

TAZEWELL-MASON COUNTIES SPECIAL EDUCATION ASSOCIATION
MINUTES OF EXECUTIVE COMMITTEE
July 8, 2020

The Executive Committee of Tazewell-Mason Counties Special Education Association held their monthly meeting on Wednesday, July 8, 2020, remotely via Zoom. Dr. Owens called the meeting to order at 8:04am. Present at roll call were: Dr. Owens, Dr. Hellrigel, Mr. Ingold, Dr. Allaman and Dr. Greuter. Dr. Brooks entered at 8:10am. Dr. Link and Dr. Hill were absent from this month's meeting.

Others in attendance: Kristina Neville, Leslie Fornoff, Terrie Schappaugh and Zina Young.

Joint Consent – Open Session Minutes of June 10, 2020, Destruction of Verbatim Records, Accounts Payable and Year to Date Expenditure Reports:

The information and materials presented outline the regular monthly business of the Association. The June 10, 2020 open session minutes, destruction of verbatim records (Audio Recordings) of June 12, 2019 closed session meeting (no closed session held), monthly accounts payable, and cash flow statements were approved as presented. The monthly Expenditure Report, Schramm Activity Fund Report, and Imprest Fund Report were also made available at the time of this meeting.

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

Audience Participation:

There were no requests for audience participation.

Old Business

A. Districts' Financial Payments:

All district's financial payments are current.

B. Executive Committee Members for 2020-2021 (Exhibit #1):

Exhibit #1 reflects members of the Executive Committee for the 2020-2021 school year. Dr. Owens will remain as Chairperson and Dr. Hellrigel will remain as Vice-Chairperson. The remaining representation will remain as outlined.

C. IDEA Preschool & Flow Through Grants:

IDEA FY20 sub-grant 4th quarter payments have been disbursed, and we will pay out FY20 obligated amounts after final reports are submitted in August. ISBE has received a no cost extension of the 2019 IDEA Part B Flow Through and Preschool Grant awards until September 30, 2021. FY21 begins the IDEA Allocation Procedural Change, and the Director has been working with individual districts on their Consolidated IDEA Preschool & Flow Through Grant Applications for timely submission to ISBE by June 30 to ensure July 1 start dates.

D. 200-2021 School Calendar – Revised (Exhibit #2):

Next year's calendar has been amended consistent with Senate Bill 1863, which declares November 3, 2020, a state holiday. The Director asked for approval of the revised 2020-2021 school calendar as presented. The appropriate calendar code will be entered when final guidance is provided and then submitted for approval by the ROE and ISBE.

The motion was made by Dr. Grueter and seconded by Dr. Allaman to approve the revised 2020-2021 school Calendar. Roll call was taken and motion carried.

New Business

A. Joint Consent:

There were no items for New Business, Joint Consent.

B. Informational:

1. Resignation of Karyn Hawbaker, Physical Therapist (Exhibit #3):

The Director informed the Executive Committee of the resignation of Ms. Hawbaker, Physical Therapist.

2. Special Education and COVID-1 Pandemic Update:

The Director reviewed information related to IDEA and special education during the COVID-19 Pandemic. ISBE & IDPH Part 3 Transition Joint Guidance for Starting the 2020-2021 School Year was discussed.

C. TMCSEA Insurance Renewals (Exhibit #4):

The Unland Companies has provided us with insurance premium renewal rates. Our Worker's Compensation insurance carrier is the Accident Fund. Our premium of \$24,974 reflects a 3.26% increase from last year's premium. Our experience modification history is as follows: 2015 -1.04; 2016 – 1.02; 2017 - .99; 2018 – 1.03; 2019 - 0.92; and 2020 - 0.98. Our building, auto, liability and umbrella coverage is currently with Selective Insurance with a projected premium of \$20,142. This reflects a 4.85% increase from last year's premium. Cyber liability insurance remains at the same rate with an annual premium of \$1,710. Our Cyber liability insurance carrier is Beazley.

The motion was made by Dr. Hellrigel and seconded by Mr. Ingold to approve the TMCSEA Insurance Renewals as presented. Roll call was taken and motion carried.

D. Director's Goals 2020-2021 – First Reading (Exhibit #5):

Exhibit #5 reflects the first reading of the Director's goals for the 2020-2021 school year.

E. 2020-2021 Records & Copy Posting (Exhibit #6):

The enclosed exhibit provides the required development and posting of records access and copying. No increase is recommended to these rates.

F. 2020-2021 Schramm Program Materials, Lunch & Copying Fees (Exhibit #7):

Exhibit #7 reflects Schramm Educational Center program charges. The Association does not charge material fees to students. Lunch fees have been increased to be in compliance with federal regulations. Student lunch fees will increase to \$3.05 and adult lunch fees will increase to \$3.75.

G. 2020-2021 Substitute Categories & Pay Rates (Exhibit #8):

The enclosed exhibit provides the daily pay rates for substitutes by area. We have included increases to the teacher, paraprofessional, secretary, custodian, cook, and cook assistant rates from the prior year.

H. 2020-2021 Rental Fees for Use of Schramm Educational Center (Exhibit #9):

The enclosed exhibit reflects the rental fees for use of Schramm Educational Center with recommended increases in building rental and hourly rates.

The motion was made by Dr. Brooks and seconded by Mr. Ingold to approve Items E-H as presented. Roll call was taken and motion carried.

I. Amendment to Joint Agreement (Exhibit #10):

The Joint Agreement has been amended to align with new legislation and reflects recommendations from the Association's legal counsel. Senate Bill 209 changes the time frame for when a member district must present its petition to withdraw from a cooperative. Exhibit #10 reflects revisions to the Joint Agreement in Section 7.2. The Director asked for approval of the Joint Agreement as presented.

Per section 9.1 of the Joint Agreement, the amendment must be approved by a majority vote of the membership at a regularly scheduled Policy Board meeting. Prior to presenting the amendment to the Policy Board for approval, it has to have been approved by the Executive Committee (or by a petition signed by 1/3 of the member districts) and submitted to the Policy Board at least 15 days prior to their regular annual meeting.

The motion was made by Dr. Allaman and seconded by Dr. Hellrigel to approve the Amendment to the Joint Agreement as presented. Roll call was taken and motion carried.

J. Policy Updates – First Reading (Exhibit #11):

This is the first reading of the following policy updates recommended by PRESS:

- 2:160-E Exhibit - Checklist for Selecting a Board Attorney
- 2:220 Policy Board/Executive Committee Meeting Procedures
- 2:220-E9 Exhibit - Requirements on No Physical Presence of Quorum and Participation by Audio or Video During Disaster Declaration
- 4:180 Pandemic Preparedness; Management; and Recovery
- 7:190 Student Behavior
- 7:340 Student Records
- 7:345 Use of Educational Technologies; Student Data Privacy and Security

K. Discussion on January to June 2020 Closed Session Minutes & Audio Recordings as Allowed by the School Code:

Discussion is needed to review closed session minutes to determine continued closed status & the destruction of audio recordings as allowed per school code for the period of January to June 2020.

The motion was made by Mr. Ingold and seconded by Dr. Hellrigel to enter into closed session. Roll call was taken and motion carried.

Closed Executive Session

The Executive Committee went into closed session at 8:48am for discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06. 5 ILCS 120/2(c) (21).

The Executive Committee returned to open session at 8:50 a.m. with a motion made by Dr. Greuter and seconded by Dr. Allaman. Motion carried through voice vote with all parties voting aye.

Action Items

Upon return from closed session, the motion was made by Dr. Allaman and seconded by Dr. Greuter to approve the continued closed status of the January to June 2020 closed session minutes and destruction of audio recordings as legally allowed. Roll call was taken and motion carried.

Other Business/Information

The Director reviewed the FYI report.

The next Executive Committee meeting is scheduled for **Wednesday, August 12, 2020** at the TMCSEA Administrative Offices, Schramm Educational Center, Pekin, IL, at **8:00am**.

Mr. Ingold motioned and Dr. Hellrigel seconded to adjourn the meeting with all parties in attendance voting aye. The Executive Committee meeting ended at 8:56am.

Danielle Owens, Chairperson
TMCSEA Executive Committee

Terrie Schappaugh, Secretary
TMCSEA Executive Committee