

TAZEWELL-MASON COUNTIES SPECIAL EDUCATION ASSOCIATION
MINUTES OF EXECUTIVE COMMITTEE
September 14, 2022

The Executive Committee of Tazewell-Mason Counties Special Education Association held their monthly meeting on Wednesday, September 14, 2022, at TMCSEA/Schramm Educational Center, Room 125, Pekin, IL. Dr. Owens called the meeting to order at 8:02am. Present at roll call were: Dr. Owens, Mr. Ingold, Mrs. Geary, Dr. Hellrigel, Dr. Link, Dr. Allaman, Dr. Smock and Dr. Greuter.

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

Joint Consent – Open and Closed Session Minutes of August 10, 2022, 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 session minutes of August 10, 2022, destruction of verbatim records (audio recordings) of closed session of August 11, 2021 (no closed session held), monthly accounts payable, and cash flow statements 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 motion was made by Dr. Link 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. 2022-2023 Amended School Calendar (Exhibit #1):

The 2022-2023 school calendar has been amended to reflect the use of an emergency day on September 2 due to a power outage.

The motion was made by Mr. Ingold and seconded by Dr. Link to approve the 2022-2023 amended school calendar as presented. Roll call was taken by voice vote. Motion carried.

New Business

A. Joint Consent:

1. Approve Hiring of Kristina Bohannon as a Paraprofessional:

The Director asked for approval to hire Kristina Bohannon as a full-time Paraprofessional. Ms. Bohannon will be placed on the salary schedule at TA2, Step 10.

2. Approve Hiring of Amber Caldwell as a Paraprofessional:

The Director asked for approval to hire Amber Caldwell as a full-time Paraprofessional. Ms. Caldwell will be placed on the salary schedule at TA1, Step 2.

3. Approve Hiring of Hannah Coffey as a Paraprofessional:

The Director asked for approval to hire Hannah Coffey as a full-time Paraprofessional. Ms. Coffey will be placed on the salary schedule at TA1, Step 5.

4. Approve Hiring of Ashlie Reinhart as a Paraprofessional:

The Director asked for approval to hire Ashlie Reinhart as a full-time Paraprofessional. Ms. Reinhart will be placed on the salary schedule at TA1, Step 6.

5. Approve Hiring of Danielle Martindale as a Paraprofessional:

The Director asked for approval to hire Danielle Martindale as a full-time Paraprofessional. Ms. Martindale will be placed on the salary schedule at TAI, Step 8.

6. Agreement with Woodford County Special Education Association (Exhibit #2):

The Director asked for approval to provide contracted Hearing Itinerant Services to Woodford County Special Education Association at a rate of \$140.00 per visit for the 2022-2023 school year.

7. Approval of Memorandum of Understanding (Exhibit #3):

The Director asked for approval for the Memorandum of Understanding regarding an annual \$1,500 stipend for the Hearing Itinerant Teachers to provide additional hearing itinerant services to WCSEA for the 2022-2023 school year.

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

B. Informational:

1. Retirement Notification of Dana Adkison, Cook (Exhibit #4):

The Director is informing the Executive Committee of the retirement notification of Dana Adkison as Cook. Ms. Adkison's retirement will be effective at the conclusion of the 2022-2023 school year.

2. Resignation of Mikalah Mullen, Paraprofessional (Exhibit #5):

The Director is informing the Executive Committee of the resignation of Mikalah Mullen as a Paraprofessional effective August 12, 2022.

3. Resignation of Samantha McCain, Paraprofessional (Exhibit #6):

The Director is informing the Executive Committee of the resignation of Samantha McCain as a Paraprofessional effective September 1, 2022.

4. Bequest Update:

The Director provided an update on the anticipated bequest to the Cooperative.

5. Mid-Central Affiliation (Exhibit #7):

Peoria Public Schools has provided notice that they will no longer be providing hearing itinerant services, vision itinerant services, or Orientation & Mobility itinerant services to member districts.

6. MENTA Group:

MENTA is based out of Chicago with schools located in Illinois, Arizona and Texas. They accept all students ages 5-22 across the spectrum of abilities with no refusal, no suspension and no expulsion. Beginning this school year, the MENTA Group has opened the Fresh Start Academy in Havana. Currently, this private day program is located in the New Central Elementary School and Havana Junior High as their building is currently under construction with projected completion later this fall. Student hours are 8:30am - 2:00pm, and staff hours are 7:30am - 3:00pm. MENTA implements PBIS and the Expanded MENTA Method (EMM), a model for prevention, de-escalation and crisis. The daily tuition rates are \$198.67 and \$350.58 (Intensive). Havana CUSD 126 contracts occupational therapy services from TMCSEA for 5 days/week. The MENTA Group was unable to secure an OT service provider, so Havana has requested MENTA utilize up to 1 day/week of their contracted OT services from TMCSEA. The district will bill MENTA for their portion of shared OT services accordingly.

C. Medicaid Fee-for-Service Reimbursement (Exhibit #8):

All Fee-for-Service (FFS) revenue that is generated by TMCSEA staff serving member district students goes directly to TMCSEA. Then, TMCSEA flows this Fee-for-Service money back to each member district according to monthly FFS billing reports received from Timberline. Exhibit #8 summarizes amounts due to districts received in August 2022, which reflects the deduction of Timberline's 7% fee.

The motion was made by Dr. Allaman and seconded by Mrs. Geary to approve the Medicaid Fee-for-Service Reimbursement as presented. Roll call was taken and motion carried.

D. Success of Authority (Exhibit #9):

Policy 3:70, Succession of Authority, states, "If the Director, Program Coordinator, or other administrator is temporarily unavailable, the succession of authority and responsibility of the respective office shall follow a succession plan, developed by the Director and submitted to the Executive Committee." The Director presented the Succession Plan to the Executive Committee as reflected in the Administrative Procedure.

E. Enrollment Numbers (Exhibit #10):

Schramm Educational Center's enrollment is reflective of the end of last school year. Audiological evaluations, autism consultations, ADOS evaluations, medical reviews, OT/PT caseloads, and student consultations show a slight increase from the beginning of last year. Vision evaluations/caseloads and hearing itinerant consultations/caseloads show an increase from the start of last year. STEP caseload numbers remain consistent and transition consultations are down from the beginning of the prior year. District consultations and trainings have decreased from the start of last year.

F. Request for Proposals – Exhibit Distributed at the Meeting:

TMCSEA filed a Request for Proposal (RFP) for an energy performance contracting project on August 2, 2022 with the Capital Development Board. Proposals were due on September 1, 2022 at 11:00am. One proposal was received from Omni Energy Partners. Jim Thurman, Mark and Scott Graves from Omni Energy Partners presented their Request for Proposal for an Energy Performance Contract to the Executive Committee.

The motion was made by Mrs. Geary and seconded by Dr. Grueter to approve the naming of Omni Energy Partners as the Association's qualified provider and issue a letter of intent to proceed with a detailed energy audit. Roll call was taken and motion carried.

Closed Executive Session

There were no items for closed session.

Action Items

There were no actions items for this month's meeting

Other Business/Information

The Director reviewed the FYI report.

The next Executive Committee meeting is scheduled for **Wednesday, October 12, 2022** at the TMCSEA/Schramm Educational Center, Room 125, Pekin, IL, at **8:00am**.

Dr. Link motioned and Mrs. Geary seconded to adjourn the meeting with all parties in attendance voting aye. The Executive Committee meeting ended at 9:09am.