

**HARLEM PUBLIC SCHOOLS**  
**Working Board Meeting**  
**April 6, 2022**

**ROLL CALL/CALL TO ORDER**

Chairperson Johnathan Walker called the meeting to order at 6:02PM. Trustees present were Johnathan Walker, Kathleen Adams, Mike King and John Young. Valerie Blackcrow was absent. Dr. Arlene Bigby, Superintendent; Cassie Handran, Business Manager/Clerk; and 10 guests were also present.

**A. REVIEW JOB DESCRIPTIONS**

Trustees made revisions to the following Job Descriptions:

- Head Cook
- Assistant Cook
- Secretary

Motion by Mike King to approve revisions made to the following Job Descriptions;

- Head Cook
- Assistant Cook
- Secretary

Second by Kathleen Adams, motion carried 4 for, 1 absent.

**B. REOPENING PLAN**

Motion by John Young to approve revisions made to the “Plan for Reopening School” and “Safe Return to School and Continuity of Services Plan”. Second by Kathleen Adams, motion carried 4 for, 1 absent.

**C. FACILITIES USE AGREEMENT**

Motion by Kathleen Adams to approve a facility use agreement for Pets Are Worth Saving, Inc. (PAWS of Chinook) for a free spay/neuter clinic on July 16-17. Second by Mike King, motion carried 4 for, 1 absent.

**D. CONSIDERATION FOR ISSUANCE OF CONTRACT FOR 2021-22 COACH AND CLASSIFIED STAFF**

Motion by Kathleen Adams to hire Crystal Doney and Wendy Briere as Assistant JH Track Coaches for 2021-22 SY per the CBA. Second by Mike King, motion carried 4 for, 1 absent.

Motion Mike King to hire Hope Lawless as a Paraprofessional at the Junior High for the 2021-22 SY per the CBA. Second by John Young, motion carried 4 for, 1 absent.

**E. ADJOURN**

The next Regular Board Meeting will be held on April 20, 2022.

Motion by John Young to adjourn at 6:51 PM. Second by Kathleen Adams, motion carried 4 for, 1 absent.