

TAZEWELL-MASON COUNTIES SPECIAL EDUCATION ASSOCIATION

MINUTES OF EXECUTIVE COMMITTEE

November 9, 2011

The Executive Committee of Tazewell-Mason Counties Special Education Association held their monthly meeting on Wednesday, November 9, 2011, at the TMCSEA Administrative Offices, Schramm Educational Center, Pekin, IL. Mrs. Davis called the meeting to order at 7:58 A.M. Present at roll call were: Mrs. Davis, Mr. Yarnall, Mr. Ingold, Dr. Link and Dr. Allaman. Mr. Nagel, Dr. Twomey and Dr. Kilpatrick were absent from this month's meeting.

Others in attendance were Sally Masear, Leslie Fornoff, Terrie Schappaugh, and Kim Evans.

Joint Consent – Minutes of October 12, 2011, Bills Payable and Year to Date Expenditure Report:

The open session minutes of the October 12, 2011 meeting were approved as written. The monthly accounts payable were approved as presented. The October Cash Flow Statement, Expenditure Report, Schramm Activity Fund Monthly Detail Report, and Imprest Fund Monthly Detail Report were available at the time of this meeting.

The motion was made by Dr. Link and seconded by Mr. Ingold to approve the Joint Consent as presented. Roll call was taken and motion carried unanimously.

Audience Participation:

There were no requests for audience participation.

Old Business

A. Districts' Financial Payments:

All districts are up-to-date with financial payments.

B. TMCSEA Adjusted Billing for 2010-2011 (Exhibit #1):

Exhibit #1 reflected the adjusted billing for 2010-2011 programs. Adjusted billing refunds will be issued by check to the member districts.

C. Hearing, Vision, OT and PT Financial Analysis (Exhibit #2):

Exhibit #2 reflects the financial analysis of TMCSEA itinerant programs. Historical data was provided to show trends in gains/losses of these services. The Director does not recommend a rate increase to these services for the 2012/2013 school year.

D. MEDICAID Reimbursement 2010-2011 (Exhibit #3):

Exhibit #3 reflects the Medicaid reimbursements for Administrative Outreach and Fee for Service. Reimbursement for these services will be issued as a credit to member districts.

Closed Executive Session:

The Executive Committee went into closed session at 8:07 a.m. to discuss the Director's Contract and Succession Plan. The motion was made by Mr. Yarnall and seconded by Dr. Allaman to enter into closed session. Roll call was taken through voice vote with all parties present voting aye.

Regular Session:

The Executive Committee returned to open session at 8:34 a.m. with a motion made by Mr. Ingold and seconded by Mr. Yarnall. Motion carried through voice vote with all parties voting aye. There was no action taken upon return from closed session.

New Business:

A. Joint Consent:

1. Accept Resignation of Rich Arrowsmith, Summer Grounds Maintenance Worker (Exhibit #4):

The Director asks for approval of the resignation of Mr. Arrowsmith, Summer Grounds Maintenance Worker.

2. ENTEC Mechanical Maintenance Agreement:

The Director asks for approval to continue the maintenance agreement with ENTEC.

3. Golf Green Maintenance Agreement (Exhibit #5):

The Director asks for approval of the Golf Green Maintenance Agreement.

4. Snow Removal Agreement (Exhibit #6):

The Director asks for approval to continue the Snow Removal Agreement with David Burling. This agreement is on an as needed basis.

5. Topless Tree Service:

The Director asks for approval to continue the contract with Topless Tree Services.

The motion was made by Dr. Link and seconded by Mr. Ingold to approve the New Business Joint Consent as presented. Roll call was taken and motion carried unanimously.

B. Summer Maintenance Staffing Pattern:

The Director noted that due the above resignation she will be posting a vacancy notice for this position.

C. Life Safety Plan Discussion (Exhibit #7):

Discussion was held on whether the Association should conduct a 10 year life safety plan as well as how the association should cover the cost related to the outcome of the survey. The Executive Committee agreed that the survey should be completed. There are some options with how the costs will be paid by member districts to cover any findings from the survey. The Director will further explore these options.

The motion was made by Mr. Yarnall and seconded by Dr. Link to conduct a 10 year life safety survey. Roll call was taken and motion carried unanimously.

D. FY12 IDEA Flow Through Reduction (Exhibit #8):

The Director notified the Executive Committee that there has been a reduction in the IDEA Flow Through grant.

E. FY11 IDEA/ARRA Audit:

The Director shared that an audit is being conducted by ISBE on the FY11 IDEA and FY11 ARRA Grants.

F. RIF Joint Committee:

The Director seeks approval to establish a RIF Joint Committee that is required with the new education reform laws that are being passed. The committee will be comprised of two administrators and two certified staff.

The motion was made by Mr. Yarnall and seconded by Dr. Allaman to establish the RIF Joint Committee. Roll call was taken through voice vote with all parties present voting aye. Motion carried unanimously.

G FY13 Administrative Staffing Plan:

This item has been tabled until the December 7, 2011 Executive Committee meeting.

Other Business/Information:

There is no FYI Report for this month's meeting.

The next Executive Committee meeting is scheduled for Wednesday, December 7, 2011 at the TMCSEA Administrative Offices, Schramm Educational Center, Pekin, IL, at **8:00 A.M.**

Mrs. Davis motioned to adjourn the meeting with all parties in attendance voting aye. The Executive Committee meeting ended at 9:00 a.m.

Respectfully Submitted,

Terrie Schappaugh,
TMCSEA Executive Committee Secretary