

- MINUTES -
Executive Board Meeting
Eastern Illinois Area of Special Education
Wednesday, February 13, 2008 – 8:30 a.m.

ROLL CALL

Board Present

Sharon Keck, Windsor (Shelby County)
Debby Poindexter, Neoga (Cumberland County)
Larry Lilly, Mattoon (Coles County)
Daniel Clasby, Effingham (Effingham County)
Jill Rogers, Martinsville (Clark County)
Travis Wilson, Arthur (Douglas County)
*Chris Long for Lorraine Bailey, Paris #4 (Edgar County)

*proxy

Board Absent

Roy Smith, Lovington (Moultrie County)

Staff Present

Michael R. Alt, Executive Director/EIASE
Ellen Humphrey, Assistant Director-Administration/EIASE
Jean L. Balch, Assistant Director-Business/EIASE
Marilyn Shull, Administrative Assistant/EIASE
Jan Pearcy, Associate Director/EIASE
Mary Nan Zimmer/EIASE/Principal ECE

Guest Present

Vickie Christman, EIASEA Representative

OPPORTUNITY FOR PUBLIC COMMENT/INTRODUCTION OF GUESTS

Ms. Keck opened the meeting by calling for introduction of guests present at the meeting. Guest present was Vickie Christman, EIASEA representative, Jan Pearcy, Associate Director/EIASE and Mary Nan Zimmer, Principal/ECE/EIASE. Ms. Keck, Chairman, asked the audience if there were any questions or comments regarding agenda or non-agenda items. There were no requests or comments.

CONSENT AGENDA

Consent Agenda, consisting of the following items, was presented to the Board for their approval:

- *Presentation for approval of minutes* of the regular meeting of the Board held on January 8, 2008, as presented.
- *Presentation of monthly bills* for January 2008, and the financial statement.

- *Presentation for approval of resignation of personnel:*

1. Paula Winchester, .5 FTE Level II Secretary, ECE
2. Tasha Shirley, Teacher Assistant/DDC (effective 1/18/08)
3. Mandy Clarkson, School Social Worker, TLC- Humboldt, (effective 1/25/08)

- *Donations*

1. Mattoon Firefighters donated \$30.00 per student to the DDC program for shopping.

- *Field Trips*

1. 2/25/08 – TLC-Funkhouser level A students to Wabash Roller Rink in Louisville, IL.
2. 2/22/08 – TLC-Funkhouser level A students to the Tarble Arts Center in Charleston, IL.
3. 2/22/08 – TLC-Humboldt level A students to the Sullivan Civic Center
4. 2/2/808 – TLC-Funkhouser 8th grade students to the Lake Land College 8th grade career conference.
5. 2/2/9/08 – TLC- Humboldt level A students to the Decatur Civic Center.
6. 3/7/08 – TLC-Funkhouser and TLC-Humboldt high school level A students to EIU Construction Trades Expo.
7. 3/14/08 – TLC-Humboldt level A students to the Sullivan Civic Center.

- *Executive Session Minutes*

January 8, 2008 minutes of Executive Session

It was moved by Travis Wilson, seconded by Dan Clasby that the Executive Board approve the Consent Agenda as presented. Roll call vote: Daniel Clasby, yea; Travis Wilson, yea; Jill Rogers, yea; Debby Poindexter, yea; Chris Long, yea; Sharon Keck, yea-- motion carried.

PRESENTATION OF DIRECTOR'S RECOMMENDATION TO EMPLOY STAFF

The Director recommended that the employment of Jan Percy, Associate Director be effective January 17, 2008 at the annual salary of \$55,000.

It was moved by Daniel Clasby, seconded by Travis Wilson that the Executive Board approve the employment of Jan Percy as presented. Roll call vote: Daniel Clasby, yea; Travis Wilson, yea; Jill Rogers, yea; Debby Poindexter, yea; Chris Long, yea; Sharon Keck, yea-- motion carried.

The Director also recommended the employment of the following staff:

1. Bill Strode - .5 FTE Prevocational Coordinator (replaces Jan Percy, effective 1/17/08).
2. Judith Hutton, Teacher Assistant, DDC (replaces Tasha Shirley, effective 1/2/9/08).
3. Terry Burgener – School Psychologist (effective 1/28/08).

It was moved by Chris Long, seconded by Debby Poindexter that the Executive Board approve the employment of the above staff as presented. Roll call vote Daniel Clasby, yea; Travis Wilson, yea; Jill Rogers, yea; Debby Poindexter, yea; Chris Long, yea; Sharon Keck, yea-- motion carried.

REDUCTION-IN-FORCE

The Executive Board was presented seven (7) resolutions to reduce the number of staff for the 2007-2008 school year because of sound educational and financial planning due to the uncertainties of student enrollment and funding. Dr. Alt's report suggested that the Executive Board recommend to the Governing Board the seven (7) resolutions as presented. The resolutions were to reduce staff as follows:

Resolution Reference to the Dismissal of Non-tenured Certificated Personnel:

1. S. Allen Lindsay – Counselor, TLC-Kansas
2. Mary Flack – Teacher, TLC-Funkhouser
3. Bruce McQuillen – Teacher, TLC-Funkhouser

Resolution Reference to the Non-Renewal of Non-tenured Certificated Personnel due to lack of highly-qualified teacher status:

1. Theresa Whitehead – Teacher, F/TLC
2. Matthew Jones – Teacher, F/TLC
3. Michael Gann – Prevocational Coordinator/SVE

Resolution Reference to the Non-Renewal of Non-tenured Certificated Personnel due to uncertainty of funding:

1. Lora Short - .4 FTE School Psychologist
2. Jerome Bish - .277 FTE School Psychologist
3. Mick Mickels - .5 FTE Counselor, K-TLC
4. Suzanne Stevens – Teacher, Project HELP
5. Del Rae Bridges – Teacher, Project HELP
6. Wendy (Brown) Wright - .5 Teacher Project HELP, .5 ECE Teacher
7. Amy Durdel – Teacher, Project HELP
8. Rhonda Lowell - Teacher, Project HELP

9. Mindy Beurskens – Teacher, Project HELP
10. Kelly McDonald-Clarkson – Teacher, Project HELP
11. Jennifer Mast – Teacher, Project HELP
12. Elizabeth Smothers - .5 Project HELP, .5 ECE
13. Beth A Wormhoudt – Teacher, Project HELP
14. Debra Oakley – Teacher Project HELP
15. Rebecca Hayes – Teacher. K-TLC

Resolution Reference to the Reduction-In-Force of Tenured Certificated Personnel due to uncertainty of funding:

1. Laura Dunn – Teacher, Project HELP
2. Jill Brown – Teacher Project HELP
3. Joann Sheehan – Teacher Project HELP
4. Margie A. Eadie – Developmental Screener
5. Shari L Banks – Parent Coordinator, Project HELP
6. Trecia J. Bishop – Teacher, Project HELP
7. Kimberly D Storm – Teacher, Project HELP
8. Dawn M. Schrock – Teacher, Project HELP
9. Leona McKittrick – Teacher, Project HELP
10. Melinda A. Edrington – Teacher, Project HELP
11. Ginny D. Hubbartt – Teacher, Project HELP

Resolution Reference to the Reduction-In-Force of Classified Salaried employees.

1. Elizabeth K. Waggoner, Project HELP
2. Michelle Schnepfer, Model Parental Trainer, Project Beginning Steps
3. Tawnya Self – PTA (.65 FTE)

Resolution Reference to the Reduction-In-Force of Classified Hourly employees.

1. Alexandra Leal – .5 Teacher Assistant
2. Kelly Heltsley - .5 Teacher Assistant, Project HELP
3. Janess Bishop - .5 Teacher Assistant, Project HELP
4. Karmen Rowe - .5 Teacher Assistant, Project HELP
5. Nicole Sanders - .5 Teacher Assistant, Project HELP
6. Judith Hutton – Teacher Assistant, DDC
7. Jonathan D. Heatherly – Teacher Assistant, K/TLC
8. Cindy Shockley – Teacher Assistant, K/TLC
9. Angel Goble – Teacher Assistant, Project HELP
10. Michelle L. Smock – Teacher Assistant, Pre-Voc
11. Daniel Dundas – Teacher Assistant, Pre-Voc
12. Lynda Lawrence - Teacher Assistant, H/TLC
13. Janet L. Shull – Teacher Assistant, ECE
14. M. Lynn Anderson, Teacher Assistant, Project HELP
15. Kevin Wiedman – Teacher Assistant, F/TLC

16. April Hardiek, Teacher Assistant, F/TLC
17. Justin Milchman – Teacher Assistant, F/TLC
18. Laura G. Ash – Teacher Assistant, HI
19. Rachel Reed – Teacher Assistant, H/TLC
20. Sarah R. Ritchey – Teacher Assistant, K/TLC
21. Cody M. Hammond – Teacher Assistant, K/TLC
22. Susan L. Cunningham – Teacher Assistant, H/TLC
23. Lisa J. Garrett - Teacher Assistant DDC
24. Regina E. Beals – Teacher Assistant ,HI
25. Deborah L. Watson – Teacher Assistant, Project HELP
26. Victoria D. Brady – Teacher Assistant, Project HELP
27. Carrie Brian-Miller – Teacher Assistant, Project HELP
28. Adam H. Hoene – Teacher Assistant, K/TLC
29. Derrick W. Harris – Teacher Assistant, K/TLC
30. Brooke L. Goldsberry – Teacher Assistant, K/TLC
31. Tracie A. Ledbetter - Teacher Assistant, Project F/TLC
32. Chad Hall – Teacher Assistant, H/TLC
33. Abigail Eickberg, Teacher Assistant, K/TLC
34. Luzetta Veach – Level I Secretary
35. Heather Hutti – Level I Secretary
36. Angela Walk – .5 Level II Secretary
37. John A. Connor – .1 FTE Custodian, Project HELP

Resolution Reference to the Reduction-In-Force in employment status of the following hourly classified employees for the 2007-2008 school year.

1. Carla Leathers – Level III Secretary (12 month) to Level III Secretary (10 month)
2. Sue Clark – Level III Secretary to Level I Secretary
3. Lori Wilson – Level II Secretary to Level I Secretary
4. Elaine Stuckey – Level II Secretary to .5 FTE Level I Secretary

It was moved by Jill Rogers, seconded by Daniel Clasby that the Executive Board recommend the reduction in employment listed in the above seven (7) resolutions to the Governing Board as presented. All voted aye – motion carried.

INDEPENDENT CONTRACTOR

Dr. Alt advised that one of EIASE’s occupational therapists has gone on maternity leave in early February. Therefore, in order to cover her caseload Mrs. Durham has arranged to contact two (2) independent contractors for the remainder of the 2007-2008 school year. He indicated that a contract had been arranged with Shamdin Peadiatric Therapy. They will provide thirty two hours per month of OT service at \$55.00 per house. The second contract is with Barbara Hunter. She will provide seven (7) hours per week of service at \$50.00 per hour. They will both carry their own liability insurance.

It was moved by Larry Lilly, seconded by Jill Rogers that the Executive Board enter into a contract with Shamdin Pediatric Therapy and Barbara Hunter, Occupational Therapist, to provide services to EIASE members districts for the 2007-2008 school year as presented. Roll call vote: Daniel Clasby, yea; Travis Wilson, yea; Jill Rogers, yea; Debby Poindexter, yea; Chris Long, yea; Larry Lilly, yea; Sharon Keck, yea-- motion carried.

LEAVE OF ABSENCE WITHOUT PAY

Dr. Alt indicated that Sarah Fehrenbacher, Teacher in the Hearing Impaired Program, has requested to use her remaining accrued sick leave due to the pending birth of her child. At the conclusion of that time she would like to take an unpaid leave of absence until the end of the 2007-2008 school year. The leave would be in lieu of using Family Medical Leave.

It was moved by Chris Long, seconded by Travis Wilson that the Executive Board approve the Leave of Absence for Sarah Fehrenbacher for the remainder of the 2007-2008 school year due to maternity reasons. All voted aye – motion carried.

MOVE TO EXECUTIVE SESSION

It was moved by Travis Wilson, seconded by Larry Lilly that the Executive Board adjourn to executive session to discuss collective bargaining at 8:55 a.m. Roll call vote: Daniel Clasby, yea; Travis Wilson, yea; Jill Rogers, yea; Debby Poindexter, yea; Chris Long, yea; Larry Lilly, yea; Sharon Keck, yea-- motion carried.

It was moved by Larry Lilly, seconded by Daniel Clasby, that the Executive Board come out of executive session at 9:14 a.m. All voted aye – motion carried.

ADJOURNMENT

It was moved by Jill Rogers, seconded by Travis Wilson that Executive Board adjourn at 9:15 a.m. Daniel Clasby, yea; Travis Wilson, yea; Jill Rogers, yea; Debby Poindexter, yea; Chris Long, yea; Larry Lilly, yea; Sharon Keck, yea-- motion carried.

Submitted by:

Marilyn Shull
Administrative Assistant