

## Minutes of the Governing Board Meeting

The Governing Board of the Henry-Stark Counties Special Education District met on Thursday, June 18, 2020 at 12:00 p.m. in the Henry-Stark Counties Special Education District Administrative Office, Kewanee, Illinois. Roll call showed the following members present via Zoom Teleconference: Mr. Gerber, Mrs. Boelens, Mr. Larson, Mr. Jason Anderson for Mrs. Padilla, Mrs. Brody arrived at 12:07 and Mr. Snodgrass. Members absent: Mr. Johnston, Mrs. Padilla, and Mrs. Rumbold. Others present: Kim Johnson.

### COMMENTS FROM VISITORS:

There were no comments from visitors.

### OLD BUSINESS:

A motion was made by Boelens and seconded by Gerber to approve the following items under Old Business:

- Engagement of Auditors for the Fiscal Year Ending June 30, 2020  
FY19 fees \$11,500 – FY20 \$11,800
- Henry-Stark Administrators' Salaries for 2020-2021 School Year
- Henry-Stark Non-Union Clerical Salaries for 2020-2021 School Year
- ExCEL/ROE Classroom
- Certified Staff Openings

Roll call vote showed Gerber, Boelens, Larson, Anderson, Brody, and Snodgrass voting aye. No one voted nay.

Motion Carried 6-0

### CONSENT AGENDA:

A motion was made by Boelens and seconded by Gerber to approve the following items under Consent Agenda:

- 12/12/19 Governing Board Meeting Minutes
- 12/13/19, 12/27/19, 01/15/20, 01/31/20, 02/14/20, 02/28/20, 03/13/20, 03/19/20, 04/15/20, 04/30/20, 05/15/20, 05/29/20, & 06/15/20  
Bills Payable
- 12/13/19, 12/27/19, 01/10/20, 01/24/20, 02/07/20, 02/21/20, 03/06/20, 03/20/20, 04/03/20, 04/17/20, 05/01/20, 05/15/20, 05/29/20, & 06/12/20  
Payroll Withholding
- 12/13/19, 12/27/19, 01/10/20, 01/24/20, 02/07/20, 02/21/20, 03/06/20, 03/20/20, 04/03/20, 04/17/20, 05/01/20, 05/15/20, 05/29/20, & 06/12/20  
Payroll and Benefits
- 12/31/19, 01/31/20, 02/29/20, 03/31/19, 04/30/19, and 05/31/20  
Financial Statements

Roll call vote showed Boelens, Larson, Anderson, Brody, Gerber, and Snodgrass voting aye. No one voted nay.

Motion Carried 6-0

### ADJOURN SINE DIE:

Motion by Brody, seconded by Boelens to adjourn sine die for the purpose of election of officers.

Voice Vote - Motion Carried 6-0

### PRO TEM OFFICERS:

Motion by Gerber, seconded by Boelens for the Chairman appointed Mr. Wertheim as chairman pro tem, and Mrs. Wexell as secretary pro tem.

Voice Vote – Motion Carried 6-0

### ROLL CALL:

Roll call showed Mr. Anderson for Mrs. Padilla, Mrs. Brody, Mr. Gerber, Mrs. Boelens, Mr. Larson, and Mr. Snodgrass as present. Members absent: Mr. Johnston, Mrs. Padilla, and Mrs. Rumbold.

### CHAIRMAN:

Boelens nominated Snodgrass to continue as Chairman of the Governing Board. Boelens motioned and Brody seconded the motion. With no further nominations, the secretary was instructed to cast a unanimous vote for Mr. Barry Snodgrass.

Motion Carried by Unanimous Vote

VICE CHAIRMAN: Gerber nominated Boelens to continue to serve as Vice Chairman of the Governing Board. Gerber motioned and Brody seconded the motion. With no further nominations, the secretary was instructed to cast a unanimous vote for Mrs. Carrie Boelens.

Motion Carried by Unanimous Vote

SECRETARY: Boelens nominated Brody to continue to serve as Secretary of the Governing Board. Boelens motioned and Gerber seconded the motion. With no further nominations, the secretary was instructed to cast a unanimous vote for Mrs. Sue Brody.

Motion Carried by Unanimous Vote

EXECUTIVE SESSION: Motion by Boelens, 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." 5 ILCS 120/2(c)(21) Time: 12:11 p.m.

Voice Vote - Motion Carried 6-0

OPEN SESSION: Motion by Boelens, seconded by Brody to return to open session at 12:22 p.m.

Voice Vote - Motion Carried 6-0

PERSONNEL: Motion by Brody, seconded by Gerber to approve the following Personnel Items:

EMPLOYMENT

Mr. Mark Jeffery  
Part-time Paint Crew-Summer Maintenance  
Salary: \$13.00/Hr  
Start Date: Summer 2020

Ms. Shawna McLaughlin  
Life Skills Teacher/Wethersfield Grade School  
Salary: 45,000.  
Start Date: First Day of the 2020-2021 School Year

Ms. Jill Woulf  
School Social Worker/Southwest  
Salary: \$58,600.  
Start Date: First Day of the 2020-2021 School Year

REQUEST FOR PART-TIME

Ms. Lindsay Newman  
School Social Worker/Annawan & Cambridge  
Requesting to work two days per week  
Employment Date: 08/18/09  
Begin Date: First day of the 2020-2021 school year

REQUEST FOR LEAVE

Ms. Sasha Noble  
Family Medical Leave Act  
School Psychologist/Kewanee & Wethersfield  
Estimated Leave Start Date: 08/20/20

RESIGNATIONS

Ms. Andrea Clark  
School Social Worker/Northside  
Start Date: 08/13/19  
End Date: End of the 2020-2021 School Year  
Reason: Other Employment

Ms. Alexis Webster  
Paraprofessional/Central  
Start Date: 01/21/20  
End Date: End of the 2020-2021 School Year  
Reason: Continuing Education

RETIREMENT

Ms. Jana Clancy  
Early Childhood Special Education Coordinator  
Salary: 6% Increase for the next three years per 2018-2022 Collective Bargaining Agreement  
Start Date: 08/21/89  
Retirement Date: End of the 2022-2023 School Year

Roll call vote showed Larson, Anderson, Brody, Gerber, Boelens, and Snodgrass voting aye. No one voted nay.

Motion Carried 6-0

JULY-DECEMBER 2019  
CLOSED MINTUES:

After a review of the July 2019 -December 2019 Executive Session Minutes of the Governing Board meetings a motion was made by Boelens and seconded by Brody that the minutes remain closed at this time.

Motion Carried 6-0 Voice Vote

DIRECTOR'S FY20  
EVALUATION AND  
COMPLETION  
OF GOALS:

Motion by Brody, seconded by Boelens to approve, Mr. T. Greg Wertheim, Director of Henry-Stark Counties Special Education District #801 FY20 Evaluation as presented by Executive Board President Mr. Matt Nordstrom in closed session. Mr. Wertheim has completed all but one of the contract performance goals for the FY20 school year. Due to the Coronavirus Pandemic and school closings, Mr. Wertheim was unable to complete the goal of visiting all school buildings for the second semester.

Motion Carried 6-0 Voice Vote

DIRECTOR'S CONTRACT  
EXTENSION AND  
NEW PERFORMANCE  
GOALS FOR 2020-2021:

Motion by Gerber, seconded by Larson to approve the continued employment of the Director of Special Education, T. Greg Wertheim. The Governing Board along with the Executive Board has agreed to extend Mr. Wertheim's contract an additional year. The current Director's contract will now go through the 2022-2023 school year. Director, Mr. T. Greg Wertheim will receive a 2% increase for the FY21 school year. This will make his salary \$128,236.65 for the 2020-2021 school year. The new performance goals will include the following:

1. The Director will use Schoolboard.net for Executive and Governing Board Meetings.
2. The Director will visit each school building in the cooperative a minimum of one time each semester.
3. The Director by February 26, 2021 will complete a comprehensive Needs Assessment of HSCSED.

Motion Carried 6-0 Voice Vote

FY21 PROPOSED SCHOOL CALENDAR: Motion by Brody, seconded by Boelens to approve the 2020-2021 Proposed School Calendar for Henry-Stark as presented by the Director. The proposed calendar shows the first day of certified personnel attendance will be August 11, 2020 as a teacher's institute along with August 12, 2020. First day of student attendance will be August 13, 2020.

Motion Carried 6-0 Voice Vote

FY21 TENTATIVE DISTRICT BILLINGS: Motion by Brody, seconded by Gerber to recommend approving the FY21 Projected District Billings for Tort, IMRF, FICA, Medicare, Tuition, and Federal Grant Billing as follows:

Annawan #226	\$209,922.48
Bradford #1	\$174,447.89
Cambridge #227	\$241,898.64
Galva #224	\$603,922.16
Geneseo #228	\$1,497,948.17
Kewanee #229	\$1,974,513.59
Stark County #100	\$574,034.54
Wethersfield #230	\$407,266.10

Motion Carried 6-0 Voice Vote

SCHOOL PSYCHOLOGIST SCHOLARSHIP AGREEMENT: Motion by Boelens, seconded by Brody to approve the contractual agreement with Alison Kazubowski for a combined scholarship and employment program for school psychology.

Motion Carried 6-0 Voice Vote

FY21 BUDGET AUTHORIZATION: Motion by Brody, seconded by Boelens to authorize the Director to prepare the FY21 Tentative Operating Budget and place on public display for the required 30 days prior to the August 13, 2020 Budget Hearing.

Motion Carried 6-0 Voice Vote

JUNE 2020  
JULY 2020  
AUGUST 2020  
AUTHORIZATION: Motion by Boelens, seconded by Larson to authorize the Director to process the June 2020, July 2020, and August 2020, Payroll Liabilities, Payroll Obligations, Bills Payable, and Personnel Actions as necessary.

Motion Carried 6-0 Voice Vote

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

1. FY20 Cash Flow
2. ExCEL Report  
*Student News* – Remote learning had a bump or two in the early stages but by the end of the year it was a well-oiled machine. ExCEL was able to achieve nearly a 70% participation mark for the entire program for the duration of the closure.  
*Staff News* – Grades are complete and in the books. Progress reports are printed and mailed. The staff has sailed off into the potential low-key days of summer. Our summer crew is set to start work on June 1<sup>st</sup> to get ExCEL back to perfection for the upcoming year. The best part of summer crew is that ExCEL teachers are the crew. This allows them to put some blood, sweat, and tears into the building to increase their pride, knowledge, and respect for the physical structure that houses our program.  
*Building News* –Mr. Kegebein, custodian, has already procured the supplies for the summer crew and has laid out the road map to get ExCEL into working order for next school year. With the list of jobs complete and the summer crew schedule laid out, it is time to get to work.
3. Certified Staff Seniority List - Completed Years as of May 2019

Christine Gustafson	29.0	Stacey Morrell	3.0
Wendy Wagner	28.5	Kaitlyn Nordstrom	3.0
Andrea Hogue	24.0	Taylor Blair	3.0

Teresa Ince	23.0	Elenora Hendrix	3.0
Robin O'Connor	23.0	Elizabeth Koster	3.0
Heather Gainey	22.0	Kristina Swarczewski	2.5
Tara Kelly	22.0	Janna Richards	2.5
Kimberly Johnson	21.0	Autumn Brown	2.0
Brigette Fitzpatrick	19.0	Jennifer Carlson	2.0
Erin Sheets	19.0	Mark Jeffery	2.0
Lisa Witte	19.0	Lauren Spivey	2.0
Amber Herridge	18.5	Carly Anderson	2.0
Susan Draminski	18.0	Brooke Hickman	2.0
Steve Wheelock	16.0	Barbara Hildebrandt	2.0
Regina Walk	16.0	Emily Izral	2.0
Jeannie Napier	13.0	Rebecca Keener	2.0
Jeffrey Belvel	12.0	Samantha Kida	2.0
Dawn Sheddan	12.0	Kylie Murphy	2.0
Heather Gustafson	12.0	Tarol Suddeth	2.0
Lindsay Newman	10.0	Emma Reidner	1.5
Sarah Swanson	9.5	Mariah Brooks	1.0
Kelly Juskiv	9.0	Jackilyn Boswell	1.0
Nicole Nelson	9.0	Morgan Holthaus	1.0
Emily Rorem	7.0	Jena Rice	1.0
Nichole Taylor	7.0	Claire Barton	1.0
Kellie Wilke	7.0	Nicholas Christakos	1.0
Kelly Lawrence	7.0	Kylee Wagenecht	1.0
Jessica Sarnes	6.5	Joan Horvath-Kruger	0.5
Stacie Phelps	6.0	Chelsea Verbeck	0.5
Karly Allen	5.0	Jennifer Erickson	0.0
Tiffany Platz	5.0	Kaylee Miner	0.0
Heidi Heinrich	5.0	Emily Morland	0.0
Jennifer Piester	4.5	Lisa Salisbury	0.0
Megan Mahoney	4.0	Andrea Clark	0.0
Sasha Noble	4.0	Amy Croegaert	0.0
Jennifer Smith	4.0	Rosemary Kroener	0.0
Stacey Andrews	4.0	Amy Russelburg	0.0
Katelyn Camp	4.0	Stephanie Sebok	0.0
		Alissa Wyffels	0.0
		Kelly Twidwell	0.0

4. Seniority Lists for Highly Qualified Aides, Interpreters, & Custodians – Completed Years as of May 2019

Non-Certified Highly Qualified Aides

Jill Kinsella	14.0	Tracy Calder	1.5
Matthew Marchand	14.0	Jace Jennings	1.5
Susan Robinson	12.0	Brenda Verbeck	1.5
Ashley DeSmit	11.5	Leslie Rogers	1.5
Amber Spaniel	11.0	Rebekah Clancy	1.0
Jennifer Hoon	10.0	Meagan Paxton	1.0
Darcie VanDoren	10.0	Alexandria Simpson	1.0
Lisa VerStraete	10.0	Taylor Wilson	1.0
Lora Johnson	9.0	Jordan Reschke	1.0
Tina Matney	8.5	Merit Ringberg	1.0
Nichelle Hess	8.0	Kari Rink	1.0
Kari Sturtevant	7.0	Kelli Williams	1.0
Julie Bridgewater	7.0	Tiffany Carpenter	1.0
Lori Tracy	6.5	Kaylynn McNamee	0.5
Heidi Wilson	6.0	Teresa Shipe	0.5
Leila Interrial	5.5	Debra Nelson	0.5
Molly Mirocha	5.0	Brianna Vancleve	0.5
Mariah Hoelscher	4.0	Anthony Roome	0.0
Tina Mattan	4.0	Teri Shores	0.0
Sara Tuttle	4.0	Alison Dennison	0.0
Kelsey Yordy	3.5	Karlee Nanninga	0.0
Allison Goodwin	3.5	Natalie Balunis	0.0

Brenda Kegebein	3.0	Susan Beck	0.0
Leticia Munoz	3.0	Jessica Dwyer	0.0
Marianne Platz	3.0	Haley Hamilton	0.0
Andrea Gonzalez	3.0	Katina Hegwood	0.0
Katherine Mierop	3.0	Nicole Irving	0.0
Heidi Stanfield	3.0	Jennifer Johnson	0.0
Christie Burnett	3.0	Alyssa Kiermaier	0.0
Kathlene Johnson	3.0	Mary Newby	0.0
Julie Blackert	2.5	Sarah Stieghorst	0.0
Destiny Gorden	2.0	Stephanie Swanson	0.0
Chelsy Hallberg	2.0	Penny Wells	0.0
Lynn Heberer	2.0	Nancy Duarte-Guerrero	0.0
Carrie Miskinis	2.0	Jeanna Francis	0.0
Caroline Streeter	2.0	Paige Gerard	0.0
Tracy Thorp	2.0	Abbey Sanchez	0.0
Christina Minnaert	2.0	Alexis Webster	0.0
Brooklyn Wexell	2.0	Abigail Pierce	0.0
Heather Vandevoord	2.0		

Non-Certified Interpreters

None

Non-Certified Custodians

Brenda Kegebein 15.5

Michael Kegebein 9.0

5. FY20 Executive and Governing Board Meeting Dates

6. Professional Development Calendar

Some of the trainings already planned for the 2020-2021 school year are Infinitec, EmbraceIEP, Paraprofessional, SIP, and CPI.

ADJOURNMENT:

With no further items for discussion, a motion was made by Brody and seconded by Boelens to adjourn. Time: 12:34 p.m.

Motion Carried 6-0 Voice Vote

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Board Secretary