

# Minutes of Regular Board Meeting

## The Board of Education

## Harlem Consolidated School District # 122

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A Regular Board Meeting of the Board of Education of Harlem Consolidated School District was held Monday, November 17, 2025, beginning at 6:00 PM in the Harlem High School, Auditorium, One Huskie Circle, Machesney Park, IL 61115

Call to Order of Regular Board meeting at 6:00 p.m.

1. Roll Call- Mike Sterling, Kurt Thompson, Aaron McKnight, Diane McKinney, Rebecca Carlson, Diana Johnson, Evelyn Meeks

Other Attendees:

Pam Cook- Recording Secretary

Dr. Terrell Yarbrough- Superintendent

Dr. Shelley Wagner- Assistant Superintendent for Human Resources

Dr. Michelle Erb- Assistant Superintendent for Curriculum & Instruction

Dr. Jason Blume- Assistant Superintendent for Communications & Community Relations

Josh Aurand- Assistant Superintendent for Business & Operations

2. Pledge of Allegiance: Parker Center students

3. Approval of Agenda

**1<sup>st</sup> Carlson**

**2<sup>nd</sup> McKnight**

**Thompson, McKnight, McKinney, Carlson, Johnson, Meeks, Sterling- 7 ayes**

**Motion Carried**

4. The Mission of the Harlem Consolidated School District, as a vital part of the community, is to help diverse learners realize their unlimited potential by providing an educational program dedicated to academic excellence and the development of strong character in a safe and respectful learning environment.

5. Approval of Board Meeting Minutes: October 27, 2025

**1<sup>st</sup> Thompson      2<sup>nd</sup> Johnson**

**McKnight, McKinney, Carlson, Johnson, Meeks, Sterling, Thompson- 7 ayes**

**Motion Carried**

6. Jason Blume, Assistant Superintendent for Communications & Community Relations

A. Awards and Recognitions

The Board recognized James Gallagher, Tyler Buetsch, Mya Olejniczak, Gavin Sterling, Scarlett Piwcewicz for qualifying to compete at the 2025 IESA State Cross Country Meet. The Board also recognized the Boys Varsity Bowling Team for finishing first place at the Greg Edwards Invitational.

1. NOVEMBER 15, 2025 - NATIONAL SCHOOL BOARD MEMBER DAY!

Harlem honored the Board Members with a gift and video of Thank You for what they contribute to the Harlem District.

7. Comments from the Community

8. Approval of Bills

**1<sup>st</sup> Johnson**

**2<sup>nd</sup> McKnight**

**McKinney, Carlson, Johnson, Meeks, Sterling, Thompson, McKnight-7 ayes**  
**Motion Carried**

- A. Payables Summary- \$1,887, 342.52
- B. Voided Checks- \$0
- C. Payroll Voucher(s)- \$6,629,151.37
- D. Accounts Payable Warrants- \$8,516,493.89
- 9. Administrative Reports
  - A. Dr. Michelle Erb, Assistant Superintendent for Curriculum & Instruction
    - 1. Recommendation to approve Student Travel Requests: None
  - B. Josh Aurand, Assistant Superintendent for Business & Operations
    - 1. Recommendation to approve Resolution Declaring Surplus Property:
    - 2. Recommendation to accept September 2025 Treasurer's Report
    - 3. Recommendation to approve 2025 Tax Levy.
    - 4. Recommendation to approve the 2026 School Maintenance Project Grant Opportunity
    - 5. Recommendation to approve resolution authorizing remaining bond proceeds to be used for other fire prevention, safety, energy conservation and school securities purposes.
    - 6. Recommendation to approve an Independent Contractor Agreement with Jannice Bubnack to provide tutoring services for students who attend Concordia Lutheran School for the FY26 school year for a total of \$8,100 paid with ESEA Title I Funds.
    - 7. Recommendation to approve an agreement with Thayer Energy Solutions to update lighting in Gym, Field House, Gym Mezzanine, Wrestling and Weight Rooms at Harlem High School for a cost of \$18,634.59.
    - 8. Recommendation to approve an agreement with Formative for Professional Development for the middle school and high school on January 5, 2026, at a cost of \$4,200, paid with Title II Funds.
    - 9. Recommendation to approve the purchase of OpenSciEd ECA Science Kits for the middle school and high school science departments at a cost of \$14,481.60, paid with Title IV Funds.
    - 10. Recommendation to approve electricity provider services bid and approval for the Assistant Superintendent for Business and Operations to lock electricity rates
  - C. Dr. Shelley Wagner, Assistant Superintendent for Human Resources
    - 1. Recommendation to approve Personnel Agenda & Addendum- *3 Transfers, 1 Leave of Absence, 9 Employments, 1 New Position, 12 Resignation*
  - D. Dr. Terrell Yarbrough, Superintendent
    - 1. Recommendation to approve First Reading of Policy Updates from November 12, 2025 Policy Committee
    - 2. Freedom of Information Act request dated October 16, 2025, was submitted by Shari Reid of SmartProcure requesting all purchasing records from 7/7/2025 to current. The District responded to the requestor on October 30, 2025, with the inclusive documents.
    - 3. Freedom of Information Act request dated October 16, 2025, was submitted by Justin Wenig requesting all purchasing records from 7/1/2022 to current. The District responded to the requestor on November 7, 2025, with the inclusive documents.
    - 4. District Utilization Proposal
      - Dr. Yarbrough presented a proposal for district utilization, citing declining enrollment and financial deficits. Enrollment trends and comparative enrollment in buildings in the district were discussed. It was highlighted the impact of underutilization including increased per

student cost and the need for right-sizing. Scenarios for aligning enrollment, instruction, and building capacity were reviewed, with scenario 7 being the recommended option. Dr. Michelle Erb discussed the educational impact of the proposed plan including benefits for early learning, special education and intervention programs. The proposed plan allows for better alignment of enrollment capacity and program access across schools. The financial considerations, including the need to reduce operating costs and prioritize facility conditions were discussed. The proposed plan aims to balance classes, provide ESL services to all buildings and ensure long term flexibility. Next steps are to hear from the community, staff and parents' feedback on the proposal. Three public hearings will be announced to hear the feedback. December 15, 2025 is the Board Meeting for the Board to make a final decision on the proposal.

10. Consent Agenda

A. Approve Personnel Agenda & Addendum

**1<sup>st</sup> Carlson**

**2<sup>nd</sup> Johnson**

**Johnson, Meeks, Sterling, Thompson, McKnight, McKinney, Carlson- 7 ayes**

**Motion Carried**

11. ACTION ITEMS

A. Approve Resolution Declaring Surplus Property

**1<sup>st</sup> Johnson**

**2<sup>nd</sup> McKnight**

**Johnson, Meeks, Sterling, Thompson, McKnight, McKinney, Carlson-7 ayes**

**Motion Carried**

B. Accept September 2025 Treasurer's Report

**1<sup>st</sup> McKnight**

**2<sup>nd</sup> Carlson**

**Meeks, Sterling, Thompson, McKnight, McKinney, Carlson, Johnson- 7 ayes**

**Motion Carried**

C. Approve 2025 Certificate of Tax Levy

**1<sup>st</sup> Thompson**

**2<sup>nd</sup> Sterling**

**Sterling, Thompson, McKnight, McKinney, Carlson, Johnson, Meeks, -7 ayes**

**Motion Carried**

D. Approve 2025 Tax Levy Resolution

**1<sup>st</sup> Thompson**

**2<sup>nd</sup> McKnight**

**Thompson, McKnight, McKinney, Carlson, Johnson, Meeks, Sterling-7 ayes**

**Motion Carried**

E. Approve the 2026 School Maintenance Project Grant Opportunity

**1<sup>st</sup> Johnson**

**2<sup>nd</sup> Thompson**

**McKnight, McKinney, Carlson, Johnson, Meeks, Sterling, Thompson-7 ayes**

**Motion Carried**

F. Approve resolution authorizing remaining bond proceeds to be used for other fire prevention, safety, energy conservation and school securities purposes.

**1<sup>st</sup> Thompson**

**2<sup>nd</sup> Johnson**

**McKinney, Carlson, Johnson, Meeks, Sterling, Thompson, McKnight- 7 ayes**

**Motion Carried**

G. Approve an Independent Contractor Agreement with Jannice Bubnack to provide tutoring services for students who attend Concordia Lutheran School for the FY26 school year for a total of \$8,100 paid with ESEA Title I Funds.

**1<sup>st</sup> Johnson**

**2<sup>nd</sup> Sterling**

**Carlson, Johnson, Meeks, Sterling, Thompson, McKnight, McKinney- 7 ayes**  
**Motion Carried**

- H. Approve an agreement with Thayer Energy Solutions to update lighting in Gym, Field House, Gym Mezzanine, Wrestling and Weight Rooms at Harlem High School for a cost of \$18,634.59.

**1<sup>st</sup> McKnight 2<sup>nd</sup> Sterling**

**Sterling, Thompson, McKnight, McKinney, Carlson, Johnson, Meeks- 7 ayes**  
**Motion Carried**

- I. Approve an agreement with Formative for Professional Development for the middle school and high school on January 5, 2026, at a cost of \$4,200, paid with Title II Funds.

**1<sup>st</sup> McKinney 2<sup>nd</sup> Johnson**

**Thompson, McKnight, McKinney, Carlson, Johnson, Meeks, Sterling- 7 ayes**  
**Motion Carried**

- J. Approve the purchase of OpenSciEd ECA Science Kits for the middle school and high school science departments at a cost of \$14,481.60, paid with Title IV Funds.

**1<sup>st</sup> Thompson 2<sup>nd</sup> McKnight**

**McKnight, McKinney, Carlson, Johnson, Meeks, Sterling, Thompson- 7 ayes**  
**Motion Carried**

- K. Approve electricity provider services bid and approval for the Assistant Superintendent for Business and Operations to lock electricity rates

**1<sup>st</sup> Carlson 2<sup>nd</sup> Johnson**

**McKinney, Carlson, Johnson, Meeks, Sterling, Thompson, McKnight- 7 ayes**  
**Motion Carried**

- L. Approve First Reading of Policy 8.20 AP from November 12, 2025 Committee Meeting

**1<sup>st</sup> Thompson 2<sup>nd</sup> Carlson**

**Carlson, Johnson, Meeks, Sterling, Thompson, McKnight, McKinney- 7 ayes**  
**Motion Carried**

12. Announcements and Discussion:

Public Hearings for the Consolidation Proposals will be determined and announced

- A. Next Committee of the Whole Meeting: December 10, 2025

- B. Next Regular Board Meeting: December 15, 2025

13. 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).

14. ACTION ITEMS AFTER CLOSED SESSION

- A. Consideration and Possible Action on Employment of Personnel #2025-2026-1

15. Adjournment

**Motion to adjourn at 7:06PM**  
**1<sup>st</sup> McKnight    2<sup>nd</sup> Johnson**  
**All Aye; Motion Carried**

Respectfully Submitted  
Pam Cook  
Recording Secretary

ATTEST:

Date:\_\_\_\_\_

\_\_\_\_\_  
President

\_\_\_\_\_  
Secretary