

Board of Education  
COMMUNITY HIGH SCHOOL DISTRICT 94  
August 19, 2014 – 7:00 p.m.  
Administration Conference Room  
Community High School  
326 Joliet Street  
West Chicago, Illinois

**OPENING ACTIVITIES**

1. Call to Order at 7:00 p.m.
2. Mr. Dirk Gunderson led the Board and meeting attendees in the Pledge of Allegiance.
3. Ruben Campos read the Mission Statement:  
“Community High School strives to promote and provide growth experiences in Learning, Leadership and Living.”
4. Roll Call – Present were: Mr. Saake, Mr. Campos, Ms. Doremus, Mr. Gunderson, Mr. Kotche, Mr. Nagel and Ms. Yackey.
5. Additions to the Agenda: Board Committee Reports  
**MOTION:** Mr. Campos  
**SECOND:** Ms. Yackey  
**VOTE:** Unanimous Approval on Voice Vote

**PUBLIC PARTICIPATION**

There was no public participation.

**REPORTS AND INFORMATION**

1. Superintendent’s Report:  
Dr. Domeracki updated the Board on the following items:
  - There had been two FOIA requests
  - The new District Office would become available for occupancy on September 15
  - The Administrator’s Academy held at the school on August 14<sup>th</sup> had been very successful
  - The Distinguished Graduate award ceremony will take place October 10<sup>th</sup> in honor of 1986 graduate Beth Barrett
  - Currently, 10 new certified employees would be joining the staff for the 2014-15 school year
  - Refreshments for the opening Institute Day on August 20<sup>th</sup> would be served in the new kitchen. Doug Johnson would be the keynote speaker on the 1:1 Initiative. Board members were invited to attend
2. Director of Business Services Report:  
Mr. Cole reported on the following:
  - The finalized budget would be brought to the September 16, 2014 Board meeting for action
  - The annual audit would be presented to the Board in November

- An update on summer work/renovations which included:
  - Installation of new kitchens
  - Renovation of Preschool rooms as well as AVID and STARS classrooms
  - New roof
  - Renovation of the Courtyard off Commons
  - Installation of new security system
  - Wi-Fi added to every classroom
  - Installation of glass wall in the Pool
  - Installation of Canon copy machines
  - Update on the parking lots
- 3. Director of Human Resources Report  
Mr. Blatchley reported that, as of July 1<sup>st</sup>, TB tests were no longer required for new employees.  
He stated that the new teacher Dessert with the Board would be held before the September Board meeting.  
Mr. Blatchley said there is still a need for a 1<sup>st</sup> shift custodial manager and that this would be brought to the Human Resources Committee for discussion.
- 4. Principal's Report  
Dr. Cheng reported on the following items:
  - The AVID Program has been in place for 4 years at CHS and encompasses freshman through senior years. Dr. Cheng said enrollment in the program has grown from 27 to 155 students.
  - The PARCC assessment will be administered to students taking comparable ELA III and Algebra II coursework. ACT will be offered this year during the first week in March.
  - The school will participate in the PERA pilot project this year.
- 5. Board Committee Reports - None
- 6. Future Dates
  - a. Regular Monthly Board of Education Meeting – August 19, 2014
  - b. Regular Monthly Board of Education Meeting – September 16, 2014
- 7. Open Comment  
There was no open comment by Board Members.

**CONSENT AGENDA (Roll Call)**

Action items considered routine and/or which have been previously discussed by the Board will be enacted under one roll call motion unless removed for separate action upon Board request. They are enumerated under the heading "Recommended Action".

1. Items Removed from Consent Agenda for Separate Action:  
Approval of Minutes
2. Consent Agenda Action for All Items Except those Listed in 1. Above.

**RECOMMENDED MOTION:** That the Board approve all items on the Consent Agenda which have not been specifically removed for separate action as shown on line 1. immediately above.

**MOTION:** Mr. Campos

**SECOND:** Mr. Gunderson

**VOTE:** Unanimous Approval on Roll Call Vote 7 - 0

**CONSENT AGENDA ITEMS - RECOMMENDED ACTION(S):**

1. **Filing of Minutes — (Att. §C – pp. 8 – 8 )**  
Finance Committee Meeting - July 10, 2014  
**RECOMMENDED MOTION:** That the Board of Education approve for filing of the above minutes.
2. **Approval of Financials – (Att. §A - pp. 1 – 40 )**
  - a. Approve Current Expenditures  
**RECOMMENDED MOTION:** That the Board of Education approve the expenditures from July 10, 2014 to August 14, 2014.
  - b. Imprest Fund Statement
  - c. Treasurer’s Report
  - d. Statement of Position/Financial Report
  - e. Statement of Revenue/Expenditures YTD Ending July 31, 2014
  - f. 3-Year Budget/Actual Report
  - g. Grant Reports
  - h. Petty Cash Fund
  - i. Student Activity Account Fund Balance
  - j. Quarterly Financial Report (Oct, Jan, Apr, July ONLY)
  - k. New Vendors Monthly Report
3. **Appoint Local Election Officer – (Roll Call)**

Under the Illinois School Code, the “local election official” functions as an assistant to the Board Secretary.

Attorney Boyle has advised that most boards appoint a “local election official” to ease the time commitment and burden on the Board Secretary. Over the past several years, the Director of Business Services has served as the Local Election Official. The Superintendent’s Administrative Assistant, Cheryl Glunt, has ably assisted the Director of Business Services in this role.

With the upcoming consolidated election in April, Mr. Cole should be appointed as the Local Election Official.

**RECOMMENDED MOTION:** That the Board of Education appoint Gordon H. Cole to serve as the “local election official,” as assistant to the Board Secretary, effective immediately.

4. **Semi-Annual Review of Closed Session Minutes – (Roll Call)**

The School Code requires a review of closed session minutes be conducted twice a year. The motion which follows is based on the review conducted by Mr. Campos, Mr. Nagel and Dr. Domeracki on July 15, 2014.

**RECOMMENDED MOTION:** That the Board of Education approve the report on the review of closed session minutes, as presented, by Mr. Campos and Mr. Nagel. (Att. §B - pp. 9 - 9)

5. **Destruction of Closed Meeting Audio Recordings – (Roll Call)**

The Legislature requires that closed session meetings of Boards of Education be audio taped and those tapes retained for a period of 18 months. Boards may destroy those tapes provided that they are at least 18 months old and that the minutes of the specific closed session meetings have been approved and are retained as part of the official records of the board’s business. It is suggested that the Board purge these audio tapes twice a year in conjunction with the semi-annual review of closed session minutes.

**RECOMMENDED MOTION:** That the Board of Education approve the destruction of audio tapes of closed session Board of Education meetings made prior to December 1, 2012.

**CONSENT AGENDA APPROVAL**

**ITEMS REMOVED FROM CONSENT ATENDA FOR SEPARATE ACTION:**

1. **Approval of Minutes — (Att. §C – pp. 1 - 6)**

Board of Education Meeting – July 15, 2014

**RECOMMENDED MOTION:** That the Board of Education approve the minutes of the meeting of July 15, 2014, as listed above.

**MOTION:** Mr. Campos

**SECOND:** Mr. Kotche

**VOTE:** Ayes: Campos, Doremus, Kotche, Nagel, Saake, Yackey

Nays: None

Abstain: Gunderson

**Motion Carried: 6 – 0, 1 Abstain**

2. **Approval of Minutes – (Att. §C - pp. 7 – 7)**

Special Board of Education Meeting - July 24, 2014

**RECOMMENDED MOTION:** That the Board of Education approve the minutes of the meeting of July 24, 2014, as listed above.

**MOTION:** Mr. Kotche

**SECOND:** Mr. Gunderson

**VOTE:** Ayes: Campos, Doremus, Gunderson, Kotche, Nagel  
Nays: None  
Abstain: Saake, Yackey  
**Motion Carried: 5 – 0, 2 Abstain**

**ACTION ITEMS:**

1. **Personnel Reports – (Roll Call)**

**RECOMMENDED MOTION:** That the Board of Education approve the Personnel and Supplemental Contract reports as presented in the packet and at table. (Att. §D – pp. 1 – 12).

Board members and Administrators discussed the ongoing difficulty filling the vacant .80 FTE Staff Nurse position. It was determined that the Human Resources Committee would investigate options which could include increasing the FTE to 1.0.

**MOTION:** Mr. Gunderson

**SECOND:** Mr. Kotche

**VOTE:** Unanimous Approval on Roll Call Vote 7 - 0

**RECOMMENDED MOTION:** That the Board of Education accept the following resignations:

Rachel Fisher, Personal Care Assistant/Job Coach in the Special Education Division effective July 30, 2014, and

Lynn Damsch, Program Assistant in the Special Education Division effective July 31, 2014, and Marc Taylor, Teacher in the Humanities Division, effective August 10, 2014.

**MOTION:** Mr. Campos

**SECOND:** Ms. Yackey

**VOTE:** Unanimous Approval on Roll Call Vote 7 – 0

2. **Security Service – (Roll Call)**

Community High School District 94 has contracted Andy Frain Services, Inc. in the past to provide security services. The rates for the 2014-2015 school year will be the same as the 2013-2014 school year. Andy Frain Services, Inc. was paid a total of \$99,156.00 last year.

**RECOMMENDED MOTION:** That the Board of Education approve the service agreement with Andy Frain Services, Inc. for the 2014-2015 school year as shown on (Att. §B - pp. 10 - 21) and emailed.

**MOTION:** Mr. Kotche

**SECOND:** Mr. Gunderson

**VOTE:** Unanimous Approval on Roll Call Vote 7 - 0

3. **Board Organizational Meeting Date – (Roll Call)**

In accordance with the Election Law, school boards have 28 days following the April 7, 2015 Consolidated Election to seat the new board. Per the DuPage Election Commission, canvassing of votes will be completed by April 27, 2015 and the new board will need to be

seated between April 28 and May 5, 2015. Therefore, we will need to call a special meeting of the Board of Education on May 5, 2015 to remain consistent with Policy ¶1305, Organizational Meeting.

**RECOMMENDED MOTION:** That the Board of Education approve a Special Board Meeting on May 5, 2015 for the purpose of conducting the Organizational Meeting.

**MOTION:** Mr. Kotche

**SECOND:** Ms. Yackey

**VOTE:** Unanimous Approval on Roll Call Vote 7 - 0

**OLD BUSINESS** – None

**EXECUTIVE SESSION**

That the Board of Education hold a Closed Session at 8:03 p.m. for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees.

**MOTION:** Mr. Campos

**SECOND:** Mr. Kotche

**VOTE:** Unanimous Approval on Roll Call Vote 7 – 0

**RETURN TO OPEN SESSION:**

The Board of Education returned to Open Session at 8:22 p.m.

**ADJOURNMENT**

**RECOMMENDED MOTION:** That the Board of Education meeting be adjourned at 8:22 p.m.

**MOTION:** Mr. Campos

**SECOND:** Mr. Gunderson

**VOTE:** Unanimous Approval on Voice Vote 7 - 0

ATTEST:

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Gary R. Saake, President

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Ruben Campos, Secretary