

**- MINUTES -**  
Executive Board Meeting  
Eastern Illinois Area of Special Education  
May 11, 2010 – 8:30 a.m.

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**ROLL CALL**

**Board Present**

Joel Hackney, Okaw Valley (Moultrie County)  
Sharon Keck, Windsor (Shelby County)  
Charles Castle, Neoga (Cumberland County)  
\*Mike Smith *Proxy* for Jim Littleford, Charleston (Coles County)  
Daniel Niemerg, Teutopolis (Effingham County)  
Dee Scott, Casey-Westfield (Clark County)  
Lorraine Bailey, Paris #4 (Edgar County)

***\*Proxy***

**Board Absent**

Travis Wilson, Arthur (Douglas 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  
Tony Reeley, Associate Director/EIASE  
Laura Shull, Associate Director/EIASE  
Jeremy Doughty, Associate Director/EIASE  
Mary Nan Zimmer, Principal/ECE/EIASE

**Guest Present**

Betty Rhea, EIASEA Representative

**OPPORTUNITY FOR PUBLIC COMMENT/INTRODUCTION OF GUESTS**

Dr. Alt opened the meeting by calling for introduction of guests present at the meeting. Guests present were Tony Reeley, Laura Shull, Jeremy Doughty, Mary Nan Zimmer and Betty Rhea. Dr. Alt, Director, 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 April 9, 2010, as presented.
- *Presentation of monthly bills* for April 2010, and the financial statement.
- *Presentation for approval of resignation of personnel:*
  1. Kari Musser, SLP (effective at the end of the 2009-10 SY)
  2. John Connor, Part-time custodian at Marshall Project HELP (effective 3/19/10)
- *Donations:*
  1. To DDC – 12 pizzas from Pizza Hut valued at \$120.00; 50 slushies from Sonic Drive In, valued at \$50.00, and; 100 Dilly Bars from Dairy Queen valued at \$100.00
  2. To Rehabilitation Services – a pediatric walker and wheelchair from Mrs. Jeanie Weber.
  3. To TLC – Humboldt – a grant in the amount of \$1,500.00 from the Lumpkin Family Foundation. This grant is to allow the construction of a small green house at TLC-Humboldt.
- *Field Trips*
  1. 5/8/10 – Mrs. Padgitt’s TLC-Kansas class to the Curly Q in Paris.
  2. 5/20/10 – TLC-Kansas Level A students to St. Louis to see a Cardinals baseball game.
  3. 5/21/10 – Mrs. Fox’s TLC-Kansas class to Bogey’s in Terre Haute.
- *Approval of Executive Session minutes for April 13, 2010, as presented.*
- *Presentation of the Freedom of Information Act (FOIA) requests*
  1. Paula Cacossa – copy of Joint Agreement Documents

It was moved by Dan Niemerg, seconded by Lorraine Bailey that the Executive Board approve the Consent Agenda as presented. Roll call vote: Daniel Niemerg, yea; Dee Scott, yea; \*Mike Smith for Jim Littleton, yea; Charles Castle, yea; Lorraine Bailey, yea; Joel Hackney, yea; Sharon Keck, yea-- motion carried.

**PRESENTATION OF DIRECTOR’S RECOMMENDATION TO EMPLOY STAFF**

The Director recommended the employment of the following staff.

1. April Fox, Principal TLC-Kansas effective 7/1/10. Her compensation will be \$68,565 in salary and \$4,410 for insurance benefits.
2. Robert Edwards TLC-Kansas will be recalled at 1 FTE P.E. teacher for the 2010-11 school year.

It was moved by Chuck Castle, seconded by Dee Scott that the Executive Board approve the employment of April Fox, as presented. Roll call vote: Daniel Niemerg, yea; Dee Scott, yea; \*Mike Smith for Jim Littleton, yea; Charles Castle, yea; Lorraine Bailey, yea; Joel Hackney, yea; Sharon Keck, yea-- motion carried.

It was moved by Lorraine Bailey, seconded by Joel Hackney that the Executive Board approve the reinstatement of Robert Edwards as full-time P.E. Teacher at the TLC-Kansas program, as presented. Roll call vote: Daniel Niemerg, yea; Dee Scott, yea; \*Mike Smith for Jim Littleton, yea; Charles Castle, yea; Lorraine Bailey, yea; Joel Hackney, yea; Sharon Keck, yea-- motion carried.

### **EIASE SCHOOL CALENDARS FOR THE 2010-2011 SCHOOL YEAR**

The Director submitted 3 calendars (Calendar-M Calendar-K and calendar-FS) for the boards review.

It was moved by Dan Niemerg, seconded by Chuck Castle, that the Executive Board approved calendar-M, Calendar-K and Calendar-FS for the EIASE 2010-2011 calendars, with Calendar-“M” being EIASE’s official calendar. All voted aye – motion carried.

### **PRESENTATION OF ADMINISTRATIVE REGULATION #3-700-97 *Service Animals for Students and Staff in the District***

Dr. Alt presented a proposed administrative regulation, *Service Animals for Students and Staff in the District*, regarding the presence of service animals in schools. He indicated that the regulation had been discussed at the April 13, 2010 board meeting, however, it was tabled until it could be reviewed by the EIASE attorney.

It was moved by Dan Niemerg, seconded by Joel Hackney that the Executive Board approve administrative Regulation # 3-700-97 *Service Animals for Students and Staff in the District*, as presented. All vote aye – motion carried.

### **PRESENTATION OF ADMINISTRATIVE REGULATION # 4.404 *Salary and Benefits of Administrative Employees.***

Dr. Alt presented a proposed policy 4.404, *Salary and Benefits of Administrative Employees*, which was written by Attorney T.J. Wilson. Dr. Alt explained that this policy would define what should be offered for administrator compensation at EIASE. The policy states that no EIASE administrative employee, after the adoption of this policy, shall be permitted to convert to salary any sum previously contributed by EIASE for the administrator’s benefit as a premium toward the cost of the administrative employee’s participation in an EIASE health care plan.

Persons employed within EIASE who comes to be hired into EIASE administrative positions on or after March 31, 2010, and for whom, immediately prior to the time the employee became an administrative employee, EIASE paid a contribution toward premium cost of any EIASE health plan premium, shall not be permitted to convert such health care premium contribution into salary. EIASE shall, however, continue to contribute on the administrative employee’s behalf that same sum toward the premium cost of any EIASE health plan coverage, as long as the administrative employee would have remained eligible for a contribution at the same employment percentage equivalent

had the employee not become an administrative employee, and the administrative employee continues to participate in an EIASE health care plan.

Persons newly hired into EIASE for administrative positions after March 31, 2010, who have not immediately prior thereto been EIASE employees, shall be paid a salary compensation only, and EIASE shall make no contribution on behalf of such newly hired administrative employee toward the cost of premiums in an EIASE health care plan.

It was moved by Dee Scott, seconded by Chuck Castle that the Executive Board approve policy # 4.404 Salary and Benefits of Administrative Employees, as presented. All voted aye – motion carried.

### **PRESENTATION OF LEASE FOR CLASSROOM SPACE**

Dr. Alt advised that Effingham school district will no longer operate DDC type classrooms for districts outside its own boundaries. The Teutopolis School District, therefore, has requested that EIASE operate a classroom in their school district for them and other affected districts.

Dr. Alt recommended that the Executive Board approve the lease for classroom space with the Teutopolis District for the 2010-11 school year for a DDC Program.

It was moved by Chuck Castle, seconded by Lorraine Bailey that the executive board approve the lease for classroom space with the Teutopolis District for the 2010-11 school year for a DDC classroom. Roll call vote: Daniel Niemerg, yea; Dee Scott, yea; \*Mike Smith for Jim Littleton, yea; Charles Castle, yea; Lorraine Bailey, yea; Joel Hackney, yea; Sharon Keck, yea-- motion carried.

### **PRESENTATION OF THE LEXIA READING PROGRAM**

Mr. Tony Reeley, Associate Director, indicated that EIASE and several member districts have been piloting the Lexia Reading Program for the 2009-2010 school year. He specified that there were several member districts interested in continuing this program next year. Mr. Reeley stated the there were 2 possible options.

1. EIASE purchase license for both Lexia and Reading Plus
2. Go with Lexia and let district opt in or out (similar to FileMaker Pro).

Mr. Reeley stated the cost for membership and seats for both the Lexia Program and the Reading Plus Program.

It was moved by Dan Niemerg, seconded by Chuck Castle that the above issue be tabled until the June Executive Board meeting to allow Mr. Reeley to get more information. All voted aye – motion carried.

## **PRESENTATION OF ASSOCIATE DIRECTOR POSITIONS FOR 2010-2011**

Dr. Alt and Mr. Tony Reeley discussed several scenarios regarding possible grant funding and the replacement of Associate Director's positions. Mr. Reeley feels that EIASE should start the interview process of hiring positions for replacing the two (2) Associate Directors that have been transferred to other duties.

It was moved by Lorraine Bailey, seconded to Dan Niemerg that the Executive Board post vacancies notices for replacing the two Associated Director and start the interview process. Roll Call vote: Roll call vote: Daniel Niemerg, yea; Dee Scott, yea; \*Mike Smith for Jim Littleton, yea; Charles Castle, yea; Lorraine Bailey, yea; Joel Hackney, yea; Sharon Keck, yea-- motion carried.

## **EARLY CHILDHOOD BLOCK GRANT PROGRAM**

Dr. Alt indicated that several things were in the work regarding the early childhood block grant. Firstly, EIASE has not yet received any of the 2009-2010 HELP budget.

He then stated the EIASE needs to identify the following:

- Those districts that will remain with EIASE operating the program and hiring the staff.
- Those that will remain with EIASE, but have us coordinate the program, and have us flow money through to them so that they can hire their own staff.
- Those who will write their own grant, but purchase coordinating services from EIASE through their grant.
- Those who will write their own grant, and will purchase no services from EIASE.

Dr. Alt indicated that Regional Superintendent Groothuis has written a letter to Kay Henderson, the ISBE Early Childhood Program Administrator, stating the Regional Office of Education # 11 would be willing to be the new business agent for the Early Childhood Block Grant.

T. J. Wilson, attorney suggested to Dr. Alt that an interagency agreement for the early childhood program should be signed by all districts; those agreeing to participate in the program, as well as consent to operate the program from those who will not be participating.

Dr. Alt also advised that he had been in contact with Representative Chapin Rose's office and explained EIASE's funding program and the money flow. Mr. Rose requested that EIASE send a letter of hardship to the Comptroller to see if something could be done about EIASE's funding. Dr. Alt stated that the hardship letter was mailed last week.

## **COMMITTEE FOR ADMINISTRATIVE SALARIES**

Mrs. Keck, Chairman asked for volunteers to serve on the Committee for Administrative Salaries for the 2010-2011 school year. Volunteering for the committee were Chuck Castle, Joel Hackney and Lorraine Bailey.

## **ADJOURNMENT**

It was moved by Chuck Castle, seconded by Lorraine Bailey that Executive Board adjourn at 9:50 a.m. All voted aye – motion carried.

Submitted by:

Marilyn Shull  
Administrative Assistant