

Minutes of Quarterly Meeting Of September 9, 2015

The Board of Education Harlem Consolidated School District

A Quarterly meeting of the Board of Education of Harlem Consolidated School District was held Wednesday, September 9, 2015, beginning at 6:30 PM in the Harlem Administration Center, 8605 North Second Street, Machesney Park, IL 61115.

1. Call to Order at 6:32 p.m. by Heather Kelley

2. Roll Call
Heather Kelley, Evelyn Meeks, Melissa Marshall, Travis Turner, Patti Lawrence
Absent: George Russell, Sue Berogan
Kris Arduino, Recording Secretary
Julie Morris, Superintendent
Josh Aurand, Assistant Superintendent for Business & Operations
Michelle Erb, Assistant Superintendent for Curriculum & Instruction
Scott Rollinson, Assistant Superintendent for Human Resources

3. Approval of Agenda
No changes to Agenda
Motion to approve Agenda
1st Turner 2nd Lawrence
Meeks, Marshall, Turner, Lawrence, Kelley – (5 ayes)
Motion carried

4. Comments from the Community

5. Stakeholder Engagement - Jason Blume, Director
 - A. Donations Report (3rd & 4th quarters, 2014-2015)
Mr. Blume noted that donations were at a minimum in third quarter as well as several donations that occurred over the summer.

 - B. Department Update
Focus has been on assessing what is occurring in the District, analyzing and making recommendations pursuant to the 2012 audit. The Communications Plan will be revealed and implemented in this school year. Currently the tools of communication are being assessed throughout the District. There will be a possible third recommendation to improve the flow of staff communication. One item involves a community newsletter to touch base with alumni and community members. Engagement in collaborative partnerships is another large area of focus. Service learning is another focus in accordance with the Long-Range Plan.

6. Instructional Services - Dr. Michelle Erb, Assistant Superintendent for Curriculum & Instruction

A. Saf-T (Students and Families in Transition) Program Update

Presenter: Shari Tucker, Homeless Liaison

The main reason for the change in title is to get away from the stigma of homelessness. Mrs. Tucker reviewed some scenarios that would be considered homelessness.

Mrs. Tucker reviewed the definition of a homeless student – lacking a fixed, regular and adequate nighttime residence

7. Human Resources - Scott Rollinson, Assistant Superintendent for Human Resources

A. Staffing Report (3rd & 4th quarters, 2014-2015)

Noted that the report is not necessarily in quarterly report format, but is in yearly format due to the transition in the Human Resources Department. His report is based on 6/30/14 – 6/30/15 and 6/30/15 to 9/1/15

Total increase in FTE Educational Support staff of 33.21, but 6.5 FTE increase from 6/30/15-9/1/15

Increase of FTE Certified staff – 0, but 1 FTE increase from 6/30/15 – 9/1/15

Certified Elementary Staffing shows an increase of 9.63 from 14 to 15 and an FTE 5.33 increase from 6/30/15 to 9/1/15.

Certified Secondary Staffing – 7.1 increase in FTE 6/30/14-6/30/15 and a decrease of 2.67 from 6/30/15 to 9/1/15.

Certified Special Education staffing shows an increase of 3.1 from 6/30/14 – 6/30/15 and an increase of 5.7 from 6/30/15 to 9/1/15

Mr. Rollinson requested that he be allowed to change the format of the report, noting that the administrators will continue to be separated out. The support staff will be grouped.

Mr. Rollinson noted his appreciation of the Harlem staff and peers.

8. Business and Operations - Joshua Aurand, Assistant Superintendent for Business & Operations

A. Financial Summary (3rd quarter, 2014-2015)

Mr. Aurand reviewed the financial summary for the 2013-2014 comparisons to 2014-2015 with all funds reflecting an overall:

1.6 million increase in revenues

1.34 million increase in expenditures

Mr. Aurand noted that the auditors should be completing their draft work this week.

B. Workman's Compensation Update (3rd & 4th quarter comparison FY14 to FY15)

Mr. Aurand reviewed the 4th quarter comparisons. FY15 stands at \$417,000 with 136 claims and FY14 shows 143 claims for \$327,000. FY 14 was the lowest

quarter in five years. Many claims are closing lower. There is a reserve of \$242,000 remaining for this year. There are a significant amount of workman's compensation claims. There are many shoulder, back and knee replacements in the custodial group. Top number of claims for both quarters is the teacher group, paras, custodial and food service employees.

C. FY16 Tentative Budget Discussion

He will be reviewing at the September 28 public hearing – no questions

9. Superintendent's Report - Dr. Julie Morris, Superintendent

A. School Facilities Sales Tax

Dr. Morris noted that the Board is invited to the School Facilities Sales Tax meeting tomorrow evening. Seven years ago (2008), the law was passed that schools could implement a county-wide sales tax up to a penny to use for facilities or pay off debt due to facility improvements. All area districts at the county level were on board except for Rockford. Rockford is now on board and regardless of all other districts wanting this Rockford is the majority (over 51%) and is the overriding factor. Now Rockford wants to pursue so a meeting is scheduled for tomorrow evening at the Rockford School District Administration Building.

Mr. Aurand noted that the presentation is basically the same as it was in 2008 with updated dates.

10. Action Items

none

11. Announcements

Sales Tax Meeting

12. Executive Session to discuss Employment of Personnel (5 ILCS 120/2(c)(1), Negotiations (5 ILCS 120/2(c)(2), Pending Litigation (5 ILCS 120/2(c)(11), Student Discipline (5 ILCS 120/2(c)(9), Selection of a Person to Fill a Public Office (5 ILCS 120/2(c)(3), Other Matters Relating to Individual Students (5 ILCS 120/2(c)(10), Lease of Real Property (5 ILCS 120/2(c)(5), Setting of Sale Price of Real Property (5 ILCS 120/2(c)(6), Sale or Purchase of Securities, Investments or Investment Contracts (5 ILCS 120/2(c)(7), and Lawfully Closed Meeting Minutes (5 ILCS 120/2(c)(21).

13. ACTION ITEMS AFTER CLOSED SESSION

14. **Motion to adjourn**

1st Turner 2nd Meeks

All aye

Motion carried

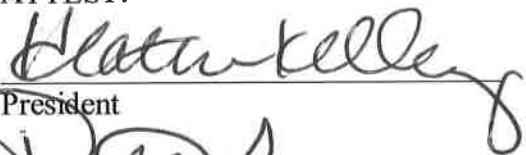
The meeting adjourned at 7:43 p.m.

Respectfully submitted,

Kris Arduino,

Recording Secretary

ATTEST:



President



Secretary

Dated: _____