

Minutes of Regular Board Meeting Of March 11, 2019

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, March 11, 2019, beginning at 6:00 PM in the Harlem Administration Center, 8605 North Second Street, Machesney Park, IL 61115.

1. Call to Order of Regular Board meeting at 6:01 p.m. by Melissa Wenger

Roll call: Melissa Wenger, Larry Barger, Sue Berogan, Evelyn Meeks, Michael Sterling, Patti Lawrence - *via conference phone due to illness*

Absent: Heather Kelley

2. Pledge of Allegiance led by Machesney Elementary students: Averey Anderson
Presenter: Abigail Edwards, Principal

3. Moment of Silence Windsor Elementary 6th Grade Teacher Christopher Tackett

4. Approval of Agenda

Dr. Morris noted: No facility requests or Student Travel (10)(A)(1) & Consent Item 11(B) or No Facility Requests (10)(B)(2) & Consent Agenda Item 11(C)

Motion to approve Agenda with noted changes

1st Sterling 2nd Meeks

Barger, Sterling, Lawrence, Berogan, Meeks, Wenger – 6 ayes

Motion carried

5. **Motion to Approve Regular Meeting Minutes of February 25, 2019**

1st Berogan 2nd Sterling

Sterling, Lawrence, Berogan, Meeks, Wenger, Barger – 6 ayes

Motion carried

6. Awards and Recognition presented by Jason Blume, Director of Stakeholder Engagement

A. Harlem High School Varsity Cheer Team – 2019 IHSA Sectional Champions
with three team members being nominated to the All Star Preps

Presenter: Jason Blume, Director of Stakeholder Engagement

B. Harlem High School Varsity Girls Bowling Team

Presenter: Jason Blume, Director of Stakeholder Engagement

C. Harlem High School Varsity Boys Bowling Team

Presenter: Jason Blume, Director of Stakeholder Engagement

7. Comments from the Community

none

8. Approval of Bills

- A. Payables Summary
\$424,145.63
- B. Voided Checks
- C. Payroll Voucher(s) \$2,801.776.13
- D. Accounts Payable Warrants \$3,225,921.76

Mr. Aurand reviewed total expenditures by fund totaling \$3,225,921.76
No questions asked by Board members

Motion to approve bills

1st Berogan 2nd Meeks

Lawrence, Berogan, Meeks, Wenger, Barger, Sterling – 6 ayes

Motion carried

9. Communications and Committee Reports

A. Melissa Wenger, President

- 1. Board Monitoring Report: February 25, 2019
3 were returned as satisfactory
- 2. Next Regular Board Meeting: Monday, April 8, 2019 at 6:00 p.m.
 - Thanked and congratulated to the teams recognized this evening
 - Attended the Kishwaukee Fall Division Dinner, noting she enjoyed the speaker and directly related to how we handle the social emotional needs of students, including social media, he left us with resources that we can refer to and the culinary students did a great job
 - Reminded that tomorrow is the Winter Awards at the high school

B. Larry Barger, Vice President

- 1. Next Education Committee meeting: Wednesday, April 3, 2019 at 6:30 p.m.
 - Attended the Kishwaukee Spring Dinner at Genoa-Kingston and agreed that the speaker was great
 - Thanked and congratulated to the teams recognized this evening

C. Evelyn Meeks, Secretary

- Wished everyone a good evening
- Thanked Avery Anderson
- Thanked and congratulated to the teams recognized this evening
- Attended the RAMM Banquet
- Attended the YWCA Leader Luncheon
- Attended the Kishwaukee Spring dinner and enjoyed the speaker
- Wished congratulations the middle school girls black team for being champions this season
- Noted that the student artwork is beautiful on display in the Board room

D. Heather Kelley, Past President

- 1. Next Policy Committee meeting: March 18, 2019 at 6:00 p.m. – CANCELED

There will be an April Policy Committee meeting

E. Sue Berogan

1. Next Business Services Committee meeting: Wednesday, April 3, 2019 at 6:00 p.m.
 - Thanked Averey for a great job with the Pledge
Congratulated her on all of her endeavors
 - Thoughts and prayers to the family of Chris Tackett
 - Congratulated the teams being recognized
 - Attended the YWCA Luncheon, RAMM Banquet and noted that she attended the Kishwaukee Dinner and the speaker was amazing and a great jazz band performance

F. Patti Lawrence

1. Next Behavior Policy Review Committee: April 10, 2019 at 6:00 p.m. (2nd & 3rd quarters)
 - Thanked Averey Anderson and congratulated her
 - Condolences to Chris Tackett's family for their loss
 - Congratulated all teams being recognized this evening
 - Noted that she was caught in a blizzard last meeting and is ill this evening apologizing for her absences

G. Michael Sterling

- Attended the RAMM Banquet, noting that Olivia was one of the recipients and she was involved in the video
- Attended the Kaleidoscope Concert
- Attended the Kishwaukee Dinner and enjoyed the speaker and his ideas in a short period of time
- Congratulated the Boys and Girls Teams being recognized
- Condolences to Chris Tackett's family

10. Administrative Reports

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

1. Recommendation to approve Student Travel Request(s): none
2. Presentation of Student Support Services Program Review and Recommendation
Heidi Lange and Dr. Erb presenting the program review:
Dr. Erb quoting the Mission Statement, noting that Student Support Services is a critical part of this responsible for three of the Long-Range Plan Goals:
Goal 3, Strategy 1: By June 2018, the District will develop a proposal for the development and implementation of wellness initiatives which address physical, social and emotional needs of staff and students.
 - Goal 3, Strategy 2: By August 2019, the District will assess the current social and emotional programming district wide and develop a comprehensive plan to address

student social and emotional needs.

- Goal 4, Strategy 1: By August 2017, the District will develop a building-specific parent resource guide that outlines the social/emotional and academic supports and services the school offers for students.

Heidi Lange noted that one of the biggest focus areas is the social and emotional needs of students, working hard on specific trainings Student Support Services Department has worked with District leaders both teachers and administrators to implement PBIS at all levels with training for staff and students as well as purchasing resources for the implementation of PBIS tiers. Supports at all Tiers include instruction in universal curriculum, check-in/check-out (CICO) mentoring supports, social academic instructional groups (SAIG) for intervention and instruction for appropriate social skills, as well as behavior intervention plans, individual counseling, and community service connections for students and their families.

Student Support oversees 504 Plans, Classroom Facilitators, Paraeducators, Special Education services, RtI and PBIS as well

MTSS is the academic and social and emotional interventions State Requirements – IDEA and IDEA Preschool Flow through, Erin’s Law training, CPR/AED training, Diabetic Care Needs, Puberty Training and Dynamic Learning Maps and Assessments.

Dr. Erb noted that the District’s overall population is decreasing but while that is occurring the number of students with IEP’s has actually increased. We are above the State average. Some additional services are students with 504 Plans which typically need more social and emotional supports and this has also increased. She noted that 504’s are individual accommodation plans.

Challenges: Overall size and management of the Department, time constraints and the building needs proactive Solutions. We need to be able to support our teams.

All of the Districts services, programs, staff, and students within the Student Support Services Department are overseen by one administrative position, the Director of Student Support Services. When evaluating other districts in comparison to Harlem’s enrollment, there are typically two to four district-level administrative positions that oversee the department of Student Support Services. Having one district-level administrative position oversee all of the programs under the Student Support Services Department makes it difficult for the Director of Student Support Services to meet with building leaders and teams to ensure continuity and consistency of services and programming. This can hinder the frequency of face to face communication and does not afford sufficient time for planning and preparation for proactive decision making.

Below is a comparison between Harlem and surrounding districts and the number of district level administrative positions that oversee the Student Support Services Department within each district.

Goals: Increase consistency of student behavior intervention and support at all buildings Provide consistent MTSS supports and services at all buildings in order to increase student growth at all levels. Decrease the overall percentage of students identified with disabilities Increase student achievement and graduation rate for students with IEPS.

Recommendations:

Add an Assistant Director of Student Support Services Position

Reallocate IDEA Grant Funded Early Childhood Secretary to Assistant Director of Student Support Services

Reallocate the Harlem High School student Support Coordinator to a Harlem high School Assistant Principal Position

Funding: Reallocate the position paid out of IDEA and pre/school IDEA grant

Assistant Director position – IDEA 100 %

Reallocate Student support Coordinator to Assistant Principal would be a 2,000 savings from Ed Fund

Dr. Morris noted the EC secretary is benefits

Next steps: Comprehensive Presentation at April 3 Education Committee Request Board approval at April 8 Board meeting

Melissa asked about the grant secretary and no longer needing a position

Melissa asked what the role is of the EC Secretary position.

Dr. Morris noted that the position is open right now and we have shifted some things since grant is so large.

Melissa asked what the benefit is of the Coordinator becoming an Assistant Principal.

Dr. Erb noted that by having the person become an Assistant Principal it a more balanced way with the HH9 position coming over and shifting the Coordinator to the Assistant so they are all involved as a shared responsibility. We hope that this will be with special education services as well as the regular education services.

Larry asked if it would be requiring more training. Dr. Erb noted it would. Mike asked about the benchmarks or percentages of increase toward graduation rates for special needs students. Dr. Erb noted the District goal is 90% and we are trying to look at all students as a whole to get to 90% by 2020/2021.

More of this data will be brought to Education Committee on April 3 and then approval by the Board requested at the April 8 Board meeting.

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Recommendation to approve Resolution for Surplus Property at Food Services, Marquette, Maple and Administration Center.
2. Recommendation to approve Facility Request(s): none
3. Recommendation to award the contract for bid for the 2019 Domestic Water Supply Replacement and Life Safety Project to Larson & Larson Builders, Inc. in the amount of \$701,020.00. This is a contingency amount of \$113,00, for hallway extensions. This is carryover bond funds from last year.
4. Recommendation to approve an agreement with Wold Architects and Engineers to provide a proposal for a Long-Range Facility Utilization Study for a total cost of \$15,000.00 plus actual reimbursables not to exceed \$500.00. This is related to looking at facilities as enrollment is decreasing. We will be presenting what the recommended plan will look like a year from now.
5. Recommendation to approve an agreement with ArbiterPay to use their services to manage payments to game officials for a flat fee of \$2.00 per payment to a game official. We will try this out in the Fall.
6. Recommendation to approve an agreement with 3D Institute, LLC to provide 25 Coaching Certification course licenses for access to Coaching Certificate online courses for a total cost of \$3,125.00. This is a one-time cost and not a renewal.
7. Recommendation to approve award of bid to purchase seven (7) school buses for a cost of \$709,296.99 with a trade in value of \$41,000.00 for a net cost of \$668,296.00.
8. Recommendation to renew Swanson Farm Rental Agreement for 2019 at a rate of \$4,000.00.
9. Recommendation to accept January 2019 Treasurer Report.
10. Recommendation to approve the Harlem School District # 122 Fee Information for the 2019-2020 school year. Two changes (test fee that we are charged) and Middle School Yearbook cost increase to \$40.
11. Presentation of Technology Department Restructure and Recommendation
Noted as a brief overview and will take to Business Services on April 3 and then to the Board for approval on April 8.
There has been a large increase in technology over the past five years. The proposal lays out who is responsible for increased duties and job descriptions are proposed accordingly to the changes being proposed.

So eliminating the one Network position and increasing the four we are still showing a decrease in actual cost.

Patti noted that she needs clarifying filling a position that is vacant so really no savings is occurring. That position will not then be filled.

C. Scott Rollinson, Assistant Superintendent for Human Resources

1. Personnel Agenda and Addendum

Changes to the Agenda – Personnel Agenda under Recommendations for Division Chair persons we will take off tonight and bring back in April
Also ELA and Math Teacher Amy Tenasku
Type under Resignations Tabetha Hornby not Horn

Review: 3 Transfers, 1 Leave of absence, 10 Employments, 10 Summer School Employments, 2 sick Leave Bank requests

2. Informational: Resignations

12 Resignations accepted since last meeting

3. Recommendation to approve Job-Share Proposal 2018-2019-1 (Ball-Derry)
For next school year. This is the third year they have been doing this successfully.

No questions asked by Board members

D. Dr. Julie Morris, Superintendent

11. Consent Agenda

A. Approve Personnel Agenda & Addendum

B. Approve Student Travel Request(s): none

C. Approve Facility Request(s): none

Motion to approve Consent Agenda Item 11(A), taking out the Division Chairs on the Personnel Agenda

1st Sterling 2nd Berogan

Berogan, Meeks, Wenger, Barger, Lawrence, Sterling – 6 ayes

Motion carried

12. ACTION ITEMS

A. Motion to Approve Resolution Declaring Surplus Property and Authorizing Disposal of Property

1st Berogan 2nd Barger

Meeks, Wenger, Barger, Sterling, Lawrence, Berogan – 6 ayes

Motion carried

B. Motion to Approve award the contract for bid for the 2019 Domestic Water Supply Replacement and Life Safety Project to Larson & Larson Builders, Inc. in the amount of \$701,020.00

1st Berogan 2nd Wenger

Wenger, Barger, Sterling, Lawrence, Berogan, Meeks – 6 ayes

Motion carried

- C. **Motion to Approve an agreement with Wold Architects and Engineers to provide a proposal for a Long Range Facility Utilization Study for a total cost of \$15,000.00 plus actual reimbursables not to exceed \$500.00**
1st Berogan 2nd Sterling
Barger, Sterling, Lawrence, Berogan, Meeks, Wenger – 6 ayes
Motion carried
- D. **Motion to Approve an agreement with ArbiterPay to use their services to manage payments to game officials for a flat fee of \$2.00 per payment to a game official**
1st Barger 2nd Berogan
Sterling, Lawrence, Berogan, Meeks, Wenger, Barger – 6 ayes
Motion carried
- E. **Motion to Approve an agreement with 3D Institute, LLC to provide 25 Coaching Certification course licenses for access to Coaching Certificate online courses for a total cost of \$3,125.00**
1st Berogan 2nd Sterling
Lawrence, Berogan, Meeks, Wenger, Barger, Sterling – 6 ayes
Motion carried
- F. **Motion to Approve award of bid to purchase seven (7) school buses for a cost of \$709,296.00 with a trade in value of \$41,000.00 for a net cost of \$668,296.00**
1st Berogan 2nd Lawrence
Berogan, Meeks, Wenger, Barger, Sterling, Lawrence – 6 ayes
Motion carried
- G. **Motion to Approve renewal of Swanson Farm Rental Agreement for 2019 at a rate of \$4,000.00**
1st Sterling 2nd Berogan
Meeks, Wenger, Barger, Sterling, Lawrence, Berogan – 6 ayes
Motion carried
- H. **Motion to Approve acceptance of January 2019 Treasurer Report**
1st Berogan 2nd Sterling
Wenger, Barger, Sterling, Lawrence, Berogan, Meeks – 6 ayes
Motion carried
- I. **Motion to Approve the Harlem School District # 122 Fee Information for the 2019-2020 school year**
1st Berogan 2nd Barger
Barger, Sterling, Lawrence, Berogan, Meeks, Wenger – 6 ayes
Motion carried
- J. **Motion to Approve Job-Share Proposal 2019-2020-1 (Ball-Derry)**
1st Sterling 2nd Berogan
Sterling, Lawrence, Berogan Meeks, Wenger, Barger – 6 ayes
Motion carried

13. Announcements and Discussion: None

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).

Motion to go into Closed session to discuss Employment of Personnel, Negotiations and Pending Litigation at 7:08 .m. after a brief recess.

1st Berogan 2nd Barger

Sterling, Lawrence, Berogan, Meeks, Wenger, Barger – 6 ayes

Motion carried

15. ACTION ITEMS AFTER CLOSED SESSION

A. Discipline 2018-2019-1

Motion to uphold the administration's recommendation to terminate employee, Robyn Baldwin, in Employee Discipline, 2018-2019-1.

1st Barger 2nd Lawrence

Berogan – abstain , Meeks, Wenger, Barger, Sterling, Lawrence , Kelley – 6 ayes, 1 abstain

Motion carried

16. Motion to adjourn

1st Lawrence 2nd Barger

All voted aye

Motion carried

The meeting adjourned at 7:51 p.m.

Respectfully submitted,

Kris Arduino,

Recording Secretary

ATTEST:



President



Secretary

Dated: _____