

# Harlem Consolidated School District Organizational Meeting

Tuesday, April 26, 2011  
6:00 PM

Harlem Administration Center, 8605 North Second Street, Machesney Park, IL 61115

## AGENDA

1. CALL TO ORDER by President Heather Kelley
2. ROLL CALL (Board Members and Other Attendees)
3. Pledge of Allegiance - Machesney Elementary student - Madison Stanton - 6th grade  
Presenter: Machesney Elementary Principal - Terrell Yarbrough
4. Approval of Agenda
5. Approval of Meeting Minutes
  - A. April 11, 2011 Special & Closed Minutes
  - B. March 21, 2011 Regular & Closed Minutes
6. Awards and Recognition
  - A. Spencer Haydary - Harlem High School Student Leader  
Presenter: Julie Morris, Superintendent
7. Comments from the Community
8. Approval of Bills
  - A. Payables Summary
  - B. Voided Checks
  - C. Payroll Voucher(s)
  - D. Accounts Payable Warrant(s)
  - E. Communications and Committee Reports
    1. Heather Kelley
      - a. Recommendation to approve Resolution giving naming rights of the new High School Baseball Building: Robert L. Shields Baseball Building
      - b. Recommendation to approve First Reading of Policy Updates from 4/11/11 Policy Committee Recommendations
      - c. Regional Alternative High School Graduation - May 9, 2011 at 6:00 p.m.
      - d. Board Data First Workshop - Saturday, June 11, 2011 at 8:00 a.m. to noon
      - e. Next Policy Committee meeting: May 23, 2011 at 6:00 p.m.
      - f. Next Public Relations Committee date: August 25, 2011 at 6:00 p.m.

- g. Board Self-Evaluation follow-up meeting (closed session) - proposed date: Wednesday, May 11, 2011 at 7:00 p.m.
- 2. Kathy Geyer
  - a. Next Business Services Committee meeting: May 11, 2011 at 6:00 p.m.
- 3. Patti Lawrence
  - a. Next Discipline Policy Review Committee meeting: September 22, 2011 at 6:00 p.m. (4th Quarter 2010-2011 data)
- 4. George Russell
- 5. Jacquelyn Ruch
- 6. Larry Barger
- 7. Sandi Johnson
- 9. Administrative Reports
  - A. Linell Lasswell, Interim Assistant Superintendent for Curriculum & Instruction
    - 1. Library Grant Presentation  
Presenter: Leah Krippner
    - 2. Recommendation to approve Special Education Corrective Action Plan in response to the ISBE Focus Monitoring Visit Results
  - B. Joshua Aurand, Assistant Superintendent for Business & Operations
    - 1. Business Summary
    - 2. Recommendation to Approve Surplus Property Resolution(s)
    - 3. Recommendation to Approve Facility Request(s)
    - 4. Recommendation to approve lease of three used 2011 wheelchair accessible busses with Midwest Transit Equipment with a five year lease to own provided by Sovereign Bank at 3.45% for five years. Total annual payment is \$48,599 for the three vehicles.
    - 5. Recommendation to approve a lease for two used 2010 Caravans with Midwest Transit Equipment with a five year lease to own provided by Sovereign Bank at 3.45% for five years. Total annual payment is \$12,626 for the two vehicles.
    - 6. Recommendation to approve Sikich, LLP, for district auditing services for fiscal years 2011 at \$34,225 and 2012 at \$35,270.
    - 7. Recommendation to accept the February 2011 Treasurer's Report
  - C. Julie Morris, Superintendent
    - 1. Freedom of Information Act Request (FOIA) dated April 15, 2011 from Lynn Kearney, President of Harlem Federation of Teachers requesting a copy of the Special Education Focus Monitoring Visit Results and Plan along with District's Response dated April 20, 2011
    - 2. Freedom of Information Act Request (FOIA) dated April 19, 2011 from Julia Hunter, Rockford Register Star for past three Superintendent Employment

Contracts along with the Response from the District dated April 20, 2011

3. Recommendation to Approve Personnel Agenda and Personnel Addendum

10. Consent Agenda

- A. Approve Personnel Agenda and Addendum
- B. Approve Facility Request(s)

11. Action Item Agenda:

- A. Approve Resolution giving naming rights to the new High School Baseball Building: Robert L. Shields Baseball Building.
- B. Approve First Reading of Policy Updates from 4/11/11 Policy Committee Recommendations.
- C. Approve Special Education Corrective Action Plan in response to ISBE Focus Monitoring Visit Results.
- D. Approve Surplus Property Resolution(s).
- E. Approve lease for three used 2011 wheelchair accessible busses with Midwest Transit Equipment with a five year lease to own provided by Sovereign Bank at 3.45% for five years. Total annual payment is \$48,599 for the three vehicles.
- F. Approve a lease for two used 2010 Caravans with Midwest Transit Equipment with a five year lease to own provided by Sovereign Bank at 3.45% for five years. Total annual payment is \$12,626 for the two vehicles.
- G. Approve Sikich, LLP for district audit services for fiscal years 2011 at \$34,225 and 2012 at \$35,270.
- H. Approve acceptance of February 2011 Treasurer's Report.

12. Adjourn Sine Die

13. **ORGANIZATION OF THE NEW BOARD**

- A. Selection of President pro tem and Secretary pro tem
- B. Call to Order by President Pro Tem
- C. Recognition of Retiring Board Member - Sandi Johnson
- D. Administration of Oath of Office to newly elected Board members - Heather Kelley, Larry Barger and Rick Koelker
- E. Election of Officers
  - 1. Nominations received and vote taken for President by President Pro Tem
  - 2. Nominations and vote taken by Newly Elected President for Vice President and Secretary
- F. Seating of Board Members
- G. Board Member Personal Information Posted on Website Discussion

14. Annual Organizational Meeting Action Items

- A. Approve establishment of current Board Policies as Policies of the New Board until said Policies are changed by the Board

- B. Adopt Robert's Rules of Order, Newly Revised 10th Edition
- C. Approve appointment of Joshua Aurand as District Treasurer
- D. Approve appointment of Due Process Hearings Officers - Nancy Flanagan/Dan Wilson (substitute)
- E. Approve appointment of Expulsion Hearing Officer: Dan Wilson
- F. Approve appointment of Residency Hearing Officer: Nancy Flanagan
- G. Approve appointment of Health Insurance Portability and Accountaibility Act of 1992 (HIPAA) Chief Privacy Officer: Human Resources Manager
- H. Approve appointment of Illinois Municipal Retirement Fund (IMRF) Agent: Human Resources Manager
  - I. Approve appointment of Fair Labor Standards Act (FLSA) Compliance Official: Superintendent
  - J. Approve appointment of Employer Equal Opportunity Commission (EEOC) Officer: Superintendent
  - K. Approve appointment of Nondiscrimination Coordinator: Assistant Superintendent for Curriculum & Instruction
  - L. Approve appointment of District Complaint Managers: Human Resources Manager/Assistant Superintendent for Business & Operations
  - M. Approve appointment of Appeals Officer for Free and Reduced Meals: Assistant Superintendent for Business & Operations
  - N. Approve appointment of District Activity Accounts Manager: Assistant Superintendent for Business & Operations
  - O. Approve and adopt Policy 2:105 (Ethics and Gift Ban) Resoulution in Compliance with the State Officials and Employees Ethics Act (5 ILCS 430/1-1 et seq.) as added by P.A. 93-615 and 93-617
  - P. Approve Open Meetings Act (OMA) Officials: Julie Morris, Kris Arduino, Mindy Schumacher
  - Q. Appoint Freedom Of Information Act (FOIA) Officials: Julie Morris, Josh Aurand, Kris Arduino, Mindy Schumacher
  - R. Approve Appointment of Committees for 2011-2012
  - S. Approve 2011-2012 Board Meeting Dates and 2011-2012 Committee Meeting Dates
  - T. Approve Resolution Authorizing Designated Depositories
  - U. Approve Resolution of Prevailing Rate of Wages
- 15. Announcements and Discussion
- 16. 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), Selection of a Person to Fill a Public Office (5 ILCS

120/2(c)3), Other Matters Relating to Individual 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), 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).

17. Approval of Closed Session Minutes, if necessary
18. Added Attachments (since time of original posting)
19. Adjournment