

LASALLE/PUTNAM COUNTY EDUCATIONAL ALLIANCE FOR SPECIAL EDUCATION
1009 Boyce Memorial Drive Ottawa, IL 61350
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Open Meeting Minutes

Date: November 1, 2016

Time: 9:06 a.m.

Location: Circuit Breaker School, Peru, Illinois

Type of meeting: Regular

Name of person taking the minutes: Hallie DeFore

Name of person presiding: Mr. Cleve Threadgill

Roll call indicated

Members in attendance:

1. Mr. Brian DeBernardi
2. Mr. Ryan Linnig
3. Dr. Sandra Malahy
4. Mr. Ted Sanders
5. Mr. Matt Seaton
6. Mr. Cleve Threadgill
7. Mr. Steve Wrobleski

Members absent:

- 1.

Also present

1. Ms. Mary Jane Chapman, Director
2. Mr. Matt Winchester, Assistant Director
3. Mrs. Susan Bruner, Principal, C.B.S.

Reception of Guests and Visitors & Opportunity for Public Comment

The Board welcomed C.B.S. Principal Bruner who reported on

- Committees developed to address targeted areas of school improvement
- Current and future academic curriculum planning
- Enhancements of the SEL curriculum with addition of restorative justice
- Circuit Breaker Facebook page to increase parent involvement

Approval of Items on Consent Agenda (Open Session Minutes and Closed Session Minutes from the Board meeting held on October 4, 2016; September Bank Reconciliation; Bills, Investment Report (October), Financial Report and C.B.S. Activity Fund Report)

Summary of discussion: An additional bill list was shared.

Motion made by: Mr. Linnig

Motion: To approve the items on Consent Agenda

Motion seconded by: Mr. Sanders

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

"Nays" – none.

Action: Passed

Remaining Agenda Items

Agenda item: Approve on second reading revisions to policies as follows:

1:30 *L.E.A.S.E. Mission, Core Commitments, Vision and Administrative Philosophy*;

Ms. Chapman shared there are no changes in this from the first reading. The policy changes are based on the work of superintendents this summer.

Motion made by: Mr. Linnig

Motion: approve on second reading revisions to policies 1:30 *L.E.A.S.E. Mission, Core Commitments, Vision and Administrative Philosophy*

Motion seconded by: Mr. Sanders

Voice Vote: “Yeas” – all

“Nays” – none.

Action: Passed

Agenda item: Approve on first reading revisions/new policies as follows:

2:200 *Types of Meetings*- This policy has two additions under closed meetings, one regarding the Local Government Wage Increase Transparency Act, and the Open Meetings Act; 2:200 *Board Meeting Procedures*- Adds that a Board member can request a record of how he or she voted to be added to the minutes, and adds that Board members may access closed session minutes or verbatim recordings in the administrative office whether they have been released to the public or not; 4:40 *Purchases and Contracts* -The policy was updated to add updated references to the school code. The first indicating that food contract bidders cannot have a provision that prohibits the donation of food to food banks etc. The second addition is to ensure that the paper products we purchase are made from at least 50% recycled products with the only exception being printing contracts; 5:30 *Hiring Process and Criteria*- Reference change; 5:60 *Expenses*- Updated to reflect the Local Government Travel Expense Control Act; 5:125 *Personal Technology and Social Media Usage and Conduct*- updates the definition of social media and adds a cross reference to the staff development program; 5:190 *Professional Staff Qualifications Duties*- Removes reference to Highly Qualified and changes certified to licensed; 5:250 *Leaves of Absence, Sick Days, Personal Days, Vacation and Holidays*- Adds language for Child Bereavement Leave under FMLA; 5:260 *Student Teacher*- Adds language that would disqualify a student teacher for placement and updates fingerprinting language; 7:310 *Restrictions on Publications-Elementary Schools*- Name change only; 7:315 *Restrictions on Publications – High Schools* -New policy in response to the Speech Rights of Student Journalists Act.

Motion made by: Mr. Wrobleski

Motion: approve on first reading revisions/new policies 2:200 *Types of Meetings*; 2:200 *Board Meeting Procedures*; 4:40 *Purchases and Contracts*; 5:30 *Hiring Process and Criteria*; 5:60 *Expenses*, 5:125 *Personal Technology and Social Media Usage and Conduct*; 5:190 *Professional Staff Qualifications Duties*; 5:250 *Leaves of Absence, Sick Days, Personal Days, Vacation and Holidays*; 5:260 *Student Teachers*; 7:310 *Restrictions on Publications-Elementary Schools*; 7:315 *Restrictions on Publications – High Schools*

Motion seconded by: Dr. Malahy

Voice Vote: “Yeas” – all

“Nays” – none.

Action: Passed

Information Items

Discuss the preliminary implications of the data received relative to the “Cooperative Status/Needs Assessment Report” used to determine the overall priority needs of the Cooperative and to initiate local district funding requests from L.E.A.S.E. for new local program development (verbal report)

Ms. Chapman reported we had 161 responses to our Needs Assessment, last year we had 144. We had responses from all but 2 districts with the bulk of the responses coming from teachers. Ms. Chapman summarized the responses.

Finance committee updates

Ms. Chapman included an updated spreadsheet that she shared with the committee that shows a breakdown of IDEA preschool funds and IDEA funds used for preschool expenditures. She also shared some sample billings and demographic information from other cooperatives. We talked about the information committee members collected from the districts they are assigned regarding CBS billing. For the next meeting, she will bring a breakdown of CBS expenses so that we can look at the impact if an expense is paid from tuition instead of IDEA funds. She will also bring information regarding the cooperative’s ability to invest funds and we will discuss incentive programs.

L.E.A.S.E., Medicaid, I.S.B.E., legislative, legal updates (verbal report)

Ms. Chapman shared that we have finally received information from HFS regarding changes in Medicaid claiming for speech/language services. It is necessary to have a referral on file for each student that receives speech/language services. Our Medicaid provider Hawthorne and Associates has added the form to the web-based claim system so that each provider has access to the form. Julie O’Brien-Smith will make sure all of the SLP’s take care of this requirement so that there is no lapse in claims.

Coordinator and Preschool Screening Team district evaluation feedback forms will be distributed soon. We appreciate your feedback to help us in the evaluation process. It is especially helpful to receive specific comments regarding performance.

Ms. Chapman reported that all should have received Excess Cost documents. If you or your bookkeepers have any questions, don’t hesitate to contact her.

Non-Agenda Items from the Executive Committee/Director

There were none.

Approval of Motion to Adjourn

Motion to adjourn made by Mr. Sanders

Motion seconded by Mr. DeBernardi

Voice Vote: “Yeas” – all

“Nays” – none.

Action: Passed

Time of adjournment: 9:52 a.m.

Post Meeting Action

Date minutes approved: December 6, 2016

Date minutes were available for public inspection: December 6, 2016

Date minutes were posted on Alliance website: December 6, 2016

II.

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/October

Date: October 25, 2016

CBS celebrated our first quarter by spending an afternoon watching scary movies and eating caramel apples. All students and staff took part in the celebration.

CBS teachers attended the ROE In-service Day at OTHS and IVCC. The curriculum committee will discuss incorporation of skills into or alignment process.

First quarter honor roll students were celebrated during a breakfast with their parents. A total of 23 students were honored for either academic or behavioral excellence.

The high school realigned classrooms to allow for a three-tiered instructional model. Based on behavioral data, students will be placed in large group, small group, or 2:1 settings.

Staff and students celebrated Custodian Appreciation Day this month. Our custodians enjoyed gifts and cards from the students and a luncheon.

All mandatory school drills were conducted this month including a shooter drill with local police involvement.

Currently CBS has 2 students on the waiting list.

CBS Monthly Statistical Report for October 2016

1. New students enrolled for the first time this month:
2. Total of all students who were on CBS rolls at any time this month: **57**
3. Number of students on rolls at end of month: **55**
4. Number of boys on rolls at end of month: **48**
5. Number of girls on rolls at end of month: **7**
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	Woodland Unit #5	10/3/16
Boy	Peru Elem #124	10/17/16
Boy	LaSalle Elem. #122	10/17/16
Girl	LP H.S. #120	10/24/16
Boy	Streator Elem. #44	10/24/16

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>
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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	Earlville Comm. Unit #9	10/25/16
Boy	LaSalle Elem. #122	10/26/16

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>
Boy	Ottawa H.S. #140	10/3/16
Boy	Seneca H.S. #160	10/17/16
Boy	LaSalle Elem #122	10/18/16

Attendance Summary:

Total Days Excused & Unexcused	-	Alternative Educational Placements	=	Total Days Absent	/	Total Days Present	=	Percent of Absenteeism
95		17		78		842		9.26%

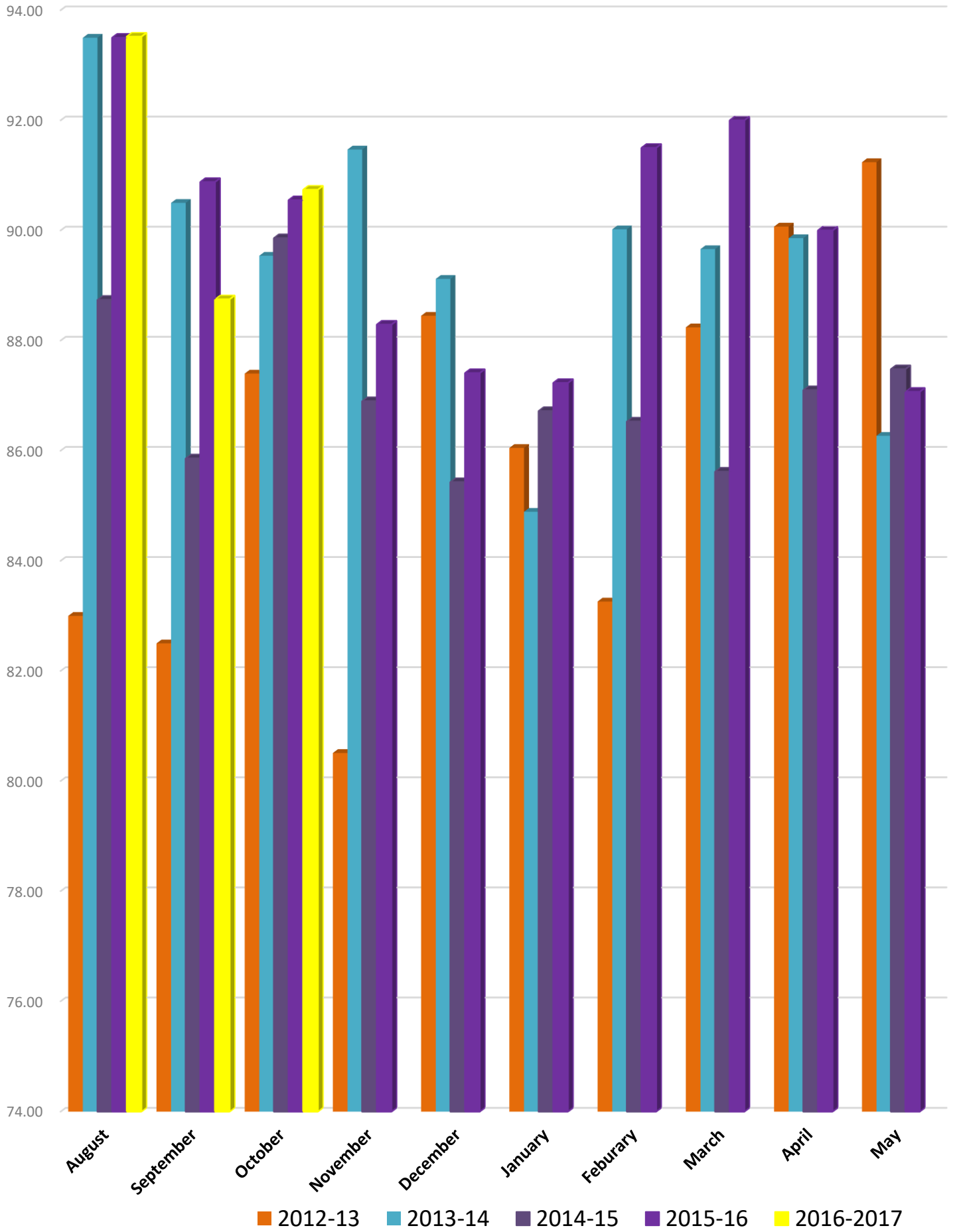
**Circuit Breaker School
October**

**Absence Report
2016**

Number	District	Enrolled	Excused	Unexcused	Other	Total	Percent
1	1	16	0	0	0	0	0.00%
2	2	16	0	0	0	0	0.00%
3	9	16	0	0.5	2	0.5	3.13%
4	9	16	0	0	0	0	0.00%
5	9	16	1	0	0	1	6.25%
6	44	16	2	1	0	3	18.75%
7	44	3	0	0	0	0	0.00%
8	44	16	0	0	0	0	0.00%
9	44	16	0	0	0	0	0.00%
10	44	16	0	0	0	0	0.00%
11	44	16	0	0	0	0	0.00%
12	44	16	0	3	0	3	18.75%
13	44	16	2	0	0	2	12.50%
14	44	16	1	0	0	1	6.25%
15	44	16	0	1	0	1	6.25%
16	44	16	1	2	0	3	18.75%
17	82	16	0	0	0	0	0.00%
18	95	16	0	0	0	0	0.00%
19	120	16	2.5	1	0	3.5	21.88%
20	120	3	2	0	0	2	66.67%
21	120	16	0	0	0	0	0.00%
22	122	8	0	0	0	0	0.00%
23	122	16	3.5	0	1	3.5	21.88%
24	122	16	0	0	0	0	0.00%
25	122	16	4	0	0	4	25.00%
26	122	16	0	0	0	0	0.00%
27	122	16	0	0	0	0	0.00%
28	122	16	0	0	0	0	0.00%
29	122	16	0	0	0	0	0.00%
30	122	10	0	0	10	0	0.00%
31	124	16	2	0	0	2	12.50%
32	124	16	0	0	0	0	0.00%
33	124	16	0	3	0	3	18.75%
34	124	8	1	0	0	1	12.50%
35	124	16	1	0	0	1	6.25%
36	125	16	0	0	0	0	0.00%
37	140	16	1	2	0	3	18.75%
38	140	16	0	9	0	9	56.25%
39	140	16	1	1.5	0	2.5	15.63%
40	140	16	5	0	0	5	31.25%
41	140	1	0	0	0	0	0.00%
42	140	16	0	5	0	5	31.25%
43	141	16	0	0	0	0	0.00%
44	141	16	4	0	0	4	25.00%
45	150	16	0	0	4	0	0.00%
46	150	16	0	0	0	0	0.00%
47	150	16	0	0	0	0	0.00%
48	160	9	2	1	0	3	33.33%
49	185	16	0	0	0	0	0.00%
50	280	16	1	2	0	3	18.75%

51	280	16	1	5	0	6	37.50%
52	289	16	0	0	0	0	0.00%
53	289	16	0	0	0	0	0.00%
54	289	16	0	0	0	0	0.00%
55	289	16	3	0	0	3	18.75%
56	425	16	0	0	0	0	0.00%
57	425	16	0	0	0	0	0.00%
	Totals	842	41	37	17	78	9.26%

CBS Attendance



Circuit Breaker School October 2016

