

TAZEWELL-MASON COUNTIES SPECIAL EDUCATION ASSOCIATION
MINUTES OF EXECUTIVE COMMITTEE
October 14, 2020

The Executive Committee of Tazewell-Mason Counties Special Education Association held their monthly meeting on Wednesday, October 14, 2020, at TMCSEA/Schramm Educational Center, Room 125, Pekin, IL. Dr. Owens called the meeting to order at 8:03am. Present at roll call were: Dr. Owens, Dr. Hellrigel, Dr. Allaman, Dr. Hill, Dr. Greuter and Dr. Link. Mr. Ingold arrived at 8:09. Dr. Brooks was absent from this month's meeting.

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

Joint Consent – Open Session Minutes of September 9, 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 September 9, 2020 open session minutes, destruction of verbatim records (Audio Recordings) of September 11, 2019 closed session meeting (no meeting held), and monthly accounts payable. The monthly Expenditure Report, Schramm Activity Fund Report, and Imprest Fund Report were also made available prior to the time of this meeting.

The motion was made by Dr. Allaman and seconded by Dr. Link to approve the Joint Consent items as presented. Roll call was taken with all parties present voting aye. 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. IDEA Preschool & Flow Through Grants (Exhibit #1):

Final FY21 IDEA Part B Flow Through and Preschool allocations as well as Nonpublic Proportionate Share set asides have been calculated by ISBE, loaded into the electronic Grants Management System (eGMS), and forwarded to member districts. All FY21 IDEA Part B Flow Through and Preschool initial applications that have been approved in eGMS by the Department of Special Education are automatically loaded into the Financial Reimbursement Information System (FRIS). Districts may submit cumulative cash basis expenditure reports via the Electronic Expenditure Reporting System in IWAS to receive reimbursement. All federal grant vouchering occurs each Wednesday unless that day falls on a holiday or is within two business days from the end of the month. Expenditure reports received at ISBE through Tuesday evening will be loaded and vouchered the next day.

TMCSEA will provide an IDEA Grant Support Meeting on October 15 for member districts. Final FY20 obligated expenditure reports have been submitted to ISBE, and there is a total remaining carryover amount in Flow Through of \$1,238,305 and \$53,242 remaining in Preschool. Exhibit #1 reflects unexpended funds for the IDEA Flow Through and Preschool Grants. Each member district's carryover split was calculated by utilizing the December 1, 2019 child count. Once these final calculations are received by ISBE, Funding and Disbursements staff will manually load the carryover amounts into each member district's FY21 IDEA Part B Flow Through or Preschool Grant as appropriate. Member districts will then be able to login to eGMS and submit an amendment to access any of the additional funds as desired.

The motion was made by Dr. Link and seconded by Dr. Hellrigel to approve the submission of the IDEA Preschool & Flow Through carryover amounts to ISBE. Roll call was taken with all parties present voting aye. Motion carried.

New Business

A. Joint Consent:

1. Approve Hiring of Danelle Lounsberry as a Paraprofessional:

The Director asks for approval to hire Danelle Lounsberry as a full-time Paraprofessional at Schramm Educational Center. Ms. Lounsberry will be placed on the salary schedule at TA2, Step 9.

2. Approval to Transfer IT Services from Wendelin Consulting to STL (Exhibit#2):

TMCSEA contracts technology support for \$2,500 per month from Wendelin Consulting Group, Inc., and our current agreement expires on June 30, 2021. Jay Wendelin, owner of Wendelin Consulting Group, Inc., has sold his company effective October 1, 2020 to Sky's the Limit (STL) in Bloomington. STL is a mature technology support firm that offers a variety of IT support options to its clients. The current contractual rate and services previously provided by Wendelin Consulting Group, Inc. will be honored through June 30, 2021 by STL.

The motion was made by Dr. Greuter and seconded by Mr. Ingold to approve the New Business, Joint Consent as presented. Roll call was taken with all parties present voting aye. Motion carried.

B. Informational:

1. Review of Policy 6:50 School Wellness (Exhibit #3):

As stated in Policy 6:50, at least every three years, the Director shall provide implementation data and/or reports to the Executive Committee concerning this policy's implementation sufficient to allow the Executive Committee to monitor and adjust the policy. The WellSAT 3.0 Wellness School Assessment Tool was completed. The Overall Policy Scores were 86 for Total Comprehensiveness and 58 for Total Strength. This assessment is posted on the Cooperative's website for public review, and records will be retained in the Administrative Office.

2. Revision of Phase 4 Transition Plan:

Our Phase 4 Transition Plan has been updated to incorporate COVID-19 Interim Exclusion Guidance from IDPH on 9/10/20 into our Staff/Student Symptom Self-Certification forms and COVID-19 Quarantine Protocols. The revised plan has been posted on our website and shared with member districts.

C. Gorenz & Associates Audit Extension:

Gorenz & Associates has been granted an extension by the ROE for submission of our FY20 Annual Financial Report, which is now due by December 15, 2020. Additional time was requested to complete the single audit requirements. Tom Pepper will present audit results to the Executive Committee and make recommendations at its November meeting.

D. LEA Overall Determinations 2019-2020 (Exhibit #4):

States are required to make determinations on the performance of each LEA based on Indicators identified by the federal government and delineated in the State Performance Plan (SPP). These Indicators are separated into Compliance Indicators (which measure compliance with IDEA regulations) and Results Indicators (which measure outcomes for students with disabilities). These Indicator measures are separated into four groups: Early Childhood Outcomes; Secondary Outcomes; Additional Outcomes; and Fiscal Outcomes. Targets and measures of success are derived from the IDEA Part B State Performance Plan for Illinois, ESSA State Plan for Illinois, and single audit findings issued to Illinois LEAs.

Indicator targets and measures of success are used as part of the Illinois Special Education Accountability and Support System, which was revised for 2019-2020. Each Indicator has a range of scores based on a district's progress toward meeting the Indicator target. The Rubric uses the Indicator targets, and approximations toward the Indicator targets, to assign an LEA score for each applicable Indicator. Score possibilities vary by Indicator but range from zero to three with three being the highest score attainable. The Rubric scores for each district are then used to populate the LEA Determination Matrix with the district's Indicator points. The scores, or number of points, assigned for each Indicator are added together to obtain a total score. The cumulative score is then divided by the total points possible to calculate a district's overall percentage. The district's overall percentage is then aligned to one of the LEA Determination categories. Each LEA Determination designation is also aligned to a corresponding level of tiered support from ISBE.

Exhibit #4 reflects the State Performance Plan (SPP) Indicators Overall LEA Determination for districts within Tazewell and Mason counties. Eighteen member districts have an LEA Determination of Meets Requirements with Universal (Tier 1) Support. Three member districts are identified as Needs Intervention with Intensive (Tier 3) Support. ISBE is providing coaching to districts in Tier 3, and the Director is assisting District Accountability Teams with corrective action and improvement planning as needed. TMCSEA will continue to provide training and support to districts on required performance indicators.

E. School Psychologist Intern Position for 2021-2022 School Year:

TMCSEA currently employs a School Psychologist Intern from Eastern Illinois University at an annual salary of \$26,000. By recruiting local School Psychologist Interns, the Director hopes to expand the pool of viable candidates to fill vacant School Psychologist positions at TMCSEA and member districts in the future. The Director recommends the cooperative post and actively recruit a full-time School Psychologist Intern for the 2021-2022 school year. In order to aggressively recruit candidates to our geographic region and be competitive, an annual salary of \$26,000 plus health insurance benefits for 185 days is recommended. Currently, the cost of the School Psychologist Intern position is funded as a shared cost billed to member districts as part of TMCSEA's Low Incidence Diagnostic & Consultation Services.

The motion was made by Mr. Ingold and seconded by Dr. Hill to approve the hiring of a full-time School Psychologist Intern for the 2021-2022 school year at a salary of \$28,000 with benefits. Roll call was taken with all parties present voting aye. Motion carried.

Closed Executive Session

There were no closed session items for this month's meeting.

Action Items

There were no action items for this month's meeting.

Other Business/Information

The Director reviewed the FYI report.

The next Executive Committee meeting is scheduled for **Tuesday, November 10, 2020** at the TMCSEA/Schramm Educational Center, Room 125, Pekin, IL, at **8:00am**.

Dr. Greuter motioned and Dr. Hill seconded to adjourn the meeting with all parties in attendance voting aye. Motion carried. The Executive Committee meeting ended at 8:44am.

Danielle Owens, Chairperson
TMCSEA Executive Committee

Terrie Schappaugh, Secretary
TMCSEA Executive Committee