

## Minutes of the Governing Board Meeting

The Governing Board of the Henry-Stark Counties Special Education District met on Thursday, August 13, 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: Mr. Gerber, Mr. Johnston, Mrs. Boelens, Mr. Larson, Mrs. Rumbold, and Mr. Snodgrass. Members absent: Kewanee Representative and Mrs. Brody. Others present: Kim Johnson.

### COMMENTS FROM VISITORS:

Kim Johnson, Co-Union President and Life Skills Teacher at Kewanee High School spoke up on the behalf of the Life Skills Paraprofessionals and Life Skills Students. She has a concern of the Life Skills paraprofessionals being pulled to take temperatures of the general education students as they arrive in the mornings. The paraprofessionals work with the most medically fragile students of the school. Her concern is that with them on the front-line doing temperature checks they could possibly contaminate the Life Skills population. Another concern of Mrs. Johnson's is that the Life Skills students start their learning of life skills as soon as they get off the bus. The paraprofessionals are needed from that moment until the end of the day. Both Life Skills classrooms are planning on being secluded from the general education population. All learning will be done within their classrooms and the paraprofessionals are vital in this process.

### OLD BUSINESS:

#### *Unfilled Positions*

Mr. Wertheim reported that there are 7 long term substitutes scheduled the first semester for Henry-Stark Counties Special Education District #801. The unfilled positions are 1 ½ School Psychologists, 2 ½ School Social Workers, 6 teachers, and 2 paraprofessionals for this school year.

### CONSENT AGENDA:

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

- 06/18/20 Budget Hearing Minutes
- 06/18/20 Governing Board Meeting Minutes
- 06/18/20 Governing Board Executive Session Minutes
- 06/30/20, 07/15/20, & 07/31/20 Bills Payable
- 06/26/20, 07/10/20, 07/24/20, & 08/07/20 Payroll Withholding
- 06/26/20, 07/10/20, 07/24/20, & 08/07/20 Payroll and Benefits
- 06/30/20 and 07/31/20 Financial Statements

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

Motion Carried 6-0

### EXECUTIVE SESSION:

Mr. Snodgrass, Governing Board President and Board Members, along with Mr. Wertheim, Director of Henry-Stark Counties Special Education District #801, decided to forego an executive session for this Governing Board Meeting.

### PERSONNEL:

Motion by Larson, seconded by Rumbold to approve of the following Personnel:

#### EMPLOYMENT

Ms. April Atkins  
Paraprofessional/Wethersfield  
Salary: \$11.00/Hour  
Start Date: 08/19/20

Ms. Molly Carlton  
Social Worker/ExCEL  
Salary: \$35,500.  
Start Date: 08/11/20

Ms. Savannah Forman  
Paraprofessional/ExCEL  
Salary: \$13.00/Hour  
Start Date: 08/11/20

Ms. Cassie Hook  
School Secretary/ExCEL  
Salary: \$13.25/Hour  
Start Date: 08/03/20

Ms. Ja'Nene Reed  
Cross Cat Teacher/Stark County Jr. High  
Salary: \$51,750.  
Start Date: 08/13/20

Ms. Jennifer Reid  
Paraprofessional/ExCEL  
Salary: \$11.00/Hour  
Start Date: 08/11/20

Ms. Jerica Reveal  
Paraprofessional/ExCEL  
Salary: \$11.00/Hr  
Start Date: 08/11/20

Ms. Teresa Schmuck  
Paraprofessional/ExCEL  
Salary: \$11.00/Hr  
Start Date: 08/11/20

Ms. Heather Shappard  
Paraprofessional/Millikin  
Salary: \$11.00/Hr  
Start Date: 08/13/20

Ms. Brooke Steger  
Paraprofessional/Irving  
Salary: \$11.00/Hr  
Start Date: 08/13/20

#### REQUESTS FOR LEAVE

Mrs. Kait Nordstrom  
Family Medical Leave Act  
School Psychologist  
Estimated Leave Start Date: 09/24/20  
Estimated Leave End Date: 12/07/20

Mrs. Abbey Sanchez  
Leave of Absence  
Paraprofessional/Northside  
Estimated Leave Start Date: 08/13/20  
Estimated Leave End Date: 09/24/20-10/08/20

#### RESIGNATIONS

Ms. Sara Davis  
School Secretary/ExCEL  
Start Date: 08/16/16  
End Date: 07/17/20  
Reason: Personal

Ms. Allison Goodwin  
Paraprofessional/Geneseo Middle School  
Start Date: 01/25/16  
End Date: 05/22/2020  
Reason: Other Employment

Ms. Destiny Gorden  
Paraprofessional/Irving  
Start Date: 08/16/17  
End Date: 05/20/20  
Reason: Personal

Ms. Shawna McLaughlin  
Cross Cat Teacher/Wethersfield  
Start Date: Would have been 08/17/20  
End Date: N/A  
Reason: Personal

Ms. Kylie Murphy  
ECSE Teacher/Northside  
Start Date: 08/16/17  
End Date: 05/22/20  
Reason: Other Employment

Ms. Tiffany Platz  
ECSE Teacher/Lyle  
Start Date: 08/13/14  
End Date: 05/21/20  
Reason: Personal

Ms. Jena Rice  
School Social Worker/ExCEL  
Start Date: 08/17/18  
End Date: 05/22/20  
Reason: Personal

Ms. Kari Rink  
Paraprofessional/Millikin  
Start Date: 08/23/18  
End Date: 05/22/20  
Reason: Personal

Ms. Penny Wells  
Personal Care Aide/Stark County Grade School  
Start Date: 09/25/19  
End Date: 05/21/20  
Reason: Other Employment

Ms. Heidi Wilson  
Paraprofessional/ExCEL  
Start Date: 08/14/13  
End Date: 05/21/20  
Reason: Continuing Education

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

Motion Carried 6-0

E-LEARNING PLAN:

A motion was made by Rumbold and seconded by Johnston to approve the E-Learning Program with the Illinois State Board of Education.

*E-Learning Program Verification Form*

Specifically, the regional office of education or intermediate service center for the school district must verify that the e-learning proposal will 1) ensure access for all students; ensure that the specific needs of all students are met, including special education students and English learner; ensure mandates are still met using the e-Learning program adopted; and 2) contain provisions designed to reasonably and practicably accomplish the following:

- Ensure and verify at least 5 clock hours of instruction or school work, as required under Section 10-19.05, for each student participating in an e-learning day
- Ensure access from home or other appropriate remote facility for all students participating, including computers, the internet, and other forms of electronic communication that must be utilized in the proposed program
- Ensure that non-electronic materials are made available for students participating in the program who do not have access to the required technology or to participating teachers or students who are prevented from accessing the required technology
- Ensure appropriate learning opportunities for students with special needs
- Monitor and verify each student's electronic participation
- Address the extent to which student participation is within the student's control as to the time, pace, and means of learning
- Provide effective notice to students and their parents or guardians of the use of particular days for e-learning
- Provide staff and students with adequate training for e-learning days' participation
- Ensure that all teachers and staff who may be involved in the provisions of e-learning have access to any and all hardware and software that may be required for the program
- Ensure an opportunity for any collective bargaining negotiations with representatives of the school district's employees that would be legally required, and including all classifications of school district employees who are represented by collective bargaining agreements and who would be affected in the even of an e-learning day
- Review and revise the program as implemented to address difficulties confronted
- Ensure that the protocol regarding general expectations and responsibilities of the program is communicated to teachers, staff, and students at least 30 days prior to utilizing an e-learning day

*Memorandum of Understanding*

The signatures below indicate a mutual understanding that when an e-Learning Day is utilized according to the approved plan for such days of instruction and student attendance teachers are in fact required to report for duty as directed. Furthermore, signatory parties acknowledge that any Board of Education approval of an e-Learning plan for the 2019-2020 school year shall remain in place for a 3-year period according to School Code provided that annual review of the program is expected, and revisions as implemented may be required to address findings.

Furthermore, on an e-Learning, the 7-hour workday for teachers shall be scheduled as follows unless otherwise directed:

- 8:00am – 8:30am Planning and Preparations
- 8:30am – Learning modules and packets posted and delivered
- 8:30am – 2:15pm – 5 hour and 45 minutes block of student engagement, instruction, supervision, monitoring and support as needed
- 2:15pm – 3:00pm – Verification/assessment of student work/engagement; planning/prep (e-Learning), and professional responsibilities

Steve Wheelock, ExCEL Union Representative  
Casey Miller, ExCEL Principal  
T. Greg Wertheim, Executive Director of Special Education

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

Motion Carried 6-0

FY20 FINAL SCHOOL  
CALENDAR:

Motion by Rumbold, seconded by Gerber to approve the 2019-2020 Final School Calendar for Henry-Stark as presented by the Director. The final calendar shows the last day of attendance as May 22, 2020.

Motion Carried 6-0 - Voice Vote

INDEPENDENT OT  
CONTRACT  
AGREEMENTS:

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

Ms. Kelli Rashid, Occupational Therapist

Up to five (5) days per week at an hourly rate of \$70.00

Time Period: First day of 2020-2021 student attendance through the final day of student attendance.

Ms. Stephanie Frank, Certified Occupational Therapist Assistant

Up to five (5) days per week at an hourly rate of \$47.00

Time Period: First day of 2020-2021 student attendance through the final day of student attendance.

Ms. Haley Steward, Certified Occupational Therapist Assistant

Up to three (3) days per week at an hourly rate of \$47.00

Time Period: First day of 2020-2021 student attendance through the final day of

Motion Carried 6-0 - Voice Vote

INDEPENDENT VISION  
ITINERANT CONTRACT  
AGREEMENT:

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

Ms. Michelle Kroll, Vision Itinerant Teacher

Up to eight hours per week at an hourly rate of \$60.00

Time Period: First day of 2020-2021 student attendance through the final day of student attendance.

Motion Carried 6-0 - Voice Vote

LIAISON POLICE  
OFFICERS AGREEMENTS:

Motion by Johnston, seconded by Rumbold to approve Independent Contractor Agreements of Officers Adam Burroughs, Tye Cone, Mandy Welsh, and Briana Wilkey. Terms of the agreements are as follows:

Effective dates: First day of student attendance through last day of student attendance for the 2020-2021 school year according to the ExCEL School Calendar.

Hourly Rate: \$18.50

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

School of Assignment: ExCEL School, Atkinson, Illinois

Motion Carried 6-0 - Voice Vote

JANUARY – JUNE 2020  
CLOSED MINUTES:

After a review of the January 2020 – June 2020 Executive Session Minutes, a motion was made by Rumbold and seconded by Boelens that the minutes remain closed at this time.

Motion Carried 6-0 - Voice Vote

AUGUST 2020  
SEPTEMBER 2020  
OCTOBER 2020  
NOVEMBER 2020  
AUTHORIZATION:

Motion by Gerber, seconded by Rumbold to authorize the Director to process the August 2020, September 2020, October 2020, and November 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. Final FY20 Cash Flow
2. FY21 Cash Flow
3. ExCEL Report by Mr. Casey Miller  
*Student News* – We start the year with 50 wolves in the pack, which is good for us because it allows us to social distance throughout the entire building. The plan is to have students in the building 5 days a week and get them back into a routine that they have been away from since mid-March.  
*Staff News* – ExCEL will start the year with 7 new faces in the building to bring some fresh eyes and perspectives to the program. No matter how the year looks when we get going, ExCEL will be fully staffed.  
*Building News* – Our summer crew has been diligently working all summer to make sure the building is in great shape when we come back on the 13<sup>th</sup>. We have masks, gloves, gowns and disinfectant so we are ready to get started and keep everyone safe.
4. Tenure Status and Probationary Staff  
The following employees have completed their 4<sup>th</sup> Probationary Year and are Tenured as of the end of the 2019-2020 school year.  
Stacey Morrell – School Social Worker at Geneseo Middle School  
Taylor Blair – Speech-Language Pathologist at Stark County  
Elenora Hendrix – Life Skills Teacher at Wethersfield  
Elizabeth Koster – School Social Worker at Millikin and Kewanee High School  
Kaitlyn Nordstrom – School Psychologist at Belle and Lyle  
Janna Richards – School Social Worker at ExCEL
5. 2019-2020 Final Facts

ADJOURNMENT:

With no further items for discussion, a motion was made by Johnston and seconded by Rumbold to adjourn. Time: 12:40 p.m.

Motion Carried 6-0 - Voice Vote

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Board Secretary