

Minutes of Regular Board Meeting Of July 16, 2018

The Board of Education Harlem Consolidated School District # 122

A Regular meeting of the Board of Education of Harlem Consolidated School District was held Monday, July 16, 2018, 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 6:01 p.m.
2. ROLL CALL (Board Members and Other Attendees)
George Russell, Melissa Wenger, Larry Barger, Patti Lawrence, Evelyn Meeks
Heather Kelley (present by phone conference)
Absent: Sue Berogan

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 George Russell
4. Approval of Agenda
Motion to approve Agenda with no noted changes
1st Wenger 2nd Barger
Wenger, Barger, Lawrence, Meeks, Russell, Kelley – 6 ayes
Motion carried
5. Approval of Board Meeting Minutes:
 - A. **Motion to approve Regular & Closed minutes for meeting of June 11, 2018**
1st Wenger 2nd Russell
Kelley, Barger, Lawrence, Meeks, Russell, Wenger – 6 ayes
Motion carried
 - B. **Motion to approve Public Hearing Minutes of 6-11-18**
1st Barger 2nd Meeks
Barger, Lawrence, Meeks, Russell, Wenger, Kelley – 6 ayes
Motion carried
6. Awards and Recognition presented by Jason Blume, Director of Stakeholder Engagement

- A. Harlem High School Varsity Softball Team with 26 wins for the season, being Regional Softball Champions, five all conference, NIC 10 MVP and all athletes were NIC 10 scholar athletes, with Coach Kurt Head
Presenter: Jason Blume, Director of Stakeholder Engagement
 - B. Harlem High School Girls Track State Qualifiers - Three Girls qualified in the Track State, Cloey Fare, Olivia Lewis, Catie Daily, with Coach Scott Sholl
Presenter: Jason Blume, Director of Stakeholder Engagement
7. Comments from the Community - none
8. Approval of Bills
- A. Payables Summary total expenditures \$ 2,421,424.98
 - B. Voided Checks 15,810.68
 - C. Payroll Voucher(s) 5,547,810.46
 - D. Accounts Payable Warrants

Mr. Aurand reviewed the fund balances for total expenditures of \$7,969,245.44

No questions asked

Motion to approve Bills as reviewed

1st Wenger 2nd Meeks

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

Motion carried

9. Communications and Committee Reports
- A. George Russell, President
 - 1. Board Monitoring Report: May 30, 2018
Five were returned satisfactory
 - 2. Next Regular Board Meeting: Monday, August 6, 2018 at 6:00 p.m.
 - 3. Next Policy Committee meeting: Monday, August 13, 2018 at 6:00 p.m.
 - 4. Recommendation to destroy audio recordings more than 18 months old: October through December, 2016
 - Congratulated the girls track members and girls' softball team, noting he observed the Barrington Championship and they were so impressive to watch them play as they never gave up and the underhanded pitcher on the other team was pitching at about 65 mph
 - Attended the National Bowling Championship at O'Fallon, Illinois they reflect the new standards for Harlem High School, with a National and State individual champion. The actually won the championship around 11:00 p.m. Their competitiveness was outstanding and the coaches incredible.
 - Noted that the Coach for the girls' bowling is Jim Heathscott. With an 18 pin lead beginning in the 5th frame they started throwing strikes, by the 8th frame the O'Fallon team starting congratulating the coaches

and team on their National Championship. Rebecca Hagerman is the anchor and she closed out the 10th frame with three strikes, and Jim Heathscott allowed the Freshman girl to close out the game with a split and knocked down the rest with the second ball and the entire team rushed this girl and it was so impressive to include the Freshman girl.

B. Melissa Wenger, Vice President

- Congratulated the teams
- Thanked Mr. Russell for leading the Pledge
- Noted her daughter took a trampoline championship in Florida while she was gone

C. Evelyn Meeks, Secretary

- Welcomed everyone
- Thanked George for leading the Pledge
- Congratulated the Girls Bowling Team, Track Team and Softball Team
- - Congratulated Melissa on her daughter's success

D. Heather Kelley, Past President

- Thanked Mr. Russell for leading the pledge
- Thanked everyone for accommodating her tonight
- Congratulated the Bowling Team, Track Team and Softball Team

E. Sue Berogan reported by Mr. Russell her absence

1. Next Business Services Committee meeting: Wednesday, August 1, 2018 at 6:00 p.m.

F. Larry Barger

1. Next Education Committee meeting: Wednesday, August 1, 2018 at 6:30 p.m.
 - Repeated all congratulations as stated above

G. Patti Lawrence

1. Next Behavior Policy Review Committee: Wednesday, August 29, 2018 at 6:00 p.m. (4th quarter)
 - Noted the great artwork on display in the Board room
 - Congratulated all softball team members with 7 seniors graduating winning the Regional game
 - Congratulated the three State girls track team
 - Congratulated the Girls' and Boys' Bowling teams
 - Attended the Preps Award banquet and the number of Harlem Athletes was remarkable and it speaks to the tone at Harlem and is supportive of our athletic program and coaches
 - Congratulated Melissa on her daughter's success

10. Administrative Reports

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

1. Recommendation to approve Student Travel Request(s):

Retroactively - Girls' Basketball Tournament

Girls' Dance Team to travel to University of Iowa for dance camp

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Recommendation to approve Resolution for Surplus Property:
Instructional Services Dept, Food & Nutrition Dept, HH9, Parker Center,
HHS, Middle School, Maple and Windsor
2. Recommendation to approve Facility Request(s):
3 total (1 at your place) Central Christian Church which is an ongoing rental
for services at the church, with the last one being Harvest Bible;
Tonya is present from the Church if there are any questions;
Winnebago County Sheriff's Department;
Rockford Y for staff meeting
3. Recommendation to accept the May 2018 Treasurer's Report
4. Recommendation to approve Independent Contractor Agreement with Sue
Guenther for Staff Accountant training at \$50.00 an hour from July 1, 2018
through December 31, 2018
5. Recommendation to approve the Compensation Agreement with Gallagher
(formerly Williams-Manny) for one year at the rate of \$12,000 for the
Package/Liability Policy and \$23,000 for Workers Compensation Policy for a
total cost of \$35,000
6. Recommendation to approve agreement with Kagan Professional
Development for consulting services at Maple Elementary for a total cost of
\$15,494
7. Recommendation to approve proposal with Team Tree Wellness
Collaborative to provide biometric screenings for FY19 at \$23.00 per person
8. Recommendation to approve the Collaboration Agreement with Equal
Opportunity Schools for the Lead Higher Initiative Program at Harlem High
School, FY19 & 20 for a cost of \$15,750 per year, plus the cost of travel for
EOS
9. Recommendation to approve Resolution Authorizing Mobile classrooms at
Rock Cut Elementary which is needed for the occupancy permit and required
by the Regional Office of Education

C. Scott Rollinson, Assistant Superintendent for Human Resources

1. Personnel Agenda & Addendum
Highlighted changes Personnel listing three positions as terminal positions
Richard Johnson, Richard Nolting and Traci Jenkins
Remove the two tennis coaches as Union leadership has asked for more time
to review

Total of 21 Transfers, No leave of absences, 36 employments, No sick leave
bank requests and recommending two new positions: a PE teacher moving
towards three times per week next year and a .4 FTE Assistant Principal at

Parker Center as a result of a grant just receiving allowing us to provide services for Kindergarten for numerous more students and this will be combined with the current open .6 at Loves Park Elementary for a full FTE

Dr. Morris noted that there is legislation that there may be 150 minutes of physical education at the elementary and middle school level which is now sitting on the Governor's Desk. Right now we are planning on 90 minutes and if it does go to 150 PE time we will need to make more changes with certain opt out at the high school level only

2. Informational: Resignations

Total of 15 resignations accepted since the last meeting

3. Recommendation for Substitute Teacher Pay Increase and Para Educator Licensure Reimbursement

Substitute Teacher Pay Increase recommendation is brought as a result of it being so difficult to find substitute teachers all across the country. Last year 313 teacher absences unfilled and in reviewing the other Districts we would like to increase the rate by \$10 in all categories and there will also be reciprocity for subbing this coming year as well as regular teaching positions. Teachers do not need a separate subbing license and people can be short terms subs with 60 hours of credit which would increase spending by \$74,000 for the entire district for the year assuming we have the same number of substitutes as we have had in the past but there is no way to determine that figure

Member Wenger asked how we market the need for substitutes. Mr. Rollinson noted we do job fairs, we use the ROE's registered sub list and reach out to them. Member Lawrence noted that we could go out and recruit substitutes at colleges with Mr. Rollinson noting that we do this already. Member Lawrence suggested a banner with 60 college credit hours only.

Member Barger asked about the 313 days that there was no coverage. Mr. Rollinson noted mostly internal with a stipend rate.

Mr. Rollinson noted that we are also working on our attendance rate and time out of the classroom.

Second recommendation is for para licensure reimbursement. Last year 475 unfilled para absences plus the open positions never filled with a total of 973 unfilled positions. It has a lot to do with how much it costs to become a para with \$270 just to get hired and \$60 including physical and tb exam. If an Associates' degree it is \$210. We are recommending we reimburse the para protest, for a total of \$210 as long as they give us one year of service, reimbursing the cost up front and if they leave we will ask for reimbursement from them if not serving a year in the District. It is just about a weeks' worth of wages to pay in order to start a job at \$9.75 per hour. When the certificate

is renewed they have to pay \$50 but now we have it in the contract to reimburse that for them. The costing with 30 new paras \$6,300 and after talking to Union leadership they think we should reimburse the people hired last year the same amount with 28 employees being reimbursed.

Member Lawrence asked if an account be set up with the licensing agency that we give them a form to bill Harlem. Mr. Rollinson noted that it is through ELLIS online and we cannot administer the test here. Scott noted he will call the ROE and ask some questions about this. Mr. Aurand noted if the Board is open to this we do a couple of check runs, once we have all the check we can give them the check that week if they have done everything they could do. We could add para expenses to the policy. This reimbursement would be every five years. We will see if we can get the payment to them when they pay it and not wait for it. We are the first District to do this.

D. Dr. Julie Morris, Superintendent

1. Freedom of Information Act Request dated June 21, 2018 from Audrey Moon, News Director for WREX TV, regarding radon test results from 2009-2018, the District's five-day extension request and subsequent final Response dated July 2, 2018
2. Stakeholder Engagement 3rd & 4th Quarter Report
Presenter: Jason Blume, Director of Stakeholder Engagement
Donation report with a few schools that are still working on this
Many donations for snow pants and boots

Highlights:

Online Registration – 76 survey responses, 68 strongly agreed and approved of the overall experience
74% took less than 20 minutes to complete the first student and we had 2,378 registered students with 218 pending
Skyward layout and fee payment were the biggest concerns

Mr. Blume extended a huge thank you to Jen Brien and Sara Minnis for their effort and hard work on Online Registration

Registration at the High School begins tomorrow.

Member Wenger noted the process was great and she reached out to a couple of parents and they were confused on paying fees
Maybe better communication on how the fee will work

Communications:

We have increased from 2017 to 2018
App downloads 5,909 to 7,798
Facebook 5,167 likes to 5,870 likes
Twitter 866 followers to 1,058 followers

Around 122 33% open rate/6,848 students

Athletic Long-Range Plan Update

Process – Task force has met and developed some goals, we will now be refining these goals and come up with a refined Plan to present to the School Board. One thing we heard was building culture of really supporting each other across all sports at all levels. We need to develop the program K-12 internally and externally. We also need to develop our coaches and Student athletes

Next Steps for Department

Long-range Plan Strategies

Culture of Pride, Communications and Alumni Relations

Communication with our Community (individuals without current students)

Window to the Classroom – 122 in “1:22”

11. Consent Agenda

- A. Approve Personnel Agenda & Addendum
- B. Approve Student Travel Request(s)
- C. Approve Facility Request(s)
- D. Approve Recommendation to destroy audio recordings more than 18 months old: October through December 2016

Motion to approve Consent Agenda Items 11, A, B, C and D

1st Wenger 2nd Barger

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

Motion carried

12. ACTION ITEMS

- A. **Motion to Approve Resolution Declaring Surplus Property and Authorizing Disposal of Property**
1st Barger 2nd Wenger
Russell, Wenger, Kelley, Barger, Lawrence, Meeks – 6 ayes
Motion carried
- B. **Motion to Approve acceptance of the May 2018 Treasurer's Report**
1st Russell 2nd Lawrence
Wenger, Kelley, Barger, Lawrence, Meeks, Russell – 6 ayes
Motion carried
- C. **Motion to Approve Independent Contractor Agreement with Sue Guenther for Staff Accountant training at \$50.00 an hour from July 1, 2018 through December 31, 2018**

1st Barger 2nd Wenger

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

Motion carried

- D. Motion to Approve the Compensation Agreement with Gallagher (formerly Williams-Manny) for one year at the rate of \$12,000 for the Package/Liability Policy and \$23,000 for Workers Compensation Policy for a total cost of \$35,000**

1st Wenger 2nd Russell

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

Motion carried

- E. Motion to Approve agreement with Kagan Professional Development for consulting services at Maple Elementary for a total cost of \$15,494**

1st Barger 2nd Wenger

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

Motion carried

- F. Motion to Approve proposal with Team Tree Wellness Collaborative to provide biometric screenings for FY19 at \$23.00 per person**

1st Wenger 2nd Lawrence

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

Motion carried

- G. Motion to Approve the Collaboration Agreement with Equal Opportunity Schools for the Lead Higher Initiative Program at Harlem High School, FY19 & 20 for a cost of \$15,750 per year, plus the cost of travel for EOS**

1st Russell 2nd Meeks

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

Motion carried

- H. Motion to Approve Resolution Authorizing Mobile classrooms at Rock Cut Elementary**

1st Barger 2nd Wenger

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

Motion carried

- I. Motion to Approve recommendation for Substitute Teacher Pay Increase and Para Educator Licensure Reimbursement**

1st Russell 2nd Lawrence

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

Motion carried

- 13. Announcements and Discussion: none**

Motion to go into executive session to discuss Employment of Personnel, Negotiations, Pending Litigation, and Student Discipline

1st Barger 2nd Meeks

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

Motion carried

The Board took a brief recess at 7:06 and then went into executive session

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), Placement of Individual Students in Special Education Programs and Other Matters Relating to Individual Students (5 ILCS 120/2(c)(10), Purchase or Lease of Real Property for the Use of the District (5 ILCS 120/2(c)(5), Setting of a Price for Sale or Lease of Property Owned by the District (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), Security Procedures (5 ILCS 120/2(c)(8), Establishment of Reserves or Settlement of Claims as provided in Local Government and Governmental Employees Tort Immunity Act (5 ILCS 120/2(c)(12), and Discussion of Lawfully Closed Meeting Minutes (5 ILCS 120/2(c)(21).

The Board returned to open session at 9:13 p.m.

15. ACTION ITEMS AFTER CLOSED SESSION


- A. **Motion to uphold the suspension as presented in closed session for Consideration in Student Discipline # 2017-2018-3**
1st Barger 2nd Lawrence
Russell, Wenger, Kelley, Barger, Lawrence, Meeks – 6 ayes
Motion carried

16. **Motion to Adjourn**
1st Lawrence 2nd Wenger
All aye
Motion carried


The meeting adjourned at 9:15 p.m.

Respectfully submitted,
Kris Arduino,
Recording Secretary

ATTEST:



President



Secretary

Dated: 8-16-18

