 21, 2011 Regular 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. **Closed Session / Roll Call (A)** (Mr. Skala)  
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 Negotiating Matters, (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. Skala, 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:** Mr. Skala, Mrs. Skaja, Mr. Troy, Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano
  3. 1. **Action as required / Roll Call** (President)  
Will come from the Board. **Roll Call:** Ayes / Nays / **Motion** \_\_  
**Members:** Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Skaja, Mr. Troy, Mr. Skala
4. **Pledge of Allegiance**
5. **Student Recognition** (Mr. Awrey)  
The following students achieving Eagle Scout who will be recognized at this time: Brian Bocian, Joseph Perone, Jacob Korth, and Matthew Heiden. Presented by Mr. Bill Heiden.  
**Recommendation:** Acknowledgement by the Board.
6. **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.)
7. **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** \_\_

8. **Associate Superintendent's Report** (Mr. Awrey)  
Updates will be given at this time.
9. **Fiscal Services Report** (Mr. Altmayer)  
Updates will be given at this time.
10. **Human Resources (HR) Report** (Ms. Lombard)  
Updates will be given at this time.
11. **Superintendent's Report** (Dr. Burkey)
  11. 1. **Freedom of Information Act (FOIA) Requests** (R)  
Monthly report on FOIA requests provided in the packet.  
**Recommendation:** For information only.
  11. 2. **Donations, Gifts, and Grants** (R)  
A report is provided of the donations given to the District during the month.  
**Recommendation:** For information only.
12. **President's Report** (Mr. Skala)
13. **Consent Agenda / Action / Roll Call** (Mr. Skala)  
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. Geheren, Mr. Gentry, Mrs. Skaja, Mr. Quagliano, Mr. Troy, Mr. Skala
  13. 1. **Minutes** (Mrs. Fettes)  
At the 7.7.11 COW meeting, the following draft minutes were moved forward for approval: Regular meeting June 16, 2011; Committee of the Whole meetings June 9, 2011 ; Special meeting June 9, 2011; and FAC March 22, 2011. Addition: Committee of the Whole meeting July 7, 2011.  
**Recommendation:** Seeking approval of the minutes as presented.
  13. 2. **Closed Executive Session Minutes** (Mrs. Fettes)  
The following closed executive session meeting minutes reviewed during closed session and seeking approval for: Regular June 16, 2011 and Special June 9, 2011.  
**Recommendation:** Seeking approval of the executive minutes as discussed in closed session.
  13. 3. **HR Personnel and Addendum Reports** (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.
  13. 4. **Building and Grounds (B&G) Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Skala)
    13. 4. 1. **Air Filter Bid #2011-23 (A)** (Mr. Renkosik)  
At the 7.7.11 COW, the B&G Committee recommended for the Air Filter Bid #2011-23 be awarded as follows: award Base Bid "A" from Filters USA.com in the total amount of \$23,132.00 and Base Bid "B" from The Brucker Company in the amount of \$7,300.00.  
**Recommendation:** Seeking approval of the Board.
  13. 5. **Curriculum & Instruction (C&I) Committee** (Mr. Geheren-chair, Mr. Gentry, Mrs. Skaja)
    13. 5. 1. **Special Services Request (A)** (Mr. Awrey)  
At the 7.7.11 COW, the C&I Committee recommended approval for the expansion of the Read 180 / System 44 Program, as well as equipment for the Vision Itinerant hired by the District, replacing SEDOM staff, totaling \$209,644.50.  
**Recommendation:** Seeking approval as presented.
    13. 5. 2. **Text Adoptions** (A) (Mr. Moan)

At the 6.9.11 COW meeting, the C&I Committee recommended approval for the high school Medical Careers text adoption of: Introduction to Health Care, 3rd Edition; at the cost of \$97.00 per book, totaling \$ 3,395.00.

**Recommendation:** Seeking approval of the textbook adoption as presented at a total cost of \$ 3,395.00.

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

13. 6. 1. **Payables (A)** (Mr. Altmayer)

At the 7.7.11 COW, the Finance Committee recommended approval of the purchase orders at \$981,637.89; imprest checks at \$194,161.51; and disbursements at \$6,503,616.45 as presented.

**Recommendation:** Seeking approval of the payables as presented.

13. 6. 2. **Revenue Contracts (A)** (Mr. Altmayer)

At the 7.7.11 COW, the Finance Committee approved various contract agreements from schools as fund raisers for: 1) Mackeben Elementary "Art Department - Art to Remember" fund raising an estimate of \$2,000 to support the Fine Arts. 2) Marlowe Middle School 6th grade "Great American discount cards" funding raising at an estimate of \$30,000 for students' Atwood trip. 3) Marlowe Middle School Band "candy food" funding raising at an estimate of \$15,000 for students' spring band trip.

**Recommendation:** Seeking approval of the fund raisers as presented.

13. 6. 3. **Electronic Equipment Declared as Surplus (A)** (Mr. Altmayer)

At the 7.7.11 COW, the Finance Committee recommended items listed separately and no longer of use or value to the District that the Technology Department is seeking to recycle and Declared as Surplus.

**Recommendation:** Seeking approval to Declare as Surplus and recycle the items.

13. 6. 4. **FY12 Budget Hearing (A)** (Mr. Altmayer)

At the 7.7.1 COW meeting, the Finance Committee recommended the FY12 Budget Hearing be held on Thursday, September 15, 2011 at 7:00 p.m. and to publically display the FY12 Tentative Budget beginning August 15, 2011.

**Recommendation:** Seeking approval to hold the FY12 Budget Hearing on September 15, 2011.

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

13. 7. 1. **Job Descriptions (A)** (Ms. Lombard)

At the 7.7.11 COW, the HR Committee recommended the job description for an Rtl Aide describing the duties and responsibilities of this restructured position, as presented.

**Recommendation:** Seeking approval of the Rtl Aide Job Description as presented.

13. 7. 2. **2011-12 Agreement with Family Services & Community Mental Health Center for McHenry County (A)** (Ms. Lombard)

At the 7.7.11 COW, the HR Committee recommended approval of renewing the 2011-12 Agreement with Family Services and Community Mental Health Center for McHenry County, to deliver Employee Assistance through Advantage EAP at the annual rate of \$10,105.20 as presented.

**Recommendation:** Seeking approval to continue EAP Services for D158 employees.

13. 8. **Policy Committee** (Mr. Drzal chair, Mrs. Skaja, Mr. Troy)

13. 8. 1. **Policy 2:190, Policy 2:250, Policy 5:332, and Policy 8:25 Request for Second Reading** (Mr. Awrey)

13. 8. 1. 1. **Policy 2:190 Mailing Lists for Receiving Board Material** (Dr. Burkey)

On 6.16.11 the BOE moved forward Policy 2:190 for a second reading to model cost reproduction as referenced in Policy 2:250.

**Recommendation:** Seeking second reading for Policy 2:190 as presented.

13. 8. 1. 2. **Policy 2:250 Access to District's Public Records** (Mrs. Woods)  
On 6.16.11, the BOE moved forward Policy 2:250 Access to District's Public Records, seeking an increase for reproducing public records as presented.  
**Recommended:** Seeking a second reading for Policy 2:250 as presented.

13. 8. 1. 3. **Policy 5:332 Educational Support Personnel Medical Insurance** (Mr. Awrey)  
On 6.16.11 the BOE moved forward Policy 5:332 Educational Support Personnel Medical Insurance for second reading with the recommended changes.  
**Recommendation:** Seeking a second reading of Policy 5:332 as presented.

13. 8. 1. 4. **Policy 8:25 Community Relations (A)** (Mr. Awrey)  
At the 7.7.11 COW, the Policy Committee moved forward Policy 8:25 Community Relations for second reading with the suggested changes from PRESS.  
**Recommendation:** Seeking a second reading for Policy 8:25 as presented.

14. **Items Removed from the Consent Agenda (A)** (Mr. Skala)  
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. Troy, Mr. Drzal, Mr. Geheren, Mr. Skala

15. **Action Items / Roll Call (A)** (Mr. Skala)

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

15. 1. **Supplemental Purchase Orders (A)** (Mr. Altmayer)

At the 7.7.11 COW, the Finance Committee moved forward the Supplemental Purchase Orders for approval; totaling \$ 2,875,829.29. **Roll Call:** Ayes / Nays / **Motion** \_\_

**Recommendation:** Seeking approval of the Board as presented.

15. 2. **Request for Apportionment (A)** (Dr. Burkey, Mr. Altmayer)

At the 7.7.11 COW, the Finance Committee discussed affirming that the District will not file an objection to the Kane County residents' request for apportionment regarding Rutland and Grafton Township assessments. **Roll Call:** Ayes / Nays / **Motion** \_\_

**Recommendation:** The Board affirms through a roll call vote that the District will not file a Resolution to Object an Apportionment.

16. **Public Comment** (Mr. Skala)

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

Motion to adjourn the meeting at \_\_ p.m.

**Voice Call:** Ayes / Nays / **Motion** \_\_