

Minutes of Business Services Committee

The Board of Education

Harlem Consolidated School District

A Business Services Committee of the Board of Trustees of Harlem Consolidated School District was held Wednesday, March 4, 2015, beginning at 6:00 PM in the Harlem Administration Center, 8605 North Second Street, Machesney Park, IL 61115.

1. Call To Order
George Russell, Chairman, called the meeting to order at 6:00 p.m.
2. Roll Call (Committee Members & Other Attendees)
George Russell, Evelyn Meeks
Administration Attendees:
Julie Morris, Superintendent
Joshua Aurand, Assistant Superintendent
Aaron Guske, Director of Technology
Mindy Schumacher, Recording Secretary
3. Approval of the Agenda
George Russell recommended approval of the March 4, 2015 Business Services Committee Meeting Agenda.
Motion to Approve: 1st Morris, 2nd Meeks
The committee reached consensus to approve the agenda.
4. Approval of the December 10, 2014 Business Services Committee Meeting Minutes
George Russell recommended approval of the December 10, 2014 Business Services Committee Meeting Minutes.
Motion to Approve: 1st Morris, 2nd Aurand
The committee reached consensus to approve the minutes.
5. Comments from the Community
None
6. Proposed Board Consent/Action Items for the March 9, 2015 Board Meeting
 - A. Recommendation to approve December 2014 and January 2015 Treasurer's Reports
The committee reached consensus to approve the recommendation.
 - B. Recommendation to approve Contract Agreement with Nancy Ryan, Academy Consultant for Machesney Elementary School at an hourly rate of \$30 per hours up to \$5,500.
The committee reached consensus to approve the recommendation.
 - C. Recommendation to approve Intergovernmental Agreement with Village of Machesney Park for walkway at Huskie Circle to Alpine Road
The committee reached consensus to approve the recommendation.
 - D. Recommendation to approve expanding infrastructure
Aaron Guske presented information regarding current E-Rate funding. The District has the opportunity to purchase technology with an 80% discount, and this now covers

more technologies than under the program in the past. The additional wireless access points will cost \$6,172.

The committee reached consensus to approve the recommendation.

E. Recommendation to approve cabling for wireless infrastructure

The cabling to support the additional wireless access points will cost \$5,300.

The committee reached consensus to approve the recommendation.

F. Recommendation to approve Wide-Area Network (WAN)

The monthly cost for WAN services provided by Comcast is \$9,900 before E-Rate, or \$1,980 after E-Rate. The District recommends Comcast Business Communications as the WAN provider.

The committee reached consensus to approve the recommendation.

G. Recommendation to approve new firewall equipment

The cost of the recommended firewall including maintenance is \$21,527.34, or \$4,305.47 after E-Rate.

The committee reached consensus to approve the recommendation.

7. Committee Consensus Items

A. Bus lease – The District is recommending going out to bid for 12 new busses. The Transportation Department garage cannot accommodate additional round-nose busses, and must bring in transit-style busses. The cost of these new busses is \$86,000 each and the District would trade in 13 busses.

The committee reached consensus to approve the recommendation.

8. Informational Items

A. Healthier 4 U Snacks

This is a zero dollar agreement for the staff vending machine at Parker Center.

B. Continuing Disclosure

Administration is required to disclose when certain financial documents are filed.

C. Contracts Under \$2,500

1. Gordon Flesch contract

2. Individual Tutoring Contracts

D. Next Business Services Meeting Date: April 15, 2015 at 6:00 p.m.

E. Other

9. Adjournment

The meeting adjourned at 6:42 p.m.

Motion to approve: 1st Morris, 2nd Aurand

All were in favor

Respectfully submitted,

Mindy Schumacher

Recording Secretary