

MINUTES

1. Call to Order of Regular Board meeting at 6:00 p.m. by President Sterling

2. Roll Call

Michael Sterling, Kurt Thompson, Aaron McKnight, Rebecca Carlson, Larry Smith, Megan Hastings

Absent: Evelyn Meeks

Other Attendees:

Kris Arduino, Recording Secretary

Dr. Terrell Yarbrough, Superintendent

Dr. Shelley Wagner, Assistant Superintendent for Human Resources

Dr. Michelle Erb, Assistant Superintendent for Curriculum & Instruction

Josh Aurand, Assistant Superintendent for Business & Operations

Jason Blume, Assistant Superintendent for Communications & Community Relations

3. Pledge of Allegiance: Machesney Elementary students

Presenter: Abbi Edwards, Principal

6th Grade Art students led the Pledge

Motion to appoint Megan Hastings as Secretary Pro Tem

1st Thompson 2nd McKnight

Thompson, McKnight, Carlson, Smith, Hastings, Sterling – 6 ayes

Motion carried

4. Approval of Agenda

Rebecca asked if we can table the Community of the Whole until more discussion. Megan asked if tabling it would affect July going into effect.

Unanimous Consensus to keep the Committee of the Whole on the agenda with more discussion

1st Carlson 2nd Sterling

McKnight, Carlson, Smith, Hastings, Sterling, Thompson – all aye

5. 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.

Presenter: Dr. Terrell Yarbrough, Superintendent

6. Motion to approve Board Meeting Minutes: March 11, 2024

1st Hastings 2nd Thompson

Carlson, Smith, Hastings, Sterling, Thompson, McKnight – 6 ayes

Motion carried

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

7.A. Awards and Recognitions

Presenter: Jason Blume, Assistant Superintendent for Communications & Community Relations

HMS Harlem Dance team - Placing first at Regional and 8th at State

HHS Dance Team – NIC 10 Conference Champs, Coach Summer introduced the team, 2nd At Sectionals, 20th at State and improved standings by eight places. Five kids made the All-Conference Teams, Conference MVP, with the team missing by 2.5 points to go onto day 2.

Windsor PTO – Kasie Kosinski and Therese Marinelli presenting , Michelle Bernard, Heather Sharp and Melissa Grove, all Harlem graduates have all done incredible things, raising over \$11,000 for the school, students and staff. Thank you letters and T-shirts were given to all three individuals.

8. Comments from the Community - none

9. Approval of Bills

9.A. Payables Summary \$ 3,227,538.76

9.B. Voided Checks 2,528.25

9.C. Payroll Voucher(s) 10,298,282.31

9.D. Accounts Payable Warrants \$13,525,821.07

Mr. Aurand reviewed total expenditures of \$13,525,821.07 by fund

Rebecca asked about the Ringland Johnson for \$171.06 but Josh said it does cut off the 1 off the million.

Motion to approve bills as reviewed

1st Carlson 2nd McKnight

Smith, Hastings, Sterling, Thompson, McKnight, Carlson – 6 ayes

Motion carried

10. Communications and Committee Reports

10.A. Evelyn Meeks, Secretary (absent)

10.A.1. Next Equity & Social Justice Meeting: April 25, 2024 @ 4:30 p.m. (Harlem Administration Center, Board Room)

10.B. Aaron McKnight, Board member

- Thanked the Fine Arts student for leading the Pledge
- Dance programs are great and it shows students are working very hard

10.C. Rebecca Carlson, Board member

- Comment to the Community and Employees of the District noting if there are any concerns of any kind let the Board know or the Superintendent or Administrators

10.D. Larry Smith, Board member

- Noted the beautiful art work on display in the Board room prepared by students
- Appreciated the students leading the Pledge
- Congratulated the dancers

10.D.1. Next Education Committee meeting: April 23, 2024 @ 4:30 p.m.

10.E. Megan Hastings, Board Member

- There is a common theme popping up which is “community”. Not only students and staff are harnessing an incredible community, but they are going out of the community and doing great things.

10.E.1. Next Policy Committee Meeting: April 22, 2024 @ 4:30 p.m.

10.F. Michael Sterling, President

- Congratulated the kids
- Thanked the PTO

10.F.1. Next Regular Board Meeting: **April 29, 2024** ~~May 13, 2024~~ @ 6:00 p.m.

10.F.2. Recommendation to approve Committee of the Whole format for 2024-2025 Board & Committee meetings beginning with the month of July, 2024. (*More discussion to follow*)

10.G. Kurt Thompson, Vice President

- Congratulated the Fine Arts Program and thanked the students
- Congratulated Erin Anderson for winning the Principal’s Golden Apple this year
- Congratulated to all students taking the SAT’s and ACT’s

10.G.1. Next Business Services Committee meeting: May 8, 2024 @ 5:30 p.m.

11. Administrative Reports

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

11.A.1. Recommendation to approve Student Travel Requests: Nationals – 2 students and 2 advisors for Educator Rising in June, and Bowling to Nationals in Pennsylvania

11.B. Josh Aurand, Assistant Superintendent for Business & Operations, Chief School Business Official

- 11.B.1. Recommendation to approve Resolution Declaring Surplus Property: High, Middle, Ralston and Administration Center
- 11.B.2. Recommendation to approve Facility Requests: none
- 11.B.3. Recommendation to accept February 2024 Treasurer's Report
- 11.B.4. Recommendation to award Bakery Bid to Alpha Baking Company for the 2024-25 school year at an estimated cost of \$43,250.91
- 11.B.5. Recommendation to award Milk Bid for the 2024-25 school year to Prairie Farms at an estimated cost of \$220,039.30
- 11.B.6. Recommendation to renew bus washing agreement with Jarrod's Power Washing for the FY25 school year at a cost of \$20.00 per vehicle
- 11.B.7. Recommendation to award HHS Carpet Replacement Bid to Benchmark Flooring Inc. in the amount of \$102,295
- 11.B.8. Recommendation to award HHS Reroofing Project Bid to McDermaid Roofing in the amount of \$239,777
- 11.B.9. Recommendation to approve an agreement with Per Mar to update the monitoring system at the High School for a total cost of \$33,444.06, paid with Title IV funds
- 11.B.10. Recommendation to approve an agreement with Midwest Events for rental of exhibitor booths for the career fair at Harlem High School on April 23, 2024, for a total cost of \$3,741.60, paid with Title IV funds, and \$650, paid with local funds for a total cost of \$4,391.60
- 11.B.11. Recommendation to approve paying students for Internships
- 11.B.12. Recommendation to approve restructured job description for Help Desk Support Technician
- 11.B.13. Recommendation to approve contract renewal with Brecht's Database Solutions, Inc. for Embrace IEP & 504 platforms with website access for \$17,963.60 for the FY25 school year funded by the IDEA Flow Through Part B Grant
- 11.B.14. Recommendation to approve a contract renewal with Northwestern Illinois Association (NIA) for Needs Assessment at a cost of \$592,518 for the FY25 school year, funded by the IDEA Flow Through Part B Grant
- 11.B.15. Recommendation to approve an Independent Contractor Agreement with Speech Horizons, Inc. to provide private and parochial speech and language services for \$100.00 per hour for 37 weeks at 24 hours per week for the FY25 school year at a total cost of \$88,800, funded by the IDEA Flow Through Part B Grant and Pre-K IDEA Grant
- 11.B.16. Recommendation to approve a contract renewal with Sunbelt Staffing (VocoVision) for two (2) school psychologist services of 37.5 hours per week for 38 weeks at a total cost of \$306,930.75 for the FY25 school year, funded by the IDEA Flow Through Part B Grant

11.B.17. Recommendation to approve an agreement with Fastbridge-Illuminate Education for a one (1) year subscription at a cost of \$8,736 funded by IDEA Flow Through Part B Grant

11.B.18. Recommendation to approve a Resolution Authorizing Attorney Amy Silvestri to Intervene in Property Tax Appeal No. 2023-03935 for Property Index No. 08-29-378-004 for the year 2023. This was approved but we are appealing Schnucks.

11.C. Dr. Shelley Wagner, Assistant Superintendent for Human Resources

11.C.1. Recommendation to approve Personnel Agenda & Addendum

17 Employments, 12 transfers, 4 leaves of absence, 2 Federal Bank requests

11.C.2. Resignations

17 Resignations since last meeting

11.C.3. Recommendation to reduce full-time substitutes for 2024-2025 from twenty-six (26) to eleven (11) full-time substitutes. The reason being that the ESSER funding is being eliminated. We can provide one full time sub in every building and thanked Josh for his diligence in making this happen.

Larry clarified that Wayne Milton was on as a co-coach and Michael Smith was on as a co-coach. Shelley noted they will each split one of the stipends.

11.D. Dr. Terrell Yarbrough, Superintendent

11.D.1. Freedom of Information Act Request (FOIA) submitted on March 27, 2024, by Barb Forster of Hupy & Abraham requesting information on a bus accident and the District's response dated April 4, 2024, with responsive documents.

11.D.2. Freedom of Information Act (FOIA) Request submitted by Databid on April 9, 2024, requesting bids and amounts for the projects: high school catwalk, high school re-roofing and 2024 chiller.

Terrell thanked Josh and Shelley for their hard work to make sure building administrators are supported with substitutes and for staff administrators for the solar eclipse and making it a fun experience.

12. Consent Agenda

12.A. Motion to Approve Personnel Agenda & ~~Addendum~~

1st Carlson 2nd Hastings

Hastings, Sterling, Thompson, McKnight, Carlson, Smith – 6 ayes

Motion carried

12.B. Motion to Approve Student Travel Request(s)

1st McKnight 2nd Hastings

Sterling, Thompson, McKnight, Carlson, Smith, Hastings – 6 ayes

Motion carried

12.C. Motion to Approve Facility Request(s): none

13. ACTION ITEMS

13.A. Motion to Approve Committee of the Whole format for Board & Committee meeting dates for 2024-2025, beginning with the month of July, 2024.

Discussion: Possibly moving the Equity Committee off the chart and starting the meeting at 5:45 pm keeping Equity & Social Justice on a separate night or start at 4:30 on the same night. Larry noted the Equity Committee could report out on that night. Jason noted that for staff it is important that we offer Equity as a part of the evening. This way Board members will have access to all committees. The members decided that Equity should be a separate meeting right before at 4:30 and then roll into the Committee of the Whole meeting at 5:30 p.m.

Motion to approve Committee of the Whole with suggested changes

1st Smith 2nd Thompson

Sterling, Thompson, McKnight, Carlson, Smith, Hastings – 6 ayes

Motion carried

13.B. Motion to Approve Resolution Declaring Surplus Property

1st Smith 2nd McKnight

Thompson, McKnight, Carlson, Smith, Hastings, Sterling – 6 ayes

Motion carried

13.C. Motion to Approve acceptance of February 2024 Treasurer's Report

1st Smith 2nd Thompson

McKnight, Carlson, Smith, Hastings, Sterling, Thompson - 6 ayes

Motion carried

13.D. Motion to Approve recommendation to award Bakery Bid to Alpha Baking Company for the 2024-25 school year at an estimated cost of \$43,250.91

1st Smith 2nd McKnight

Carlson, Smith, Hastings, Sterling, Thompson, McKnight – 6 ayes

Motion carried

13.E. Motion to Approve Recommendation to award Milk Bid for the 2024-25 school year to Prairie Farms at an estimated cost of \$220,039.30

1st Smith 2nd McKnight

Smith, Hastings, Sterling, Thompson, McKnight, Carlson – 6 ayes

Motion carried

13.F. Motion to Approve renewal of bus washing agreement with Jarrod's Power Washing for the FY25 school year at a cost of \$20.00 per vehicle

1st Smith 2nd Sterling

Hastings, Sterling, Thompson, McKnight, Carlson, Smith - 6 ayes

Motion carried

13.G. Motion to Approve award of HHS Reroofing Project Bid to McDermaid Roofing in the amount of \$239,777

1st Smith 2nd McKnight

Sterling, Thompson, McKnight, Carlson, Smith, Hastings - 6 ayes

Motion carried

13.H. Motion to Approve award of HHS Carpet Replacement Bid to Benchmark Flooring Inc. in the amount of \$102,295

1st Smith 2nd Sterling

Sterling, Thompson, McKnight, Carlson, Smith, Hastings - 6 ayes

Motion carried

13.I. Motion to Approve an agreement with Per Mar to update the monitoring system at the High School for a total cost of \$33,444.06, paid with Title IV funds

1st Smith 2nd Carlson

Thompson, McKnight, Carlson, Smith, Hastings, Sterling – 6 ayes

Motion carried

13.J. Motion to Approve an agreement with Midwest Events for rental of exhibitor booths for the career fair at Harlem High School on April 23, 2024, for a total cost of \$3,741.60, paid with Title IV funds and \$650, paid with local funds for a total cost of \$4,391.60

1st Smith 2nd McKnight

McKnight, Carlson, Smith, Hastings, Sterling, Thompson - 6 ayes

Motion carried

13.K. Motion to Approve payment to students for internships

1st Smith 2nd Thompson

Carlson - no, Smith, Hastings, Sterling, Thompson, McKnight – 5 ayes, 1 no

Motion carried

13.L. Motion to Approve restructured job description for Help Desk Support Technician

1st Smith 2nd Hastings

Smith, Hastings, Sterling, Thompson, McKnight, Carlson – 6 ayes

Motion carried

13.M. Motion to Approve a contract renewal with Brecht's Database Solutions, Inc. for Embrace IEP & 504 Platforms with website access for \$17,963.60 for the FY25 school year funded by the IDEA Flow Through Part B Grant

1st Smith 2nd Carlson

Hastings, Sterling, Thompson, McKnight, Carlson, Smith – 6 ayes

Motion carried

13.N. Motion to Approve a contract renewal with Northwestern Illinois Association (NIA) for Needs Assessment at a cost of \$592,518 for the FY25 school year, funded by the IDEA Flow Through Part B Grant

1st Smith 2nd McKnight

Sterling, Thompson, McKnight, Carlson, Smith, Hastings – 6 ayes

Motion carried

13.O. Motion to Approve an Independent Contractor Agreement with Speech Horizons, Inc. to provide private and parochial speech and language services for \$100.00 per hour for 37 weeks at 24 hours per week for the FY25 school year at a total cost of \$88,800, funded by the IDEA Flow Through Part B Grant and Pre-K IDEA Grant

1st Smith 2nd Thompson

Sterling, Thompson, McKnight, Carlson, Smith, Hastings - 6 ayes

Motion carried

13.P. Motion to Approve a contract renewal with Sunbelt Staffing, (VocoVision) for two (2) school psychologist services of 37.5 hours per week for 38 weeks at a total cost of \$306,930.75 for the FY25 school year, funded by the IDEA Flow Through Part B Grant

1st Smith 2nd Sterling

Thompson, McKnight, Carlson, Smith, Hastings, Sterling – 6 ayes

Motion carried

13.Q. Motion to Approve an agreement with Fastbridge-Illuminate Education for a one (1) year subscription at a cost of \$8,736 funded by IDEA Flow Through Part B

1st Smith 2nd Sterling

McKnight, Carlson, Smith, Hastings, Sterling, Thompson – 6 ayes

Motion carried

13.R. Motion to Approve a Resolution Authorizing Attorney Amy Silvestri to intervene in Property Tax Appeal No. 2023 03935 for Property Index No. 08-29-378-004 for the year 2023

1st Smith 2nd Sterling

Carlson, Smith, Hastings, Sterling, Thompson, McKnight – 6 ayes

Motion carried

14. Motion to Approve reduction of full-time substitutes for 2024-2025 from twenty-six (26) to eleven (11).

1st Smith 2nd Carlson

Smith, Hastings, Sterling, Thompson, McKnight, Carlson – 6 ayes

Motion carried

15. ANNUAL ACTION ITEMS:

15.A. Motion to Approve establishment of current Board policies as the 2024-2025 Board Policies until said policies are changed by the Board

1st Smith 2nd McKnight

Hastings, Sterling, Thompson, McKnight, Carlson, Smith – 6 ayes

Motion carried

Motion to approve all Annual Action Items except for 15(B), 15 (C), 15 (L)

1st Smith 2nd McKnight

Sterling, Thompson, McKnight, Carlson, Smith, Hastings – 6 ayes

Motion carried

15.B. Motion to Approve Robert's Rules of Order, Newly Revised 12th Edition as a procedural guide pursuant to Board Policy 2:220.

Larry doesn't want to adopt this as he feels what we are doing has always worked and he has not read the entire Robert's Rules of Order.

1st Carlson 2nd McKnight

Sterling, Thompson, McKnight, Carlson, Smith – no, Hastings - yes – 5 ayes, 1 no

Motion carried

15.C. Motion to Approve 2024-2025 Board Committee Chairs/Co-Chairs

Policy Committee Co-Chairs – Larry Smith and Mike Sterling

Education Committee Co-Chairs – Megan Hastings and Rebecca Carlson

Business Services Co-Chairs – Kurt Thompson and Aaron McKnight

Equity & Social Justice Committee – Evelyn Meeks, Chair

1st Smith 2nd Sterling

Thompson, McKnight, Carlson, Smith, Hastings, Sterling – 6 ayes

Motion carried

15.D. Approve 2024-2025 Board and Committee Meetings

15.E. Approve Acknowledgement of Board Member Mandated Reporter Status.

15.F. Approve appointment of Joshua Aurand as District Treasurer.

15.G. Approve appointment of Due Process Hearings Officers: Cathy Finley and Dan Phelps, as Alternate.

15.H. Approve appointment of Residency Hearing Officers: Cathy Finley & Dan Phelps, as Alternate.

15.I. Approve Food & Nutritional Hearing Officers: Cathy Finley & Dan Phelps, as Alternate.

15.J. Approve appointment of Health Insurance Portability and Accountability Act of 1992 (HIPAA) Chief Privacy Officer: Assistant Superintendent for Human Resources.

15.K. Approve appointment of Illinois Municipal Retirement Fund (IMRF) Agent: Assistant Superintendent for Human Resources.

15.L. Approve appointment of Fair Labor Standards Act (FLSA) Compliance Official: Assistant Superintendent for Human Resources. Dr. Wagner noted that this is contained in Policy 5:35

1st Smith 2nd McKnight

**McKnight, Carlson, Smith, Hastings, Sterling, Thompson – 6 ayes
Motion carried**

15.M. Approve appointment of Employer Equal Opportunity Commission (EEOC) Officer: Superintendent.

15.N. Approve appointment of Nondiscrimination Coordinator: Assistant Superintendent for Human Resources.

15.O. Approve appointment of District Complaint Managers: Assistant Superintendent for Business & Operations, Assistant Superintendent for Communications & Community Relations, and Assistant Superintendent for Curriculum & Instruction.

15.P. Approve appointment of Appeals Officer for Free & Reduced Meals: Assistant Superintendent for Business & Operations

15.Q. Approve appointment of District Activity Accounts Manager: Assistant Superintendent for Business & Operations

15.R. Approve and adopt Policy 2:105 (Ethics and Gift Ban) Resolution in Compliance with State Officials and Employees Ethics Act (5 ILCS 430/1-1 et.seq.) as added by P.A. 93-615 and 93-617.

15.S. Approve Freedom of Information Act (FOIA) Officials: Dr. Terrell Yarbrough, Dr. Shelley Wagner, Josh Aurand, Kris Arduino, Pam Cook.

15.T. Approve Open Meetings' Act Officials: Kris Arduino and Pam Cook

15.U. Approve District Bullying Policy 7:180 to be submitted to IASB

15.V. Approve Resolution Authorizing Designated Depositories

16. Announcements and Discussion: None

Motion to go into Executive session to discuss Employment of Personnel (5 ILCS 120/2(c)(1), Negotiations (5 ILCS 120/2(c)(2) at 7:37 p.m.

1st McKnight 2nd Sterling

Carlson, Smith, Hastings, Sterling, Thompson, McKnight – 6 ayes

Motion carried

A brief recess was taken before going into closed session at 7:46 p.m.

The Board returned to open session at 8:44 p.m.

18. ACTION ITEMS AFTER CLOSED SESSION

18.A. Motion to Approve Memorandum of Understanding between Harlem Board of Education and Harlem Federation of Teachers and Harlem Federation of Support Staff regarding Transportation Employees Working Conditions

1st McKnight 2nd Thompson

Hastings, Sterling, Thompson, McKnight, Carlson, Smith – 6 ayes

Motion carried

Motion to adjourn

1st McKnight 2nd Hastings

All voted aye, Motion carried

The meeting adjourned at 8:45p.m.

Respectfully submitted,

Kris Arduino,

Recording Secretary

ATTEST:

President

Secretary

Dated: _____