

Minutes of Regular & Organizational Meeting Of April 26, 2017

The Board of Education Harlem Consolidated School District

A Regular and Organizational Meeting of the Board of Education of Harlem Consolidated School District was held Wednesday, April 26, 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 6:01 p.m.
2. **ROLL CALL** (Board Members and Other Attendees)
Heather Kelley, George Russell, Sue Berogan, Evelyn Meeks, Melisa Wenger, Larry Barger, Patti Lawrence

Other Attendees:

Kris Arduino, Recording Secretary

Dr. Julie Morris, Superintendent

Josh Aurand, Assistant Superintendent for Business & Operations

Scott Rollinson, Assistant Superintendent for Human Resources

3. **Pledge of Allegiance** - Parker Center Students, Owen Jones, Gabria Wistrom, Hunger Huary Del-Rio, Jalyn Hannah
Presenter: Amanda Hayes, Parker Center Principal

4. **Approval of Agenda**

Noted: No facility requests 9 (B)(2) and Consent Agenda Item 10 (B)

Motion to approve Agenda with change

1st Wenger 2nd Barger

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

Motion carried

5. **Approval of Meeting Minutes**

- A. **Motion to approve April 10, 2017 Regular & Closed Minutes**

1st Russell 2nd Berogan

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

Motion carried

6. **Awards and Recognition**

- A. **Food Service Manager of the Year: Teresa Parlapiano**

Presenter: Jill Mosher, Director of Food & Nutritional Services

7. **Comments from the Community - none**

8. **Approval of Bills**

- A. **Payables Summary**

B. Voided Checks

C. Payroll Voucher(s)

D. Accounts Payable Warrant(s)

Mr. Aurand reviewed the total expenditures by fund of \$3,045,671.51

No questions

Motion to approve bills

1st Berogan 2nd Wenger

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

Motion carried

E. **Communications and Committee Reports**

1. Heather Kelley

- a. Board Meeting Evaluation Report: April 10, 2017 meeting
Five returned as satisfactory
- b. Next Policy Committee Meeting: Monday, June 19, 2017 at 6:00 p.m. (TO BE CANCELED) due to lack of policies
- c. Next Education Committee meeting: Wednesday, May 10, 2017 at 6:30 p.m.
- d. Next Regular Board meeting: Monday, May 15, 2017 at 6:00 p.m.
- e. Recommendation to approve Second Reading of Policies from 3/20/17 First Readings
- f. Recommendation to approve First Readings of Policy Updates from 4/18/17 Policy Committee Recommendations

2. George Russell

- Thanked Amanda Hayes and her students for leading the Pledge
 - Congratulated Teresa Parlapiano
 - Attended the event at Chipolte Grill for Girls' soccer, with 20% of gross sales being donated to the team;
 - April 20, 2017 Parker Center Fine Arts event which was fantastic
 - Noted on April 25, 2017 there was a fit program kickoff started at the Middle School with Ryan Leak
- a. Next Business Services Committee meeting: Wednesday, May 10, 2017 at 6:00 p.m.

3. Patti Lawrence

- Acknowledged the great student artwork
 - Attended softball games
 - Thanked the students and Amanda Hayes for leading the Pledge
 - Noted that at the last Discipline meeting the pyramid percentage of students for zero to one referrals – the 99.52% at the Elementary schools 88.3% at HMS and 98.3% at HH9 and 96.1% at HHS
 - Staff have been working hard to reduce the referrals and meet students where they are at.
- a. Next Discipline Policy Review Committee meeting: June 28, 2017 at 6:00

p.m. (4th quarter 16/17)

4. Evelyn Meeks

- Welcomed everyone
- Thanked Amanda Hayes for bringing the Pledge students
- Congratulated Teresa

5. Sue Berogan

- Repeated all congratulations and recognitions as Mrs. Meeks said

6. Melissa Wenger

- Thanked Amanda Hayes for bringing the Parker Center students,
- Congratulated Teresa
- Noted Thursday and Friday the Harlem Middle School musical is scheduled

7. Larry Barger

- Reiterated all the above
- Attended on April 12 at the high school the nine students signing Letters of Intent

9. Administrative Reports

A. Dr. Michelle Erb, Assistant Superintendent for Curriculum & Instruction
Given by Dr. Morris in her absence

1. Recommendation to approve Student Travel Request(s): Varsity Football Team for Summer Camp, projected 3 student travels: IESA State Track Meet for Middle School on May 19, Boys' State Track Meet on May 24, 2017 and Girls' State Track on May 18, 2017

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Recommendation to approve Surplus Property Resolution: HH9
2. Recommendation to approve Facilities Request(s) - none

C. Scott Rollinson, Assistant Superintendent for Human Resources

1. Recommendation to Approve Personnel Agenda and Personnel Addendum
Recommended 3 transfers, total of 8 employments, 8 employees using sick leave bank and 1 new position at Parker Center projecting there are 17 special education students next year for Kindergarten and State regulations limit class size to 10 students per teacher for a self-contained program
2. Informational only: Resignations – accepted 13 since last Board meeting

D. Dr. Julie Morris, Superintendent

1. Freedom of Information Act Request dated 4-7-17 from Mrs. Swan regarding GPS bus stop times and the District's response dated 4/10/17

10. Consent Agenda

- A. Approve Student Travel Request(s)
- B. Approve Facility Request(s)
- C. Approve Personnel Agenda and Addendum

Motion to approve Consent Agenda items A & C

1st Berogan 2nd Lawrence

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

Motion carried

11. Action Items

A. Motion to Approve Second Reading of Policy Updates from 3/20/17 First Reading

1st Russell 2nd Barger

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

Motion carried

B. Motion to Approve First Reading of Policy Updates from 4/18/17 Policy Committee Recommendations

1st Berogan 2nd Wenger

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

Motion carried

C. Approve Resolution Declaring Surplus Property

1st Berogan 2nd Barger

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

Motion carried

- 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), 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), Self-evaluation, practices and procedures or professional ethics (5 ILCS 120/2(c)(16); Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents (5 ILCS 120/2(c)(29) and Lawfully Closed Meeting Minutes (5 ILCS 120/2 (c)(21).

No closed session

13. ACTION ITEMS AFTER CLOSED SESSION

14. ADJOURN SINE DIE

15. ANNUAL ORGANIZATION MEETING OF THE BOARD

A. Call Organizational Meeting to Order by the President Kelley at 6:20 p.m.

B. Roll call

George Russell, Sue Berogan, Evelyn Meeks, Melissa Wenger, Larry Barger, Patti Lawrence, Heather Kelley

Other Attendees:

Kris Arduino, Recording Secretary

Dr Morris, Superintendent

Josh Aurand, Assistant Superintendent for Business & Operations

Scott Rollinson, Assistant Superintendent for Human Resources

Mrs. Kelley read a canvass statement acknowledging the Canvass of votes by the Winnebago County Elections Board:

The Board hereby acknowledges that the Winnebago County Board of Elections canvassed the votes from the April 4, 2017 with the following results : Elected to a 4 year term, Evelyn Meeks, Melissa Wenger, Larry Barger, Sue Berogan,
Elected to a 2 year term, Patti Lawrence

16. OATH OF OFFICE given to all newly elected Board members by President Kelley

17. Election of Officers for a two-year term (Policy 2:110)

1. Nominations received and taken by President for the Office of President

Heather Kelley nominated George Russell for Office of President

Sue Berogan nominated Patti Lawrence for Office of President

No further nominations made, nominations closed

Mrs. Kelley asked if each nominee would be willing to make a statement for their candidacy.

Mrs. Lawrence – noted she has been on the Board for 12 years and this is her last term, she is active in the community and on several committees, and feels that her knowledge and years of service to the District and experience in building relationships warrants her leading the District for the next two years.

Mr. Russell – noted that he is flattered that he has been considered and has been on the Board for 8 years, learning everything he can about school districts and community, and he has taken every course offered by ISBE to learn and better understanding the needs of the community. The Mission Statement states we are a community of learners and lifelong learners and he is learning all the time. He was recognized by IASB as a Master School Board Member and named a Leadership Fellow which is a rare recognition with him being the 155th person to attain this status in the State of Illinois for Board Members. He takes his role very seriously on the Board and if invited to an event or knows of something going on in the District he tries to attend to show support and enthusiasm for teachers, students and all staff. There is much responsibility that goes with the position and he is proud and enjoys being a Harlem School Board Member. As President he would work as a servant and help each Board Member in their roles to best serve the District. He promised to give make effort to do this both with Board Members and with the District community.

Vote called around the table:

Russell – Russell

Berogan – Lawrence

Meeks – Russell

Wenger – Lawrence

Barger – Russell
Lawrence – Lawrence
Kelley - Russell

Patti Lawrence noted that she is requesting a meeting with the Board attorney regarding Code of Conduct violations by a School Board Member

Vote for George Russell for President: Russell, Meeks, Barger, Kelley – 4 yes
Vote for Patti Lawrence for President: Berogan, Wenger, Lawrence – 3 yes

By majority vote George Russell is elected Board President

Mr. Russell assumed responsibilities as the new President

2. Nominations received and taken by the Newly Elected President for the Office of Vice-President

Sue Berogan nominated Melissa Wenger for Vice President
George Russell nominated Larry Barger for Vice President
No further nominations made, nominations closed

Vote called around the table:

Berogan – Wenger
Meeks – Wenger
Wenger – Wenger
Barger – Barger
Lawrence – Wenger
Kelley – Barger
Russell – Barger

Vote for Melissa Wenger for Vice President: Berogan, Meeks, Wenger, Lawrence – 4 yes

Vote for Larry Barger for Vice President: Barger, Kelley, Russell – 3 yes

By majority vote Melissa Wenger is elected Vice President

3. Nominations received and taken by the Newly Elected President for the Office of Secretary

Larry Barger nominated Evelyn Meeks as Secretary
No further nominations, nominations closed

Berogan – Meeks
Meeks – Meeks
Wenger – Meeks
Barger – Meeks
Lawrence – Meeks

Kelley – Meeks
Russell – Meeks

By Unanimous vote Evelyn Meeks elected Secretary

4. Election of Officers closed

18. Annual Organizational Meeting Action Items:

- A. Motion to Approve establishment of current Board Policies as Policies of the 2017-2018 Board until said Policies are changed by the Board**
1st Wenger 2nd Berogan
Berogan, Meeks, Wenger, Barger, Lawrence, Kelley, Russell – 7 ayes
Motion carried
- B. Motion to Adopt Robert's Rules of Order, Newly Revised 11th Edition as a procedural guide pursuant to Board Policy 2:220.**
1st Wenger 2nd Lawrence
Meeks, Wenger, Barger, Lawrence, Kelley, Russell, Berogan – 7 ayes
Motion carried
- C. Motion to Approve Acknowledgement of Board Member Mandated Reporter Status**
1st Berogan 2nd Barger
Wenger, Barger, Lawrence, Kelley, Russell, Berogan, Meeks – 7 ayes
Motion carried
- D. Motion to Approve appointment of Joshua Aurand as District Treasurer**
1st Russell 2nd Berogan
Barger, Lawrence, Kelley, Russell, Berogan, Meeks, Wenger – 7 ayes
Motion carried
- E. Motion to Approve appointment of Due Process Hearings Officers - Norm Alpers, and Jim Miglin as a substitute**
1st Barger 2nd Berogan
Lawrence, Kelley, Russell, Berogan, Meeks, Wenger, Barger – 7 ayes
Motion carried
- F. Motion to Approve appointment of Expulsion Hearing Officer: Norm Alpers, and Jim Miglin as a substitute**
1st Lawrence 2nd Wenger
Kelley, Russell, Berogan, Meeks, Wenger, Barger, Lawrence – 7 ayes
Motion carried
- G. Motion to Approve appointment of Residency Hearing Officer: Norm Alpers, and Jim Miglin as a substitute**
1st Berogan 2nd Barger
Russell, Berogan, Meeks, Wenger, Barger, Lawrence, Kelley – 7 ayes
Motion carried
- H. Motion to Approve appointment of Health Insurance Portability and Accountability Act of 1992 (HIPAA) Chief Privacy Officer, Assistant Superintendent for Human Resources**

1st Barger 2nd Wenger

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

Motion carried

- I. Motion to Approve appointment of Illinois Municipal Retirement Fund (IMRF) Agent: Assistant Superintendent for Human Resources**
1st Barger 2nd Wenger
Meeks, Wenger, Barger, Lawrence, Kelley, Russell, Berogan – 7 ayes
Motion carried
- J. Motion to Approve appointment of Fair Labor Standards Act (FLSA) Compliance Official: Assistant Superintendent for Human Resources**
1st Berogan 2nd Barger
Wenger, Barger, Lawrence, Kelley, Russell, Berogan, Meeks – 7 ayes
Motion carried
- K. Motion to Approve appointment of Employer Equal Opportunity Commission (EEOC) Officer: Superintendent**
1st Berogan 2nd Barger
Barger, Lawrence, Kelley, Russell, Berogan, Meeks, Wenger -7 ayes
Motion carried
- L. Motion to Approve appointment of Nondiscrimination Coordinator: Assistant Superintendent for Human Resources**
1st Berogan 2nd Lawrence
Lawrence, Kelley, Russell, Berogan, Meeks, Wenger, Barger -7 ayes
Motion carried
- M. Motion to Approve appointment of District Complaint Managers: Assistant Superintendent for Business & Operations and Assistant Superintendent for Curriculum & Instruction**
1st Wenger 2nd Berogan
Kelley, Russell, Berogan, Meeks, Wenger, Barger, Lawrence – 7 ayes
Motion carried
- N. Motion to Approve appointment of Appeals Officer for Free and Reduced Meals: Assistant Superintendent for Business & Operations**
1st Berogan 2nd Barger
Russell, Berogan, Meeks, Wenger, Barger, Lawrence, Kelley – 7 ayes
Motion carried
- O. Motion to Approve appointment of District Activity Accounts Manager: Assistant Superintendent for Business & Operations**
1st Berogan 2nd Wenger
Berogan, Meeks, Wenger, Barger Lawrence, Kelley, Russell – 7 ayes
Motion carried
- P. Motion to Approve and adopt Policy 2:105 (Ethics and Gift Ban) Resolution in Compliance with the State Officials and Employees Ethics Act (5 ILCS 430/1-1 et seq.) as added by P.A. 93-615 and 93-617**
1st Berogan 2nd Wenger
Meeks, Wenger, Barger, Lawrence, Kelley, Russell, Berogan – 7 ayes

Motion carried

- Q. Motion to Approve Open Meetings Act (OMA) Officials: Julie Morris, Kris Arduino, Anna Sweeney
1st Lawrence 2nd Barger
Wenger, Barger, Lawrence, Kelley, Russell, Berogan, Meeks – 7 ayes
Motion carried**
- R. Motion to appoint Freedom Of Information Act (FOIA) Officials: Josh Aurand, Scott Rollinson, Kris Arduino, Anna Sweeney
1st Berogan 2nd Wenger
Barger, Lawrence, Kelley, Russell, Berogan, Meeks, Wenger – 7 ayes
Motion carried**
- S. Motion to Approve 2017-2018 Board Meeting Dates and 2017-2018 Committee Meeting Dates
Mrs. Kelley clarified it is dates only
1st Berogan 2nd Wenger
Lawrence, Kelley, Russell, Berogan, Meeks, Wenger, Barger – 7 ayes
Motion carried**
- T. Motion to Approve Resolution Authorizing Designated Depositories
1st Russell 2nd Wenger
Kelley, Russell, Berogan, Meeks, Wenger, Barger, Lawrence – 7 ayes
Motion carried**

**19. Announcements and Discussion
none**

**20. Motion to Adjourn
1st Lawrence 2nd Barger
All voted aye
Motion carried**

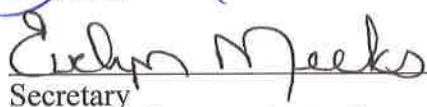
The meeting adjourned at 6:46 p.m.

Respectfully submitted,
Kris Arduino,
Recording Secretary

ATTEST:



President



Secretary

Dated: May 15, 2017