

Harlem Consolidated School District

Organizational Meeting

Wednesday, April 26, 2017
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** - Parker Center Students
Presenter: Amanda Hayes, Parker Center Principal
4. **Approval of Agenda**
5. **Approval of Meeting Minutes**
 - A. April 10, 2017 Regular & Closed Minutes
6. **Awards and Recognition**
 - A. Food Service Manager of the Year: Teresa Parlapiano
Presenter: Jill Mosher, Director of Food & Nutritional Services
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 Meeting Evaluation Report: April 10, 2017 meeting
 - b. Next Policy Committee Meeting: Monday, June 19, 2017 at 6:00 p.m. (TO BE CANCELED)
 - c. Next Education Committee meeting: Wednesday, May 10, 2016 at 6:30 p.m.
 - d. Next Regular Board meeting: Monday, May 15, 2017 at 6:00 p.m.
 - e. Recommendation to approve Second Reading of Policies from 3/20/17 First Readings
 - f. Recommendation to approve First Readings of Policy Updates from 4/18/17 Policy Committee Recommendations

2. George Russell

- a. Next Business Services Committee meeting: Wednesday, May 10, 2016 at 6:00 p.m.

3. Patti Lawrence

- a. Next Discipline Policy Review Committee meeting: June 28, 2016 at 6:00 p.m. (4th quarter 16/17)

4. Evelyn Meeks

5. Sue Berogan

6. Melissa Wenger

7. Larry Barger

9. Administrative Reports

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

1. Recommendation to approve Student Travel Request(s)

B. Joshua Aurand, Assistant Superintendent for Business & Operations

1. Recommendation to approve Surplus Property Resolution
2. Recommendation to approve Facilities Request(s)

C. Scott Rollinson, Assistant Superintendent for Human Resources

1. Recommendation to Approve Personnel Agenda and Personnel Addendum
2. Informational only: Resignations

D. Dr. Julie Morris, Superintendent

1. Freedom of Information Act Request dated 4-7-17 from Mrs. Swan regarding gps bus stop times and the District's response dated 4/10/17

10. Consent Agenda

A. Approve Student Travel Request(s)

B. Approve Facility Request(s)

C. Approve Personnel Agenda and Addendum

11. Action Items

A. Approve Second Reading of Policy Updates from 3/20/17 First Reading

B. Approve First Reading of Policy Updates from 4/18/17 Policy Committee Recommendations

C. Approve Resolution Declaring Surplus Property

12. 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).

13. ACTION ITEMS AFTER CLOSED SESSION

14. **ADJOURN SINE DIE**

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

A. Call Organizational Meeting to Order by the President

B. Roll call

16. OATH OF OFFICE given by President to newly elected Board members

17. Election of Officers for a two-year term (Policy 2:110)

1. Nominations received and taken by President for the Office of President

2. Nominations received and taken by the Newly Elected President for the Office of Vice-President

3. Nominations received and taken by the Newly Elected President for the Office of Secretary

4. Election of Officers closed

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

A. Approve establishment of current Board Policies as Policies of the 2017-2018 Board until said Policies are changed by the Board

B. Adopt Robert's Rules of Order, Newly Revised 11th Edition as a procedural guide pursuant to Board Policy 2:220.

C. Approve Acknowledgement of Board Member Mandated Reporter Status

D. Approve appointment of Joshua Aurand as District Treasurer

E. Approve appointment of Due Process Hearings Officers - Norm Alpers, and Jim Miglin as a substitute

F. Approve appointment of Expulsion Hearing Officer: Norm Alpers, and Jim Miglin as a substitute

G. Approve appointment of Residency Hearing Officer: Norm Alpers, and Jim Miglin as a substitute

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

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

J. Approve appointment of Fair Labor Standards Act (FLSA) Compliance Official: Assistant Superintendent for Human Resources

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

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

- M. Approve appointment of District Complaint Managers: Assistant Superintendent for Business & Operations and Assistant Superintendent for Curriculum & Instruction
- N. Approve appointment of Appeals Officer for Free and Reduced Meals: Assistant Superintendent for Business & Operations
- O. Approve appointment of District Activity Accounts Manager: Assistant Superintendent for Business & Operations
- P. 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
- Q. Approve Open Meetings Act (OMA) Officials: Julie Morris, Kris Arduino, Anna Sweeney
- R. Appoint Freedom Of Information Act (FOIA) Officials: Josh Aurand, Scott Rollinson, Kris Arduino, Anna Sweeney
- S. Approve 2017-2018 Board Meeting Dates and 2017-2018 Committee Meeting Dates
- T. Approve Resolution Authorizing Designated Depositories

19. Announcements and Discussion

20. Adjournment