

# Harlem Consolidated School District

## Regular

Monday, July 14, 2014  
6:00 PM

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

### AGENDA

1. CALL TO ORDER by President
2. ROLL CALL (Board Members and Other Attendees)
3. Pledge of Allegiance
4. Approval of Agenda
5. Approval of Meeting Minutes:
  - A. June 16, 2014 Public Hearing Minutes
  - B. June 16, 2014 Regular Meeting Minutes
  - C. June 23, 2014 Special and Closed Minutes
6. Awards and Recognition
7. Comments from the Community
8. Approval of Bills
  - A. Payables Summary
  - B. Voided Checks
  - C. Payroll Voucher(s)
  - D. Accounts Payable Warrant(s)
9. Communications and Committee Reports
  - A. Heather Kelley
    1. Board Monitoring Report: June 16, 2014
    2. Next Policy Committee meeting: August 4, 2014 at 6:00 p.m.
    3. Next Regular Board Meeting: August 11, 2014 at 6:00 p.m.
    4. Next Education Committee meeting: August 21, 2014, at 6:00 p.m.
    5. 2013-2014 Master Board Member Activities Summary - due date to IASB - July 31, 2014
    6. IASB Governance Application - reminder deadline for submission - August 2, 2014 Update
    7. Recommendation to approve Policy updates for First Reading as proposed by District administration: 7:250-AP-1 - Administrative Procedure - Measures to Control the Spread of Head Lice at School (correction from April Policy

Committee that was not carried forward eliminating the word "eggs (nits) on the second page under Building/Principal and Parents/Guardians. The exclusion only applies to live lice; 7:60-AP-2 Administrative Procedure - Establishing Student Residency

8. Recommendation to approve Policy Exhibit Updates: 7:60-E-1, Proof of Residency; 7:60-AP-3-E-3 (NEW), Evidence of Non-Parent's Custody, Control, and Responsibility of a Student, 7:60-AP-2-E-1, Exhibit Letter of Residence from Landlord in Lieu of Lease to be used for registration for the 2014-2015 school year.
9. Recommendation to submit Ballot to Northwestern Illinois Association with the Board casting a collective vote for Jon Malone as Rockford District Administrator and Tom Zelten, retired as Member-at-Large

B. George Russell

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

C. Patti Lawrence

1. Next Discipline Policy Review Committee meeting: August 4, 2014 at 7:00 p.m. (4th quarter) (rescheduled from June 30, 2014)

D. Evelyn Meeks

E. Larry Barger

F. Travis Turner

G. Sue Berogan

10. Administrative Reports

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

1. Report on Public Hearing held at 5:40 p.m. on proposed Waiver Application to the State Board of Education to allow the District to include up to four School Improvement Days for the purpose of staff development beginning with 2014-2015.
2. Report on Public Hearing held at 5:40 p.m. on Resolution authorizing the District to recognize the birthday of President Abraham Lincoln as a holiday on the Monday designated as President's Day and to recognize Veterans' Day as a holiday on the Monday closest to November 11, and to hold school or schedule teachers' institutes, parent-teacher conferences, or staff development on February 12 (President Lincoln), the first Monday in March (Casimir Pulaski's birthday and November 11 (Veterans' Day).
3. Recommendation to approve Student Travel Request(s)

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Report on Public Hearing held at 5:40 p.m. on Resolution proposing Increase District's Driver Education Course fee not to exceed \$250 for school years 2014-2015 through 2018-2019
2. Recommendation to approve agreement with Evaluwise for teacher

evaluation software and services at a total cost of \$11,575.

3. Recommendation to approve extension of part-time School Resource Officer with the Village of Machesney Park for FY15.
4. Recommendation to approve agreement with Learning Forward Center for Results for professional development services in the summer of 2014 at a cost of \$9,600 and ongoing services in FY15 at a cost of \$22,800 for a total of \$32,400.
5. Recommendation to approve Resolution Authorizing Intervention in Industrial Appeal Nos. 13-02102.001, 13-02102.002, 13-02102.003 and 13-02102.004 for Property Index Numbers 12-07-302-003, 12-07-202-004, 12-07-302-002 and 12-07-302-001 for the year 2013.
6. Recommendation to approve Resolution Authorizing the Sale of Driver's Education Car to Belvidere School District at a cost of \$8,000.
7. Recommendation to approve agreement with Pacific Education Group for professional development services in FY15 at a cost of \$57,200.
8. Recommendation to approve renewal with Reliance for School Messenger services for FY15 at a cost of \$11,175.28.
9. Recommendation to approve agreement with Emerson for network power services for FY15 at a cost of \$4,611.75.
10. Recommendation to approve agreement with Raptor Technologies for visitor management software and equipment for FY15 at a cost of \$6,805.
11. Recommendation to accept May 2014 Treasurer's Report.
12. Recommendation to approve Facility Request(s):
13. Recommendation to approve Resolution Declaring Surplus Property:

C. Dr. Julie Morris, Superintendent

1. Recommendation to approve Personnel Agenda & Addendum
  2. Freedom of Information Act Request dated June 24, 2014 from Andrew Andrzejewski from Data Collection Department from Illinois@openthebooks.com for vendor payee payments for years 2008-2013 broken down by year and the Districts subsequent request for a 5 day extension dated July 1, 2014 and the District's final response dated July 9, 2014.
11. Consent Agenda
    - A. Approve Personnel Agenda & Addendum
    - B. Approve Student Travel Request(s)
    - C. Approve Facility Request(s)
  12. Announcements and Discussion
  13. ACTION ITEMS
    - A. Approve collective vote for Jon Malone to be elected as Rockford District

Administrator and Tom Zelten, retired as Member-at-Large for Northwestern Illinois Association.

- B. Approve First Reading of 7:250-AP-1 - Administrative Procedure - Measures to Control the Spread of Head Lice at School (correction from April Policy Committee to eliminate the words "eggs (nits)" in two places under Building Principal and Parents/Guardians. and 7:60-AP-2 - Administrative Procedure - Establishing Student Residency
- C. Approve Policy Exhibit Updates: 7:60-E-1, Proof of Residency; 7:60-AP-3-E-1, Evidence of Non-Parent's Custody, Control, and Responsibility of a Student; 7:60-AP-2-E-1, Exhibit Letter of Residence from Landlord in Lieu of Lease, which exhibits will be used for registration for the 2014-2015 school year.
- D. Approve Waiver Application to State Board of Education to allow up to four School Improvement Days in the school calendar for the purpose of staff development beginning with the 2014-2015 school year
- E. Approve Resolution Authorizing the District to hold school or schedule teachers' institutes, parent-teacher conferences, or staff development on February 12 (President Lincoln's Birthday), the first Monday in March (Casimir Pulaski's Birthday), and November 11 (Veterans' Day), and also authorizing the District to recognize the birthday of President Abraham Lincoln as a holiday on the Monday designated as President's Day, to recognize Veterans' Day as a holiday on the Monday closest to November 11 to better serve students by not attending school on a Monday rather than the middle of the week.
- F. Approve Resolution authorizing an increase in the District's driver education course fee not to exceed \$250 beginning with school years 2014-2015 through 2018-2019.
- G. Approve agreement with Evaluwise for teacher evaluation software and services at a total cost of \$11,575.
- H. Approve extension of part-time School Resource Officer with the Village of Machesney Park for FY15.
  - I. Approve agreement with Learning Forward Center for Results for professional development services in summer 2014 at a cost of \$9,600 and ongoing services in FY15 at a cost of \$22,800 for a total of \$32,400.
- J. Approve Resolution Authorizing Intervention in Industrial Appeal Nos. 13-02102.001, 13-02102.002, 13-02102.003 and 13-02102.004 for Property Index Numbers 12-07-302-003, 12-07-202-004, 12-07-302-002 and 12-07-302-001 for the year 2013.
- K. Approve Resolution Authorizing the Sale of Driver's Education Car to Belvidere School District at a cost of \$8,000.
- L. Approve agreement with Pacific Education Group for professional development services in FY15 at a cost of \$57,200.
- M. Approve renewal with Reliance for School Messenger services for FY15 at a cost of \$11,175.28.

- N. Approve agreement with Emerson for network power services for FY15 at a cost of \$4,611.75.
  - O. Approve agreement with Raptor Technologies for visitor management software and equipment for FY15 at a cost of \$6,805.
  - P. Approve acceptance of May 2014 Treasurer's Report.
  - Q. Approve Resolution Declaring Surplus Property
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
  16. Consideration and possible action on Employee Discipline # 2013-2014-14
  17. Adjournment
  18. Approval of Closed Session Minutes, if necessary