

Harlem Consolidated School District

Regular

Monday, June 13, 2016
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
4. Approval of Agenda
5. Approval of Meeting Minutes:
 - A. May 9, 2016 Regular, Organizational & Closed Minutes
6. Awards and Recognition
 - A. Tiffany Jacobson, Wellness Coordinator
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: May 9, 2016
 2. Next Policy Committee meeting: Monday, August 15, 2016 at 6:00 p.m.
 3. Next Regular Board meeting: Monday, July 18, 2016 at 6:00 p.m.
 4. IASB Delegate Assembly
 5. Recommendation to approve Policy Updates for Second Reading from April 25, 2016 First Readings
 - B. George Russell
 1. Next Business Services Committee: Wednesday, June 8, 2016 at 6:00 p.m.
 - C. Sue Berogan
 - D. Evelyn Meeks
 - E. Travis Turner

1. Next Education Committee meeting: Wednesday, August 31, 2016 at 6:30 p.m.
2. Recommendation to change Education Committee meeting date from August 31, 2016 to August 3, 2016 at 6:30 p.m.

F. Patti Lawrence

1. Next Discipline Policy Review Committee meeting: Monday, June 6, 2016 at 6:00 p.m. (4th Quarter)
2. Recommendation to approve Handbook changes for 2016-2017
3. Recommendation to approve 2016-2017 Dress Code

G. Melissa Wenger

10. 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. Public Hearing Report from 5:40 p.m. - 6:00 p.m. to discuss transfer from Transportation Fund to Education Fund in the sum of \$1,500,000 and a transfer from the Transportation Fund to Operations & Maintenance Fund in the sum of \$350,000.
2. Recommendation to approve Resolution to transfer from Abating the Working Cash Fund to the Education Fund in the amount of \$275,000.
3. Recommendation to approve Resolution Authorizing the transfer of monies from the Transportation Fund to the Education Fund in the sum of \$1,500,000.
4. Recommendation to approve Resolution Authorizing the transfer of monies from the Transportation Fund to the Operations & Maintenance Fund in the sum of \$350,000.
5. Recommendation to approve online time clock services with Frontline Technologies for the Transportation, Food Services and Property Services Departments at a start up cost of \$5,400 and an annual subscription for 250 end users at the cost of \$7,650,00.
6. Recommendation to accept March 2016 Treasurer's Report.
7. Recommendation to renew IHSA/Illinois High School Association membership for FY17.
8. Recommendation to approve COTG Managed Print Solutions renewal at a cost of \$.01 for black and white prints and \$.10 for color prints for the FY16-18 school years.
9. Recommendation to approve Resolution Declaring Surplus Property.
10. Recommendation to approve Facility Request(s)
11. Recommendation to renew Food and miscellaneous supplies with Fox River

and Gordon Food Service at current pricing for FY17. Fixed fees will remain the same with market prices subject to change.

12. Recommendation to approve the Memorandum of Understanding with Equal Opportunity Schools for the Lead Higher Initiative program at Harlem High School, FY17 for a cost of \$24,400 plus cost of travel for EOS.
 13. Recommendation to approve Gordon Flesch agreement to provide three copiers (2 at Harlem High School and 1 at Harlem Middle School) for as monthly cost of \$931.00 and a per copy charge of \$0.00345 for a 60 month term lease.
 14. Recommendation to approve FY17 supplies bid with the following vendors: School Specialty at an estimated cost per year of \$14,121.11, Mid City Office Products at an estimated cost per year of \$10,830.34, Quill at an estimated cost per year of \$8,408.50 and Office Pro at an estimated cost per year of \$1,049.70 for a total cost of \$34,409.35.
 15. Recommendation to approve bakery services for FY17 with Alpha Bakery for an estimated cost of \$43,006.
- C. Mr. Scott Rollinson, Assistant Superintendent for Human Resources
1. Recommendation to approve Personnel Agenda & Addendum.
 2. Informational only: Resignations
- D. Dr. Julie Morris, Superintendent
1. Long-Range Plan Update
 2. Superintendent Vacation Days request: June 17 - 27, 2016
11. Consent Agenda
- A. Approve Personnel Agenda & Addendum
 - B. Approve Student Travel Request(s)
 - C. Approve Facility Request(s)
 - D. Approve Superintendent Vacation Days request: June 17-27, 2016
12. ACTION ITEMS
- A. Approve Second Reading of Policy Updates from April 25, 2016 First Readings
 - B. Approve change of Education Committee meeting date from August 31, 2016 to August 3, 2016 at 6:30 p.m.
 - C. Approve Handbook changes for 2016-2017
 - D. Approve 2016-2017 Dress Code
 - E. Approve Resolution Abating the Working Cash Fund in the amount of \$275,000 for educational purposes
 - F. Approve Resolution Authorizing the transfer of monies from the Transportation Fund to the Education Fund in the sum of \$1,500,000.
 - G. Approve Resolution Authorizing the transfer of monies from the Transportation

Fund to the Operations & Maintenance Fund in the sum of \$350,000.

- H. Approve online time clock services with Frontline Technologies for the Transportation, Food Services and Property Services Departments at a start up cost of \$5,400 and an annual subscription for 250 end users at the cost of \$7,650,00.
- I. Approve acceptance of March 2016 Treasurer's Report.
- J. Approve renewal of IHSA/Illinois High School Association membership for FY17.
- K. Approve COTG Managed Print Solutions renewal at a cost of \$.01 for black and white prints and \$.10 for color prints for the FY16-18 school years.
- L. Approve Resolution Declaring Surplus Property
- M. Approve renewal of Food and miscellaneous supplies bid with Fox River and Gordon Food Service at current bid pricing for FY17. Fixed fees will remain the same with market prices subject to change.
- N. Approve collaboration with Equal Opportunity Schools for the Lead Higher Initiative program at Harlem High School for FY17 for a cost of \$24,400 plus cost of travel for EOS.
- O. Approve Gordon Flesch agreement to provide three copiers (2 at Harlem High School and 1 at Harlem Middle School) for as monthly cost of \$931.00 and a per copy charge of \$0.00345 for a 60 month term lease.
- P. Approve FY17 supplies bid with the following vendors: School Specialty at an estimated cost per year of \$14,121.11, Mid City Office Products at an estimated cost per year of \$10,830.34, Quill at an estimated cost per year of \$8,408.50 and Office Pro at an estimated cost per year of \$1,049.70 for a total cost of \$34,409.35.
- Q. Approve Bakery services with Alpha Bakery at prices listed for FY17.

13. Announcements and Discussion

- 14. 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, as defined in the Open Meetings Act (5 ILCS 120/2(c)(3), 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. Adjournment