

LASALLE/PUTNAM COUNTY EDUCATIONAL ALLIANCE FOR SPECIAL EDUCATION
1009 Boyce Memorial Drive Ottawa, IL 61350
PHONE/TDD: 815-433-6433 / FAX: 815-433-6164 / EMAIL: mchapman@lease-sped.org

Open Meeting Minutes

Date: March 7, 2017

Time: 9:08 a.m.

Location: L.E.A.S.E. Office Board Room

Type of meeting: Regular

Name of person taking the minutes: Mary Beth Snow

Name of person presiding: Mr. Cleve Threadgill

Members in attendance:

1. Mr. Brian DeBernardi
2. Mr. Ryan Linnig
3. Ms. Sandy Malahy
4. Mr. Ted Sanders
5. Mr. Cleve Threadgill
6. Mr. Steve Wrobleski

Members absent

1. Mr. Matt Seaton

Also present

1. Ms. Mary Jane Chapman, Director
2. Mr. Matt Winchester, Assistant Director

Reception of Guests and Visitors & Opportunity for Public Comment

Regional Superintendent Chris Dvorak was recognized as a guest.

Approval of Items on Consent Agenda (Open and Closed Session Minutes from the Board meeting held on February 7, 2017; January 2017 Bank Reconciliation; Bills, Financial Report, the destruction of the September 1, 2015 tape recorded closed session minutes and C.B.S. Activity Fund Report,)

Summary of discussion: Ms. Chapman shared one additional bill list.

Motion made by: Mr. Linnig

Motion: To approve the open and closed session minutes from the board meeting held on February 7, 2017, to approve the January 2017 bank reconciliation, the bills, financial report, the destruction of the September 1, 2015 tape recorded closed session minutes and C.B.S. activity fund report.

Motion seconded by: Mr. Wrobleski

Roll Call: "Yeas" – Linnig, Wrobleski, DeBernardi, Malahy, Sanders and Threadgill
"Nays" – none.

Action: Passed

Remaining Agenda Items

Agenda item: Approve the renewal of our Assistive Technology Coalition Membership for 2017-2018

Summary of discussion: Ms. Chapman shared that there is a change in the renewal rate for this service this year, but the service is outstanding and many district staff take advantage of the services. She recommended we renew our membership so that member districts can take advantage of the many services provided by Infinetec.

Motion made by: Mr. Sanders

Motion: to approve the renewal of our Assistive Technology Coalition Membership for 2017-2018.

Motion seconded by: Dr. Malahy

Roll Call "Yeas" – Sanders, Malahy, DeBernardi, Linnig, Threadgill and Wrobleski.

"Nays" – none.

Action: Passed

Agenda item: Approve the Circuit Breaker School 2017-18 Calendar

Summary of discussion: Ms. Chapman previously shared the proposed 2017-2018 C.B.S. calendar. She noted it was similar to last years with a week off at Thanksgiving.

Motion made by: Mr. Wrobleski

Motion: to approve the Circuit Breaker School 2017-18 Calendar

Motion seconded by: Mr. DeBernardi

Voice Vote: "Yeas" – all

"Nays" – none

Action: Passed

Agenda item: Review the L.E.A.S.E./R.S.S.P. rental agreement for possible discontinuance.

Summary of discussion: Ms. Chapman shared that Circuit Breaker School currently has 8 students on a waiting list. We can add one classroom next school year using the current space. If we want to add more classrooms next school year we need to discuss terminating the rental agreement with the ROE for the RSSP. She previously shared a copy of the rental agreement with the Board and has discussed this with Chris Dvorak, Regional Superintendent. Chris indicated he understands the situation and is in support of whatever decision the Executive Committee needs to make. The ROE currently has five classrooms in the building. The agreement indicates that we can terminate the agreement with 6 months notice. If we want to add more classes for CBS next school year, we still have time to terminate the agreement. We could also give notice that we will terminate June 30th 2018, and give the ROE more time to find another location, or we can do nothing and renew the agreement. Following discussion, the Board felt that we should leave the agreement as is with the understanding that if Chris finds something that is a better fit we will release him from the agreement, waiving the 6 months notice.

Agenda item: Review for possible approval any applications received from local districts for federal funding through L.E.A.S.E. to meet one or more of the highest priority Cooperative-wide needs indicated on our recently approved needs assessment.

Summary of discussion: Ms. Chapman reported that Tonica's school board voted to terminate the two autism programs effective at the end of the school year. She has received a request from Peru Elementary to house the K-4 program, and is working with another district to house a 5-8 program. She recommended that the Executive Committee approve Peru's request.

Motion made by: Mr. Wrobleski

Motion: to approve the request from Peru Elementary for federal funding through LEASE to house the K-4 Autism program.

Motion seconded by: Mr. Linnig

Roll Call: "Yeas" – Wrobleski, Linnig, DeBernardi, Malahy, Sanders and Threadgill

"Nays" – none.

Action: Passed

Agenda item: Accept the resignation of staff.

Summary of discussion: Ms. Chapman shared amended letters of resignation from Janet Kornas, C.B.S. Secretary and Nicole Thrush, C.B.S. Teacher. Janet's last day will be March 31st and Nicole's last day will be at the end of her contract.

Motion made by: Mr. Linnig

Motion: to accept the resignation of Janet Kornas effective March 31, 2017 and the resignation of Nicole Thrush effective at the end of her contract.

Motion seconded by: Mr. Sanders

Voice Vote: "Yeas" – all
"Nays" – none.

Action: Passed

Agenda item: Review for possible approval the addition of a certified teacher for K-4 at Circuit Breaker School.

Summary of discussion: Ms. Chapman shared that currently we have 6 students in grades K-4 that the districts have confirmed that if we were able to add spaces for next year, they would send these students. We would like to add a K-4 teacher for next year to serve these students. We think that we could do this without additional classroom space if necessary with some flexible use of space.

Motion made by: Mr. Linnig

Motion: to add a certified teacher for grades K-4 at Circuit Breaker School.

Motion seconded by: Dr. Malahy

Roll Call: "Yeas" – Linnig, Malahy, DeBernardi, Sanders, Threadgill and Wrobleski.
"Nays" – none.

Action: Passed

Motion to Adjourn to Closed Meeting

Date: March 7, 2017

Time: 9:45 a.m.

Location: L.E.A.S.E. Office Board Room

A motion was made by Mr. Sanders

And seconded by Mr. Wrobleski

To adjourn to closed meeting to discuss:

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees and

Collective negotiating matters between the Alliance and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.

Closed Meeting Roll Call: "Yeas" – Sanders, Wrobleski, DeBernardi, Linnig, Malahy, and Threadgill
"Nays" – none.

Action: Passed

Time of adjournment of closed meeting and return to open meeting: 10:10 a.m.

Motion to Return to Open Meeting

A motion was made by Mr. Sanders

And seconded by Mr. DeBernardi

To return to open meeting

Roll Call: "Yeas" – Sanders, DeBernardi, Linnig, Malahy, Threadgill and Wroblewski.

"Nays" – none.

Action: Passed

Agenda Item: Anticipated Action Items after Closed Session

Adopt a resolution relative to reemployment recommendations for specified L.E.A.S.E. staff for the 2017-2018 school year;

Summary of discussion: As discussed in Closed Session

A motion was made by Mr. Linnig

Motion: to adopt the following resolution:

WHEREAS the L.E.A.S.E. professional staff and the support staff have been evaluated by both their direct supervisors and by the field and...

WHEREAS most of the above indicated employees have been rated proficient or excellent, therefore be it.....

RESOLVED to employ the tenured L.E.A.S.E. certified staff and the L.E.A.S.E. non-certified/support staff for the 2017-2018 school year and to specifically offer a...

Second year non-tenure contract for the 2017-18 school year to: Katie Janssen, Susan McNelis

Third year non-tenure contract for the 2017-2018 school year to: Nicole Butt, Rachel Harris, Tari Jansen, Jane McLaughlin, Jayme Salazar and Matt Winchester, and to offer a...

Part-time contract to: Jenny Calhoun, and a...

Part-time contract not to exceed 100 days to: Pam Carretto, Pat Hall and Barbara Harte.

Motion seconded by: Mr. Sanders

Voice vote: "Yeas" – all

"Nays" – none.

Action: Passed

Agenda item: Approve employee salaries for the upcoming year(s)

Summary of discussion: This item was tabled by the Chairman.

Agenda item: Approve resolution(s) to hire staff

Summary of discussion: As discussed in Closed Session

Motion made by: Dr. Malahy

Motion: to adopt the following resolutions:

WHEREAS a vacancy exists for a C.B.S. High School Teacher and . . .

WHEREAS a suitable and fully qualified applicant has now been found for this position, therefore be it . . .

RESOLVED to employ Maria Austin for the 2017-18 school year at step A-1 on the hiring table as a C.B.S. Teacher.

WHEREAS a vacancy exists for a C.B.S. Elementary Teacher and . . .

WHEREAS a suitable and fully qualified applicant has now been found for this position, therefore be it . . .

RESOLVED to employ Allison Miller for the 2017-18 school year at step A-1 on the hiring table as a C.B.S. Teacher.

Motion seconded by: Mr. Sanders

Voice vote: "Yeas" – all

"Nays" – none.

Action: Passed

Information Items

C.B.S. monthly report

Mr. Winchester shared Principal Bruner's report. He noted CBS continues to honor students and staff for achievement and behavior. He recognized CBS Secretary Janet Kornas who is in her fourth year at CBS and does an incredible job, and wished her well in her new job.

Report on the annually required Private/Parochial Needs Assessment

Mr. Winchester reported that five of thirteen of the private/parochial schools responded. The highest priority inservice needs indicated by area private/parochial schools were how to identify students for referral to special education, referral procedures for diagnostic services, helping parents help their child with disabilities, and descriptions of public school programs/services for children with disabilities.

The highest priority Program/Service needs were Developmental Delay, Intellectual Disability, Specific Learning Disability, Other Health Impairment, Speech/Language and Emotional Disability.

The identified needs have been shared with the L.E.A.S.E. Coordinators for their future work with our area private/parochial schools.

L.E.A.S.E. Finance Committee update

Ms. Chapman shared that the finance committee is ready to present several recommendations for changes in LEASE billing to member district superintendents. However, the committee is unable to come to consensus regarding incentive funding and would like to present three options to the

superintendents. She asked for suggestions for meeting dates to schedule a meeting for all Superintendents in April after all districts have had spring break. She will prepare estimated information for each for each superintendent as to how the changes would affect their billing. The Executive Committee suggested a meeting time and date of 1:30 p.m. on April 25th

Mandated Categorical Payments

Ms. Chapman shared her concern that that we haven't received any personnel reimbursement for FY17. LEASE policy indicates that we will bill districts for any shortfall, which we may have to do soon as we have not received any payments. For the future, she would like to pre-bill the districts for this, then reimburse throughout the year as payments come in. If this is acceptable, she will add this to the April agenda for approval. The Executive Committee suggested that she give districts an estimate of this bill now.

L.E.A.S.E./Legal/Legislative/I.S.B.E./Medicaid initiatives

- This week is National School Social Worker Week.
- In February, Kathy Fox and Julie O'Brien-Smith partnered with IVCIL to present a workshop for parents on structured teaching strategies to support students with autism at home. The presentation was well attended and the evaluations were excellent. We will look for more opportunities to serve parents of student with disabilities in the future.
- Once again Kathy Fox received the Hazel Bothwell Grant to host a Deaf Hard of Hearing family night at the LEASE office. The grant pays for dinner and travel expenses for families to attend this networking event.

Non agenda items from the Director/Executive Committee members

There were none.

Approval of Motion to Adjourn

Motion to adjourn made by Mr. Linnig

Motion seconded by Mr. Sanders

Voice Vote: Ayes: all

Nayes: none.

Action: Passed

Time of adjournment: 10:40 a.m.

Post Meeting Action

Date minutes approved: April 4, 2017

Date minutes were available for public inspection: April 4, 2017

Date minutes were posted on Alliance website: April 4, 2017

VI.1

LaSalle /Putnam County Educational Alliance for Special Education

Susan A. Bruner, Principal
Circuit Breaker School
2233 6th Street
Peru, Illinois 61354

Telephone 815-220-0740
Fax 815-220-0881

To: Mary Jane Chapman, Director

From: Susan Bruner, Principal

Re: End of Month Report/February

Date: February 28, 2017s

Curriculum planning continues regarding Language Arts. The committee is exploring pulling the science and social studies unit topics from the Language Arts/Math series as these topics are embedded in textbook series.

Planning has begun for the First Annual Circuit Breaker Golf Outing. The committee will provide regular reports to the Executive Committee.

A fifth grade student transitioned back to his home district this month. He is the fourth student to return to his home school during the school year.

Behavioral trend data was shared with staff this month. Although total incident reports have not significantly decreased since 2015-16, physical restraints have decreased by 51%. This decrease is attributed to ongoing coping skill instruction during Social Emotional Learning and consistent use of school-wide tiered behavioral interventions.

Circuit Breaker currently has eight students on the waiting list.

CBS Monthly Statistic Report for February 2017

1. New students enrolled for the first time this month:
2. Total of all students who were on CBS rolls at anytime this month: **54**
3. Number of students on rolls at end of month: **54**
4. Number of boys on rolls at end of month: **46**
5. Number of girls on rolls at end of month: **8**
6. List all students who entered the CBS program this month:

<u>Student's Name</u>	<u>Sending District</u>	<u>Date Entered</u>
Boy	Seneca H.S.	2/13/17

7. List students returned to sending, or other responsible district, for any reason this month:

<u>Student's Name</u>	<u>Sending District</u>	<u>Date Entered</u>
Boy	Streator Elem. #44	2/10/17

8. List students staffed to residential or other alternative placement this month:

<u>Student's Name</u>	<u>Sending District</u>	<u>Date Dropped</u>
Boy	Ottawa H.S. #140	1/20/17
Boy	Marseilles Elem. #150	2/3/17
Girl	Mendota Elem. #289	2/7/17
Boy	Ottawa H.S. #140	2/7/17

9. List students who have dropped and are not included in #7 or #8 above:

<u>Student's Name</u>	<u>Sending District</u>	<u>Date Dropped</u>
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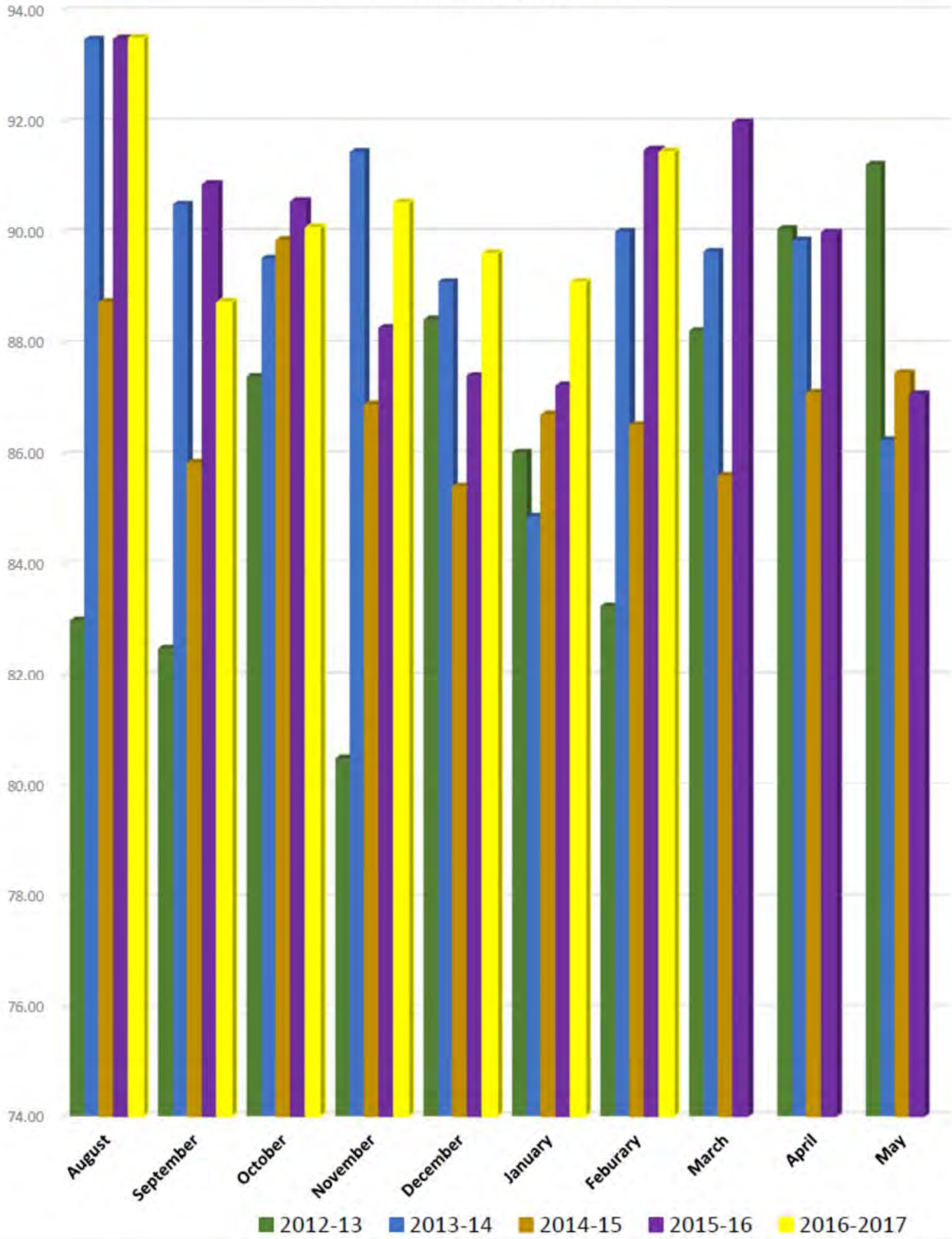
Attendance Summary:

Total Days Excused & Unexcused	Alternative Educational Placements	Total Days Absent	Total Days Present	Percent of Absenteeism
141.5	- 54	= 87.5	/ 1026	= 8.53%

Circuit Breaker School			Absence Report					
		February	2017					
Number	District	Enrolled	Excused	Unexcused	Other	Total	Percent	
1	1	19	0	0	0	0	0.00%	
2	2	19	0	0	0	0	0.00%	
3	2	19	1	4	0	5	26.32%	
4	9	19	2.5	2	0	4.5	23.68%	
5	9	19	0	0	0	0	0.00%	
6	9	19	0	0	0	0	0.00%	
7	9	19	0	0	0	0	0.00%	
8	44	19	0	0	0	0	0.00%	
9	44	19	2.5	0	0	2.5	13.16%	
10	44	19	0	0	0	0	0.00%	
11	44	19	0	0	0	0	0.00%	
12	44	19	0	0	0	0	0.00%	
13	44	8	0	0	0	0	0.00%	
14	44	19	2	1	0	3	15.79%	
15	44	19	1	0	0	1	5.26%	
16	44	19	0	4	0	4	21.05%	
17	44	19	1	2	0	3	15.79%	
18	44	19	0	3	0	3	15.79%	
19	82	19	0	0	0	0	0.00%	
20	95	19	4	0	0	4	21.05%	
21	120	19	1	0	0	1	5.26%	
23	120	19	0	0	0	0	0.00%	
24	122	19	1	0	0	1	5.26%	
25	122	19	4	0	0	4	21.05%	
26	122	19	2	0	0	2	10.53%	
27	122	19	0	0	0	0	0.00%	
28	122	19	0	0	0	0	0.00%	
29	122	19	3	0	0	3	15.79%	
30	122	19	0	0	0	0	0.00%	
31	122	19	0	0	0	0	0.00%	
32	122	19	1	4	0	5	26.32%	
34	124	19	1	0	0	1	5.26%	
35	124	19	1	0	0	1	5.26%	
36	125	19	0	0	0	0	0.00%	
37	140	19	0	1	0	1	5.26%	
38	140	19	0	2	15	2	10.53%	
40	140	19	0	0	19	0	0.00%	
41	141	19	0	0	0	0	0.00%	
42	141	19	0	1	0	1	5.26%	
43	150	19	3	2	8	5	26.32%	
44	150	19	2	0	0	2	10.53%	
45	150	19	1	0	0	1	5.26%	
46	160	11	0	0	0	0	0.00%	
47	150	19	0.5	1	0	1.5	7.89%	
48	170	19	2.5	0	0	2.5	13.16%	

49	185	19	1	0	0	1	5.26%
50	280	19	0	0	0	0	0.00%
51	280	19	0	0	0	0	0.00%
52	289	19	5	0	12	5	26.32%
53	289	19	3	2	0	5	26.32%
54	289	19	3	0	0	3	15.79%
55	289	19	0	0.5	0	0.5	2.63%
56	425	19	0	0	0	0	0.00%
57	425	19	2	6	0	8	42.11%
58	425	19	1	0	0	1	5.26%
	Totals	1026	52	35.5	54	87.5	8.53%

CBS Attendance



Circuit Breaker School February 2017 Behavioral Report

