

Minutes of the Governing Board Meeting

The Governing Board of the Henry-Stark Counties Special Education District met on Thursday, August 23, 2018 at 12:00 p.m. in the Henry-Stark Counties Special Education District Administrative Office, Kewanee, Illinois. Roll call showed the following members present: Mrs. Goodman, Mr. Johnston, Mrs. Boelens, Mr. Leckey, Mrs. Rumbold, Mrs. Brody, and Mr. Snodgrass. Members absent: Mrs. Heinrich. Others present: Mr. Shane Kazubowski.

- COMMENTS FROM VISITORS: Mr. Kazubowski, Wethersfield Superintendent, presented during the Executive Session.
- OLD BUSINESS: RTI/MTSS Guidelines
Paraprofessional Trainings
Unfilled Positions
- CONSENT AGENDA: A motion was made by Johnston and seconded by Rumbold to approve the following items under Consent Agenda:
- 06/21/18 Budget Hearing Minutes
 - 06/21/18 Governing Board Meeting Minutes
 - 06/29/18, 07/13/18, 07/31/18, & 08/15/18 Bills Payable
 - 06/29/18, 07/13/18, 07/27/18, & 08/10/18 Payroll Withholding
 - 06/29/18, 07/13/18, 07/27/18, & 08/10/18 Payroll and Benefits
 - 06/30/18 and 07/31/18 Financial Statements
- Roll call vote showed Johnston, Boelens, Leckey, Rumbold, Brody, Goodman, and Snodgrass voting aye. No one voted nay.
Motion Carried 7-0
- EXECUTIVE SESSION: Motion by Johnston, seconded by Brody to adjourn to executive session for the purpose of discussing the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. 5ILCS 120/2(c)(1) -and- "The semi-annual review of the closed minutes." 5ILCS 120/2(c)(21) Time: 12:08 p.m.
Voice Vote - Motion Carried 7-0
- OPEN SESSION: Motion by Rumbold, seconded by Leckey to return to open session at 12:38 p.m.
Voice Vote - Motion Carried 7-0
- PERSONNEL: Motion by Rumbold, seconded by Johnston to approve of the following Personnel:
- Resignations
- Ms. Kristin DeBlieck
Speech-Language Pathologist/Millikin-ExCEL
Start Date: 08/21/18
End Date: 08/21/18
Reason: Other Employment
- Ms. Amber Williamsen
Cross Categorical Teacher/ExCEL
Start Date: 01/05/15
End Date: 08/08/18
Reason: Other Employment
- Employment
- Mr. Nicholas Christakos
Cross Categorical Teacher/ExCEL
Salary: \$34,500.
Start Date: First day of the 2018-2019 school calendar
- Ms. Stephanie Cokel
Paraprofessional/Northside

Salary: \$11.00/Hour
Start Date: First day of the 2018-2019 school calendar

Ms. Rebekah Clancy - Contingent Pending Certificate
Paraprofessional/Wethersfield Grade School
Salary: \$11.00/Hour
Start Date: First day of the 2018-2019 school calendar

Ms. Alexandria Simpson - Contingent Pending Certificate
Paraprofessional/Lyle
Salary: \$11.00/Hour
Start Date: First day of the 2018-2019 school calendar

Ms. Trista Bryant
Paraprofessional/ExCEL
Salary: \$11.00/Hour
Start Date: First day of the 2018-2019 school calendar

Ms. Merit Ringberg
Paraprofessional/Northside
Salary: \$11.00/Hour
Start Date: First day of the 2018-2019 school calendar

Roll call vote showed Leckey, Rumbold, Brody, Goodman, Johnston, Boelens, and Snodgrass voting aye. No one voted nay.

Motion Carried 7-0

INDEPENDENT OT
CONTRACT
AGREEMENTS:

A motion was made by Boelens and seconded by Goodman to approve the following Independent OT Contractor Agreements:

Ms. Kelli Rashid, Occupational Therapist
Up to five days per week at an hourly rate of \$60.00
Time Period: First day of 2018-2019 student attendance through the final day of student attendance.

Ms. Stephanie Frank, Certified Occupational Therapist Assistant
Up to five days per week at an hourly rate of \$47.00
Time Period: First day of 2018-2019 student attendance through the final day of student attendance

Ms. Haley Steward, Certified Occupational Therapist Assistant
Up to three days per week at an hourly rate of \$47.00
Time Period: First day of 2018-2019 student attendance through the final day of student attendance

Roll call vote showed Rumbold, Brody, Goodman, Johnston, Boelens, Leckey, and Snodgrass voting aye. No one voted nay.

Motion Carried 7-0

INDEPENDENT VISION
ITINERANT CONTRACT
AGREEMENT:

A motion was made by Leckey and seconded by Rumbold to approve the following Independent Vision Intinerant Contractor Agreement:

Ms. Michelle Kroll, Vision Intinerant Teacher

Up to eight hours per week at an hourly rate of \$60.00
Time Period: First day of 2018-2019 student attendance through the final day of student attendance.

Roll call vote showed Brody, Goodman, Johnston, Boelens, Leckey, Rumbold, and Snodgrass voting aye. No one voted nay.

Motion Carried 7-0

INDEPENDENT POLICE
OFFICER CONTRACT
AGREEMENT:

A motion was made by Johnston and seconded by Brody to approve the following Independent Police Officer Contractor Agreement:

Mr. Marty Burroughs, Liaison Police Officer

Effective dates: First day of student attendance through last day of student attendance for the 2018-2019 school year according to the ExCEL School Calendar.

Hourly Rate: \$18.50

Hours Per Week: No more than a maximum of 30 hours per week as scheduled by the ExCEL Principal.

School of Assignment: ExCEL School, Atkinson, Illinois

Roll call vote showed Goodman, Johnston, Boelens, Leckey, Rumbold, Brody, and Snodgrass voting aye. No one voted nay.

Motion Carried 7-0

PARAPROFESSIONAL
HANDBOOK:

A motion by Brody, and seconded by Goodman to approve the following Special Education Paraprofessional Handbook as presented by the Director of Special Education. This handbook consists of seventy-five pages and nine different sections. Sections presented are listed below. Upon review of the handbook the paraprofessional will sign the Verification Statement page to confirm they have received it and understand that is their responsibility to read and adhere to policies and practices contained within the handbook. That signature page will then be kept in the employee's personnel file.

1. School Resources
2. Philosophical, Historical, and Legal Foundations
3. Role and Responsibilities
4. Confidentiality and Its Application
5. Characteristics of Learners
6. Academic Modifications and Adaptations
7. Behavior Management
8. Assessment and Evaluations
9. Additional Resources and Training

Roll call vote showed Johnston, Boelens, Leckey, Rumbold, Brody, Goodman, and Snodgrass voting aye. No one voted nay.

Motion Carried 7-0

PARAPROFESSIONAL
JOB DESCRIPTION:

A motion by Brody, and seconded by Rumbold to approve the following Special Education Paraprofessional Job Description. The updated Paraprofessional Job Description goes along with the new Paraprofessional Handbook. The bulleted areas

are listed below.

- Qualifications
- Reports to
- Job Goal
- Assignment
- Academic Support
- Professionalism
- Professional Development
- Additional Duties
- Equipment Used
- Working Conditions

Roll call vote showed Boelens, Leckey, Rumbold, Brody, Goodman, Johnston, and Snodgrass voting aye. No one voted nay.

Motion Carried 7-0

JANUARY – JUNE 2018
CLOSED MINUTES:

There were no Executive Session Minutes for January 2018 – June 2018. Therefore, no action was taken.

No Action

AUGUST 2018
SEPTEMBER 2018
OCTOBER 2018
NOVEMBER 2018
AUTHORIZATION:

Motion by Johnston, seconded by Leckey to authorize the Director to process the August 2018, September 2018, October 2018, and November 2018, Payroll Liabilities, Payroll Obligations, Bills Payable, and Personnel Actions as necessary.

Roll call vote showed Leckey, Rumbold, Brody, Goodman, Johnston, Boelens, and Snodgrass voting aye. No one voted nay.

Motion Carried 7-0

ExCEL LEASE
AGREEMENT:

Motion by Rumbold, seconded by Brody to approve the following ExCEL Lease Agreement between the Village of Atkinson and Henry-Stark Counties Special Education District #801.

Location: 105 S. State Street – Atkinson, IL 61235

Term: three (3) years and six (6) months

Monthly Rent: \$2,916.67 for a total of \$35,000.04 each year for the term of the lease

Certificate of Liability: \$500,000.

Roll call vote showed Rumbold, Brody, Goodman, Johnston, Boelens, Leckey, and Snodgrass voting aye. No one voted nay.

Motion Carried 7-0

INFORMATION ITEMS:

The following items were presented for discussion and/or review:

1. FY18 Final Cash Flow
2. FY19 Cash Flow
3. Tenure Status and Probationary Staff
4. 2017-2018 Facts Approval
5. Next Up Transition Curriculum
Two full day trainings will be offered on 09/11/18 & 09/12/18

ADJOURNMENT:

With no further items for discussion, a motion was made by Johnston and seconded by Rumbold to adjourn. Time: 12:48 p.m.

Voice Vote - Motion Carried 7-0

Board Secretary