

**LASALLE/PUTNAM COUNTY EDUCATIONAL ALLIANCE FOR SPECIAL EDUCATION**

**1009 Boyce Memorial Drive Ottawa, IL 61350**

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**Open Meeting Minutes**

Date: September 1, 2020

Time: 9:06 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. Mrs. Kristi Eager
4. Mr. Michael Pillion
5. Mr. Chuck Schneider
6. Dr. Kristen School

Members absent: Dr. Jodi Moore

Also present

1. Ms. Mary Jane Chapman, Director

**Reception of Guests and Visitors and provide Opportunity for Public Comment**

There were none.

**Approval of Items on Consent Agenda: Open and Closed Session Minutes from the Board meeting held on August 4, 2020; July 2020 Bank Reconciliation; August Bills and Financial Reports and the destruction of tape recorded closed session minutes from February 5, 2019.**

Summary of discussion: Ms. Chapman explained that all documents for the above agenda items were presented in the board packet, and she projected the additional bill list.

Motion made by: Mr. Chuck Schneider

Motion:  To approve the open and closed session minutes from the Board meeting held on August 4, 2020, to approve the bank reconciliation report for July 2020, to approve the August 2020 bills and financial report and the destruction of tape recorded closed session minutes from February 5, 2019.

Motion seconded by: Dr. School

Roll Call: "Yeas" – Schneider, School, Carlson, DeBernardi, Eager and Pillion.

"Nays" – none.

Action:  Passed

**Remaining Agenda Items**

**Agenda item: Approve the annually required resolution on banks used as LEASE depositories**

Summary of discussion: Ms. Chapman shared that this is an annual requirement to approve depositories for funds. We have been happy with LaSalle State Bank and the unique sweep account that is available to earn some additional interest on local funds.

Motion made by:  Mr. Carlson

Motion: to adopt the following resolution:

WHEREAS L.E.A.S.E. auditors and Article 8, Paragraph 7 of the Illinois School Code require school boards to designate one or more banks or savings and loan associations situated in the State of Illinois as depositories for school funds, therefore be it . . .

RESOLVED that the LaSalle State Bank of LaSalle be designated as depositories for L.E.A.S.E. and Circuit Breaker School funds.

Motion seconded by: Mr. Schneider

Roll Call: Carlson, Schneider, DeBernardi, Eager, Pillion and School.

“Nays” – none.

Action:  Passed

**Agenda item: Approve upon second reading of updated/new Policies:**

Summary of discussion: Ms. Chapman stated that there are no changes from last month. The following are the updated/new policies presented for approval: 2:220 *Governing Bodies Meeting Procedure*; 4:180 *Pandemic Preparedness*; 7:190 *Student Discipline*; and 7:345 *Use of Educational Technologies; Student Data Privacy and Security*;

Motion made by:  Mr. Pillion

Motion: to approve upon second reading of updated/new policies: 2:220 *Governing Bodies Meeting Procedure*; 4:180 *Pandemic Preparedness*; 7:190 *Student Discipline*; and 7:345 *Use of Educational Technologies; Student Data Privacy and Security*;

Motion seconded by: Dr. School

Roll Call: Pillion, School, Carlson, DeBernardi, Eager, and Schneider.

“Nays” – none.

Action:  Passed

**Agenda item: Approve Intergovernmental Agreements with Lincoln-Way Area Special Education for Vision Itinerant Services.**

Summary of discussion: We were again able to work out an agreement for services from Lincoln-Way Area Special Education to provide vision services for a small number of districts located in our co-op.

Motion made by:  Mr. Carlson

Motion: to approve Intergovernmental Cooperation Agreements with Lincoln-Way Area Special Education for Vision Itinerant Services.

Motion seconded by: Mr. Pillion

Roll Call: Carlson, Pillion, DeBernardi, Eager, Schneider and School.

“Nays” – none.

Action:  Passed

**Agenda item:** Approve a resolution for a change in work assignment.

Summary of discussion: Ms. Chapman explained that upon approval of this resolution, she would like to move Christi Rimes, Circuit Breaker School paraprofessional, to a full-time substitute teacher. The resolution reads as follows:

WHEREAS a vacancy exists for a full time Circuit Breaker School substitute teacher and...

WHEREAS a current employee is a suitable and fully qualified applicant for this position, therefore be it...

RESOLVED to reassign Christi Rimes to a full-time substitute position at Circuit Breaker School for the 2020-21 school year at a salary of \$36,315.

Motion made by:  Mr. Carlson

Motion: to approve the following resolution for a change in work assignment:

WHEREAS a vacancy exists for a full-time Circuit Breaker School substitute teacher and...

WHEREAS a current employee is a suitable and fully qualified applicant for this position, therefore be it...

RESOLVED to reassign Christi Rimes to a full-time substitute position at Circuit Breaker School for the 2020-21 school year at a salary of \$36,315.

Motion seconded by: Mr. Pillion

Roll Call: Carlson, Pillion, DeBernardi, Eager, Schneider and School.

“Nays” – none.

Action:  Passed

## **Information Items**

### **C.B.S. monthly report**

Ms. Chapman reported that Ms. Salazar’s Circuit Breaker School report is included in the packet. Ms. Chapman informed the board that the teachers at C.B.S. worked hard preparing for in-school and remote learning and have really done well. Most staff attended multiple transition meetings held before the school year began. Ms. Chapman also told the board members that the school did have three remote learning days last week due to heat. She also stated that the students are doing well wearing their masks in school and with social distancing.

### **First Reading of updated/new policies**

Ms. Chapman explained that the following updated and new policies are presented for first reading. Updates are due to Title IX regulations. The policies include: 2:260 *Uniform Grievance Procedure*; 2:265 *Title IX Sexual Harassment Grievance*; 5:10 *Equal Employment Opportunity and Minority Recruitment*; 5:20 *Workplace Harassment Prohibited*; 5:100 *Staff Development Program*; 7:10 *Equal Educational Opportunities*; 7:20 *Harassment of Students Prohibited*; 7:180 *Preventing Bullying, Intimidation and Harassment* and 7:185 *Teen Dating Violence Prohibited*;

### **Review of updated/new procedures**

Ms. Chapman explained that the following updated/new procedures go along with the policies that are being presented for second reading. The procedures include: *7:190-AP Use Isolated Time Out-Physical Restraint* and *7:34-AP Use of Educational Technologies; Student Data Privacy and Security (NEW)*;

### **Facilities Update**

Ms. Chapman reported that construction has begun at the Circuit Breaker School and is making good progress. The construction repairs are expected to take around three to four months to complete.

Ms. Chapman also updated the board on the L.E.A.S.E. central office storm damage that occurred in mid-August. The damage was extensive with approximately 200 broken tiles on the roof and water leakage into the Nelson Room, preschool area and the administrative assistant areas. The office had to close the day after the storm in order to dry out the building and is closed again on Sept. 2 and 3<sup>rd</sup> in order to tear down the ceiling tiles. Ms. Chapman told the board that she anticipates another building closure when the ceiling is installed. All central office personnel are able to work remotely and coordinators will work in districts as scheduled.

### **Executive Director Applicants Update**

Ms. Chapman reminded the board that the applications for this position are due by September 15, 2020. To date, six applicants have started the process, three have been submitted. Of the six applicants, one is internal, one is from out of state, and the others are from outside of the county.

Discussion was held on the direction the board will take moving forward with the applications and getting contract details set.

### **Report on the status of qualified personnel in the Cooperative and an overview of staff members holding new positions for the 2020-2021 school year.**

Ms. Chapman reported that there have been 62 special education position changes within the cooperative and gave a verbal report on this. Ms. Chapman did share that five positions were not replaced for this fiscal year.

### **V.O.I.C.E./legislative, legal, Medicaid, I.S.B.E. and L.E.A.S.E. initiatives update**

Ms. Chapman thanked Mr. Brian DeBernardi for his four years of service on the L.E.A.S.E. Executive Committee, and noted that two of those years he served as the Committee Chairman.

### **Approval of Motion to Adjourn**

Motion made by:  Mr. Schneider

Motion: to adjourn the September 1, 2020, executive committee meeting

Motion seconded by: Mr. Pillion

Roll Call: Schneider, Pillion, Carlson, DeBernardi, Eager and School.

“Nays” – none.

Action:  Passed

Time of adjournment: 9:42 a.m.

### **Post Meeting Action**

Date minutes approved: October 6, 2020

Date minutes were available for public inspection: October 6, 2020

Date minutes were posted on Alliance website: October 6, 2020