

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: January 5, 2021

Time: 9:02 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. Carl Carlson

Roll call indicated

Members in attendance:

1. Mr. Carl Carlson
2. Dr. Mike Cushing
3. Mrs. Kristi Eager
4. Dr. Jodi Moore
5. Mr. Michael Pillion
6. Mr. Chuck Schneider
7. Dr. Kristin School

Members absent: None

Also present

1. Ms. Mary Jane Chapman, Director
- 2.

Reception of Guests and Visitors & Opportunity for Public Comment

There were none.

Approval of Items on Consent Agenda (Open Session Minutes and Closed Session Minutes from the Board meeting held on December 1, 2020; November 2020 Bank Reconciliation; Bills and Financial Statements. There is no destruction tape-recorded closed session minutes to destroy).

Summary of discussion: Ms. Chapman reminded board that an additional bill list and bills paid list was emailed to each board member prior to the meeting.

Motion made by: Mr. Pillion

Motion: To approve the open session minutes and closed session minutes from the board meeting held on December 1, 2020, to approve the November 2020 bank reconciliation and to approve the bills and financial report. There are no tape-recorded closed session minutes to destroy.

Motion seconded by: Mrs. Eager

Roll Call: "Yeas" – Pillion, Eager, Carlson, Cushing, Moore, Schneider and School

"Nays" – none

Action: Passed

Remaining Agenda Items

Agenda item: Authorize the Director to prepare the 2021-2022 budget.

Summary of discussion: The resolution was included in the packet to authorize the budgeting and grant process for FY 2022. This is an annual requirement so that Ms. Chapman can submit the IDPH grant proposals when/if it becomes available.

Motion made by: Dr. School

Motion: To adopt the following resolution:

WHEREAS it has been the past practice of the L.E.A.S.E. Executive Committee to approve the preparation of the L.E.A.S.E. budget and grants annually, and ...

WHEREAS it is necessary to begin the budgeting and grant process for the next school year, therefore be it...

RESOLVED to authorize the Director to prepare the L.E.A.S.E. budget and make the necessary grant applications.

Motion seconded by: Mr. Schneider

Roll Call: "Yeas" – School, Schneider, Carlson, Cushing, Eager, Moore and Pillion
"Nays" – none.

Action: Passed

Agenda item: Approve a motion to ratify the Alliance Council vote finalizing the employment of the next L.E.A.S.E. State-approved Executive Director of Special Education.

Summary of discussion: Mr. Chapman stated that the current vote results are included in the board packets. All favored the hiring of Kathy Fox as Executive Director of Special Education.

Motion made by: Mrs. Eager

Motion: To ratify the Alliance Council vote finalizing the employment of the next L.E.A.S.E. State-approved Executive Director of Special Education.

Motion seconded by: Dr. Moore

Roll Call: "Yeas" – Eager, Moore, Carlson, Cushing, Pillion, Schneider and School
"Nays" – none.

Action: Passed

Agenda item: Approve on second reading updated policies as follows:

Summary of discussion: Ms. Chapman reported that there were no changes to these policies since the last meeting. All updates are PRESS recommended changes. The policies include: 4:80 *Accounting and Audits*; 4:90 *Student Activity and Fiduciary Funds*; 6:20 *School Year Calendar and Day*; 7:100 *Health, Eye, and Dental Examinations, Immunizations, and Exclusion of Students*; and 7:140 *Search and Seizure*;

Motion made by: Dr. Cushing

Motion: to approve on the second reading revisions to the policies 4:80 *Accounting and Audits*; 4:90 *Student Activity and Fiduciary Funds*; 6:20 *School Year Calendar and Day*; 7:100 *Health, Eye, and Dental Examinations, Immunizations, and Exclusion of Students*; and 7:140 *Search and Seizure*.

Motion seconded by: Mr. Pillion

Roll Call: “Yeas” – Cushing, Pillion, Carlson, Eager, Moore, Schneider and School
“Nays” – None

Action: Passed

Agenda item: Accept the resignation of staff

Summary of Discussion: The board was presented the resignation letters from Erica Griglione and Holly Faletti. Both are Speech Language Pathologists with Streator Elementary #44. Ms. Chapman explained that, as expected, Streator Elementary has hired these two SLP’s themselves instead of having L.E.A.S.E. hire on their behalf.

Motion made by: Dr. School

Motion: to accept the resignations of Erica Griglione and Holly Faletti

Motion seconded by: Mr. Schneider

Roll Call: “Yeas” –School, Schneider, Carlson, Cushing, Eager, Moore and Pillion
“Nays” – None

Action: Passed

Motion to Adjourn to Closed Meeting

Date: Jan. 5, 2021

Time: 9:08 a.m.

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

A motion was made by Mr. Pillion

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

Motion seconded by: Mr. Schneider

Roll Call: “Yeas” –Pillion, Schneider, Carlson, Cushing, Eager, Moore and School
“Nays” – None

Action: Passed

Time of adjournment of closed meeting and return to open meeting: 9:44 a.m.

Motion to Return to Open Meeting

A motion was made by Dr. School

Motion: To return to open session meeting

Motion seconded by: Mr. Pillion

Roll Call: “Yeas” – School, Pillion, Carlson, Cushing, Eager, Moore and Schneider
“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 as recommended by the Executive Director.

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 June 2, 2020, August 4, 2020, and November 4, 2020, 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, May 2, 2017, July 11, 2017, August 7, 2017, September 5, 2017 and February 6, 2018, June 5, 2018, October 1, 2019, November 5, 2019 and October 6, 2020*, 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: “Yays” – Pillion, Moore, Carlson, Cushing, Eager, Schneider and School
“Nays” – none.

Action: Passed

Information Items

C.B.S. monthly report

The monthly report was presented in the board packet. Ms. Chapman told the board that a Zoom pizza party was held for students meeting requirements and that there was one December 2020 graduate. The students will be back in the classroom starting next week, Jan. 11, 2021.

Report on the December 1, 2020 Child Count

The cooperative has seen a decline in students with IEPs, with 119 less students than last year.

Report on updated/new procedures as follows:

Ms. Chapman explained that the following procedures/exhibits have been added or updated to align with the policy change. There are two new policies. All changes and updates are recommended by PRESS. The procedures include: 4:60 AP1 *Purchases*; 4:170 AP8 *New Criminal Offender Notification Laws-Screening*; 5:30 AP2 *Investigation*; 5:185 AP2 *New Resource Guide for Family and Medical Leave*; 7:140 E1 *Letter to Parents-Guardians*, 7:340 AP1 E3 *Notice to Parents*; 7:340 AP1 *School Student Records*;

L.E.A.S.E. initiatives/V.O.I.C.E./Legislative/I.S.B.E./Medicaid update

- a. Ms. Chapman reported that the Excess Cost reporting system is now available in IWAS and that districts should have all been notified of this. Ms. Chapman again offered to help any district that needs assistance.
- b. Ms. Chapman informed the board that she will be announcing at the February meeting the need to present honorable dismissal recommendations for two part-time staff.
- c. Ms. Chapman announced that she was made aware of a psychology student looking for an internship position and wants to inform districts that this person is available. Discussion was held on whether or not L.E.A.S.E. should consider hiring this person, as the need of a psychologist for districts within our co-op may increase once the pandemic comes to an end. The board concluded that Ms. Chapman should interview this candidate and move forward with employment recommendations if the applicant is qualified.
- d. Ms. Chapman reminded the board that L.E.A.S.E. is in its third year of the compensation schedule and that this salary increase schedule is set to expire on June 30, 2021. A spreadsheet has been prepared and board members asked Ms. Chapman to have that emailed to them.

Approval of Motion to Adjourn

Motion to adjourn made by Mrs. Eager

Motion seconded by Dr. School

A voice vote indicated all ayes

Action: Passed

Time of adjournment: 10:02 a.m.

Post Meeting Action

Date minutes approved: Feb. 2, 2021

Date minutes were available for public inspection: Feb. 2, 2021

Date minutes were posted on Alliance website: Feb. 2, 2021