

Minutes of Regular Meeting Of October 11, 2016

The Board of Education Harlem Consolidated School District

A Regular meeting of the Board of Education of Harlem Consolidated School District was held Tuesday, October 11, 2016, beginning at 6:00 PM in the Harlem Administration Center, 8605 North Second Street, Machesney Park, IL 61115.

1. CALL TO ORDER by President Heather Kelley at 6:00 p.m.
2. ROLL CALL (Board Members and Other Attendees) Heather Kelley, George Russell, Sue Berogan, Evelyn Meeks, Melissa Wenger, Patti Lawrence
Absent: Travis Turner

Other Attendees:

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. Pledge of Allegiance: Maple Elementary students: Gavin and Tyce Koerner
Presenter: Becky Girard, Principal
4. **Motion to Approve Agenda**
1st Berogan 2nd Russell
Russell, Berogan, Meeks, Wenger, Lawrence, Kelley – 6 ayes
Motion carried
5. Approval of Meeting Minutes:
 - A. **Motion to approve Regular & Closed Minutes of September 6, 2016**
1st Wenger 2nd Berogan
Berogan, Meeks, Wenger, Lawrence, Kelley, Russell – 6 ayes
Motion carried
 - B. **Motion to approve Public Hearing Minutes of September 29, 2016**
1st Berogan 2nd Meeks
Meeks, Wenger, Lawrence, Kelley, Russell, Berogan – 6 ayes
Motion carried
 - C. **Motion to approve Special Meeting Minutes of September 29, 2016**
1st Berogan 2nd Meeks
Wenger, Lawrence, Kelley, Russell, Berogan, Meeks - 6 ayes
Motion carried

6. Awards and Recognition

- A. Handicap Accessible Ramp and Platform Project - Tanner Elliott, Harlem High School student
Presenter: Jason Blume, Director of Stakeholder Engagement
Raised \$3,600 to date. Harlem Alumni gave a donation for \$1,000 and \$600 Private \$300
Business \$ 700
\$35,000 is needed for the completion of the project and at this time \$7,000 has been raised. We are hoping grants and the 501©(3) will help with this.
He is still reaching out to local businesses in the area.
Receiving outstanding support from the community in Rockford Register Star and Editorial page. John Cabello invited him to speak, Lt. Governor has offered support as well. WGN Chicago last May for interviews with three morning shows.
- B. Alpine Road Multi-Use Path - Mayor Jerry Bolin, Machesney Park
Presenter: Josh Aurand, Assistant Supt. for Business & Operations
Recognized the Mayor and Village for the path along Alpine and work at the high school.
May 2013 became Village President
His one promise was to improve the safety and quality of life in the Village.
Police officers were added (2) immediately. Sidewalks were also added in front of Ralston and cross light in front of the school. Recently added a walk on the west side from Gentian to Althea.
Sidewalks for Maple School. Harlem and Alpine added a cross light. A walking path was added on the East side of Alpine. A walking path on the West side of Alpine was added. This is currently in progress and will be completed this season.
A traffic light at Harlem Road and Victory Lane will be installed in Spring of 2017.
These were done through obtaining grant money, local agency agreements for federal participation and the State as well as the Village.
- C. Christmas for Kids Event - Jane Meyer and Milly Smith
Presenter: Jason Blume, Director of Stakeholder Engagement
Noted that his two guests could not make it
Christmas for Kids is starting now with its kick off, partnering with Rascals and Walmart. Last year 274 students were able to spend \$80 each for Christmas.
Social workers are very involved in the selection of students and what types of things they purchase.
December 3 is the benefit at Rascals with drawing and basket giveaways.
December 20 at 7:30 a.m. at Walmart on North Ridge is the event. There are 5,000 tickets to sell to raise funds for this event. Walmart does donate \$2,500 as well.

7. Comments from the Community - none

8. Approval of Bills

- A. Payables Summary \$497,165.71
- B. Voided Checks \$3,047,45
- C. Payroll Vouchers \$2,669,278.76
- D. Accounts Payable Warrant(s)
Mr. Aurand reviewed the expenditures by fund totaling \$3,166,444.47.

Motion to approve bills

1st Russell 2nd Lawrence

Lawrence, Kelley, Russell, Berogan, Meeks, Wenger – 6 ayes

Motion carried

9. Communications and Committee Reports

A. Heather Kelley

- Thanked Tanner Elliott noting his hard work on this project;
 - Thanked Mayor Bolin for his work for the community and our partnership with the School District noting that the walking paths are a great asset for the community;
 - Recognized the Christmas for Kids event, noting the raffle tickets are \$1.00;
 - Attended a view exciting football games since the last meeting
 - Attended the Kishwaukee Division meeting and the Board was officially recognized since 2011 forward.
 - Congratulated golf student, Carson Racich and Austin Young, and Brad Sweet Coach
 - Noted the Partnership with the Harlem Federation of Teachers and administration as well as local community members for adequate funding for schools with John Cabello and Steve Stadelman being present to talk about funding
1. Board Monitoring Report: September 9, 2016 and September 29, 2016
September 9 four turned in marked Satisfactory and September 29 three turned in marked Satisfactory
 2. Next Policy Committee meeting: October 17, 2016 at 6:00 p.m. This meeting is now canceled
 3. Recommendation to cancel Policy meeting scheduled for November 21, 2016 at 6:00 p.m. (Consensus taken)
due to lack of policies coming forward
Consensus to cancel the October 17 Policy meeting: Wenger, Lawrence, Kelley, Russell, Berogan, Meeks – all yes
 4. Next Board meeting: November 14, 2016 at 6:00 p.m. Recommendation to change this meeting to November 21, 2016 at 6:00 p.m. (consensus taken) due to a scheduling conflict for Heather Kelley
Consensus to change the Board meeting from November 14, 2016 to November 21, 2016 so that Heather Kelley may attend Wenger-yes, Lawrence no, Kelley-yes, Russell-yes, Berogan-yes, Meeks – yes 5 yes to 1 no

5. Recommendation to destroy closed minutes audio recordings more than 18 months old from October 2014-February 2015

B. George Russell

- Thanked Becky Girard and the students for leading the Pledge;
- On October 10 attended the Harlem Fans Club Tail Gate at Backyard Grill. This event was held in lieu of the Spring event that they have traditionally had in the past. There will be no Spring event.
- Attended the Middle School football game which was well attended and in honor of the 7th and 8th grade dance team members he is wearing orange and black beads which he bought from them as their fundraiser. This funds uniforms and activities.
- Participated in the Illinois Safe School Alliance brunch as being named the Illinois Safe School Alliance Alli of the year.
- Attended the Homecoming game and noted Brenton Shaw's 435 yards
- Congratulated Homecoming Queen and King
- Thanked Mayor Bolin for his efforts on the community bike paths and safety projects
- Congratulated Carson Racich and Austin Young who shot a 75 at Atwood
- As a Director at Large of the Kishwaukee Division School Board associations, alerting the listening events being sponsored by ISBE in response to the federal requirements that Every Child Succeeds Act. If you have inquiries there are a number of suggested standards being put forth that feedback will be needed and possibly Education Committee could take a look at these along with the Long-Range Plan to see if we are on board with all of this.
- Noted that on October 3, Harlemites hosted Tanner Elliott's project, with 80 Harlemites attending. To Tanner's credit he made a presentation with Mr. Yarbrough which was flawless.

1. Next Business Services meeting: Wednesday, November 9, 2016 at 6:00 p.m.

C. Sue Berogan

- Welcomed everyone
- Thanked the pledge students
- Congratulated Tanner for his hard work on his project
- Thanked Mayor Bolin for his work with the walking path
- Congratulated to Austin and Carson for their golf game
- Noted she is looking forward to the Christmas for Kids event on December 3, asking if there is a volunteer signup sheet.

1. IASB Tri Conference Delegate Assembly Resolutions (Consensus to be taken at Oct. 24 meeting)

D. Evelyn Meeks

- Welcomed everyone
- Thanked Gavin and Tyce for the Pledge of Allegiance
- Thanked Tanner for his project

- Thanked Mayor Bolin for all of his work on the sidewalks and safety projects
- Thanked Jason for the Christmas for Kids and would like to be a volunteer
- Congratulated Brad Sweet for his golf team success
- Attended Homecoming Night
- Thanked the Board and congratulated the Board on the Safe Alliance Award as well as the Governance Award, attending the Kishwaukee Division meeting

E. Travis Turner given by Heather Kelley

1. Next Education Committee meeting: Wednesday, December 14, 2016 at 6:30 p.m.

F. Patti Lawrence

- Welcomed everyone
- Thanked the pledge students
- Noted the student artwork in the Boardroom
- Thanked Tanner Elliott for his handicapped project and his representation of the District in so many great ways
- Thanked Mayor Bolin for the sidewalks all over the community
- Christmas for Kids is great and she wants to volunteer for this event
- She urged people to attend the December 3 event as it is very well attended
- Attended football games
- Attended Homecoming and Power Puff games, recognizing the junior running backs Taylor Watkins and the senior and junior classes, and to her daughter who led the juniors to victory scoring two touchdowns.
- Congratulated Carson and Austin for their success in golf and Carson qualifying for State
- Attended the Kishwaukee Division meeting and congratulated the Board for the Governance Award and the Safe School Alliance Award

1. Next Discipline Policy Review Committee meeting: Wednesday, November 16, 2016 at 6:00 p.m. (1st quarter)

G. Melissa Wenger

- Thanked Becky Girard and the Maple students for leading the Pledge;
- Congratulated Tanner and wished good luck going forward;
- Thanked Mayor Bolin for all walk paths and especially at the Ralston School location;
- Has been studying for her Series 66
- Color run at Ralston with her daughter participating this Saturday
- This Thursday and Friday night at Harlem Middle School is presenting as a play "Charlotte's Web"
- Attended the Kishwaukee Division meeting

10. Administrative Reports

A. Dr. Michelle Erb, Assistant Superintendent for Curriculum & Instruction

1. Recommendation to approve Student Travel Request(s)

4 overnight travels: 2 State Golf Meets, Cross Country Sectional meet;
Atwood overnight with Windsor Elementary

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Recommendation to approve Estimated 2016 Tax Levy

Page 1 of the Tax Levy is general information

Page 2 Tax Levy timeline

These both presented at Business Services

Recommending that we levy under 5%

We will ask for approval on November 21, 2016

Pages 3-5, Budget and Levy Cycle

Page 6 – County projections District eligible to receive 7% over last year on CPI, but will project an increase of 2.52 % EAV.

There will be a slight increase projected

Based on the County's limiting rate estimate by 9 cents

Page 7 and 8 is the estimated levy we are proposing

Page 9 is last year's levy

Page 7 – 2016 max rates and projected rate last year 6.76 increase we are recommending a 6.5% increase

We request a little more because we don't know what the EAV will be. Based on their projection the rate would go down about 18 cents so we need to make sure we properly levy.

This is also lower than last year.

Last year debt service is just under 6.4 million.

There may be some minor tweaks over the next month but it should not increase over the 7% so it is good news this year compared to last year.

Pages 9-11 are the levy forms

16-19 over the past 15 years – showing the CPI increases and trends

20-27 are last year's documents the Board approved

He noted that the Board would be approving the estimated levy with the bonds at \$49,000,000. In November the Board would approve the final which is 4.6% so there is no public hearing required.

2. Recommendation to accept FY16 Audit presented by Sikich, LLP.

Karla Paschal from Sikich represented reviewed the Final Audit noting everything was ready and any requests were complied with in a timely manner. Five reports were issued. We will be issuing some additional reports in the future months once all statistical information is available. We will also upload the Audit to the federal clearing house for public view audit results. This was all reviewed at Business Services Committee.

Mrs. Lawrence noted that there are some comments noted on the audit statement of June 30, 2015, regarding activity funds. Mr. Aurand noted that we focus on these and if you look at the number the numbers have decreased quite a lot. There are two comments about deposits but things have dropped significantly. Karla noted we look at all student activity accounts in all districts to insure that the transactions comply with the Illinois School Code

and Board policy. Often there are exceptions because the people handling the accounts are not familiar with these requirements. Mrs. Lawrence noted that the two person signature seems to be a problem. Josh noted that the handbook is being updated but principals are signing the check now so they are compliant now. She noted she was concerned because it is a carryover from 2015. Mr. Aurand noted that these are decreasing with the training of staff handling these accounts which is ongoing.

3. Recommendation to renew agreement with Timothy A. Miller, P.C., for legal services related to property tax appeals at a rate of \$145 per hour for FY17.
 4. Recommendation to approve the agreement between Machesney School and Challenger Learning Center for Science & Technology of Aurora University, for 5 missions at \$650.00 each, for a total cost of \$3,250. George noted that he attended with Travis last year and it was the time of their life and urged other Board members to go to this as it is very impressive.
 5. Recommendation to approve VAV installation at Olson Park School by Alpha Controls & Services for a cost of \$32,035.
 6. Recommendation to approve Resolution Declaring Surplus Property: HH9, Marquette, Parker Center, Machesney, Windsor, Olson Park and Harlem Administration Center.
 7. Recommendation to approve Facility Request(s) Harlem Middle School Cheer & Dance, High School wrestling and the Middle School basketball.
- C. Mr. Scott Rollinson, Assistant Superintendent for Human Resources
1. Reviewed: Recommendation to approve Personnel Agenda & Addendum.
2 recommendations for leave of absence, 5 employments, 1 Sick Bank Leave request
which includes the Addendum
 2. Informational only: Resignations – 7 have been accepted since the last Board meeting
- D. Dr. Julie Morris, Superintendent
1. Presentation of District-wide Long-Range Plan
Presenter: Jason Blume, Director of Stakeholder Engagement & Superintendent Dr. Morris
Dr. Morris reviewed the timeline process
Visioning sessions were held with all stakeholders back in March
Online opportunities for input were also available

District Mission did not change after reviewed by the Task Force which was developed in 2009.

Beliefs were reviewed which are very similar with a couple of changes

Goals

1 – All students through extensive curriculum opportunities and innovative technology will be college and career ready.

This is a heavy theme throughout the process. This goal is specific for graduation rates and keeping focus on increasing this rate.

2 – Equip students with 21st century skills incorporating practical experiences that contribute to the success of their community.

3 - Create an environment that promotes the social, emotional and physical growth of all students and staff.

4 – The District will effectively and efficiently communicate with all stakeholders in a transparent and inclusive environment.

5 - A new goal - Generate and maintain customs that foster a culture of Harlem Pride for past, present and future generations. There will also be an alumni relations plan developed.

6 – The District will assess and utilize a District-wide building and facility maintenance cycle.

Dr. Morris noted that the Strategies include monitoring devices. We spent much time over the years doing program reviews as was a strategy in the last Long-Range Plan. We are actually putting in what the monitoring tools are, sometimes it can be completing the plan.

Next Steps: If the Board approves at the next Board meeting we will then continue facilitating with administrators in charge of teams to work on strategy so that this is a working document. It is not a plan that will be put on a shelf but it will be used on a daily basis.

Dr. Morris noted that if Board members have questions they should direct them to Jason or herself.

Mrs. Kelley asked if we could chart it out chronologically. She is pleased with it but wants a coversheet timeline. Each goal does have a date so we can place dates but they may not be in order. Mrs. Kelley wanted to know what is being worked on and completing year by year. Dr. Morris noted that we are working on a couple of different documents. We will also have a pamphlet that will be less specific and we can add a timeline document as well.

Mrs. Lawrence noted she was glad to see Goals driven toward the success of our students and focus on graduation rate. By 2021 a 90% graduation rate is certainly measureable.

Mr. Russell noted that he attended a leadership meeting in a round table discussion regarding innovation and growth in Wisconsin. The redundant statement was to develop innovation in manufacturing and create business and

he is happy to see our Long-Range Plan that has been set forth and complimented Dr. Morris.

Dr. Morris noted she will come back with the timeline.

11. Motion to approve Consent Agenda items (A – E)

1st Russell 2nd Wenger

Kelley, Russell, Berogan, Meeks, Wenger, Lawrence – 6 ayes

Motion carried

A. Approve Personnel Agenda & Addendum

B. Approve Student Travel Request(s)

C. Approve Facility Request(s)

D. Approve cancellation of Policy Committee meeting on November 21, 2016 at 6:00 p.m.

E. Approve reschedule of regular Board meeting from November 14, 2016 to November 21, 2016 at 6:00 p.m.

12. ACTION ITEMS

A. Motion to Approve destruction of closed minutes audio recordings more than 18 months old from October 2014- February 2015.

1st Lawrence 2nd Wenger

Russell, Berogan, Meeks, Wenger, Lawrence, Kelley – 6 ayes

Motion carried

B. Motion to Approve Estimated 2016 Tax Levy.

1st Russell 2nd Berogan

Berogan, Meeks, Wenger, Lawrence, Kelley, Russell – 6 ayes

Motion carried

C. Motion to Approve acceptance of FY16 Audit presented by Sikich, LLP.

1st Lawrence 2nd Berogan

Meeks, Wenger, Lawrence, Kelley, Russell, Berogan – 6 ayes

Motion carried

D. Motion to Approve renewal of agreement with Timothy A. Miller, P.C., for legal services related to property tax appeals at a rate of \$145 per hour for FY17.

1st Berogan 2nd Russell

Wenger, Lawrence, Kelley, Russell, Berogan, Meeks – 6 ayes

Motion carried

E. Motion to Approve the agreement between Machesney School and Challenger Learning Center for Science & Technology of Aurora University, for 5 missions at \$650.00 each, for a total cost of \$3,250.

1st Lawrence 2nd Berogan

Lawrence, Kelley, Russell, Berogan, Meeks, Wenger – 6 ayes

Motion carried

F. Motion to Approve VAV installation at Olson Park School by Alpha Controls

& Services for a cost of \$32,035.

1st Berogan 2nd Russell

Kelley, Russell, Berogan, Meeks, Wenger, Lawrence – 6 ayes

Motion carried

G. Motion to Approve Resolution Declaring Surplus Property

1st Lawrence 2nd Meeks

Russell, Berogan, Meeks, Wenger, Lawrence, Kelley – 6 ayes

Motion carried

13. Announcements and Discussion – none

Motion to go into closed session to discuss Employment of Personnel and Negotiations at 7:31 p.m.

1st Lawrence 2nd Wenger

Berogan, Meeks, Wenger, Lawrence, Kelley, Russell – 6 ayes

Motion carried

A five minute recess was taken at 7:31 p.m.

14. Executive Session to discuss Employment of Personnel (5 ILCS 120/2(c)(1), Negotiations (5 ILCS 120/2(c)(2), Selection of a Person to fill a Public Office, as defined in the Open Meetings Act (5 ILCS 120/2(c)(3), Pending Litigation (5 ILCS 120/2(c)(11), Student Discipline (5 ILCS 120/2(c)(9), Other Matters Relating to 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), Self-Evaluation, Practices and Procedures or Professional Ethics (5 ILCS 120/2(c)(16), 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).

15. ACTION ITEMS AFTER CLOSED SESSION

A. Motion to approve the Resignation Agreement between the Harlem Board of Education and Roni Sturm

1st Wenger 2nd Lawrence

Lawrence, Kelley, Russell, Berogan, Meeks, Wenger – 6 ayes

Motion carried

B. Motion to uphold the administrative recommendation for termination of employee 2016-2017-3, Pam Boshell, and further the Board's attorney is directed to prepare the written findings of facts and conclusions as discussed in closed session.

1st Lawrence 2nd Wenger

Kelley, Russell, Berogan, Meeks, Wenger, Lawrence – 6 ayes

Motion carried

C. Motion to approve the Letter of Understanding for Settlement of All Claims in Grievance 2015-2016-5

1st Berogan 2nd Lawrence

Russell, Berogan, Meeks, Wenger, Lawrence, Kelley – 6 ayes

Motion carried

Motion to adjourn

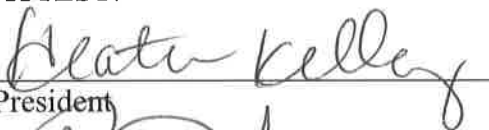
1st Russell 2nd Lawrence

All voted aye – Motion carried

The meeting adjourned at 8:44 p.m.

Respectfully submitted,
Kris Arduino,
Recording Secretary

ATTEST:



President



Secretary

Dated: 10-24-16