

**TAZEWELL-MASON COUNTIES SPECIAL EDUCATION ASSOCIATION
MINUTES OF EXECUTIVE COMMITTEE
September 14, 2016**

The Executive Committee of Tazewell-Mason Counties Special Education Association held their monthly meeting on Wednesday, September 14, 2016, at the TMCSEA Administrative Offices, Schramm Educational Center, Pekin, IL. Mr. Hellrigel called the meeting to order at 8:03am. Present at roll call were: Mr. Hellrigel, Dr. Owens, Dr. Nagel, Dr. Link and Dr. Hall. Dr. Allaman & Mr. Ingold arrived 8:04am. Mr. Hinman was absent from this month's meeting.

Others in attendance were Kristina Neville, Terrie Schappaugh, Leslie Fornoff & Joyce Aarestad.

Joint Consent – Open & Closed Session Minutes of August 10, 2016, Accounts Payable and Year to Date Expenditure Report:

The open and closed session minutes of the August 10, 2016 meeting were approved as written. The monthly accounts payable were approved as presented. The August 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. Hall and seconded by Dr. Link 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. IDEA Preschool & Flow Through Grants:

The initial IDEA Preschool Grant application was approved on August 26, and the IDEA Flow Through Grant was approved on September 6 after ISBE recommended corrections were made.

C. IDEA Preschool & Flow Through Grant Amendments:

The FY17 IDEA Flow Through grant has been amended for the cooperative due to personnel updates. The following districts have submitted changes to their IDEA Sub-Grants due to beginning of the year staffing changes and salary adjustments: #86 (Preschool & Flow Through); #108 (Flow Through); and #189 (Flow Through). There is no dollar increase to sub-grant amounts.

The motion was made by Dr. Nagel and seconded by Dr. Allaman to approve the IDEA Preschool and Flow Grant Amendments as presented. Roll call was taken and motion carried.

D. Policy Updates – Second Reading (Exhibit #1):

This is the second 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

It is recommended that the Executive Committee strike the optional School District Supply of Undesignated Opioid Antagonists from Policy 7:270 as well as requiring parent organizations and booster clubs to have a 501(c)(3) status from Policy 8:90.

The motion was made by Dr. Owens and seconded by Dr. Link to approve the policies as presented with striking recommendations. Roll call was taken and motion carried.

New Business:

A. Joint Consent:

1. Approve Hiring of Kim Lauer, Teacher of the Visually Impaired:

The Director asks for approval to hire Kim Lauer as a part-time (0.4 FTE) Teacher of the Visually Impaired for the 2016-2017 school year. Mrs. Lauer will be placed at MS Step 8.

2. Approve Hiring of TBD, Paraprofessional:

This item is being tabled at this time.

3. Approve Hiring of Tamme Laughlin-Dimitroff, SLP:

The Association has been unable to recruit a full-time SLP candidate to fill our vacancy. The Director asks for approval to hire Tamme Laughlin-Dimitroff as a part-time (0.2 FTE) Speech/Language Pathologist for the 2016-2017 school year. Ms. Dimitroff will be placed at MS Step 25.

4. Approve Contractual Agreement with Skill Sprout for SLP Services (Exhibit #2):

The Director asks for approval to contract speech therapy services from Skill Sprout for 2 days/week for the remainder of the school year at a total amount not to exceed \$24,180. The combination of hiring a 0.2 FTE SLP and 0.4 FTE contracted service allows for partial coverage (0.6 FTE) of the 1.0 FTE position.

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

B. Informational:

1. Retirement Notification of Sandy Starr, PTA (Exhibit #3):

The Director is informing the Executive Committee of the retirement notification of Sandy Starr, Physical Therapist Assistant. Ms. Starr's retirement will be effective at the end of the 2016-2017 school year.

2. Resignation of Jennifer Maston, Paraprofessional (Exhibit #4):

The Director is informing the Executive Committee of the resignation of Ms. Maston as a Paraprofessional.

C. Enrollment Numbers (Exhibit #5):

Schramm Educational Center's enrollment has increased since the end of last school year. The 2.2 FTE vision itinerant staffing pattern will better enable us to meet the current caseload demands this year. The hearing itinerant caseload is consistent. Occupational therapy and physical therapy services are similar to prior year service delivery. The Transition/STEP caseload is comparable to the beginning of last year.

D. Next Up Transition Curriculum:

Joyce Aarestad, TMCSEA Transition Specialist, presented to the Executive Committee on the purchase of Next Up Transition Curriculum. Ms. Aarestad requests approval to purchase this curriculum on behalf of member districts with existing STEP funds for the 2016-2017 school year at a total cost of \$33,000.

The motion was made by Dr. Nagel and seconded by Dr. Owens to approve the Next Up Transition Curriculum purchase. Roll call was taken and motion carried.

E. Policy Updates – First Reading (Exhibit #6):

Exhibit #6 reflects the first reading of the following policy:

7:230 Misconduct by Students with Disabilities

F. Special Education Procedures (Exhibit #7):

This is a first reading of the special education procedures. The Director is working with the Association's attorney for clarification on Section 14, Public Participation. Recommendations regarding these procedures including Section 14 will be brought to the October meeting for discussion.

Closed Executive Session:

The Executive Committee went into closed session at 8:36 a.m. to discuss personnel matters. The motion was made by Mr. Ingold and seconded by Dr. Link to enter into closed session. Roll call was taken and motion carried.

The Executive Committee returned to open session at 8:57 a.m. with a motion made by Dr. Owens and seconded by Dr. Nagel Motion carried through voice vote with all parties voting aye. No action was taken upon return from closed session.

Other Business/Information:

The Director reviewed the FYI portion of the Executive Committee material.

The next Executive Committee meeting is scheduled for **Wednesday, October 12, 2016** at the TMCSEA Administrative Offices, Schramm Educational Center, Pekin, IL, at **8:00am**.

Dr. Nagel motioned and Dr. Link seconded to adjourn the meeting with all parties in attendance voting aye. The Executive Committee meeting ended at 9:10am.

Todd Hellrigel, Chairperson
TMCSEA Executive Committee

Terrie Schappaugh, Secretary
TMCSEA Executive Committee