



Minutes of Regular Meeting Of May 15, 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, May 15, 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 George Russell at 6:00 p.m.
2. ROLL CALL (Board Members and Other Attendees)
George Russell, Melissa Wenger, Heather Kelley (absent), Larry Barger, Patti Lawrence (absent), Sue Berogan, Evelyn Meeks

Other Attendees:

Kris Arduino, Recording Secretary

Dr. Julie Morris, Superintendent

Dr. Michelle Erb, Assistant Superintendent for Curriculum & Instruction

Josh Aurand, Assistant Superintendent for Business & Operations

Scott Rollinson, Assistant Superintendent for Human Resources

3. Pledge of Allegiance led by Ralston Elementary Students(s): Marissa Marshall, Isabella Castillo, Addisyn Scott
Presenter: Taylor Schmit, Ralston Elementary Principal
4. Approval of Agenda
Changes: No facility requests (10)(B)(2) & Consent Item 11 (C) are stricken

Motion to approve Agenda with changes as noted

1st Russell 2nd Barger

Wenger, Barger, Berogan, Meeks, Russell – 5 ayes

Motion carried

5. Approval of Meeting Minutes:
 - A. **Motion to approve Regular and Organizational minutes from April 26, 2017**
1st Barger 2nd Meeks
Barger, Berogan, Meeks, Russell, Wenger – 5 ayes

Motion carried

6. Awards and Recognition

A. Harlem High School Science Olympiad Team

Natalie Bader, Harlem High School

Presenter: Jason Blume, Director of Stakeholder Engagement

All students received medals at State and were ranked higher at State than ever before.

B. Harlem Middle School Science Olympiad Team

Denise Pape, Harlem Middle School

Presenter: Jason Blume, Director of Stakeholder Engagement

A total of 34 students participating, competing in January at the Rockford Invitational

Regionals were held at Rock Valley College in March with an overall second place and then eligible to participate at State at the University of Illinois.

Dr. Wolfe were also acknowledged as well as his company, Thermo Fisher for their contributions and assistance with the program.

Several students brought their science projects and demonstrated

C. Harlem Middle School History Fair Students

Tom Freesmeier, Harlem Middle School

Presenter: Jason Blume, Director of Stakeholder Engagement

The team was recognized for qualifying at State.

7. Comments from the Community - none

8. Approval of Bills

A. Payables Summary

B. Voided Checks

C. Payroll Voucher(s)

D. Accounts Payable Warrants

Mr. Aurand reviewed total expenditures of \$3,399,477.19

Motion to approve Bills

1st Barger 2nd Meeks

Barger, Meeks, Russell, Kelley – 4 aye

Motion carried (Berogan not at the table)

9. Communications and Committee Reports

A. George Russell, President

1. Board Monitoring Report: April 26, 2017

3 returned positive

2. Seating of Board Members

Noted the seating arrangement and the coffee cup given to Board members as a

gift from Mr. Russell

“Greatness is not where we stand but what direction we are moving. We must sail sometimes with the wind and sometimes against it, but sail we must and not drift, nor lie at anchor.”

“Oliver Wendell Holmes”

3. Board Committee appointments recommendations: Policy Committee, Discipline Policy Review Committee, Business Services Committee, Education Committee

Noted he sent all committee appointments to the Board members

- Attended the Senior Awards Night which reflected tremendous diversity in awards and scholarships with 1.4 million given out
- Participated in IASB Kishwaukee District meeting as a Director at Large and pleased to announce the Fall District meeting will be held at the High School on October 5 and the subject will be Senate Bill 100
- Attended the Staff Recognition Banquet which was a very nice event and noted his recognition of the retirees
- Participated in the Special Olympics Opening Ceremony at Harlem High School
- Attended Business Services & Education Committee meetings and noted the impressive Title I presentation by Dr. Erb, Shelly Wagner and Becky Logan

4. Next Business Services Committee meeting: Wednesday, June 7, 2017 at 6:00 p.m.

5. Next Regular Board Meeting: Monday, June 12, 2017 at 6:00 p.m.

6. 2017 IASB/IASAA/IASBO Joint Annual Tri Conference - November 17-19, 2017

Request consensus to appoint a Delegate Assembly representative

New Resolutions, Amendments and Belief Statement submission deadline:

June 21, 2017

Noted that Melissa Wenger is the only member that has not served in the Delegate role

Consensus to appoint Melissa Wenger as Assembly Delegate

Unanimous yes, Wenger, Barger, Berogan, Meeks, Russell

7. Harlem hosting the Annual Kishwaukee Fall Dinner & Business Meeting: October 5, 2017 at 5:00 p.m. (Harlem High School Commons/Auditorium)

8. Recommendation to destroy closed minutes audio recordings - (more than 18 months old) - January 2015 through November 2015

B. Melissa Wenger, Vice President

- Attended the Staff Appreciation Dinner which was a nice event
- Attended the Middle School Musical and Spring Concert
- Noted she will not be at the June 12 meeting as she will be on the Washington D.C. trip with her middle school student

C. Evelyn Meeks, Secretary

- Good evening to everyone

- Thanked the Ralston students for leading the Pledge
- Congratulated the Olympiad Teams and Middle School History students
- Attended the Staff Recognition Banquet and it was very nice
- As the 2016-2017 year ends, thanked all teachers, staff and administrators and noted her appreciation of all that they do for the District
- Noted the artwork by students and the wonderful job they have all done
- Noted her appreciation of the Resource Officer

D. Heather Kelley, Past President (absent) given by George Russell

1. Next Education Committee meeting: Wednesday, August 2, 2017 at 6:30 p.m.

Next Policy Committee meeting: Monday, August 14, 2017 at 6:00 p.m.

E. Sue Berogan

- Reiterated the congratulations and congratulated all teachers, bus drivers and support staff for the awards given at the banquet
- Noted that she is planning on attending the Spring Concert

F. Larry Barger

- Reiterated all items as stated by Board members above
- Noted he attended the Senior Awards night and the recognition of the students (114)
- Noted the kids are amazing

G. Patti Lawrence (absent) given by George Russell

1. Next Discipline Policy Review Committee: Wednesday, June 28, 2017 at 6:00 p.m. (4th quarter)

10. Administrative Reports

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

1. Recommendation to approve Student Travel Request(s): Girls' Basketball Team traveling to camp at Notre Dame.

Note: Girls' Track 4 x 1, 4 x 2 and 4 x 8 and triple jump and shotput and discus set some new school records and qualified for State from a previous Travel Request

Note: Middle School Track did an excellent job with 7th grade girls taking 4th and 8th grade boys sectional champs with a total of 14 kids qualifying for State from a previous Travel Request

2. Recommendation to approve Title I Plan

Noted that at the Education Committee meeting a complete plan was reviewed with the Committee aligning the ESSA and requested approval in order to submit the Grant. The Title I Plan also aligns to the Long-Range Plan.

Mr. Jason Blume was recognized for his assistance in developing this Plan.

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Recommendation to approve Resolution for Surplus Property: Machesney Elementary
2. Recommendation to approve Facility Request(s): None - stricken
3. Recommendation to approve Support Services Agreement with Alpha Controls & Services LLC for \$3,460.00 per year (HVAC Controls maintenance)
4. Recommendation to approve quote for renewal of Treasurer's Bond for FY18 with a limit of \$12,000,000 at a cost of \$7,013.00 (\$3300 decrease from last year)
5. Recommendation to accept March 2017 Treasurer's Report
6. Recommendation to approve 403b updated Plan Document adding VanGuard and Fidelity
7. Recommendation to approve Restructuring of Transportation Department by adding an Assistant Director and respective adjustment
8. Recommendation to approve award of bid for 2017 Waste Disposal/Recycling Services for three years to Advance Disposal Services with a \$1,996.96 per month cost (\$129.00 per month less than last year)
9. Recommendation to approve agreement with Skyward for Cloud hosting in the amount of \$12,770 per year for 2018 – 2020 with implementation cost of \$2,445 for phase one and implementation of Skyward Qmlativ in the amount of \$3,075 per year for a three year term beginning in 2019 with an implementation cost of \$9,578.00 phase two
10. Recommendation to approve Immediate Care Services with Ortho Illinois for a three year agreement beginning in FY18 which provided the best option for the District
11. Recommendation to renew FY18 Office Supplies bid with Mid City Office Products, Office Pro, School Specialty and Quill
12. Presentation of Third Quarter Report for 2016-2017
 - a. Financial Summary reviewed the report noting that
 - Salaries & Benefits reflect a third pay in March
 - Local revenues up \$201,000 and taxes up \$384,000
 - Payments up by \$49,000
 - CPRT increased
 - State revenues up
 - Grant revenues down with an Early Childhood Payment not made yet this year
 - Title I, Title II and Title III have increased
 - Received \$500,000 as of March or 75% from Medicaid so catching up
 - Transfers are up
 - Stop loss on the local side for claims over \$150,00 are down
 - Expenditures are up 2.9 million
 - Salaries up 1.8 million due to the 3rd pay

Supplies up \$389,000
Capital Outlay is down
Tort Fund up \$33,000
Expenditures down \$47,000
Mr. Aurand reviewed all funds noting that the Transportation fund will probably have three reimbursements and not four
Tort Fund Revenues up and Expenditures down
Operations & Maintenance Fund Revenues up and Expenditures up
Bond & Interest Revenues down and Expenditures down
Transportation Revenues are down and Expenditures are up due to the 4th payment not being received
IMRF/Soc Sec Revenues are up and Expenditures are up
Capital Projects Revenues are down and Expenditures are down
Working Cash Fund transfer will occur in June
Fire & Safety Revenues are down and Expenditures are 70
This year's bond funded in April

No questions

- b. Workman's Compensation Update
Trending in a good direction and constant

C. Scott Rollinson, Assistant Superintendent for Human Resources

1. Recommendation to approve Personnel Agenda & Addendum
Reviewed: 9 Transfers, no Leaves of Absence, 26 Employments, 9 Employees using Sick Leave Bank
2. Informational only: Resignations
Reviewed: On the Regular Resignations, Ainsworth the effective date is August 4 and not June 1 due to her helping with summer school
A total of 17 Resignations accepted
3. Presentation of Third Quarter Report
Educational Support Staff – 7.15255 staff increase – 7 para educators and slight in food service hours
37 employees on FMLA, 12 were intermittent and 13 employees left employment
Certified – increase in staff 1.5 through a grant
Increase in administrators next quarter due to the Olson Park and Ralston principal positions
No changes in any other category for staffing

D. Dr. Julie Morris, Superintendent

11. Consent Agenda

- A. Approve Personnel Agenda & Addendum
- B. Approve Student Travel Request(s)
- C. Approve Facility Request(s)
- D. Approve Board Committee appointments for a period of two years beginning May

15, 2017

- E. Approve destruction of closed minutes audio recordings - (more than 18 months old) January 2015 through November 2015

Motion to approve Consent agenda Items A, B, D, E

1st Barger 2nd Meeks

Berogan, Meeks, Russell, Wenger, Barger – 5 ayes

Motion carried

12. ACTION ITEMS

- A. **Motion to Approve Title I Plan**

1st Russell 2nd Barger

Berogan, Meeks, Russell, Wenger, Barger - 5 ayes

Motion carried

- B. **Motion to Approve Resolution Declaring Surplus Property**

1st Wenger 2nd Berogan

Meeks, Russell, Wenger, Barger, Berogan – 5 ayes

Motion carried

- C. **Motion to Approve Support Services Agreement with Alpha Controls & Services LLC for \$3,460.00 per year**

1st Russell 2nd Meeks

Russell, Wenger, Barger, Berogan, Meeks – 5 ayes

Motion carried

- D. **Motion to Approve quote for renewal of Treasurer's Bond for FY18 with a limit of \$12,000,000 at a cost of \$7,313.**

1st Berogan 2nd Wenger

Wenger, Barger, Berogan, Meeks, Russell – 5 ayes

Motion carried

- E. **Motion to Approve acceptance of March 2017 Treasurer's Report**

1st Russell 2nd Wenger

Barger, Berogan, Meeks, Russell, Wenger – 5 ayes

Motion carried

- F. **Motion to Approve 403b updated Plan Document**

1st Wenger 2nd Berogan

Barger, Berogan, Meeks, Russell, Wenger – 5 ayes

Motion carried

- G. **Motion to Approve Transportation Department Restructure Recommendation**

1st Barger 2nd Meeks

Berogan, Meeks, Russell, Wenger, Barger – 5 ayes

Motion carried

- H. **Motion to Approve award of bid for 2017 Waste Disposal/Recycling Services for three years to Advance Disposal Services with a \$1,996.96 per month cost**

1st Berogan 2nd Wenger

Berogan, Meeks, Russell, Wenger, Barger – 5 ayes
Motion carried

- I. **Motion Approve agreement with Skyward for Cloud hosting in the amount of \$12,770 per year for 2018 – 2020 with implementation cost of \$2,445 for phase one and implementation of Skyward Qmlativ in the amount of \$3,075 per year for a three year term beginning in 2019 with an implementation cost of \$9,578.00 phase two**

1st Barger 2nd Wenger

Meeks, Russell, Wenger, Barger, Berogan - 5 ayes

Motion carried

- J. **Motion Approve Immediate Care Services with Ortho Illinois for a 3 year term**

1st Russell 2nd Berogan

Russell, Wenger, Barger, Berogan, Meeks – 5 ayes

Motion carried

- K. **Motion to Approve renewal of FY18 Office Supplies bid with Mid City Office Products, Office Pro, School Specialty and Quill**

1st Berogan 2nd Wenger

Wenger, Barger, Berogan, Meeks, Russell

Motion carried

13. **Announcements and Discussion**

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 Adjourn**

1st Wenger 2nd Barger

All voted aye

Motion carried

The meeting adjourned at 6:58 p.m.

Respectfully submitted,

Kris Arduino,

Recording Secretary

ATTEST:



President



Secretary

Dated: June 12, 2017