

Harlem Consolidated School District # 122

District Mission

The Mission of the Harlem Consolidated School District, as a vital part of the community, is to help diverse learners realize their unlimited potential by providing an educational program dedicated to academic excellence and the development of strong character in a safe and respectful learning environment.

Organizational Meeting

Monday, May 7, 2018 - 6:00 PM

Harlem Administration Center, 8605 North Second St., Machesney Park, IL 61115

(815) 654-4500 www.harlem122.org

AGENDA

1. **CALL TO ORDER** by President George Russell
2. **ROLL CALL** (Board Members and Other Attendees)
3. **Pledge of Allegiance** - Olson Park Elementary students
Anistyn Brummett, Maya Johnson, Maggie Skarr, Gabby Williams
Presenter: Dee Dee Johnson, Principal
4. **Approval of Agenda**
5. **Approval of Meeting Minutes**
 - A. April 18, 2018 Special & Closed Minutes
 - B. April 23, 2018 Regular & Closed Minutes
6. **Awards and Recognition**
 - A. Zachary Mueller, Harlem High School Math Team State Qualifier
Presenter: Jason Blume, Director of Stakeholder Engagement
 - B. Harlem High School Career-Con Team
Presenter: Jason Blume, 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. George Russell, President
 - a. Board Meeting Evaluation Report: April 23 2018 meeting
 - b. Next Policy Committee Meeting: Monday, June 18, 2018 at 6:00 p.m.

- c. Next Regular Board meeting: Monday, May 30, 2018 at 6:00 p.m.
- 2. Melissa Wenger
- 3. Heather Kelley, Past President
- 4. Larry Barger
 - a. Next Education Committee meeting: Wednesday, June 20, 2018 at 6:00 p.m.
- 5. Patti Lawrence
 - a. Next Behavior Policy Review Committee meeting: August 29, 2018 (4th quarter 17/18)
- 6. Sue Berogan
 - a. Next Business Services Committee meeting: Wednesday, June 6, 2018 at 6:00 p.m.
- 7. Evelyn Meeks

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)
 - 3. Recommendation to approve Resolution Authorizing Intervention in Industrial Appeal No. 16-02179.001-C-3 for Property Index Number 08-20-126-004 for the year 2016
 - 4. Recommendation to approve Resolution Authorizing Intervention in Industrial Appeal No. 16-02180.001-C-3 for Property Index Number 08-21-101-019 for the year 2016
 - 5. Recommendation to approve Follett School Solutions, Inc. proposal for Destiny hosted services for one year at a total cost of \$11,419
 - 6. Recommendation to accept changes to Operational Services Policy 4:45
 - 7. Recommendation to approve a three-year agreement with Otis Elevator for Service of two elevators at Harlem High School, and lubricants and service of three lifts for a monthly cost of \$355
 - 8. Recommendation to renew Bus Washing agreement with Jarrod's Power Washing at a cost of \$19 per bus and \$9 per van for the FY19 school year
 - 9. Recommendation for the purchase of bakery products to be renewed with Alpha Baking Company, effective July 1, 2018 at an estimated cost per year of \$25,982.44
 - 10. Recommendation to accept the March 2018 Treasurer's Report
 - 11. Recommendation to approve contract renewal with Brecht's Database

Solutions, Inc. (Power IEP) for website access and additional services for FY19 at the cost of \$14,050

12. Recommendation to approve COTG Managed Print Solutions renewal agreement at a cost of \$0.01 for black and white prints, and \$0.10 for color prints for the FY19 school year
13. Recommendation to approve quote for renewal of Treasurer's Bond for FY19 with a limit of \$13,000,000 for a cost of \$7,561.00
14. Recommendation to renew Milk bid with Muller-Pinehurst Dairy with no price increases for 2018-2019
15. Recommendation to approve agreement with Testing Service Corporation to provide Independent Laboratory Services at Loves Park Elementary for the 2018 Secured Entrance project for an estimated cost of \$4,700
16. Informational only: Post-Issuance Tax Compliance

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

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 Resolution Declaring Surplus Property
- B. Approve Resolution Authorizing Intervention in Industrial Appeal No. 16-02180.001-C-3 for Property Index Number 08-21-101-019 for the year 2016
- C. Approve Resolution Authorizing Intervention in Industrial Appeal No. 16-02179.001-C-3 for Property Index Number 08-20-126-004 for the year 2016
- D. Approve Follett School Solutions, Inc. proposal for Destiny hosted services for one year at a total cost of \$11,419
- E. Approve changes to Operational Services Policy 4:45
- F. Approve a three-year agreement with Otis Elevator for Service of two elevators at Harlem High School, and lubricants and service of three lifts for a monthly cost of \$355
- G. Approval renewal Bus Washing agreement with Jarrod's Power Washing at a cost of \$19 per bus and \$9 per van for the FY19 school year
- H. Approve the purchase of bakery products to be renewed with Alpha Baking Company, effective July 1, 2018 at an estimated cost per year of \$25,982.44
- I. Approval to accept the March 2018 Treasurer's Report

- J. Approve contract renewal with Brecht's Database Solutions, Inc. (Power IEP) for website access and additional services for FY19 at the cost of \$14,050
 - K. Approve COTG Managed Print Solutions renewal agreement at a cost of \$0.01 for black and white prints, and \$0.10 for color prints for the FY19 school year
 - L. Approve quote for renewal of Treasurer's Bond for FY19 with a limit of \$13,000,000 for a cost of \$7,561.00
 - M. Approval to renew Milk bid with Mulller-Pinehurst Dairy with no price increases for 2018-2019
 - N. Approve agreement with Testing Service Corporation to provide Independent Laboratory Services at Loves Park Elementary for the 2018 Secured Entrance project for an estimated cost of \$4,700
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), Selection of a Person to Fill a Public Office (5 ILCS 120/2(c)(3), Pending Litigation (5 ILCS 120/2(c)(11), Student Discipline (5 ILCS 120/2(c)(9), Placement of Individual Students in Special Education Programs and Other Matters Relating to Individual Students (5 ILCS 120/2(c)(10), Purchase or Lease of Real Property for the Use of the District (5 ILCS 120/2(c)(5), Setting of a Price for Sale or Lease of Property Owned by the District (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), Security Procedures (5 ILCS 120/2(c)(8), Establishment of Reserves or Settlement of Claims as provided in Local Government and Governmental Employees Tort Immunity Act (5 ILCS 120/2(c)(12), and Discussion of Lawfully Closed Meeting Minutes (5 ILCS 120/2(c)(21).
14. ACTION ITEMS AFTER CLOSED SESSION
15. **ADJOURN SINE DIE**
16. **ANNUAL ORGANIZATION MEETING OF THE BOARD**
- A. Call Organizational Meeting to Order by the President
 - B. Roll call
17. **Annual Organizational Meeting Action Items:**
- A. Approve establishment of current Board Policies as Policies of the 2018-2019 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 Norm Alpers as Food & Nutritional Hearings Officer and Jim Miglin as Substitute
- I. Approve appointment of Health Insurance Portability and Accountability Act of 1992 (HIPAA) Chief Privacy Officer, Assistant Superintendent for Human Resources
- J. Approve appointment of Illinois Municipal Retirement Fund (IMRF) Agent: Assistant Superintendent for Human Resources
- K. Approve appointment of Fair Labor Standards Act (FLSA) Compliance Official: Assistant Superintendent for Human Resources
- L. Approve appointment of Employer Equal Opportunity Commission (EEOC) Officer: Superintendent
- M. Approve appointment of Nondiscrimination Coordinator: Assistant Superintendent for Human Resources
- N. Approve appointment of District Complaint Managers: Assistant Superintendent for Business & Operations and Assistant Superintendent for Curriculum & Instruction
- O. Approve appointment of Appeals Officer for Free and Reduced Meals: Assistant Superintendent for Business & Operations
- P. Approve appointment of District Activity Accounts Manager: Assistant Superintendent for Business & Operations
- Q. 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
- R. Approve Open Meetings Act (OMA) Officials: Julie Morris, Kris Arduino, Anna Sweeney
- S. Appoint Freedom Of Information Act (FOIA) Officials: Josh Aurand, Scott Rollinson, Kris Arduino, Anna Sweeney
- T. Approve 2018-2019 Board Meeting Dates and 2018-2019 Committee Meeting Dates
- U. Approve Resolution Authorizing Designated Depositories

18. Announcements and Discussion

19. Adjournment