

**BOARD OF EDUCATION MEETING
COMMUNITY HIGH SCHOOL DISTRICT 94
November 27, 2012 – 7:00 P.M.**

**ADMINISTRATION CONFERENCE ROOM – Entrance “H”
326 JOLIET STREET, WEST CHICAGO, IL 60185**

A G E N D A

OPENING ACTIVITIES

1. Call to Order
2. Salute to the Flag
3. Reading of Mission Statement
“Community High School strives to promote and provide growth experiences in Learning, Leadership and Living.”
4. Roll Call
5. Additions to the Agenda – (Voice Vote)

RECOMMENDED MOTION: That the Board of Education approve the addition of the topics shown above to this agenda.

PUBLIC PARTICIPATION (Agenda Items Only)

STUDENT RECOGNITION

1. Isreal Malave
Student of the Month Gary Saake
2. Katie Krone
PeaceBuilder of the Month Gary Saake

REPORTS AND INFORMATION

1. Mathematics Overview Allister Scott
2. Board Policy Series 4000 Maura Bridges
(Att. §B - pp. 1 – 30)
3. Budget Reports for 2012-2013 Gordon Cole
4. Principal’s Report Moses Cheng
5. Assistant Superintendent’s Report Kim Chambers
6. Future Dates
 - a. Regular Semi-Monthly Board of Education Meeting – December 4, 2012
 - b. Regular Finance Committee Meeting – December 12, 2012 – 7:30 a.m.

- c. Regular Semi-Monthly Board of Education Meeting – December 18, 2012

Open Comment

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: _____
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.

CONSENT AGENDA ITEMS - RECOMMENDED ACTION(S):

1. **Approval of Minutes — (Att. §C – pp. 1 - 8)**
Board of Education Meeting – November 13, 2012
Closed Session Board of Education Meeting – November 13, 2012
At Table
RECOMMENDED MOTION: That the Board of Education approve the minutes of the meetings of November 13, 2012, as listed above.
2. **Filing of Minutes - (Att. §C - pp. 9 - 11)**
Finance Committee Meeting - November 14, 2012
RECOMMENDED MOTION: That the Board of Education approve for filing of the above minutes.
3. **Approval of Financials — (Att. §A – pp. 1 – 53)**
 - a. Approve Current Expenditures
RECOMMENDED MOTION: That the Board of Education approve the expenditures from October 18, 2012 to November 14, 2012.
 - b. Imprest Fund Statement
 - c. Treasurer’s Report
 - d. Statement of Position
 - e. Financial Report
 - f. Statement of Revenue/Expenditures YTD Ending October 31, 2012
 - g. 3-Year Budget/Actual Report
 - h. Grant Reports
 - i. Cash Fund

- j. Activity Account Fund Balance
- k. Vendor Activity Report
- l. Outstanding State Revenue Payments
- m. Quarterly Financial Report (Oct, Jan, Apr, July ONLY)
- n. FY13 Budget Report

NEW BUSINESS

1. **Personnel Reports – (Roll Call)**
RECOMMENDED MOTION: That the Board of Education approve the Personnel and Supplemental Contract reports as presented at table.
2. **Conference Affiliation – (Roll Call)**
On Wednesday, November 14th, Community High School District 94 was notified by the Upstate Eight Conference that Community High School was unanimously accepted into their conference beginning with the 2013-2014 school year.
RECOMMENDED MOTION: That the Board of Education accept the Upstate Eight Conference's invitation to become a member of the Upstate Eight Conference effective July 1, 2013.
3. **Board Policy 4204 Medication in School and 4207 – Allergens – (Roll Call)**
Public Act 97-0361 allows schools to voluntarily maintain a supply of emergency epinephrine auto-injectors (EpiPens) for students who have forgotten their EpiPen at home or who do not have a known allergy. A school nurse may administer an EpiPen to any student that he or she, in good faith, professionally believes is having an anaphylactic reaction and who does not have an Emergency Action Plan in place. Children with life-threatening allergies must have immediate access to emergency epinephrine when anaphylaxis occurs. Epinephrine can save a child's life by opening his or her airways until emergency personnel arrive. Administration is recommending the adoption of revised policy 4207 to allow the school registered nurse to administer an EpiPen to a student in the event of an allergic reaction even if the student has not been previously diagnosed with an allergy. Board policy 4204 will be revised to allow the District to assert the protection from liability afforded by the school code when a school district maintains a supply of EpiPens.
RECOMMENDED MOTION: That the Board of Education approve the adoption of Policy 4207 – Medication in School and 4204 – Allergens on second reading.
4. **Installation of Chiller Crossover System – (Roll Call)**
After last summer's outage of the main chiller, administration is recommending the installation of a crossover system which would enable

a portable unit to be connected within hours of a major breakdown. The work is to be performed by Voris Mechanical for a cost of \$6912.00 as shown on (Att. §B - pp. 31 – 39).

RECOMMENDED MOTION: That the Board of Education approve the installation of a chiller crossover system with the work to be performed by Voris Mechanical.

5. **Phone System Consultant – (Roll Call)**

The existing analog phone system is nearing the end of its useful life. Staff has interviewed consultants to assist in the development of an RFP for a replacement system for installation next summer. Administration is recommending Technical Design Services, Inc. from Naperville to perform this service. Most likely, the recommendation will be for a voice over internet system. The cost is not to exceed \$15,550.00

RECOMMENDED MOTION: That the Board of Education approve the hiring of Technical Design Services, Inc. pursuant to proposal, with a cost not to exceed \$15,550.00 as shown on (Att. §B - pp. 40 - 46).

OLD BUSINESS - None

PUBLIC PARTICIPATION (Any item)

EXECUTIVE SESSION – Only if needed and with the understanding that possible action could be taken on matters discussed in closed session.

RECOMMENDED MOTION TO

MOVE TO CLOSED SESSION: That the Board of Education hold a Closed Session at [Time] for the purpose(s) of [1-15 below].

1. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees.
2. Collective negotiating matters.
3. The selection of a person to fill a public office.
4. Evidence or testimony presented in open hearing, or in closed hearing, where specifically authorized by law, to a quasi-adjudicative body.
5. The purchase or lease of real property.
6. The setting of a price for sale or lease of property.
7. The sale or purchase of securities, investments, or investment contracts.
8. Emergency security procedures.
9. Student discipline.
10. The placement of individual students in special education programs.
11. Litigation has been filed and is pending before a court or administrative tribunal.

12. Establishment of reserves or settlement of claims as provided by local government and governmental employees Tort Immunity Act.
13. Self-evaluation.
14. Discussion of minutes of meetings lawfully closed under Open Meetings Act (P.A. 88-621, effective 1-1-95).
15. Considering meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents, when the discussion involves internal control weaknesses, identification of potential fraud risk areas, known or suspected frauds, and fraud interviews conducted in accordance with generally accepted auditing standards of the United States of America.

BEGIN CLOSED SESSION TAPING

**RECOMMENDED MOTION TO
MOVE TO OPEN SESSION:** That the Board of Education return to Open Session at [Time] to possibly vote on closed session items.

END CLOSED SESSION TAPING

ADJOURNMENT

RECOMMENDED MOTION: That the Board of Education meeting be adjourned at [Time].