

- MINUTES -
Executive Board Meeting
Eastern Illinois Area of Special Education
Wednesday, September 10, 2008 – 8:30 a.m.

ROLL CALL

Board Present

Roy Smith, Lovington (Moultrie County)
Sharon Keck, Windsor (Shelby County)
Charles Castle (Cumberland County)
Daniel Niemerg, Teutopolis (Effingham County)
Jill Rogers, Martinsville (Clark County)
Travis Wilson, Arthur (Douglas County)

Board Absent

Larry Lilly, Mattoon (Coles County)
Lorraine Bailey, Paris #4 (Edgar 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

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. 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 August 11, 2008, as presented.
- *Presentation of monthly bills* for August 2008, and the financial statement.

- *Donations*

1. To the Hearing Impaired Program: \$100.00 from Marcus and Christina Wenzel of Terre Haute, IN
2. To Kansas TLC:
 - a) paint, caulk, and labor to caulk 30 windows and paint portions of the building exterior from the Salisbury Church Corps Group (30 people)
 - b) Sarah Bush Lincoln Health Care Center donated a truck load of pencils, crayons, erasers, folders, markers, glue sticks, books, etc.
 - c) Carl Sandburg School in Charleston donated rulers and flash cards.
 - d) Mattoon Red Hat Society donated two cartons of supplies and books.
 - e) Johnny Bill Trefz of Marshall donated six cases of school supplies.
 - f) Cheryl Hallet donated two cases of school supplies.
 - g) The Marshall District donated used textbooks.
 - h) Ann Trimbürger donated \$25.00 in memory of Julia Kelly.
 - i) Jo Sanders donated \$20.00 in memory of Julia Kelly
3. To all three TLC programs – 25 cases of student notebooks.
4. To all three TLC programs and DDC – school supplies from Dollar Tree Store.

- *Field Trips*

1. 9/19/08 - TLC-Kansas High School students to Fox Ridge State Park.
2. 9/26/08 - TLC-Kansas Level A students to the EIU Bowling Lanes.
3. 9/26/08 - TLC-Funkhouser Level A students to Lincoln Springs near Charleston.
4. 10/3/08 - TLC-Kansas Level A students to Pumpkin Works near Paris.
5. 10/03/08 - TLC-Humboldt Level A students to Fox Ridge State Park.
6. 10/3/08 - TLC-Funkhouser Shawn's Horse Rides near Beecher City.
7. 10/10/08 – Mrs. Hansen's HI Class to the Arthur Pumpkin Patch.

It was moved by Roy Smith, seconded by Travis Wilson that the Executive Board approve the Consent Agenda as presented. Roll call vote: Daniel Niemerg, yea; Travis Wilson, yea; Jill Rogers, yea; Charles Castle, yea; Roy Smith, yea; Sharon Keck, yea--motion carried.

PRESENTATION OF DIRECTOR'S RECOMMENDATION TO EMPLOY STAFF

The Director recommended the employment of the following staff.

1. Vi Hubbell - .4 FTE Behavior Consultant/CTD (replaces Amy Gilbert, effective 8/13/08)
2. Regena Atchison, Teacher/CTD (replaces Amy Wood effective 8/19/08)
3. Nancy McGugan - .4 FTE, Teacher/CTD (replaces Suzy Hard effective 8/11/08)
4. Jeramine High, Teacher Assistant/TLC – Humboldt (replaced Rachel Reed, effective 9/2/08).
5. Michael Holt, Teacher Assistant/TIC-Humboldt (replaces Lynda Lawrence effective 9/2/08)
6. Lisa Norman, Job Coach/SVE (replaces Daniel Dundas effective 9/9/08)

It was moved by Dan Niemerg, seconded by Chuck Castle that the Executive Board approve the employment of the above staff as presented. Roll call vote: Daniel Niemerg, yea; Travis Wilson, yea; Jill Rogers, yea; Charles Castle, yea; Roy Smith, yea; Sharon Keck, yea-- motion carried.

DIRECTOR'S PRESENTATION OF THE SPECIAL EDUCATION POLICIES AND PROCEDURES

The Executive Director advised that ISBE had finally finished its rule making regarding special education requirements under IDEIA 2004, it is necessary for EIASE and its member districts to update special education policies and procedures pertaining to the new rules.

Documents titled “*Misconduct by Students with Disabilities*”, “*Right to an Education – Education of Children with Disabilities*”, and *Administrative Regulation – 3.700 -1 Procedures for Providing a Free Appropriate Public Education*” were included in the packet. The Director recommended that the Executive Board approve the amended special education policies and procedures for EIASE as presented.

It was moved by Travis Wilson, seconded by Roy Smith that the Executive Board approve the amended Special Education Policies and Procedures for EIASE as presented. All voted aye – motion carried.

DISBURSEMENT OF MEDICAID FUNDS

Dr. Alt, Director, provided the Executive Board with two documents containing proposals for distributing EIASE's accumulated Medicaid reimbursement funds.

It was moved by Dan Niemerg, seconded by Jill Rogers, that the Executive Board approved the 2nd option as presented. All voted aye – motion carried.

403 B PLAN

The Director indicated that the Executive Board authorized EIASE to look for an agent to help develop and administer a 403b plan and plan document. He indicated that he had recently talked with Wachovia Financial Services who could link us with an agency called Security Benefit that would develop and administer a 403b Plan for EIASE.

The Director recommended that the Executive Board approve entering into an agreement with Security Benefits to write a 403 b plan document, and administer the plan.

It was moved by Chuck Castle, seconded by Roy Smith, that the Executive Board approve entering into an agreement with Security Benefits to write and administer a 403b plan. Roll call vote: Daniel Niemerg, yea; Travis Wilson, yea; Jill Rogers, yea; Charles Castle, yea; Roy Smith, yea; Sharon Keck, yea-- motion carried.

LEAVE OF ABSENCE WITHOUT PAY

Dr. Alt indicated that Sarah Filipiak, Teacher Assistant at the TLC-Humboldt Program, has been studying for a degree in elementary education. She has requested a leave of absence in order to fulfill her student teaching requirement at Riddle Elementary School in Mattoon from January 12, 2009 through April 24, 2009.

It was moved by Travis Wilson, seconded by Jill Rogers that the Executive Board approve the Leave of Absence for Sarah Filipiak from January 12, 2009 through April 24, 2009 in order for her to fulfill her student teaching requirements. All voted yea-- motion carried.

MOVE TO EXECUTIVE SESSION

It was moved by Roy Smith, seconded by Travis Wilson that the Executive Board adjourn to executive session to discuss collective bargaining at 9:14 a.m. All voted aye – motion carried.

It was moved by Roy Smith, seconded by Travis Wilson, that the Executive Board come out of executive session at 9:35 a.m. All voted aye – motion carried.

ADJOURNMENT

It was moved by Roy Smith, seconded by Chuck Castle that Executive Board adjourn at 9:36 a.m. All voted aye – motion carried.

Submitted by:

Marilyn Shull
Administrative Assistant