

Harlem Consolidated School District

Organizational Meeting

Monday, May 6, 2013
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** - Maple Elementary student(s) McKenzie Roberts and Nathan Broege
Presenter: Maple Elementary Principal - Becky Girard
4. **Approval of Agenda**
5. **Approval of Meeting Minutes**
 - A. April 15, 2013 Regular and Closed Minutes
6. **Awards and Recognition**
 - A. Maple Elementary Poetry & Writing Awards: (5th grade students): Kayla Roland, Luis Constantino, Edgar Dominguez, Nathan Murphy, Taylor De La Grange, Tyra Williams, Harlow Vierck, Rakhem Green
Presenter: Becky Girard, Principal
 - B. Illinois Environmental Protection Agency's 2013 Poster, Poetry & Prose Contest
Recognitions: Maple students: Kailey Hale - Poetry/Pose and Brianna Allen and Jenna Hill for Recognition: Posters
Presenter: Becky Girard, Maple Principal
 - C. Regional Forensics Competition - Machesney Elementary Students
Presenter: Abigail Edwards, Principal
 - D. "Battle of the Books" recognition - First Place - Zach Dumar, Shanon Dennis, Chantel Troia, Rebecca Anderson, Elaina Toone
Second Place - Avery Bertrand, Breann Barnett, Allison Gallagher, Amber Denny, Austin Jaraczewski
Presenter: Leah Krippner, High School Media Center Teacher
 - E. Harlem Middle School Science Olympiad Recognitions
Presenter: John Cusimano, Middle School Principal
 - F. Jostens National Yearbook Recognition, Harlem High School Yearbook Class
Presenter: Chad Dougherty, High School Associate Principal
 - G. 2013 Young at Heart Button Art Winner - Brianna Barnes, Harlem High School Senior
Presenter: Chad Dougherty, High School Associate Principal

H. In Youth We Trust Grant Award, Harlem High School American Veteran Documentary Project & Blast Off 2013, and Community Foundation of Northern Illinois

Presenter: Chad Dougherty, High School Associate Principal & CFNI Representative

I. Coaches - Cal Ferry (Wrestling), Luanna Kish (Girls' Basketball), Greg Hockmuth (Boys' Bowling), Jim Heathscott (Girls' Bowling)

Presenter: Kurt Weigt, Athletic Director

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. Board Evaluation Report: April 15, 2013 meeting

b. Recommendation to approve First Readings from April 22, 2013 Policy Committee Recommendations

c. Next Policy Committee meeting: May 20, 2013 at 6:00 p.m.

d. Quarterly Meeting (3rd quarter): June 5, 2013 at 6:00 p.m.

e. Next Regular Board Meeting: June 17, 2013 at 6:00 p.m.

f. Next Education Committee meeting: tbd

g. Recommendation to approve Second Reading of Policy Update: 6:231, 6:231-AP, 6:231-AP-2, and 6:231-E (In-District Transfer) from March 25, 2013 First Readings

h. Consensus to Appoint George Russell as the 2013 Delegate Assembly representative

i. Consensus to submit application for 2013 School Board Governance Recognition - due August 2, 2013

2. Kathy Geyer

a. Next Business Services Committee meeting: June 12, 2013 at 6:00 p.m.

3. Patti Lawrence

a. Next Discipline Policy Review Committee meeting: June 20, 2013, at 6:00 p.m. (4th Quarter 2012-2013 data)

b. Recommendation to approve Changes to Elementary Discipline Code of Conduct matrix

4. George Russell

5. Jacquelyn Ruch
6. Larry Barger
7. Evelyn Meeks

9. Administrative Reports

- A. Barb Browning, Assistant Superintendent for Curriculum & Instruction
 1. Recommendation to approve Student Travel Request(s)
- B. Joshua Aurand, Assistant Superintendent for Business & Operations
 1. Recommendation to award electricity bid to Constellation for the FY'14 school year at a rate of \$0.04719 kWh
 2. Recommendation to award Loves Park Roof Replacement bid to McDermaid Roofing & Insulating with a base bid of \$381,777.00
 3. Recommendation to approve Speech/Language Pathologist contract with SOS (Staffing Options & Solutions Inc.) for the FY'14 school year at a rate of \$74 per hour
 4. Recommendation to approve credit recovery subscription renewal with Edmentum .
 5. Recommendation to approve School Messenger Agreement at a cost of \$11,410 for the FY'14 school year
 6. Recommendation to approve contract with Tyler Technologies for GUI support services in the sum of \$1,200 and the licensing agreement in the amount of \$36,307.85 for the FY'14 school year
 7. Recommendation to approve contract with PR, Etc. for website design in an amount not to exceed \$3,000.
 8. Recommendation to approve Fee Information Sheet for FY'14 school year
 9. Recommendation to accept February and March 2013 Treasurer Reports
 10. Recommendation to approve facilities request(s)
 11. Recommendation to approve Resolution Declaring Surplus Property
- C. Julie Morris, Superintendent
 1. Recommendation to Approve Personnel Agenda and Personnel Addendum

10. Consent Agenda

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

11. Action Items

- A. Approve First Readings of Policy Recommendations from Policy Committee of 4/22/13.
- B. Approve Second Reading of Policy Updates: 6:231, 6:231-AP, 6:231-AP-2, 6:231-E.

- C. Approve Changes to Elementary Discipline Code of Conduct matrix.
 - D. Approve award of Electricity bid to Constellation for the FY'14 school year at a rate of \$0.04719 kWh.
 - E. Approve award of Loves Park Roof Replacement project bid to McDermaid Roofing & Insulating at a base bid of \$381,777.
 - F. Approve Speech/Language Pathologist Contract with SOS (Staffing Options & Solutions Inc.) for the FY'14 school year at a rate of \$74 per hour.
 - G. Approve credit recovery subscription with Edmentum.
 - H. Approve School Messenger Agreement at a cost of \$11,410. for the FY'14 school year.
 - I. Approve contract with Tyler Technologies for GUI support services in the sum of \$1,200. and the licensing agreement in the amount of \$36,307.85 for the FY'14 school year.
 - J. Approve contract with PR, Etc. for web design in an amount not to exceed \$3,000.
 - K. Approve Fee Information Sheet for FY'14 school year.
 - L. Approve February and March 2013 Treasurer Reports.
 - M. Approve Resolution Declaring Surplus Property
12. **Announcements and Discussion:** There will be a 15 minute Reception honoring retiring Board members: Kathy Geyer and Jacquelyn Ruch and newly elected/re-elected Board members: Sue Berogan, Patti Lawrence, Evelyn Meeks, George Russell, and Travis Turner
 13. **Executive Session** to discuss Employment of Personnel, (5 ILCS 120/2(c)(1), Negotiations (5 ILCS 120/2(c)(2), Pending 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).
 14. Consideration to approve appointment of Principal for Harlem High School - 9th grade campus
 15. Consideration of Principal Compensation Alignment Proposal
 16. **ADJOURN SINE DIE**
 17. **ORGANIZATION OF THE NEW BOARD**
 - A. **Selection of a President pro tem and Secretary pro tem**
 - B. **Call to Order by President pro tem**
 - C. **Administration of Oath of Office to newly elected/re-elected Board members:** Sue Berogan, Patti Lawrence, Evelyn Meeks, George Russell, Travis Turner
 - D. **Election of Officers for a two-year term**

1. Nominations received and vote taken for President by President pro tem
2. Nominations and vote taken by Newly Elected President for Vice President
3. Nominations and vote taken by Newly Elected President for Secretary

E. Seating of New Board

18. 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 11th Edition
- C. Approve appointment of Joshua Aurand as District Treasurer
- D. Approve appointment of Due Process Hearings Officer - Dan Wilson/Norm Alpers (substitute)
- E. Approve appointment of Expulsion Hearing Officer: Dan Wilson/Norm Alpers (substitute)
- F. Approve appointment of Residency Hearing Officer: Dan Wilson/Norm Alpers (substitute)
- G. Approve appointment of Health Insurance Portability and Accountability Act of 1992 (HIPAA) Chief Privacy Officer: Human Resources Director
- H. Approve appointment of Illinois Municipal Retirement Fund (IMRF) Agent: Human Resources Director
- I. Approve appointment of Fair Labor Standards Act (FLSA) Compliance Official: Human Resources Director
- 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: Assistant Superintendent for Business & Operations and Human Resources Director
- 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) Resolution 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 2013-2014

S. Approve 2013-2014 Board Meeting Dates and 2013-2014 Committee Meeting Dates

T. Approve Resolution Authorizing Designated Depositories

U. Approve Resolution of Prevailing Rate of Wages

19. **Announcements and Discussion**

20. **Adjournment**