

# Minutes of Regular Meeting Of January 13, 2014

## The Board of Education Harlem Consolidated School District

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A Regular meeting of the Board of Education of Harlem Consolidated School District was held Monday, January 13, 2014, beginning at 6:00 PM in the Harlem Administration Center, 8605 North Second Street, Machesney Park, IL 61115.

1. CALL TO ORDER by President Heather Kelley at 6:00 p.m.
2. ROLL CALL (Board Members and Other Attendees)  
Larry Barger, Evelyn Meeks, Sue Berogan, Patti Lawrence, Travis Turner, George Russell, Heather Kelley

Kris Arduino, Recording Secretary  
Julie Morris, Superintendent  
Barb Browning, Assistant Superintendent for Curriculum & Instruction  
Josh Aurand, Assistant Superintendent for Business & Operations

3. Pledge of Allegiance led by Marquette Elementary student(s): Myles Dean, Gabrielle Johnson, Claudia Ahmer, Patrick Rowan  
Presenter: Amanda Hayes, Marquette Elementary Principal

4. Approval of Agenda  
Dr. Morris removed facilities request (10)(B)(6) and (11)(C )  
Motion to approve Agenda with changes  
1<sup>st</sup> Lawrence 2<sup>nd</sup> Turner  
Meeks, Berogan, Lawrence, Turner, Russell, Kelley, Barger – 7  
Motion carried

5. Approval of Meeting Minutes
  - A. November 12, 2013 Closed minutes  
1<sup>st</sup> Lawrence 2<sup>nd</sup> Kelley  
Berogan, Lawrence, Turner, Russell, Kelley, Barger, Meeks – 7  
Motion carried
  - B. Approve December 9, 2013 Regular and Closed Minutes  
1<sup>st</sup> Berogan 2<sup>nd</sup> Meeks  
Lawrence, Turner, Russell, Kelley, Barger, Meeks, Berogan – 7  
Motion carried
  - C. Approve December 18, 2013 Quarterly Meeting Minutes  
1<sup>st</sup> Lawrence 2<sup>nd</sup> Kelley  
Turner, Russell, Kelley, Barger, Meeks, Berogan, Lawrence – 7  
Motion carried

6. Awards and Recognition

A. 2013 Christmas for Kids Partners - Rascal's, Walmart, Carz R Us, Luke and Jane Meyers, Milli Smith and Ray Aukes, \$220,000 raised with 268 students participating in this event.

Presenter: Catherene I Martin, Stakeholder Engagement Director

B. Harlem Loyalty Program - Carz R Us

Matt and Ray Aukes

Presenter: Catherene I. Martin, Stakeholder Engagement Director

7. Comments from the Community

none

8. Approval of Bills

A. Payables Summary

B. Voided Checks

C. Payroll Voucher(s)

D. Accounts Payable Warrant(s)

Motion to approve bills as reviewed by fund totaling \$5,991,010.34

1<sup>st</sup> Lawrence 2<sup>nd</sup> Meeks

Russell, Kelley, Barger, Meeks, Berogan, Lawrence, Turner – 7

Motion carried

9. Communications and Committee Reports

A. Heather Kelley

1. Board Monitoring Report for December 9, 2013, 4 turned in all satisfactory

2. Next Policy Committee Meeting: January 21, 2014, at 6:00 p.m.

3. Next Regular Board Meeting: January 27, 2014 at 6:00 p.m.

4. Next Education Committee meeting: January 23, 2014, at 6:00 p.m.

5. Recommendation to approve Second Reading of Policy Updates from 11/12/13 First Reading

6. Recommendation to approve Second Reading of Policy Updates from 12/9/13 First Readings

7. Note: Special Board Meeting - Governance facilitated by IASB - January 11, 2014 (Saturday)(Closed) – Canceled due to weather conditions. The Board decided to reschedule this meeting for a Tuesday evening or Saturday morning.

Thanked the pledge students and principal for attending the meeting

Thanked Matt and Ray for their efforts on behalf of the students of the District

B. George Russell

1. Next Business Services Committee meeting: February 5, 2014 at 6:00 p.m.

January 8 Business Services was canceled due to weather conditions.  
Thanked Carz R Us  
Thanked Dr. Morris and staff for the way in which the District handled the closing of schools.

C. Patti Lawrence

1. Next Discipline Policy Review Committee meeting: January 30, 2014 at 6:00 p.m. (2nd quarter)  
Noted that she has volunteered for the Christmas for Kids, attending the Rascals event, and the shopping event with 268 students.  
Thanked Cathy Martin for her efforts on behalf of the District.  
Thanked Mrs. Hayes for selecting the pledge students.  
Thanked the hundreds of volunteers and community members as well as the recognitions for the Christmas for Kids.  
Thanked students for the nice artwork on display in the Board room.

D. Evelyn Meeks

Welcomed everyone to the meeting.  
Thanked the pledge students  
Thanked the recognition individuals.  
Noted she is looking forward to 2014.

E. Larry Barger

Thanked the pledge students and Carz or U

F. Travis Turner

G. Sue Berogan

10. Administrative Reports

A. Dr. Barb Browning, Assistant Superintendent for Curriculum & Instruction

1. Recommendation to approve revised 2014-2015 District Calendar
2. Recommendation to approve Student Travel Request(s)

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Recommendation to approve Agreement with School Datebooks and Harlem Middle School for FY15 at a cost of \$5,474.19
2. Recommendation to approve Agreement with Tom Guske for Presenter services on February 28, 2014 at a cost of \$9,500 plus approved travel expenses with Title I funds
3. Recommendation to approve Agreement with SMG to rent the BMO Harris Bank Center for 2014 high school graduation
4. Recommendation to approve Resolution Authorizing Attorney Tim Miller to Intervene in Industrial Appeal Nos. 12-00918.001-I-3 and 12-00918-002-I-

3 for property index numbers 12-07-302-003 and 12-07-202-004 for the year 2012.

Mr. Russell noted that Mr. Miller has done an excellent job for the District in the past.

5. Recommendation to approve Resolution Declaring Surplus Property: Harlem High School and Maple Elementary
6. Recommendation to approve Facility Request(s): None, withdrawn.

C. Dr. Julie Morris, Superintendent

1. Recommendation to approve Personnel Agenda & Addendum

Reviewed: 6 Employments, 4 Transfers, 7 Resignations, 10 Leaves of Absence, 2 Sick Bank Requests, and 1 New Position  
No Addendum

2. Substitute Alignment Proposal Presentation

Dr. Morris noted that she is bringing this recommendation for review with approval requested at the next Board meeting on January 27 with implementation if approved as soon thereafter as can be processed. Substitutes have decreased for the District as to availability in the 2013-2014 school year. She noted that she reviewed the first semester to see if there is a decrease in availability or a major increase in need. After comparing 2012-2013 to 2013-2014 Semester 1 the District sees a decrease in need by 2.9%; however there was a 77.6% increase in unfilled positions. These unfilled positions can be a partial or full day. This has resulted in the need for more teachers to give up their prep periods to cover classrooms and the contract does compensate these teachers at negotiated rates. Administrators are also splitting their duties to cover classroom but do not receive any extra compensation for this. She noted that the District needs to have a certified teacher, substitute or administrator in each classroom. After completion of the review administration learned that the District has not increased the substitute rates in the District since 2007. Administration also learned that Rockford School District significantly raised their substitute rates and incentive in the past year. Substitutes that have turned down the opportunity to sub in Harlem have indicated that they cannot afford to turn down the pay rates of Rockford School District. We have also been unable to secure paraprofessional substitutes in high needs classrooms with a consistent unfilled position every day. This recommendation also includes raising the substitute daily rates by \$15 for all full day and half day substitute. This would also increase retiree substitute rates. Dr. Morris is recommending the mobility incentive similar to Rockford paying a substitute accepting a job on all student attendance days and to be reassigned as needed a \$200 per month incentive. This is a major consideration for teachers going to Rockford on a consistent basis in that District. Harlem can be competitive to also include this incentive.

Due to coaches and students leaving early at the secondary level, she is

proposing two certified substitutes floating at the secondary level. The Middle School has numerous teachers that leave for the same reasons. This will address the needs in the secondary buildings. Dr. Browning has also established a subcommittee to review early releases to determine what the issues are as well as how the school day could be modified slightly at the high school level as a result of athletic events.

Dr. Morris is recommending two floating paraprofessional positions across the District to fill the high needs classrooms sub positions. These would be full time positions and include benefits. The administration would work through the job description with the Union. The high needs classrooms would be their priority.

The financial implications were reviewed by Mr. Aurand, noting that the total cost of all recommendations is \$ 158,340.00.

#### 11. Consent Agenda

- A. Approve Personnel Agenda & Addendum
- B. Approve Student Travel Request(s)
- C. Approve Facility Request(s) – withdrawn

Motion to Approve Consent Agenda items A & B

1<sup>st</sup> Lawrence 2<sup>nd</sup> Berogan

Kelley, Barger, Meeks, Berogan, Lawrence, Turner, Russell – 7

Motion carried

#### 12. ACTION ITEMS:

- A. Approve Second Readings of Policy Updates from 11/12/13 First Readings  
1<sup>st</sup> Barger 2<sup>nd</sup> Kelley  
Barger, Meeks, Berogan, Lawrence, Turner, Russell, Kelley – 7  
Motion carried
- B. Approve Second Reading of Policy Updates from 12/9/13 First Readings  
1<sup>st</sup> Berogan 2<sup>nd</sup> Meeks  
Meeks, Berogan, Lawrence, Turner, Russell, Kelley, Barger – 7  
Motion carried
- C. Approve revised 2014-2015 District Calendar  
1<sup>st</sup> Berogan 2<sup>nd</sup> Russell  
Berogan, Lawrence, Turner, Russell, Kelley, Barger, Meeks – 7  
Motion carried
- D. Approve Agreement with School Datebooks and Harlem Middle School for FY15 at a cost of \$5,474.19.  
1<sup>st</sup> Russell 2<sup>nd</sup> Turner  
Lawrence, Turner, Russell, Kelley, Barger, Meeks, Berogan -7

Motion carried

- E. Approve Agreement with Tom Guske for Presenter services on February 28, 2014 at a cost of \$9,500 plus approved travel expenses.  
1<sup>st</sup> Lawrence 2<sup>nd</sup> Turner  
Turner, Russell, Kelley, Barger, Meeks, Berogan, Lawrence – 7  
Motion carried
- F. Approve Agreement with SMG to rent the BMO Harris Bank Center for 2014 High School Graduation  
1<sup>st</sup> Berogan 2<sup>nd</sup> Lawrence  
Russell, Kelley, Barger, Meeks, Berogan, Lawrence, Turner – 7  
Motion carried
- G. Approve Resolution Authorizing Attorney Tim Miller to Intervene in Industrial Appeal Nos. 12-00918.001-I-3 and 12-00918-002-I-3 for property index numbers 12-07-302-003 and 12-07-202-004 for the year 2012.  
1<sup>st</sup> Meeks 2<sup>nd</sup> Berogan  
Kelley, Barger, Meeks, Berogan, Lawrence, Turner, Russell – 7  
Motion carried
- H. Approve Resolution Declaring Surplus Property  
1<sup>st</sup> Barger 2<sup>nd</sup> Berogan  
Barger, Meeks, Berogan, Lawrence, Turner, Russell, Kelley – 7  
Motion carried

13. Announcements and Discussion

None

Motion to go into Executive Session to discuss Employment of Personnel and Pending Litigation.

1<sup>st</sup> Berogan 2<sup>nd</sup> Meeks

Meeks, Berogan, Lawrence, Turner, Russell, Kelley, Barger – 7

Motion carried

*The Board went into closed session at 6:48 p.m. after a five minute recess.*

- 14. Executive Session to discuss Employment of Personnel (5 ILCS 120/2(c)(1), Negotiations (5 ILCS 120/2(c)(2), 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
  - A. Consideration and possible action on Employee # 2013-2014-8  
Motion to Uphold the administrative recommendation to terminate Employee # 2013-2014-8, Jennie White  
1<sup>st</sup> Barger 2<sup>nd</sup> Berogan

Turner, Russell, Kelley, Barger, Meeks, Berogan, Lawrence -7  
Motion carried

Motion to Adjourn  
1<sup>st</sup> Lawrence 2<sup>nd</sup> Berogan  
All voted aye – 7  
Motion carried

The meeting adjourned at 7:54 p.m.

Respectfully submitted,

*Kris Arduino,*  
Recording Secretary

ATTEST:

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President

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Secretary