

Harlem Consolidated School District

Organizational Meeting

Monday, May 12, 2014
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) Brownie Troop # 3440:
Alexis Coles, Olivia Garcia, Selena Garcia, Jaylin Hawkins, Trinity Livingston,
Tiffany Miller, Chrissy Saylor, Matasha Scharnweber, Adrianna Turner, Malissa
Youngberg
Presenter: Maple Elementary Principal - Becky Girard
4. **Approval of Agenda**
5. **Approval of Meeting Minutes**
 - A. April 7, 2014 Regular Minutes
 - B. April 7, 2014 Public Hearing & Closed Minutes
 - C. April 22, 2014 Regular and Closed Minutes
6. **Awards and Recognition**
 - A. 2014 Young at Heart Button Art Winner - Liz Shutt, Harlem High School Senior
Presenter: Barb Kurilla, Harlem High School Fine Arts Teacher
 - B. Harlem Middle School Science Olympiad Team
Presenter: Dusti Adrian, Harlem Middle School Associate Principal
 - C. 2014 Golden Apple Winner - Carolyn Massier - Rock Cut School 2nd Grade
Presenter: Catherine Martin, Director of Stakeholder Engagement
 - D. Golden Apple Finalists - Meghan Hembrough (Loves Park, 1st grade), Kasie
Kosinski (Machesney, 4th grade), Sarah Shaw (Windsor, 5th grade)
 - E. Harlem Community Support - Gordon Kaye, RAVE Authority General Manager &
Anne Kaye, United Way Volunteer Coordinator
Presenter: Catherine Martin, Director of Stakeholder Engagement
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 22, 2014 meeting
- b. Recommendation to approve First Readings from April 14, 2014 Policy Committee Recommendations
 1. Next Regular Board Meeting: June 16, 2014 at 6:00 p.m.
- c. Next Policy Committee meeting: July 21, 2014 at 6:00 p.m. (tentative)
- d. Next Education Committee meeting: June 26, 2014 at 6:00 p.m.
- e. Quarterly Meeting (3rd & 4th quarters): August 20, 2014 at 6:00 p.m.
- f. Consensus to Appoint Board Member as the 2014 Delegate Assembly Representative

2. George Russell

- a. Next Business Services Committee meeting: June 11, 2014 at 6:00 p.m.

3. Patti Lawrence

- a. Next Discipline Policy Review Committee meeting: June 30, 2014, at 6:00 p.m. (4th Quarter 2013-2014 data)
- b. Recommendation to approve Discipline Policy Recommended Changes to Elementary Discipline Code Matrix
- c. Recommendation to approve Discipline Policy Review Committee changes to Dress Code for 2014-2015
- d. Recommendation to approve Discipline Policy Review Policy Target Policy Changes for 2014-2015

4. Larry Barger

5. Evelyn Meeks

6. Travis Turner

7. Sue Berogan

9. Administrative Reports

A. Barb Browning, Assistant Superintendent for Curriculum & Instruction

1. Recommendation to approve Student Travel Request(s)
2. Recommendation to expand professional development specialists positions at elementary buildings
3. Presentation of proposed 2015-2016 District calendar

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Recommendation to approve Agreement with Aesop for substitute calling and tracking services for two years at \$19,050.00 for FY15 and \$13,300 for FY16.

2. Recommendation to approve Agreement with PSST (Professional Software System & Technologies, LLC) for efficiency evaluation and consulting services for FY15 at a cost of \$6,800.
3. Recommendation to approve award of Marquette Roof Replacement bid to Distinctive Roofing at a cost of \$398,995, and alternate # 1 of \$7,250, for a total cost of \$406,245.
4. Recommendation to approve Secured Entrance Project bid
5. Recommendation to approve award of Electricity Provider bid with Direct Energy for 1 year agreement at a rate of 0.0628.
6. Recommendation to approve award of High School Site Preparation bid with Civil Construction Inc. at a cost of \$424,990.
7. Recommendation to approve award of Field Turf Surface bid to FieldTurfUSA Inc., at a base bid of \$411,507.
8. Recommendation to approve NIA (Northern Illinois Association) Agreement for FY15 at a cost of \$457,285.
9. Recommendation to approve alternate for Maple Lighting Project awarded to Wilson Electric at a cost of \$4,550.
10. Recommendation to approve Treasurer's Bond with a premium amount of \$10,313 for the FY15 school year.
11. Recommendation to approve acceptance of March 2014 Treasurer's Report
12. Recommendation to approve Resolution Declaring Surplus Property
13. Recommendation to approve facilities request(s)

C. Julie Morris, Superintendent

1. Recommendation to Approve Personnel Agenda and Personnel Addendum
2. Request for approval of Superintendent vacation days June 24-27, 2014
3. Freedom of Information Act Request (FOIA) from Justin Hegy, Policy Analyst, Illinois Policy Institute dated May 2, 2014 regarding Hudson and/or Beck rights or otherwise involving amount of union dues or agency fees paid by the teacher to reflect actual costs of representation, or in lieu, total number of teachers who have invoked Hudson and/or Beck rights to have union dues reduced and other pertinent relative information and the District's response dated May 7, 2014

10. **Consent Agenda**

- A. Approve Student Travel Request(s)
- B. Approve Facility Request(s)
- C. Approve Personnel Agenda and Addendum
- D. Approve Superintendent Vacation Days: June 24 - 27, 2014

11. **Action Items**

- A. Approve First Readings of Policy Recommendations from Policy Committee of

4/14/14

- B. Approve Changes to Elementary Discipline Code of Conduct matrix.
 - C. Approve Dress Code Change Recommendations
 - D. Approve Target Policy Change Recommendations
 - E. Approve expanded professional development specialist positions at elementary buildings
 - F. Approve Agreement with Aesop for substitute calling and tracking services for two years at a cost of \$19,050 for FY15 and \$13,300 for FY16.
 - G. Approve Agreement with PSST, LLC (Professional Substitute Service & Technologies LLC) for efficiency evaluation and consulting services for FY15 at a cost of \$6,800.
 - H. Approve award of Marquette Roof Replacement bid to Distinctive Roofing at a cost of \$398,995, and alternate # 1 of \$7,250, for a total cost of \$406,245.
 - I. Approve award of Secured Entrance Project bid
 - J. Approve award of Electricity Provider bid to Direct Energy for 1 year agreement at a rate of 0.0628.
 - K. Approve award of High School Site Preparation bid with Civil Construction, Inc. at a cost of \$424,990.
 - L. Approve award of the Field Turf Surface bid to FieldTurfUSA Inc. at a base bid of \$411,507.
 - M. Approve NIA (Northern Illinois Association) Agreement for FY15 at a cost of \$457,285.
 - N. Approve award of alternate for Maple Lighting Project to Wilson Electric at a cost of \$4,550.
 - O. Approve Treasurer's Bond with a premium amount of \$10,313 for the FY15 school year.
 - P. Approve acceptance of Treasurer's Report for March 2014
 - Q. Approve Resolution Declaring Surplus Property
12. **Announcements and Discussion:**
13. **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), 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), Self-evaluation, practices and procedures or professional ethics (5 ILCS 120/2(c)(16); Meetings between internal or external auditors and governmental audit committees, finance committees, and their equivalents (5 ILCS 120/2(c)(29) and Lawfully Closed Meeting Minutes (5 ILCS 120/2 (c)(21).
14. ACTION ITEMS AFTER CLOSED SESSION
15. Consideration to approve appointment of Principal for Olson Park Elementary

School

16. Consideration to approve appointment of Principal for Harlem Middle School

17. **ADJOURN SINE DIE**

18. **ANNUAL ORGANIZATION MEETING OF THE BOARD**

A. Roll call:

B. Election of Officers

1. Current Officers hold a two-year term, elected at the 2013 Organizational Meeting and no election of officers will be held this year

C. Seating of Board

1. Any seating changes shall be made

19. **Annual Organizational Meeting Action Items:**

A. Approve establishment of current Board Policies as Policies of the 2014-2015 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 - Norm Alpers/Dennis Harezlak (substitute)

E. Approve appointment of Expulsion Hearing Officer: Norm Alpers/Dennis Harezlak (substitute)

F. Approve appointment of Residency Hearing Officer: Norm Alpers/Dennis Harezlak (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 2014-2015

S. Approve 2014-2015 Board Meeting Dates and 2014-2015 Committee Meeting Dates

T. Approve Resolution Authorizing Designated Depositories

U. Approve Resolution of Prevailing Rate of Wages

20. Announcements and Discussion

21. Adjournment