

Minutes of Regular Meeting Of March 20, 2017

The Board of Education Harlem Consolidated School District

A Regular meeting of the Board of Education of Harlem Consolidated School District was held Monday, March 20, 2017, 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, Larry Barger, Patti Lawrence
Evelyn Meeks joined in session at 6:01 p.m.
Melissa Wenger joined closed session

Other Attendees:

Kris Arduino, Recording Secretary

Dr. Julie Morris, Superintendent

Josh Aurand, Assistant Superintendent for Business & Operations

Dr. Michelle Erb, Assistant Superintendent for Curriculum & Instruction

Scott Rollinson, Assistant Superintendent for Human Resources

3. Pledge of Allegiance led by Olson Park Elementary Students(s): Trey Smith
Presenter: Dee Dee Johnson, Olson Park Principal

4. Approval of Agenda
Motion to approve Agenda with no changes
1st Berogan 2nd Lawrence
Russell, Berogan, Meeks, Barger, Lawrence, Kelley – 6 ayes
Motion carried

5. Approval of Meeting Minutes:
 - A. **Motion to approve Regular and Closed minutes from February 27, 2017**
1st Berogan 2nd Lawrence
Berogan, Meeks, Barger, Lawrence, Kelley, Russell – 6 ayes
Motion carried

 - B. **Motion to approve Regular & Closed Minutes of Special Meeting of March 7, 2017**
1st Lawrence 2nd Russell
Meeks, Barger, Lawrence, Kelley, Russell, Berogan – 6 ayes
Motion carried

6. Awards and Recognition
7. Comments from the Community
Mrs. Paula Whitaker asked to address the Board about a personnel matter.

Motion to go into closed session at 6:04 p.m.

1st Lawrence 2nd Barger

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

Motion carried.

The Board went into closed session at 6:04 p.m. and returned to open session at 6:11 p.m.

8. Approval of Bills
 - A. Payables Summary
 - B. Voided Checks
 - C. Payroll Voucher(s)
 - D. Accounts Payable Warrant(s)
Mr. Aurand reviewed by Fund the total expenditures of \$ 6,296,355.84

Motion to approve bills

1st Russell 2nd Berogan

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

Motion carried.

9. Communications and Committee Reports
 - A. Heather Kelley
 1. Board Monitoring Report: February 27, 2017
 - 5 returned all satisfactory
 2. Next Regular Board Meeting: Monday, April 10, 2017 at 6:00 p.m.
 3. Report on Board Self-Evaluation meeting held Tuesday, March 7, 2017
Mrs. Kelley reviewed the Board's Agreements and thanked all Board members for participating, noting that there was good discussion.
 4. Next Policy Committee meeting: Tuesday, April 18, 2017 at 6:00 p.m.
 5. Next Education Committee meeting: Wednesday, May 10, 2017 at 6:30 p.m.
 6. Recommendation to destroy closed minutes audio recordings - (more than 18 months old) - NONE
 7. Recommendation to approve Second Reading of Policy Updates from February 13, 2017 First Readings
 8. Recommendation to approve First Reading of Policy Updates from March 13, 2017 Policy Committee Recommendations
 - Reminder that the Kishwaukee Annual Spring Dinner is this coming

Thursday evening at Sycamore High School

B. George Russell

- Thanked Trey Smith and Mrs. Johnson from Olson Park Elementary for leading the Pledge
- Noted he attended the YWCA Leadership Luncheon
- Noted he attended the Board Evaluation on March 7 which was very productive
- Noted he participated on March 9, the Golden Apple Teacher award presentations to Mrs. Julie Thomas and Mr. Tom Freesmeier.
- Facilitated the Business Services meeting and Attended the Education Committee meeting
- Attended the YMCA Community Dinner on March 16, 2017, noting that Mr. Michael Junior was a great speaker

1. Next Business Services Committee meeting: Wednesday, April 5, 2017 at 6:00 p.m.

C. Sue Berogan

- Reiterated most of what Mrs. Kelley
- Noted she attended the Board self-evaluation
- Congratulations to the Golden Apple winners
- Noted she will be attending the Kishwaukee Dinner

D. Evelyn Meeks

- Welcomed everyone to the meeting
- Noted that the pledge student, Trey Smith did a great job
- Attended the YWCA Luncheon
- Attended the Board evaluation
- Congratulated the Golden Apple Winners
- Noted she will be attending the Kishwaukee Dinner

E. Melissa Wenger

F. Patti Lawrence

- Noted that great student artwork in the Boardroom
- Attended the Golden Apple for Julie Thomas and congratulated both winners
- Thanked Trey Smith for leading the Pledge
- Attended the Board Evaluation
- Noted that softball season kicks off tomorrow
- Noted that she will be attending Kishwaukee Dinner meeting on Thursday evening

1. Next Discipline Policy Review Committee: Monday, April 24, 2017 at 6:00 p.m. (3rd quarter)

G. Larry Barger

- Reiterated all of the items
- Attended the Board evaluation meeting
- Attended the Education Committee meeting and Business Services
- Will be attending the Kishwaukee Dinner Meeting

- Noted he will not be at the April 10, 2017 Board meeting

10. Administrative Reports

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

1. Recommendation to approve Student Travel Request(s)
Family Career and Community Leaders of America to the State Leadership conference in Springfield and Olson Park Atwood trip
2. Recommendation to approve Long Range Plan Goal 1, Strategy 2: 1:1 Technology Plan
No further questions by the Board

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Recommendation to approve Resolution for Surplus Property
Ralston Elementary
2. Recommendation to approve Facility Request(s)
Rock Valley Mustang Club
Stateline Events
Harvest Bible Church
3. Recommendation to award auditing bid to Baker Tilley for a cost of \$29,200 for FY17, \$30,080 for FY18 and \$30,960 for FY19. This is a change of auditors.
4. Recommendation on Natural Gas Contract
The bids were opened today, recommending the contract be awarded to CenterPoint Energy for the three year option at 0.315 with mark-up per therm at .0010. This is the district's current vendor.
5. Recommendation to approve Hazel Reinhardt Consulting Services to conduct a demographic and K-12 public school enrollment projection study for a cost of \$9,950.00 plus a \$5,000 housing study. This is the same consultant we used ten years ago. Mrs. Kelley asked when the enrollment study would be conducted to which Mr. Aurand responded about 10 weeks in the future.
6. Recommendation to accept January 2017 Treasurer's Report
7. Recommendation to approve Alpha Controls & Services optimization agreement to perform preventative maintenance test on each boiler in the District for a total cost of \$31,350. The State has pre-approved all of this.
8. Recommendation to renew the Northwestern Illinois Association (NIA) Agreement for FY18 Needs Assessment at a cost of \$475,467.26 newly revised.
9. Recommendation to approve agreement with Public Health & Safety, Inc. for services related to 2017 Asbestos Abatement Project at a cost of \$29,990.
10. Recommendation to renew Swanson Farm Rental Agreement for 2017 at a rate of \$4,000.
11. Recommendation to approve electricity contract with Constellation

NewEnergy, Inc. at a rate of 0.06958 cents for kWh two (2) year agreement beginning with July 2017 meter read.

C. Scott Rollinson, Assistant Superintendent for Human Resources

1. Recommendation to approve Personnel Agenda & Addendum
No Addendum
Mr. Rollinson reviewed the Personnel Agenda:
1 Transfer, 1 Leave of Absence, 8 Employments, 2 Sick Leave Bank requests
2. Informational only: Resignations
Accepted a total of 15 since the last board meeting
3. Recommendation to approve Resolution Authorizing Notice of Dismissal and Non-Renewal of First, Second and Third Year Probationary Teachers – 1 first year teacher
4. Recommendation to approve Resolution Authorizing Notice of Honorable Dismissal of Certain Certified Staff – 2 part-time staff both related to a grant we did not know if we will receive next year
5. Recommendation to approve Non-Tenured Certified Staff Recommended for Re-employment for the 2017-2018 school year.
6. Recommendation to approve Job Share Proposal #2017-2018-1 for Abigail Derry and Anna Ball
7. Recommendation to approve Job Share Proposal # 2017-2018-2 Tanya Cline and Miranda Thiess

Mr. Russell noted his appreciation of the proposals.

8. Recommendation to approve Substitute Incentive Proposal
This is due to the fact that we are having a difficult time finding substitutes with 24.8% of absences going unfilled in January and February. We are asking for an increase for support staff in order to fill some of these.

We are also asking to increase the substitute pool by reimbursing the cost of their licensure of \$110.

The cost is totally estimated.

Mr. Rollinson noted that the District is also having a substitute job fair this coming Wednesday.

D. Dr. Julie Morris, Superintendent

1. Freedom of Information Act (FOIA) Request from Gabriella Lauricella of Smart Procure dated March 6, 2017 requesting information and records regarding vendors from 11-29-2016 through current date and the District's Response dated March 7, 2017.

11. Consent Agenda

- A. Approve Personnel Agenda & Addendum
- B. Approve Student Travel Request(s)
- C. Approve Facility Request(s)
- D. Approve destruction of closed minutes audio recordings - (more than 18 months old) none

Motion to approve Consent Agenda items A-C

1st Lawrence 2nd Barger

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

Motion carried

12. ACTION ITEMS:

- A. **Motion to Approve Second Readings of Policy Updates from February 13, 2017 First Readings**
1st Russell 2nd Lawrence
Russell, Berogan, Meeks, Barger, Lawrence, Kelley – 6 ayes
Motion carried
- B. **Motion to Approve First Readings from March 13, 2017 Policy Committee Policy Update Recommendations**
1st Lawrence 2nd Berogan
Berogan, Meeks, Barger, Lawrence, Kelley, Russell
Motion carried
- C. **Motion to Approve Resolution Declaring Surplus Property.**
1st Lawrence 2nd Meeks
Meeks, Barger, Lawrence, Kelley, Russell, Berogan – 6 ayes
Motion carried
- D. **Motion to Approve award auditing bid to Baker Tilley for a cost of \$29,200 for FY17, \$30,080 for FY18 and \$30,960 for FY19.**
1st Russell 2nd Berogan
Barger, Lawrence, Kelley, Russell, Berogan, Meeks – 6 ayes
Motion carried
- E. **Motion to Approve Natural Gas Recommendation**
1st Berogan 2nd Lawrence
Lawrence, Kelley, Russell, Berogan, Meeks, Barger – 6 ayes
Motion carried
- F. **Motion to Approve Hazel Reinhardt Consulting Services to conduct a demographic and K-12 public school enrollment projection study for a cost of \$10,950. plus \$5,000 for housing study.**
1st Barger 2nd Lawrence
Kelley, Russell, Berogan, Meeks, Barger, Lawrence – 6 ayes
Motion carried
- G. **Motion to Approve acceptance of January 2017 Treasurer Report**
1st Russell 2nd Berogan

**Russell, Berogan, Meeks, Barger, Lawrence, Kelley – 6 ayes
Motion carried**

- H. Motion to Approve Alpha Controls & Services optimization agreement to perform preventative maintenance tests on each boiler in the District for a total cost of \$31,350.
1st Barger 2nd Berogan
Berogan, Meeks, Barger, Lawrence, Kelley, Russell – 6 ayes
Motion carried**
- I. Motion to Approve recommendation to renew Northwestern Illinois Association (NIA) Agreement for FY 18 Needs Assessment at a cost of \$475,467.27.
1st Russell 2nd Berogan
Meeks, Barger, Lawrence, Kelley, Russell, Berogan – 6 ayes
Motion carried**
- J. Motion to Approve agreement with Public Health & Safety, Inc. for services related to 2017 Asbestos Abatement Project at a cost of \$29,990.
1st Barger 2nd Meeks
Barger, Lawrence, Kelley, Russell, Berogan, Meeks – 6 ayes
Motion carried**
- K. Motion to Approve renewal of Swanson Farm Rental Agreement for 2017 at a rate of \$4,000.
1st Berogan 2nd Meeks
Lawrence, Kelley, Russell, Berogan, Meeks, Barger – 6 ayes
Motion carried**
- L. Motion to Approve electricity contract with Constellation New Energy, Inc. at a rate of 0.06958 cents for kWh two (2) year agreement beginning with July 2017 meter read.
1st Berogan 2nd Meeks
Kelley, Russell, Berogan, Meeks, Barger, Lawrence – 6 ayes
Motion carried**
- M. Motion to Approve Long Range Plan Goal 1, Strategy 2: 1:1 Technology Plan
1st Russell 2nd Barger
Russell, Berogan, Meeks, Berger, Lawrence, Kelley – 6 ayes
Motion carried**
- N. Motion to Approve Resolution Authorizing Notice of Dismissal and Non-Renewal of First, Second and Third Probationary Teachers.
1st Berogan 2nd Meeks
Berogan, Meeks, Barger, Lawrence, Kelley, Russell – 6 ayes
Motion carried**
- O. Motion to Approve Resolution Authorizing Notice of Honorable Dismissal of Certain Certified Staff
1st Berogan 2nd Russell
Meeks, Barger, Lawrence, Kelley, Russell, Berogan – 6 ayes**

Motion carried

P. Motion to Approve Non-Tenured Certified Staff Recommended for Re-employment for the 2017-2018 school year.

1st Berogan 2nd Meeks

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

Motion carried

Q. Motion to Approve Job Share Proposal # 2017-2018-1 Abigail Derry and Anna Ball

1st Lawrence 2nd Meeks

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

Motion carried

R. Motion to Approve Job Share Proposal # 2017-2018-2 Tanya Cline and Miranda Thiess

1st Lawrence 2nd Meeks

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

Motion carried

S. Motion to Approve Substitute Incentive Proposal

1st Berogan 2nd Meeks

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

Motion carried

13. Announcements and Discussion

Motion to go into executive session to discuss Employment of Personnel

1st Russell 2nd Barger

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

Motion carried

The Board went into closed session at 6:45 p.m. after a brief recess and returned to open session at 8:08 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 (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

16. Motion to table the decision regarding Employee Discipline in # 2016-2017-8, Pam Mitchell pending further review.

1st Russell 2nd Lawrence

Kelley, Russell, Berogan, Meeks, Wenger, Barger, Lawrence – 7 ayes

Motion carried

17. **Motion to uphold the administrative recommendation to appoint Tammy Poole to the Maple Elementary Principal position.**

1st Lawrence 2nd Wenger

Russell, Berogan, Meeks, Wenger, Barger, Lawrence, Kelley – 7 ayes

Motion carried

Motion to go back to closed session to discuss Employment of Personnel at 8:25 p.m.

1st Wagner 2nd Barger

All voted aye

Motion carried

The Board returned to closed session at 8:25 p.m. and returned to open session at 8:55 p.m.

18. **Motion to adjourn**

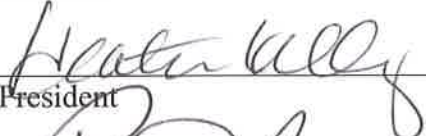
1st Wenger 2nd Lawrence

All voted aye, Motion carried

The Board meeting adjourned at 8:56 p.m.

Respectfully submitted,
Kris Arduino,
Recording Secretary

ATTEST:



President



Secretary

Dated: 4-10-17