

**TAZEWELL-MASON COUNTIES SPECIAL EDUCATION ASSOCIATION**  
**MINUTES OF EXECUTIVE COMMITTEE**  
**July 14, 2021**

The Executive Committee of Tazewell-Mason Counties Special Education Association held their monthly meeting on Wednesday, July 14, 2021, at TMCSEA/Schramm Educational Center, Room 125, Pekin, IL. Dr. Owens called the meeting to order at 8:00am. Present at roll call were: Dr. Owens, Dr. Hellrigel, Dr. Brooks, Mr. Ingold, Dr. Hill and Dr. Greuter. Dr. Allaman arrived at 8:01am. Dr. Link was absent from this month's meeting.

Others in attendance: Kristina Neville, Charity Adams and Terrie Schappaugh.

**Joint Consent – Open Session Minutes of June 16, 2021, 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 16, 2021 open session minutes, destruction of verbatim records (Audio Recordings) of June 10, 2020 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 Director asked for approval to pay one additional bill that was inadvertently left out of this month's accounts payable. The request is for payment to Ergonomic Specialties, Ltd. in the amount of \$7,907.50.

The motion was made by Dr. Greuter and seconded by Mr. Ingold 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 2021-2022 (Exhibit #1):**

Exhibit #1 reflects members of the Executive Committee for the 2021-2022 school year. Dr. Owens will remain as Chairperson and Dr. Hellrigel will remain as Vice-Chairperson. The remaining representation will remain as outlined.

**New Business**

**A. Joint Consent:**

1. Approve Hiring of Corey Shannon as a Transition Specialist Assistant

The Director asked for approval to hire Corey Shannon as Transition Specialist Assistant at a salary of \$31,500 for 200 days (7.5 hours/day) beginning in the 2021-2022 school year.

2. Approve Hiring of a Teacher – Candidate to be Named

This request is removed from the motion as the candidate declined the position.

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

**B. Informational:**

1. Resignation of Caroleen Harper, ESY Paraprofessional (Exhibit #2):

The Director informed the Executive Committee of the resignation of Mrs. Harper, ESY Paraprofessional.

2. ARP ESSER Funds:

TMCSEA anticipates an allocation amount of \$302,351 in ESSER III funds. An LEA must reserve not less than 20% of its total ARP ESSER allocation to address learning loss. An LEA that receives ARP ESSER funds must, within 30 days of receiving the funds, make publicly available on its website a plan for the safe return to in-person instruction and continuity of services. Before making the plan publicly available, the LEA must seek public comment on the plan. The Director proposes to develop a plan for use of ARP ESSER funds in consultation with stakeholders during the 2021-2022 school year. These funds are available for obligation by subrecipients through September 30, 2024.

C. TMCSEA Insurance Renewals (Exhibit #3):

The Unland Companies has provided us with insurance premium renewal rates. Our Worker's Compensation insurance carrier is the Accident Fund. Our premium of \$25,545 reflects a 2.29% increase from last year's premium. Our experience modification history is as follows: 2016 – 1.02; 2017 - .99; 2018 – 1.03; 2019 - 0.92; 2020 - 0.98; and 2021 – 0.94. Our building, auto, liability and umbrella coverage is currently with Selective Insurance with a projected premium of \$21,457, which includes the new property at 109 Rogers Road. This reflects a 6.53% increase from last year's premium. The cyber liability insurance rate is \$1,990, which is an increase of 16.37% from last year's annual premium. Our Cyber liability insurance carrier is Beazley. The Director asks for approval of Accident Fund, Selective and Cyber insurance renewals as presented.

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

D. Director's Goals 2021-2022 – First Reading (Exhibit #4):

Exhibit #4 reflects the first reading of the Director's goals for the 2021-2022 school year.

E. 2021-2022 Records & Copy Posting (Exhibit #5):

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

F. 2021-2022 Schramm Program Materials, Lunch & Copying Fees (Exhibit #6):

Exhibit #6 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 \$3.15 and adult lunch fees will increase to \$3.85.

G. 2021-2022 Substitute Categories & Pay Rates (Exhibit #7):

The enclosed exhibit provides the daily pay rates for substitutes by area. We have included increases to the teacher, paraprofessional, custodian, cook, cook assistant, and pool attendant rates from the prior year. We will no longer have a secretary substitute rate.

H. 2021-2022 Rental Fees for Use of Schramm Educational Center (Exhibit #8):

The enclosed exhibit reflects the rental fees for use of Schramm Educational Center. No increase is recommended to these rates.

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

I. Policy Updates – First Reading (Exhibit #9):

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

- 2:10 Cooperative Governance
- 2:130 Policy Board/Executive Committee Director Relationship
- 2:240 Board Policy Development
- 2:240-E1 Exhibit - PRESS Issue Updates
- 2:240-E2 Exhibit - Developing Local Policy
- 5:10 Equal Employment Opportunity and Minority Recruitment
- 6:235 Access to Electronic Networks

- 6:255 Assemblies and Ceremonies
- 7:280 Communicable and Chronic Infectious Disease
- 8:90 Parent Organizations and Booster Clubs

This is the first reading of the following policy updates recommended for 5-Year Review by PRESS:

- 1:10 Cooperative Legal Status
- 1:20 Cooperative Organization, Operations and Cooperative Agreements
- 3:30 Chain of Command
- 6:100 Using Animals in the Educational Program
- 7:230 Misconduct by Students with Disabilities

J. Special Education Procedures (Exhibit #10):

On behalf of our member districts, TMCSEA has updated our special education procedures to remain compliant with federal & state regulations, rules and requirements. All district superintendents and/or school boards are asked to review and approve these procedures at the local level. TMCSEA will send a revised assurance statement to ISBE later this fall.

K. Discussion on January to June 2021 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 2021.

The motion was made by Dr. Greuter and seconded by Dr. Brooks to enter into closed session. Roll call was taken and motion carried.

Closed Executive Session

The Executive Committee went into closed session at 8:18am for discussion of minutes of meetings lawfully closed under this 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 120/2.06).

The Executive Committee returned to open session at 8:21 a.m. with a motion made by Mr. Ingold and seconded by Dr. Hill. Motion carried through voice vote with all parties voting aye.

Action Items

Upon return from closed session, the motion was made by Dr. Brooks and seconded by Dr. Hellrigel to approve the continued closed status of the January to June 2021 closed session minutes and destruction of audio recordings as legally allowed. Roll call was taken and motion carried.

Other Business/Information

There was no Director's Report for this month's meeting.

The next Executive Committee meeting is scheduled for **Wednesday, August 11, 2021** at the TMCSEA/Schramm Educational Center, Room 125, Pekin, IL, at **8:00am**.

Mr. Ingold motioned and Dr. Hill seconded to adjourn the meeting with all parties in attendance voting aye. The Executive Committee meeting ended at 8:24am.