

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 5, 2019

Time: 9:04 a.m.

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

Type of meeting: Regular

Name of person taking the minutes: Colleen Stefan

Name of person presiding: Mr. Brian DeBernardi

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. Dr. Matt Seaton

Members absent: None

Also present

1. Ms. Mary Jane Chapman, Director

Reception of Guests and Visitors & Opportunity for Public Comment

Mr. Clay Theisinger, guest of Mr. Carl Carlson.

Approval of Items on Consent Agenda (Open and Closed Session Minutes from the Board meeting held on February 5, 2019; January 2019 Bank Reconciliation; Bills, Financial Report, and C.B.S. Activity Fund Report. There are no closed session minutes to destroy.)

Summary of discussion: All information was included in the board packets.

Motion made by: Dr. School

Motion: To approve the open and closed session minutes from the board meeting held on February 5, 2019, to approve the January 2019 bank reconciliation, the bills, financial report and the C.B.S. activity fund report.

Motion seconded by: Mr. Sanders

Roll Call: "Yeas" – School, Sanders, Carlson, DeBernardi, Moore, Pillion and Seaton
"Nays" – none.

Action: Passed

Remaining Agenda Items

Agenda item: Approve the renewal of our Assistive Technology Coalition Membership for 2019-2020

Summary of discussion: Infinitic provides low cost assistive technology, assistive technology evaluations, a variety of professional development opportunities and free webinars. Ms. Chapman announced that there is a no change in the fee schedule from last year for this service. The cost is

.60 cents per student. Ms. Chapman recommends to the board that we renew our membership with Infinitec.

Motion made by: Dr. School

Motion: to approve the renewal of our Assistive Technology Coalition Membership for 2019-2020.

Motion seconded by: Mr. Pillion

Roll Call "Yeas" – School, Pillion, Sanders, Seaton, DeBernardi, Moore and Carlson
"Nays" – none.

Action: Passed

Agenda item: Approve the Circuit Breaker School 2019-20 Calendar

Summary of discussion: Ms. Chapman previously shared the proposed 2019-2020 C.B.S. calendar. Because Peru Elementary supplies breakfast and lunches for our program, we try to make our calendar similar to theirs. It was noted that the calendar includes an additional day, 176 days instead of 175.

Motion made by: Dr. School

Motion: to approve the Circuit Breaker School 2019-20 Calendar

Motion seconded by: Mr. Sanders

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

Action: Passed

Agenda item: Adopt a resolution regarding the distribution of carryover IDEA and IDEA Preschool funds

Summary of discussion: As part of the transition to districts receiving IDEA funds directly, the Executive Committee needs to determine how to distribute the carryover funds. Since IDEA funds are generated based on total student enrollment, Ms. Chapman's recommendation is to distribute the funds based on fall housing enrollment.

Motion made by: Mr. Carlson

Motion: to adopt the following resolution regarding the distribution of carryover IDEA and IDEA Preschool funds.

WHEREAS Beginning in FY20, L.E.A.S.E. will no longer have direct access to IDEA and IDEA preschool federal funds generated by member districts, and...

WHEREAS carryover funds need to be re-allocated to member districts beginning FY20, therefore be it.....

RESOLVED for L.E.A.S.E. to allocate carryover funds to member districts based on each districts fall housing enrollment for the 2018-19 school year as a percentage of the whole.

Motion seconded by: Dr. Moore

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

"Nays" – none

Action: Passed

Agenda item: Approve the date for the 2018-2019 budget amendment hearing

Summary of discussion: Ms. Chapman explained that she moved this agenda item from April to March due to the timing of next month's meeting and allowing the proper 30 day display period. The proposed formal public amended budget hearing date of May 6, 2019 is being presented to the board for approval.

Motion made by: Dr. School

Motion: To approve May 6, 2019 as the date for the 2018-2019 budget amendment hearing

Motion seconded by: Mr. Pillion

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

"Nays" – none.

Action: Passed

Agenda item: Approve the date for the 2019-2020 budget hearing

Summary of discussion: Ms. Chapman explained that she also moved this agenda item up to this month's meeting, as she would like to put both hearing notices (2018-19 budget amendment hearing and 2019-20 budget hearing) in the paper together. The proposed meeting date of the formal public budget hearing being presented for approval is June 4, 2019.

Motion made by: Dr. School

Motion: To approve June 4, 2019 as the date for the 2019-2020 formal public budget hearing

Motion seconded by: Mr. Pillion

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

"Nays" – none.

Action: Passed

Agenda item: Approve the proposed NIUNet Internet Services Agreement for both the L.E.A.S.E. office and Circuit Breaker School

Summary of discussion: Ms. Chapman reported that we have gone through the e-Rate 470 process to obtain bids for internet service. Four bids were returned. Ms. Chapman analyzed the bids and recommends we continue with NIUNet.

Motion made by: Mr. Pillion

Motion: to approve the proposed NIUNet Internet Services Agreement for both the L.E.A.S.E. office and Circuit Breaker School.

Motion seconded by: Mr. Sanders

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

"Nays" – none.

Action: Passed

Agenda item: Accept the resignation of staff

Summary of discussion: Ms. Chapman informed the board, and shared the resignation letter, from Jenny Calhoun. Jenny is a part-time SLP for C.B.S. Ms. Chapman also told the board that she does not plan to hire a replacement.

Motion made by: Dr. School

Motion: to accept the resignation of Jenny Calhoun, part-time SLP for C.B.S.

Motion seconded by: Dr. Moore

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

"Nays" – none.

Action: Passed

Adjourn to Closed Meeting

Date: March 5, 2019

Time: 9:15 a.m.

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

A motion was made by Mr. Sanders

And seconded by Dr. School

To adjourn to closed meeting to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees and discuss the possible review of unreleased closed session minutes.

Voice Vote: "Yeas" – all

"Nays" – none.

Action: Passed

Time of adjournment of closed meeting and return to open meeting: 9:20 a.m.

Motion to Return to Open Meeting

A motion was made by Dr. School

And seconded by Mr. Pillion

To return to open meeting

Voice Vote: "Yeas" – all

"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 2019-2020 school year;

Summary of discussion: As discussed in Closed Session

A motion was made by Dr. Moore

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 all 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 2019-2020 school year and to specifically offer a...

Second year non-tenure contract for the 2019-20 school year to: Holly Faletti, Heather Fusinetti, Susan Kubera and Kim Payton

Third year non-tenure contract for the 2019-20 school year to: Michael Grenda, Erica Griglione, Janelle Gustafson, Paige Johnson, Molly Kasperski, Allyson Miller, Sarah Monroe, and Megan Sandrock

Fourth year non-tenure contract for the 2019-20 school year to: Katie Russow

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

Motion seconded by: Mr. Carlson

Roll Call: "Yeas" – Moore, Carlson, DeBernardi, Pillion, Sanders, School and Seaton
"Nays" – none.

Action: Passed

Adopt a resolution to hire staff

Summary of discussion: As discussed in Closed Session

Motion made by: Mr. Pillion

Motion: to adopt the following resolutions:

WHEREAS a vacancy exists for a School Psychologist to serve L.E.A.S.E. member districts for the 2019-20 school year and...

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

RESOLVED to employ Jacob Faltin for the 2019-2020 school year at a salary of \$55,000 contingent upon licensure.

Motion seconded by: Dr. School

Roll Call: "Yeas" – Pillion, School, Sanders, Seaton, DeBernardi, Moore and Carlson
"Nays" – none.

Action Passed

Information Items

C.B.S. monthly report

The board packets contained Ms. Salazar's C.B.S. report. Ms. Chapman reported that the C.B.S. report included pictures of students that shared their "Best Part of Me" essays with the board. Ms. Chapman also reported that referrals are down from last year, as are ODR's. The school is at full capacity.

First Reading of changes to L.E.A.S.E. policy

Ms. Chapman sent out the policy changes to all board members prior to the meeting for convenience of having enough time to study the material. Ms. Chapman explained that the changes are in response to the L.E.A.S.E. Constitution updates and include some other general cleanup changes. The incentive references were also removed.

IDEA Grant/Consolidated District Plan update

Ms. Chapman informed the board that she attended an IAASE conference and discussion was held about this issue. Ms. Chapman reported that the Consolidated District Plan needs to be approved by ISBE before the IDEA grant application can be approved. Ms. Chapman also stated that she is working on billing options for next year to align with the requirements related to the use of IDEA funds.

Ms. Chapman also wanted to update the board on information she received regarding gaining access to district's grant information through "read only" access. She informed the board that this access is not going to be possible.

Vended Food Service Request for bids

Ms. Chapman stated that she started the process to obtain vended meal bids. Information was sent to ISBE and we are currently waiting for ISBE for approval. Once approved by ISBE, bid packets can be sent out.

Report on the annually required Private/Parochial Needs Assessment

Mary Jane Chapman reported that only one response was received from the private/parochial schools that were asked to participate, the results of the survey were reported.

Mr. Seaton exits meeting at 9:31 a.m.

Ms. Chapman explained that this is an annual requirement for IDEA grants.

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

- Maintenance of Effort: Ms. Chapman stated that she expects MOE information to come out later in March.
- New coordinators have been trained on Timely and Meaningful Consultation and can help you with this. You will need to include this information when applying for grants.

Seaton re-enters at 9:33 a.m.

Non agenda items from the Director/Executive Committee members

None

Approval of Motion to Adjourn

Motion to adjourn made by Dr. Moore

Motion seconded by Mr. Sanders

Voice Vote: Yeas – all

Nays – none.

Action: Passed

Time of adjournment: 9:34 a.m.

Post Meeting Action

Date minutes approved: April 2, 2019

Date minutes were available for public inspection: April 2, 2019

Date minutes were posted on Alliance website: April 2, 2019