

**TAZEWELL-MASON COUNTIES SPECIAL EDUCATION ASSOCIATION
MINUTES OF EXECUTIVE COMMITTEE
August 10, 2016**

The Executive Committee of Tazewell-Mason Counties Special Education Association held their monthly meeting on Wednesday, August 10, 2016, at the TMCSEA Administrative Offices, Schramm Educational Center, Pekin, IL. Mr. Hellrigel called the meeting to order at 8:02am. Present at roll call were: Mr. Hellrigel, Dr. Allaman, Dr. Nagel, Mr. Hinman, Mr. Ingold, Dr. Link and Dr. Hall. Dr. Owens arrived at 8:06.

Others in attendance were Kristina Neville, Terrie Schappaugh, Zina Young & Tim Kennedy.

Joint Consent – Open & Closed Session Minutes of July 13, 2016, Accounts Payable and Year to Date Expenditure Report:

The open and closed session minutes of the July 13, 2016 meeting were approved as written. The monthly accounts payable were approved as presented. The July 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. Nagel 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 financial payments are current.

B. Extended School Year Update (Exhibit #1):

Tim Kennedy, Program Coordinator, provided an update of the 2016 Extended School Year program.

C. Director's Goals 2016-2017 – Second Reading (Exhibit #2):

This is the second reading of the 2016-2017 Director's goals for 2016-2017. There were no recommended changes to these goals from the first reading.

The motion was made by Mr. Hinman and seconded by Dr. Link to approve the 2016-2017 Director's Goals as presented. Roll call was taken by voice vote with all parties present voting aye, Motion carried.

D. Facility Dog Policy & Procedures - Second Reading (Exhibit #3):

This is the second reading of the Facility Dog Policy & Procedures. There were no changes from the first reading.

The motion was made by Dr. Allaman and seconded by Mr. Ingold to approve the Facility Dog Policy and Procedures as presented. Roll call was taken and motion carried.

E. Student Discipline Policies and Procedures Manual – Second Reading (Exhibit #4):

This is the second reading of the Student Discipline Policies and Procedures Manual. There were no changes from the first reading.

The motion was made by Dr. Hall and seconded by Dr. Nagel to approve the Student Discipline Policies and Procedures Manual as presented. Roll call was taken and motion carried.

F. IDEA Preschool and Flow Through Grants:

FY16 obligated expenditure reports must be submitted to TMCSEA by August 15. FY16 obligated sub grant payments will be sent to districts by August 31.

G. Contracted Professional Staff – Revised (Exhibit #5):

Exhibit #5 reflects a revision of the contracted professional staff to member districts.

H. Final Budget Presentation for 2016-2017 FY17 Prior to Annual Policy Board Meeting:

The Director presented the final 2016-2017 FY17 final budget to the Executive Committee. The final budget reflects a 1.9% total increase overall for FY17. Federal TRS amounts increased from the previous year's rate of 36.06% to 38.54% in this fiscal year. The budget includes one year of contract salary increases, level health insurance premium rates, and a .05% decrease in IMRF. Schramm Educational Center has experienced a decrease in enrollment with tuition based on 66 students, and the final rate is \$19,482.

The motion was made by Dr. Link and seconded by Mr. Hinman to approve the 2016-2017 FY17 Budget as presented. Roll call was taken and motion carried.

New Business:

A. Joint Consent:

1. Approve Contractual Agreement with SEAPCO for Vision Itinerant Services (Exhibit #6):

TMCSEA currently has a full-time vacancy for Teacher of the Visually Impaired. At this time, the Association has been unable to recruit any viable candidates. The Director asks for approval to contract 0.4 FTE (2 days/week) Vision Itinerant Services from SEAPCO for the 2016-2017 school year at a total amount of \$17,747.14.

2. Approve Contractual Agreement with UnityPoint Health Methodist for Nursing Services (Exhibit #7):

TMCSEA currently has a full-time vacancy for a Certified School Nurse. At this time, the Association has been unable to recruit any viable candidates. The Director asks for approval to contract a full-time registered nurse with a Bachelor's degree from UnityPoint Health Methodist. This contractual agreement will be for the 2016-2017 school year at a total amount not to exceed \$35,625.00.

3. Approve Contractual Agreement with Joe Virbickis for School Psychologist Services (Exhibit #8):

TMCSEA currently has a full-time vacancy for a School Psychologist. The Director asks for approval to contract Mr. Virbickis for 100 days at a daily rate of \$425.00. This contractual agreement will be for the 2016-2017 school year at a total amount not to exceed \$42,500.00.

4. Approve Hiring of Nikki Mitts as a School Psychologist:

TMCSEA currently has a full-time vacancy for a School Psychologist. The Director asks for approval to hire Ms. Mitts for a total salary of \$26,350.00. Ms. Mitts will provide psychological services to Creve Coeur for 44 days and Robein for 18 days. This part-time position will be for the 2016-2017 school year.

5. Approve Hiring of Emily Foster as a Paraprofessional:

The Director asks for approval to hire Emily Foster as a Paraprofessional for the 2016-2017 school year. Ms. Foster will be placed at TA2 Step3.

6. Approve Hiring of Josette Gipson as a Licensed Practical Nurse:

The Director asks for approval to hire Josette Gipson as a part-time LPN for the 2016-2017 school year. Ms. Gipson will be hired at \$17.50 per hour up to 25 hours per week.

7. Approve Hiring of Mary Haynes as a Full-Time Licensed Practical Nurse:

The Director asks for approval to hire Mary Haynes as a full-time LPN for the 2016-2017 year. Mrs. Haynes' annual salary will be \$25,740.00.

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

B. Informational:

1. Resignation of Ashley Bowers, Certified School Nurse (Exhibit #9):

The Director is informing the Executive Committee of the resignation of Mrs. Bowers as a Certified School Nurse.

2. Resignation of Amanda May, School Psychologist (Exhibit #10):

The Director is informing the Executive Committee of the resignation of Mrs. May as a School Psychologist effective July 25, 2016.

3. Resignation of Alexandria Frank, Speech/Language Pathologist (Exhibit #11):

The Director is informing the Executive Committee of the resignation of Mrs. Frank as a Speech/Language Pathologist effective August 26, 2016.

C. Schedule of Labor Management Relations Committee (Exhibit #12):

Exhibit #12 reflects the 2016-2017 LMRC meeting schedule. Meetings are only held when there is an agreed upon topic for an agenda. Dr. Nagel will be representing the Executive Committee on this committee.

D. Policy Updates – First Reading (Exhibit #13):

Exhibit #9 reflects the first reading of the following policies:

2:240-E1	PRESS Issue Updates
2:240-E2	Developing Local Policy
7:10-E	Equal Educational Opportunities Within the School Community
7:270	Administering Medicines to Students
8:90	Parent Organizations & Booster Clubs
8:110	Public Suggestions & Concerns

The Executive Committee recommended striking the Cooperative Supply of Undesignated Opioid Antagonists in Policy 7:270 at the second reading.

Closed Executive Session:

The Executive Committee went into closed session at 8:23 a.m. to discuss personnel matters. The motion was made by Dr. Nagel and seconded by Dr. Allaman to enter into closed session. Roll call was taken and motion carried.

The Executive Committee returned to open session at 8:36 a.m. with a motion made by Dr. Link and seconded by Mr. Ingold Motion carried through voice vote with all parties voting aye. No action was taken upon return from closed session.

Other Business/Information:

The Director shared an update from the Director's Conference.

The next Executive Committee meeting is scheduled for **Wednesday, September 14, 2016** at the TMCSEA Administrative Offices, Schramm Educational Center, Pekin, IL, at **8:00am**.

Dr. Nagel motioned and Dr. Hall seconded to adjourn the meeting with all parties in attendance voting aye. The Executive Committee meeting ended at 8:42am.