

Regular Meeting Agenda

Date: Thursday, September 17, 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 September 17, 2015 Regular meeting of the Board of Education at __ p.m. A quorum must be met.

Roll Call: Ayes / Absent / **Motion** __

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 negotiating matters, and (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)** (Mr. Drzal)

Motion 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.*

Motion to resume the regular meeting at __ p.m. **Roll Call:** Ayes / Absent / **Motion** __

Members: Mr. Drzal, Mr. Fleck, Mrs. Skaja, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mr. Troy

3. 1. **Action as required / Roll Call** (President)

If required at this time, Motion will come from the Board. **Roll/Voice Call:** Ayes / Nays / **Motion** __

Members: Mr. Drzal, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Skaja, Mr. Troy, Mr. Fleck

4. **Suspend the Regular Meeting (A)** (Mr. Drzal)

Motion to suspend the regular meeting at __ p.m., to hold the Budget Hearing. **Voice Call:** Ayes / Nays / **Motion**

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5. **Budget Hearing** (7:00 P.M.)

6. **Resume in Regular Meeting / Roll Call (A)** (Mr. Drzal) *approx. 7:15 p.m.*

Motion to resume the regular meeting at __ p.m. immediately after the Budget Hearing. **Roll Call:** Ayes / Absent / **Motion** __

7. **Pledge of Allegiance**

Martin Principal, Mr. Jim Stotz will introduce the Martin Elementary students leading the Pledge: Sheldon Aninagyei-Bonsu, Jordan Dorn, Michael Tenuto, Olivia Pawlak, David Pawlak, and Taylor Casey.

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

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.

9. **Revision and Adoption of the Agenda / Voice Call (A)** (Mr. Drzal)
Move to adopt the agenda as presented (or with changes). **Voice Call:** Ayes / Nays / **Motion** ___
10. **Associate Superintendent's Report** (Mr. Awrey)
Mr. Awrey will report on updates.
Recommendation: For informational purposes only.
11. **Curriculum & Instruction (C&I) Report** (Dr. Schlichter)
Dr. Schlichter will report on C&I updates.
Recommendation: For informational purposes only.
12. **Human Resources (HR) Report** (Ms. Lombard)
Ms. Lombard will report on HR updates.
Recommendation: For informational purposes only.
 12. 1. **Administrator and Teacher Salary and Benefits - School Year 2015 Report (P.A. 96-0434, P.A. 97-609) (R)** (Ms. Lombard)
Ms. Lombard will present the Administrator and Teacher Salary and Benefits - School Year 2015-16 report, the annual itemized salary compensation report, and required posting of the compensation report for employees in the IMRF system; as required by ILCS 10/20.47 and 34/18.38, P.A. 96-0434 and P.A. 96-609.
Recommendation: For informational purposes only.
13. **Fiscal Report** (Mr. Altmayer)
Mr. Altmayer will report on updates.
Recommendation: For informational purposes only.
14. **Community Relations & Student Outreach** (Mrs. Skaja-chair, Mr. Drzal, Mr. Geheren)
 14. 1. **Freedom of Information Act (FOIA) Requests** (Mr. Armstrong)
A monthly report on the FOIA requests is provided in the packet.
Recommendation: For informational purposes only.
15. **Superintendent's Report** (Dr. Burkey)
Updates will be given at this time.
 15. 1. **Donations, Gifts and Grants** (Dr. Burkey)
A report is provided of the donations given to the district during the month.
Recommendation: For informational purposes only.
16. **President's Report** (Mr. Drzal)
17. **Consent Items (A) / Roll Call** (President, Mr. Drzal)
All of the following Consent Agenda items have gone through the Committee of the Whole. Prior to adoptions, revisions are presented here. **Roll Call:** Ayes/ Nays / **Motion** ___
Recommendation: Seeking approval and adoption of the consent Agenda as follows:
 17. 1. **Board of Education Minutes** (A) (Mrs. Fettes)
Seeking approval of the following BOE meeting minutes as presented: Regular August 20, 2015 and Committee of the Whole September 3, 2015.
Recommendation: Seeking approval of the Board for the above mentioned minutes as presented.
 17. 2. **Executive Closed Session Minutes** (Mrs. Fettes)
Seeking approval of the following Executive Closed Session minutes as presented in Executive Closed Session of Regular August 20, 2015 meeting.
Recommendation: Seeking approval of the Board of the executive session minutes as presented in closed session.
 17. 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.

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

17. 4. 1. **Application for Recognition of Schools** (Mr. Awrey)

At the 9.3.15 Committee of the Whole meeting, the C&I Committee recommended approval of the Application for Recognition of Schools as required by school code, for the 2015-2016 school year.

Recommendation: Seeking approval of the Board to approve the Application for Recognition of Schools as presented.

17. 5. **Policy Committee** (Mr. Drzal-chair, Mrs. Skaja, Mr. Troy)

17. 5. 1. **Policy - Second Reading** (Mr. Awrey)

At the 8.20.15 Regular meeting, the Board approved first reading recommending second reading of: Policy 1:20 District Organization, Operations and Cooperative Agreements; Policy 1:30 School District Mission Statement, Policy 2:250 Access to District Public Records; Policy 3:40 Superintendent; Policy 3:50 Administrative Personnel Other Than the Superintendent; Policy 3:60 Administrative Responsibility of the Building Principal; Policy 4:45 Insufficient Fund Checks and Debt Recovery; Policy 5:40 Communicable and Chronic Infectious Disease; Policy 5:180 Temporary Illness or Temporary Incapacity; Policy 5:270 Employment At-Will, Compensation, and Assignment; Policy 5:290 Employment Termination and Suspensions; Policy 5:330 Sick Days, Vacation, Holiday, and Leaves; Policy 6:15 School Accountability; and Policy 6:40 Curriculum Development.

Recommendation: Seeking approval of Board the second reading of Policies: 1:20, 1:30, 2:250, 3:40; 3:50; 3:60; 4:45; 5:40; 5:120; 5:180; 5:270; 5:290; 5:330; 6:15; and 6:40 as presented.

17. 6. **Finance Committee** (Mr. Quagliano-chair, Mr. Fleck, Mr. Gentry)

17. 6. 1. **Payables** (Mr. Altmayer)

At the 9.3.15 Committee of the Whole, the Finance Committee recommended approval of the Purchase Orders issued at \$220,838.08; Accounts Payable at \$540.03; Imprest checks issued at \$109,740.09; and Disbursements issued at \$3,792,606.72, as presented.

Recommendation: Seeking approval of the Board for the payables, as presented.

17. 6. 2. **Declaration of Surplus Equipment** (Mr. Altmayer)

At the 9.3.15 Committee of the Whole meeting, the Finance Committee recommended approval of the items listed for Declaration of Surplus.

Recommendation: Seeking approval of the Board of the items listed for Declaration of Surplus as presented.

17. 6. 3. **Revenue Contract** (Mr. Altmayer)

At the 9.3.15 Committee of the Whole meeting, the Finance Committee recommended approval of the Revenue Contract with vendor Scholastic, benefiting Leggee Elementary at a net revenue of \$1,000.

Recommendation: Seeking approval of the Board, the revenue contract with Scholastic, benefiting Leggee Elementary, as presented.

17. 6. 4. **FY15 Budget** (Mr. Altmayer)

The FY16 Tentative Budget has been on display 30 days since August 18, 2015. The Budget Hearing was held prior to the regular meeting this evening. Mr. Altmayer will seek approval of the FY16 Budget as presented at the Budget Hearing earlier this evening.

Recommendation: Seeking approval of the Board to approve the FY16 Budget as presented.

17. 7. **Human Resources Committee** (Mr. Gentry-chair, Mr. Troy, Mr. Geheren)

17. 7. 1. **Job Description for Instructional Coach** (Ms. Lombard)

At the 9.3.15 Committee of the Whole meeting, the HR Committee recommended approval of the Instructional Coach job description.

Recommendation: Seeking approval of the Board of the Instruction Coach job description as

presented.

17. 8. **Building & Grounds (B&G) Committee** (Mr. Troy-chair, Mr. Quagliano, Mr. Fleck)

17. 8. 1. **Air Filter Bid #2015-23** (Mr. Renkosik)

At the 9.3.15 Committee of the Whole, the B&G Committee recommended approval of the Air Filter Bid #2015-23 as follows: Base Bid A award to Brucker Company, in the amount of \$66,900; and Base Bid B award to ACS Enterprises, Inc., in the amount of \$7,500.

Recommendation: Seeking approval of the Board of the Air Filter Bid #2015-23 Base Bid A, award to Brucker Company in the amount of \$66,900, and Base Bid B award to ACS Enterprises, Inc. in the amount of \$7,500, as presented.

17. 8. 2. **Huntley High School (HHS) Additions & Renovations Orders** (Mr. Renkosik)

At the 9.3.15 Committee of the Whole, the B&G Committee recommended approval of the proposed change orders to the trade contractor's contracts for the HHS additions and renovations project, as provided in the letters dated July 28, 2015 from Lamp Inc. and Wold AE. The total amount of \$15,399.00 for the following: Trade package 17A-01 Building Automation - contractor Interactive Building Solutions at a cost of \$8,837.00; Trade package 15C-02 HVAC - contractor Commercial Mechanical at a cost of \$5,832.00 and \$730.00.

Recommendation: Seeking approval of the Board of the proposed orders as presented, in the total accumulative amount of \$15,399.00.

18. **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.

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

Members: Mr. Drzal, Mr. Fleck, Mr. Geheren, Mr. Gentry, Mr. Quagliano, Mrs. Skaja, Mr. Troy

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

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

19. 1. **Supplemental Purchase Orders and Supplemental Accounts Payable (A)** (Mr. Altmayer)

Mr. Altmayer will seek approval are the supplemental purchase orders at \$2,151,290.37 and supplemental accounts payable at \$29,172.98. **Roll Call:** Ayes/ Nays / **Motion** _

Recommendation: Seeking approval of the Board the supplemental payables as presented.

19. 2. **Change Orders for Trade Contractors - Huntley HS Additions & Renovations (A)** (Mr. Renkosik)

Administration is seeking approval of the proposed change order for trade contract 06A-02 General Trades with contractor Hargrave Builders, in the amount of \$16,894.00 for the Stadium Entrance Sign, as recommended by Lamp Inc. and Wold AE's letter dated September 10, 2015. **Roll Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the proposed change orders to the trade contractor's contract of the HHS Additions and Renovations Project, in the amount of \$16,894.00, as presented.

19. 3. **Martin Elementary School Chiller Repairs (A)** (Mr. Renkosik)

Administration is seeking approval of the Board to authorize the Administration to procure the overhaul of both compressors on the Martin Elementary School chiller at a cost of \$67,948.00, per the Trane proposal dated September 9, 2015, as presented. **Roll Call:** Ayes / Nays / **Motion** _

Recommendation: Seeking approval of the Board, authorizing Administration to proceed the overhaul of both compressors on the Martin Elementary School chiller at a cost of \$67,948.00, as per the Trane proposal, as presented.

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

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

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