

LASALLE/PUTNAM COUNTY EDUCATIONAL ALLIANCE FOR SPECIAL EDUCATION
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Open Meeting Minutes

Date: November 6, 2018

Time: 9:04 a.m.

Location: Circuit Breaker School, Peru, Illinois

Type of meeting: Regular

Name of person taking the minutes: Colleen Stefan

Name of person presiding: Mr. Brian DeBernardi

Roll call indicated

Members in attendance:

1. Mr. Carl Carlson
2. Mr. Brian DeBernardi
3. Dr. Jodi Moore
4. Mr. Mike Pillion
5. Mr. Ted Sanders
6. Dr. Kristin School
7. Mr. Matt Seaton (arrived at 9:26 a.m.)

Members absent: None

Also present

1. Ms. Mary Jane Chapman, Director
2. Ms. Jayme Salazar, Principal, Circuit Breaker School

Reception of Guests and Visitors & Opportunity for Public Comment

The Board welcomed C.B.S. Principal Salazar who reported on:

- Enrollment-The school currently has 58 students, which is the same enrollment figure as last year at this time. There were 15 new students; with one kindergarten student on the wait list.
- ODR's & Behavioral Issues-Ms. Salazar explained that most ODR's are due to issues involving disrespect and defiance. There have been 10 students with physical aggression issues. The ODR total for the year-to-date is 350.
- Ms. Salazar, along with the CBS social workers, recently attended a "Threat Assessment" seminar.
- Leadership Meetings: Meetings are held on Wednesday afternoons from 2:30-4:00 p.m. One area of concern discussed at the meetings involved scheduling conflicts for physical education (P.E.) classes and the ODR's that occur when students are in this class.

The board thanked Ms. Salazar for her presentation and update on physical education classes.

Mr. Seaton enters the meeting

Approval of Items on Consent Agenda (Open Session Minutes from the board meeting held on October 2, 2018; September 2018 Bank Reconciliation; Bills, Financial Report and the C.B.S. Activity Fund Report.

Summary of discussion: Ms. Chapman told the board that an additional bill list can be found in their blue folders.

Motion made by: Mr. Pillion

Motion: To approve the open session minutes from the Oct. 2, 2018, meeting, the September, 2018 bank reconciliation, bills, financial report and the CBS Activity Report.

Motion seconded by: Dr. School

Roll Call: "Yeas" – Pillion, School, Carlson, DeBernardi, Moore, Sanders and Seaton.

"Nays" – none.

Action: Passed

Remaining Agenda Items

Agenda item: Approve Executive Committee meeting change from May 7, 2019 to May 6, 2019.

Summary of discussion: Ms. Chapman reminded the board that there was discussion at last month's board meeting regarding changing the board meeting from May 7th to May 6th due to a conflict with an IASA meeting.

Motion made by: Mr. Seaton

Motion: To change the May 7, 2019, board meeting to May 6, 2019, due to a scheduling conflict because of the IASA meeting.

Motion seconded by: Mr. Carlson

Voice Vote: "Yeas" – all

"Nays" – none.

Action: Passed

Agenda Item: Approve Resolution for FMLA request.

Summary of discussion: Ms. Chapman explained that a resolution must be passed to grant FMLA leave to Paige Hamill, Coordinator.

Motion made by: Mr. Sanders

Motion: to approve the following resolution

WHEREAS Paige Hamill, Cross Categorical Coordinator, has requested paid leave time and "Family Medical Leave Act" unpaid leave time for an anticipated absence associated with the birth of a child, and . . .

WHEREAS L.E.A.S.E. policy and the "Family Medical Leave Act" allows for the use of both paid leave and unpaid leave for an absence associated with childbirth, therefore be it . . .

RESOLVED: to approve Paige Hamill's request for the use of 15 days of paid leave time and up to 30 days of unpaid "Family Medical Leave Act" time associated with the anticipated birth of a child, with no change in daily work hours, to begin on or around December 10, 2018.

Motion seconded by: Dr. Moore

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.

Ms. Chapman reported that she will share data gathered from district employees regarding professional development needs and program needs. A full update on this report will be presented at the December 2018 board meeting and reminded the board that the report will look different this year due to recent changes with the IDEA grant. Ms. Chapman did share a few findings and comments she has gotten back as of the today's board meeting.

Billing practices

Ms. Chapman gave an update on the progress of where L.E.A.S.E. is standing with upcoming changes to district billing. Some information shared included: the results of the vote taken from the superintendent's meeting held in October and implementing and gathering "time spent with districts" stats from the coordinators as the superintendents requested.

Ms. Chapman also explained to the board that due to the timing of L.E.A.S.E. funding and budgeting, payroll is completed for the July and August pay dates in the month of June. There are three pay periods completed and processed in the month of June. Ms. Chapman asked if the board would recommend changing this system or leave it as is. The board felt the current system is fine.

Proposed changes to the Constitution of the Joint Agreement for L.E.A.S.E.

Ms. Chapman said that board members received a copy of the changes for:

- Article 5.2 - change how we determine small, medium and large districts and break districts into thirds.
- Article 9.2 – change the billing for centrally operated services to be based on fall enrollment rather than E.A.V.
- Article 9.5 – remove this Article, as we no longer receive personnel reimbursement)
- Article 9.6 – renumber as 9.5, and remove language as indicated, so that the section only references the Illinois School Code)
- Article 9.7 – renumber as 9.6
- Article 9.8 – renumber as 9.7

L.E.A.S.E. health benefit update.

Ms. Chapman informed the board that staff is continuing to have many issues with our medical insurance since switching over to Maestro. She explained to the board that the biggest complaint seems to be when a staff member submits a claim. The balance bills are being sent to staff, which are then turned over and handled by Claim DOCS, who is sitting on the bills waiting for collections for negotiating for lower costs. The board expressed their displeasure that this was happening to the staff and stressed that it was not their intention to have the outcome that staff have been experiencing. Ms. Chapman explained that we are able to get out of the agreement with Maestro and change to a more traditional insurance plan starting January 1, 2019. She also explained that there would be costs

associated with doing so. The board informed Ms. Chapman that due to the nature of what has happened, Mr. Klein would be asked to absorb any costs associated with converting to a new insurance plan. The board also requested that Mr. Klein address issues with balance billing. The board asked Ms. Chapman to inform Mr. Klein of their expectations before moving forward with other plan options.

Ms. Chapman shared a draft survey asking staff for their input in what kind of plan they would like to convert to, as there are a couple different options to choose from. However, the board indicated a desire for rates to stay the same with a change to a traditional policy.

Finally, the board asked Ms. Chapman to compose a memo to send to the staff with a sincere apology for all the inconveniences this issue has caused to everyone.

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

Ms. Chapman reported on the following:

- An error was discovered on the annual TRS report related to Ms. Chapman's creditable earnings. Ms. Chapman's travel stipend was inadvertently reported as creditable earnings. The error has been identified and corrected and TRS has made the necessary adjustments.
- Life safety issues identified by the ROE at C.B.S. have been addressed and the necessary response was mailed to the ROE.
- Excess cost worksheets have been sent out to district superintendents and bookkeepers.

Non-Agenda Items from the Executive Committee/Director

Dr. School thanks Ms. Chapman for taking care of the issue with the medical insurance and for keeping them informed of what has transpired in the last few months.

Approval of Motion to Adjourn

Motion to adjourn made by Mr. Pillion

Motion seconded by Dr. School

Voice Vote: "Yeas" – all

"Nays" – none.

Action: Passed

Time of adjournment: 10:22 a.m.

Post Meeting Action

Date minutes approved: Dec. 4, 2018

Date minutes were available for public inspection: Dec. 4, 2018

Date minutes were posted on Alliance website: Dec. 4, 2018

LaSalle /Putnam County Educational Alliance for Special Education

Jayme Salazar, Principal
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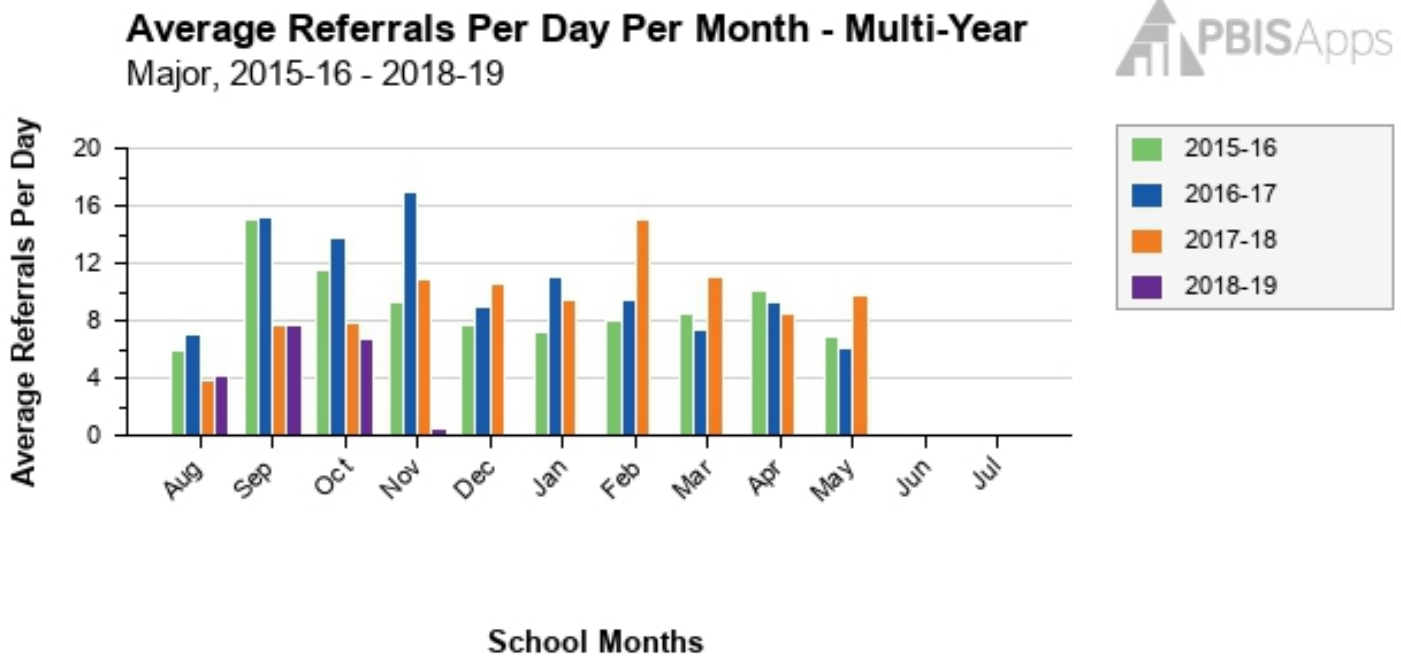
To: Mary Jane Chapman, Director

From: Jayme Salazar, Principal

Re: End of Month Report/October 2018

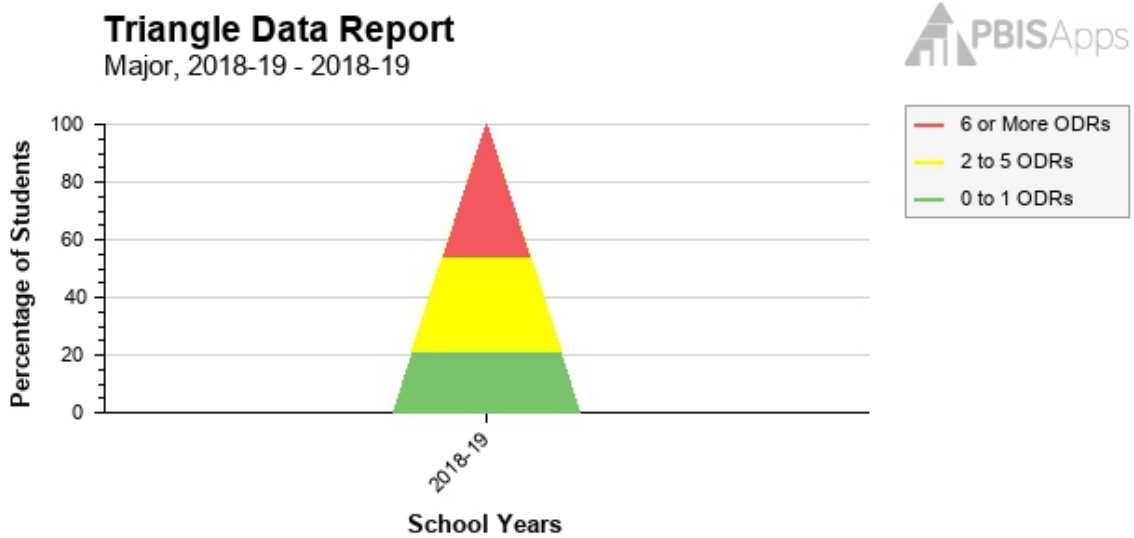
Date: November 2, 2018

Behavior Data:



Data Table

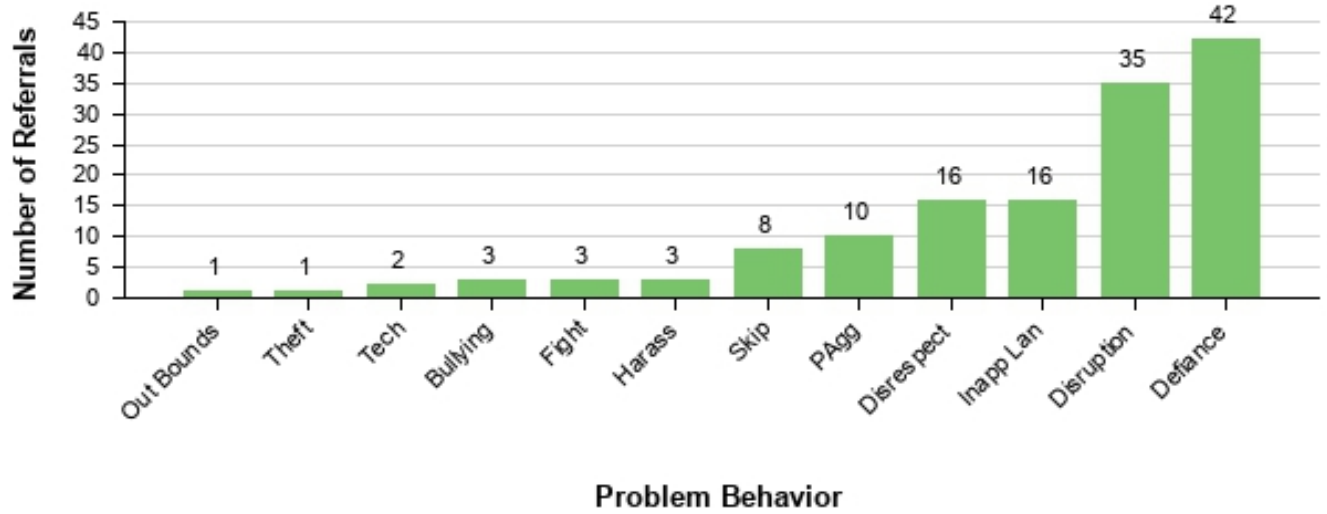
Month	2015-16	2016-17	2017-18	2018-19
September	316	320	154	147
October	231	262	157	140
November	168	289	186	9
May	125	116	176	0
March	143	132	220	0
June	0	0	0	0
July	0	0	0	0
January	129	222	170	0
February	159	180	285	0
December	107	116	158	0
August	54	85	47	54
April	201	167	135	0
Totals:	1,633	1,889	1,688	350



“Exceptional Services for Exceptional Students”

Referrals by Problem Behavior

Major, Oct 1, 2018 - Oct 31, 2018



Number of Physical Restraints for October 2018	1
Number of Students Involved	1
Number of Staff Involved	1
Total Number of Physical Restraints for 2018-2019	6

CBS Monthly Statistic Report for October 2018

1. New students enrolled for the first time this month: 8
2. Total of all students who were on CBS rolls at anytime this month: 61
3. Number of students on rolls at end of month: 57
4. Number of boys on rolls at end of month: 48
5. Number of girls on rolls at end of month: 9
6. List all students who entered the CBS program this month:

<u>Student's Name</u>	<u>Sending District</u>	<u>Date Entered</u>
Girl	Serena #2	10/1/18
Boy	Serena #2	10/1/18
Boy	Seneca High School #160	10/2/18
Girl	Peru Elem #124	10/10/18
Boy	Oglesby Elem #125	10/10/18
Boy	Wallace #195	10/17/18
Boy	Oglesby Elem #125	10/22/18
Boy	Ottawa Elem #141	10/22/18
Boy	Streator Elem #44	10/29/18

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 HS #40	10/19/18

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 Elem #141	10/12/18

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	LaSalle Elem #122	10/9/18
Girl	Peru Elem #124	10/18/18
Boy	Streator Elem #44	10/26/18

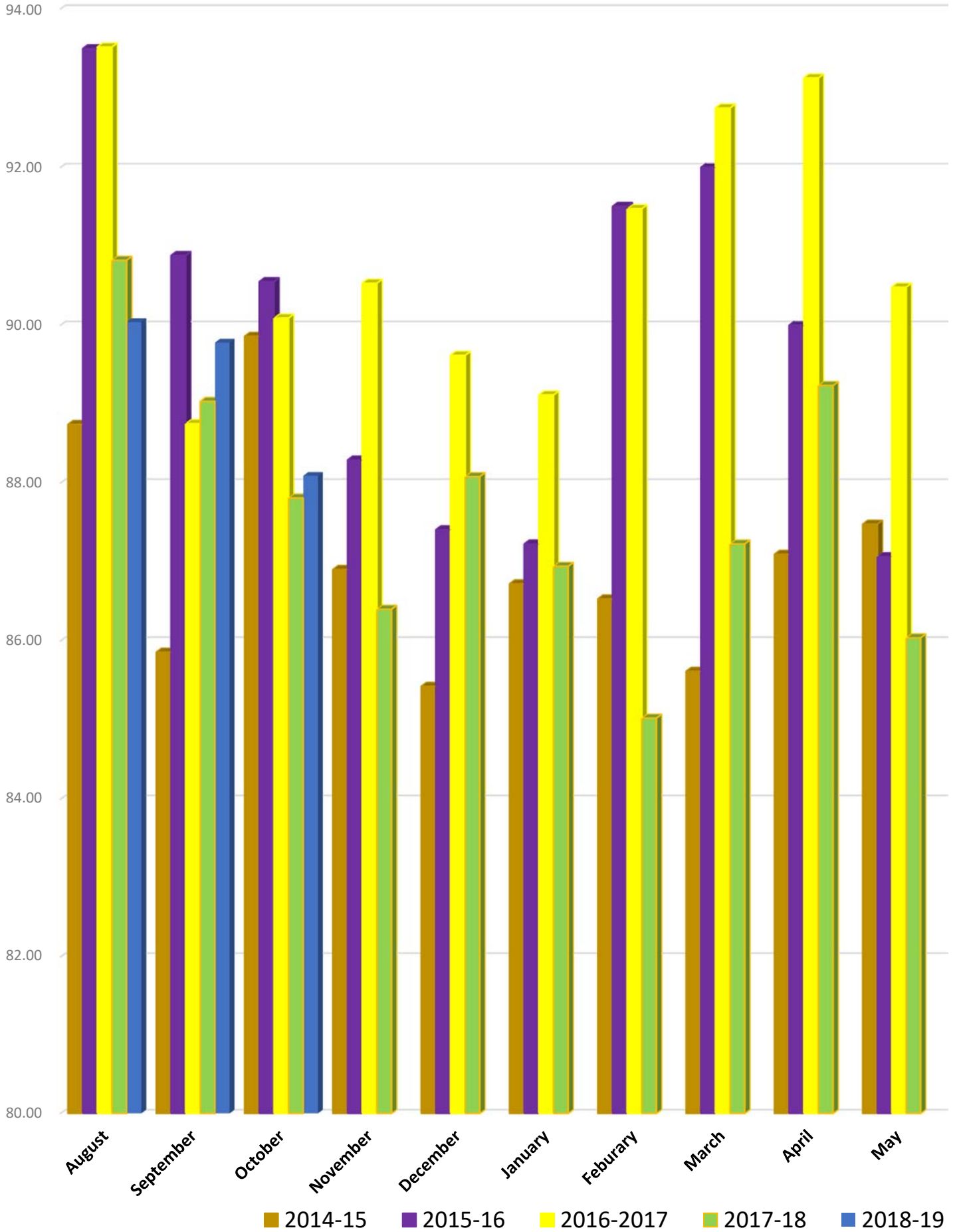
Attendance Summary:

Total Days Excused & Unexcused	Alternative Educational Placements	Total Days Absent	Total Days Present	Percent of Absenteeism
148.5	-	7	=	141.5 / 1188 = 11.91%

Circuit Breaker School			Absence Report				
		October		2018			
Number	District	Enrolled	Excused	Unexcused	Other	Total	Percent
1	1	21	1	0	0	1	4.76%
2	2	21	2	0	0	2	9.52%
3	2	21	2	0	0	2	9.52%
4	9	21	1	0	0	1	4.76%
5	40	13	0	5	0	5	38.46%
6	40	21	2	2	0	4	19.05%
7	44	21	1.5	0	0	1.5	7.14%
8	44	21	3	1	0	4	19.05%
9	44	21	0	0	0	0	0.00%
10	44	21	4	1	0	5	23.81%
11	44	21	0	17	0	17	80.95%
12	44	21	0	0	0	0	0.00%
13	44	18	0.5	0	0	0.5	2.78%
14	44	3	1	0	0	1	33.33%
15	44	21	0	7	0	7	33.33%
16	79	21	2.5	6	0	8.5	40.48%
17	82	21	0	0	0	0	0.00%
18	95	21	0	0	0	0	0.00%
19	120	21	0	0	0	0	0.00%
20	120	21	3	3	0	6	28.57%
21	120	21	0.5	0	0	0.5	2.38%
22	120	21	0	10	0	10	47.62%
23	122	21	1	0	0	1	4.76%
24	122	5	0	1	0	1	20.00%
25	122	21	1	1	0	2	9.52%
26	122	21	1	0	0	1	4.76%
27	122	21	2	2	0	4	19.05%
28	122	21	0	0	0	0	0.00%
29	122	21	1	4	0	5	23.81%
30	122	21	0	0	0	0	0.00%
31	122	21	0	0	0	0	0.00%
32	122	21	0	0	0	0	0.00%
33	122	21	2.5	0	0	2.5	11.90%
34	122	21	1	1	0	2	9.52%
35	122	21	0	0	0	0	0.00%
36	124	21	2	1	0	3	14.29%
37	124	21	1	0	0	1	4.76%
38	124	7	0	0	0	0	0.00%
39	124	21	0	0	0	0	0.00%
40	124	21	1	0	0	1	4.76%
41	125	8	0	0	0	0	0.00%
42	125	16	1	0	0	1	6.25%
43	140	21	5	0	0	5	23.81%
44	140	21	2	1	0	3	14.29%
45	140	21	4	1	0	5	23.81%

46	140	21	1	0	0	1	4.76%
47	141	21	2	0	0	2	9.52%
48	141	8	1	0	0	1	12.50%
49	141	8	0	0	0	0	0.00%
50	150	21	1	0	0	1	4.76%
51	150	21	0.5	0	0	0.5	2.38%
52	150	21	0	0	0	0	0.00%
53	150	21	2	0	0	2	9.52%
54	160	21	1	0	0	1	4.76%
55	160	20	2	11	0	13	65.00%
56	170	21	0	0	0	0	0.00%
57	195	11	0	0	0	0	0.00%
58	289	21	3	0	7	3	14.29%
59	289	21	1	0	0	1	4.76%
60	289	21	1	0	0	1	4.76%
61	289	21	1	0	0	1	4.76%
62	425	21	1	0	0	1	4.76%
	Totals	1188	67	75	7	142	11.95%

CBS Attendance



Circuit Breaker School October 2018 Behavioral Report

