

**2023TAZEWELL-MASON COUNTIES SPECIAL EDUCATION ASSOCIATION**  
**MINUTES OF EXECUTIVE COMMITTEE**  
**August 9, 2023**

The Executive Committee of Tazewell-Mason Counties Special Education Association held their monthly meeting on Wednesday, August 9, 2023, at Rogers Professional Development Center, 109 Rogers Road, North Pekin, IL. Mr. Ingold called the meeting to order at 8:00am. Present at roll call were: Dr. Owens, Mr. Ingold, Dr. Allaman, Dr. Smock, Dr. Greuter, Dr. Hellrigel and Mrs. Geary. Mr. Ealey was absent from this month's meeting.

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

**Joint Consent – Open and Closed Session Minutes of July 12, 2023 Destruction of Verbatim Records, Accounts Payable and Year to Date Expenditure Reports:**

The information and materials presented are accurate and outline the regular monthly business of the Association. The Director asked for approval of the open and closed session minutes of July 12, 2023, destruction of verbatim records (audio recordings) of closed session of July 13, 2022, accounts payable, and cash flow statements as presented.

The motion was made by Dr. Allaman and seconded by Dr. Greuter 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. Extended School Year Update:**

The Director provided an update on the Extended School Year Program.

**C. Director's Goals - Second Reading (Exhibit #1):**

This is the second reading of the Director's Goals for the 2023-2024 school year.

The motion was made by Mrs. Geary and seconded by Mr. Ingold to approve the 2023-2024 Director's Goals as presented. Roll call was taken through voice vote with all parties present voting aye. Motion carried.

**D. Final budget Presentation for 2023-2024 FY24 Prior to Annual Policy Board Meeting – Exhibit Distributed at the Meeting**

The final budget reflects a 7.66% total increase overall for FY24. In order to maintain high quality services at Schramm, implement the cooperative's new Satellite ED Program, and meet member district requests, the budget reflects the following increases in the staffing pattern: 4.0 FTE Teachers for Rogers; 8.0 FTE Paraprofessionals for Rogers; 3.0 FTE Paraprofessionals for Schramm; 1.0 FTE Job Coach; 1.0 FTE Social Worker; and 1.0 FTE Associate Behavior Specialist.

The final budget for FY24 reflects \$3,000,000 in bequest funds for facility improvement projects, which have been placed in Fund 60 based on recommendations from our auditor and Executive Committee. There has been \$25,000 in bequest funds budgeted for new furniture at TMCSEA/Schramm. A new area of Adjusted Billing for \$400,000 was added at the request of our auditor to reflect refunds paid to member districts. The Director recommends using up to \$10,000 in Interest Revenue to fund security upgrades at Rogers.

This will be the third year of a four-year Collective Bargaining Agreement with Memorandums of Understanding from FY23 through FY25 to increase Teacher, Paraprofessional, and COTA/PTA Salary Schedules and raise the percentage paid by TMCSEA for family health insurance premiums from 60% to 65%. Federal TRS amounts increased from the previous year's rate of 10.49% to 10.60% in this fiscal year. IMRF average rates decreased from 7.03% to 6.15%. Employee health insurance remains with United Healthcare, and premiums increased 5% over last year.

Schramm tuition is based on 72 students, and the final rate is \$29,339. The Satellite ED Program will begin the school year with three versus four classrooms due to a teacher resignation in May, and there are no viable applicants at this time. If a mid-year teacher candidate can be secured, we would have an opportunity to expand our program and serve additional students during this school year.

Rogers Academy tuition is based on 18 students, and the final rate is \$32,753. This tuition rate includes social work, nursing, behavior, and school psychology services. Any additional related services required by a student's IEP such as Speech, OT, and PT would be billed at the per visit rate.

The motion was made by Dr. Allaman and seconded by Mr. Ingold to approve the 2023-2024 FY24 Budget as presented. Roll call was taken and motion carried.

**New Business**

**A. Joint Consent:**

1. Approve Hiring of Angela Hagerdorn as a Paraprofessional:

The Director asks for approval to hire Angela Hagerdorn as a Paraprofessional beginning with the 2023-2024 school year, pending completion of the Employment History Review (EHR) as required by State law. Ms. Hagerdorn will be placed on the paraprofessional salary schedule at TA2, Step 8.

2. Approve Hiring of Hannah Cumming as a Paraprofessional:

The Director asks for approval to hire Hannah Cumming as a Paraprofessional beginning with the 2023-2024 school year, pending ISBE licensure and completion of the Employment History Review (EHR) as required by State law. Ms. Cumming will be placed on the paraprofessional salary schedule at TA1, Step 1.

3. Approve Hiring of 1.0 FTE Paraprofessional – Candidate to be Named:

The Director did not have a candidate to bring to the Executive Committee for approval.

4. Approve Hiring of 1.0 FTE Job Coach – Candidate to be Named:

The Director did not have a candidate to bring to the Executive Committee for approval.

5. Approve Memorandum of Understanding Regarding Remote Work Opportunities (Exhibit #2):

The Director asked for approval for the Memorandum of Understanding Regarding Remote Work Opportunities.

The motion was made by Dr. Hellrigel and seconded by Dr. Greuter to approve the New Business Joint Consent, the MOU and the 2023-2024 Return to School Plan as presented. Roll call was taken through voice vote with all parties present voting aye. Motion carried.

**B. Informational:**

1. Building Project Update:

The Director provided an update of the building project completion.

2. Bequest Update:

The Director provided an update to the bequest status.

**C. Approve TMCSEA Return to School Plan (Exhibit #3):**

The Director reviewed the TMCSEA Return to School Plan for the 2023-2024 school year.

**D. Approve School to School Agreement with District #102 (Exhibit #4):**

Exhibit #4 reflects an agreement for North Pekin/Marquette Heights District #102 to provide student meals during the 2023-2024 school year to Rogers Academy. The cost of \$3.75 includes lunch in individual containers, delivery, and milk (2 per student).

The motion was made by Mr. Ingold and seconded by Mrs. Geary to approve the School to School Agreement as presented. Roll call was taken and motion carried.

E. Approve Rogers Academy Student Handbook (Exhibit #5):

The TMCSEA/Rogers Academy Student Handbook has been developed for the initial year of the cooperative's Satellite ED Program.

The motion was made by Mrs. Geary and seconded by Dr. Greuter to approve the Student Handbook for Rogers Academy as presented. Roll call was taken through voice vote. Motion carried.

F. Approve Schramm Educational Center Student Discipline Policies & Procedures Manual (Exhibit #6):

The TMCSEA/Schramm Educational Center Student Discipline Policies & Procedures Manual has been updated.

The motion was made by Dr. Greuter and seconded by Mrs. Geary to approve the Schramm Educational Center Student Discipline Policies and Procedures Manual as presented. Roll call was taken through voice vote. Motion carried.

G. Schedule of Labor Management Relations Committee (Exhibit #7):

Exhibit #7 reflects the 2023-2024 LMRC meeting schedule. Meetings are only held when there is an agreed upon topic for an agenda. Dr. Greuter will be representing the Executive Committee on Labor Management Relations.

Closed Executive Session

There were no items for closed session.

Action Items

There were no Action Items for this month's meeting.

Other Business/Information

The next Executive Committee meeting is scheduled for **Wednesday, September 13, 2023** at Schramm Educational Center, 300 Cedar St., Room 125, Pekin, IL, at **8:00am**.

Mr. Ingold motioned and Mrs. Geary seconded to adjourn the meeting with all parties in attendance voting aye. The Executive Committee meeting ended at 8:50am.

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Danielle Owens, Chairperson  
TMCSEA Executive Committee

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Terrie Schappaugh, Secretary  
TMCSEA Executive Committee