

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

Date: June 4, 2019

Time: 9:10 a.m.

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

Type of meeting: Public Hearing on the L.E.A.S.E. 2019-2020 Budget

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. Michael Pillion
5. Mr Ted Sanders

Members absent: Dr. Kristin School and Dr. Matt Seaton

Also present

1. Ms. Mary Jane Chapman, Director

Summary of discussion:

Ms. Chapman shared the summary with the board and informed the board members that although the budget appears to be significantly lower than in the past, the IDEA money is not included in the cooperative budget beginning for FY20. Ms. Chapman further explained that the budget reflects the hiring of an additional psychologist and that this position is reimbursed by the districts that will utilize the service.

Motion made by: Mr.Pillion

Motion: to close the public hearing

Motion seconded by: Mr. Carlson

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

"Nays" – none.

Action: Passed

The public hearing was closed as 9:13 a.m.

Open Meeting Minutes

Date: June 5, 2018

Time: 9:13 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. Michael Pillion
5. Mr. Ted Sanders
6. Dr. Matt Seaton (arrived at 9:14 a.m.)

Members absent: Dr. Kristin School

Also present

1. Ms. Mary Jane Chapman, Director

Reception of Guests and Visitors & Opportunity for Public Comment

None

Informational/Discussion Items

Jayne Salazar Year End Report to the Executive Committee

Ms. Salazar gave her Circuit Breaker School year end report to the board. Ms. Salazar presented a slide presentation showing different activities throughout the year, including graduation and staff, along with a tribute to Janie McLaughlin.

Matt Seaton enters at 9:14 a.m.

Ms. Salazar also gave a verbal report that there were 22 new students. There were five students who re-entered into their home school. Major referrals also decreased almost 50% when compared to the 2017-2018 school year. There were 1,617 referrals in the 2017-18 school year, compared to 993 for this year.

Approval of Items on Consent Agenda (Open and Closed Session Minutes from the Board meeting held on May 6, 2019, April 2019 Bank Reconciliation; Bills and Financial Report; and the CBS student activity fund report.)

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

Motion made by: Mr. Carlson

Motion: To approve the open and closed session minutes from the board meeting held on May 6, 2019, to approve the April, 2019 bank reconciliation, the bills, the financial report, and the CBS student activity fund report.

Motion seconded by: Dr. Moore

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

Action: Passed

Remaining Agenda Items

Agenda item: Approve the L.E.A.S.E. 2019-2020 budget.

Summary of discussion: There was no discussion. The public hearing was held earlier.

Motion made by: Mr. Carlson

Motion: to approve the L.E.A.S.E. 2019-2020 budget as presented at the public hearing meeting.

Motion seconded by: Mr. Pillion

Roll Call: “Yeas” – Carlson, Pillion, DeBernardi, Moore, Sanders and Seaton
“Nays” – none.
Action: Passed

Agenda item: Summer meeting and payment of summer bills

Summary of discussion: Ms. Chapman made the recommendation to cancel the July 2019 board meeting as allowed by policy. She further explained that in order to close the school year and get refund checks to districts within the fiscal year, the Executive Committee typically authorizes her to make summer bill payments. The bills for the months of June and July would be paid once given the authorization to do so.

Motion made by: Mr. Pillion

Motion: to cancel the July board meeting and authorize Ms. Chapman to pay June and July summer bills.

Motion seconded by: Mr. Sanders

Roll call: “Yeas” – Pillion, Sanders, Seaton, Moore, Carlson and DeBernardi
“Nays” – none.

Action: Passed

Agenda item: Approve the 2019-2020 Agreement with Peru Public Schools to provide breakfast and lunch for C.B.S. Students.

Summary of discussion: Ms. Chapman told the board that Circuit Breaker has been happy with the quality of the food Peru Elementary has provided for the breakfast and lunch programs, and that the agreement in the packet is the same as we have had in the past with no rate changes.

Motion made by: Mr. Sanders

Motion: to approve the 2019-2020 agreement with Peru Public Schools to provide breakfast and lunch to C.B.S. students

Motion seconded by: Mr. Carlson

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

Action: Passed

Agenda item: Approve the 2019-20120 L.E.A.S.E. Alliance Council and Executive Committee meeting calendar.

Summary of discussion: The calendar in the packet indicates meetings generally on the first Tuesday of the month, along with the date approved for the Alliance Council meeting. The August-September meetings have already been approved and are presented for your information. Discussion was held on moving the May 5, 2020, meeting to Monday, May 4th, as there is a conflict with the IASA legislative visit.

Ms. Chapman also told the board that a venue for the Alliance Council meeting could not be found for the dates that were approved at the May 2019 board meeting. Ms. Chapman is recommending that the board approve Wednesday, September 25, 2019, as the new date, with Thursday, September

26, 2019, as the backup date. Ms. Chapman explained that a venue has already been located for the date of September 25th at Starved Rock Lodge, Utica.

Motion made by: Mr Sanders

Motion: to accept the 2019-2020 meeting schedule with changes including September 25, 2019, as the date of the Alliance Council meeting, with September 26, 2019, as the backup date, and moving the May 5, 2020, meeting to Monday, May 4th.

Motion seconded by: Dr. Moore

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

Action: Passed

Agenda item: Accept the resignations of staff

Summary of discussion: Ms. Chapman indicated that she has received the resignations from Paige Hamill, L.E.A.S.E. Coordinator, who has accepted a position at Serena Dist. #2 and Allyson Miller, C.B.S. teacher, who is moving out of state.

Motion made by: Dr. Moore

Motion: to accept the resignations of Paige Hamill and Allyson Miller

Motion seconded by: Mr. Pillion

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

Action: Passed

Agenda item: Approve upon second reading the following policy updates:

Approve upon second reading the following policy updates: *Central Office Facility (4:150); Safe Work Environment (4:160); School Violence (NEW) 4:190 and Leave of Absence (5:250)*

Summary of discussion: Ms. Chapman explained that no changes were made from what was presented at last month's meeting.

Motion made by: Mr. Sanders

Motion: To approve the second reading of the following policies: *Central Office Facility (4:150); Safe Work Environment (4:160); School Violence (NEW) 4:190 and Leave of Absence (5:250)*

Motion seconded by: Carlson

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

Action: Passed

Motion to Adjourn to Closed Meeting

Date: June 4, 2019

Time: 9:47 a.m.

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

Motion was made by: Mr. Pillion

And seconded by Mr. Carlson

To adjourn to closed meeting to discuss:

The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Alliance or legal counsel for the Alliance, including hearing testimony on a complaint lodged against an employee or against legal counsel for the Alliance to determine its validity and

The possible review of unreleased closed session minutes.

Closed Meeting Voice Vote: “Yeas” – all
“Nays” – none.

Action: Passed

Time of adjournment of closed meeting and return to open meeting: 10:08 a.m.

Motion to Return to Open Meeting

A motion was made by Mr. Carlson

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

Agenda item: Approve a resolution regarding written closed session minutes for public release.

Summary of discussion: As discussed in Closed Session

Motion made by Mr. Pillion

Motion: To adopt the following resolution:

WHEREAS: every six months the L.E.A.S.E. Executive Committee, as required by law, reviews all non-released, written closed session minutes for consideration of public release and . . .

WHEREAS: minutes of meetings closed to the public shall be made available to the public after the public body determines that it is no longer necessary to protect the public interest or the privacy of an individual by keeping them confidential and . . .

WHEREAS: several written closed session minutes are deemed to be acceptable for public release, therefore be it formally . . .

RESOLVED: to release for public review the closed session minutes from January 8, 2019, February 5, 2019, and March 5, 2019

and not release the closed session minutes from *February 10, 2011; September 3, 2013; December 3, 2013 and March 1, 2016, February 7, 2017, April 4, 2017 and May 2, 2017, July 11, 2017, August 7, 2017, September 5, 2017 and February 6, 2018, May 1, 2018 and June 5, 2018* due to the need to

protect the privacy of individuals and the public interest with regard to the unresolved issues discussed.

Motion seconded by: Dr. Moore

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

"Nays" – none.

Action: Passed

Agenda Item: Approve resolutions related to the employment of staff

Summary of discussion: As discussed in Closed Session

Motion made by: Dr. Moore

Motion: to adopt the following resolutions:

WHEREAS a vacancy exists for a L.E.A.S.E. Coordinator and . . .

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

RESOLVED to employ Carolyn Jones for the 2019-20 school year at a salary of \$65, 000.

WHEREAS a vacancy exists for a Circuit Breaker Teacher and . . .

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

RESOLVED to employ Vickie Johnson for the 2019-20 school year at a salary of \$72,697.

WHEREAS a vacancy exists for a Circuit Breaker Teacher and . . .

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

RESOLVED to employ Hanna Condon for the 2019-20 school year at a salary of \$40,197.

Motion seconded by: Mr. Sanders

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

"Nays" – none.

Action Passed

Action Item: Approve contract for the Executive Director

Summary of discussion: The board has tabled this motion and include this action item at the August 6, 2019 board meeting.

Information items

Required annual summary report on compliance issues in the Cooperative

Mary Jane Chapman reported that this is the first years we have only had one compliance issue to report.

Dental, Vision, Life Insurance extension

Ms. Chapman informed the board that she was able to get our insurance policies extended with no rate changes until January 1, 2020 so that all benefits will renew at the same time.

Review of Spring 2019 Professional Development Activities sponsored by L.E.A.S.E. and a preliminary look at the Fall 2019 Proposed Professional Development.

Ms. Chapman shared a summary of the spring professional development workshops. The information was included in the board packets. Summer autism was canceled for this year and coordinators will use that time to develop new trainings related to Academic/Behavioral Interventions in the general education classroom

Ms. Chapman also said that there were 46 professional development workshops with 933 attendees. She also informed the board that she would like to implement new web-based program(s) to keep people better connected.

L.E.A.S.E. Alliance Council Meeting planning and discussion of the Alliance Council and Executive Committee vacancies to be filled at the meeting.

Ms. Chapman informed the Executive Committee that they will need to identify two small district superintendents to fill upcoming vacancies. The list of available superintendents was included in the board packets. Both Charles Schneider, Tonica Superintendent, and Kristi Eager, Superintendent from Waltham (Utica), were mentioned as possible candidates. Mr. DeBernardi will speak with these candidates about filling the two available seats.

Update on recent V.O.I.C.E. / legislative, legal, Medicaid, I.S.B.E. and L.E.A.S.E. initiatives

- The IDEA grant application is open.
- Personnel data is due to Jenny Adkins by June 14, 2019
- Orphanage and excess cost information is due by July 8, 2019
- There will be a New Special Educator Training for anyone new to the county working with special education students on August 7, 2019

Non-Agenda Items from the Executive Committee/Director

There were none.

Approval of Motion to Adjourn

Motion to adjourn made by Mr. Pillion

Motion seconded by Dr. Moore

A voice vote indicated all ayes.

Action: Passed

Time of adjournment: 10:23 a.m.

Post Meeting Action

Date minutes approved: 8/6/19

Date minutes were available for public inspection: 8/6/19

Date minutes were posted on Alliance website: 8/6/19