

- MINUTES -
Executive Board Meeting
Eastern Illinois Area of Special Education
September 12, 2011 – 8:30 a.m.

ROLL CALL

Board Present

Lorraine Bailey, Paris #4 (Edgar County)
Jean Chrostoski, Arcola CU #306 (Douglas County)
Jeff Fritchtnitch, Altamont CU #10 (Effingham County)
Joel Hackney, Okaw Valley CU #302 (Moultrie County)
Sharon Keck, Windsor CU # 1 (Shelby County)
James Littleford, Charleston CU # 1 (Coles County)
Rick Manuell Marshall CU #C-2 (Clark County)
Rusty Ragon, Cumberland CU #77 (Cumberland County)

Board Absent

None

Staff Present

Tony L. Reeley, Executive Director/EIASE
Ellen Humphrey, Assistant Director-Administration/EIASE
Jean L. Balch, Assistant Director-Business/EIASE
Beverly Johnson, Executive Assistant/EIASE

Guest Present

Betty Rhea, EIASEA Representative
Pam Uptmor, Principal Hearing Impaired

OPPORTUNITY FOR PUBLIC COMMENT/INTRODUCTION OF GUESTS

Mr. Reeley opened the meeting by calling for introduction of guests present at the meeting. Guests present were: Betty Rhea, EIASEA Representative and Pam Uptmor, Principal Hearing Impaired. Mr. Reeley 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 the approval of minutes of the regular meeting of the Board held on August 9, 2011, as presented.*
- *Presentation of monthly bills and financial statement for August 2011.*

- *Presentation of the Director's recommendation to approve field trips.*
 1. August 26 – FTLC to Country Inn & Suites in Effingham, IL
 2. August 26 – KTLC to EIU Bowling in Charleston, IL
 3. September 2 – FTLC to Community Park in Effingham, IL
 4. September 9 – FTLC to KBowl in Effingham, IL
 5. September 9 – KTLC to Paris Community Park in Paris, IL
 6. September 16 – FTLC to Community Park in Effingham, IL
 7. September 22 – HTLC to Fox Ridge in Charleston, IL
 8. September 23 – FTLC to Evergreen Mini Golf in Effingham, IL
 9. September 23 – KTLC to Fox Ridge in Charleston, IL
 10. September 30 – FTLC to Community Park in Effingham, IL
 11. October 7 – FTLC to Country Inn & Suites in Effingham, IL
 12. October 11 – DDC to The Great Pumpkin Patch in Arthur, IL
 13. October 12 - DDC to The Great Pumpkin Patch in Arthur, IL
 14. October 13 - DDC to The Great Pumpkin Patch in Arthur, IL
 15. October 14 – KTLC to Parkland College Planetarium in Champaign, IL
 16. October 14 – HTLC to Sullivan Civic Center in Sullivan, IL

- *Presentation of the Director's recommendation to accept donations.*
 1. Bill Hagen and Rick Matthews donated aluminum “TLC” letters and installation for the front of the HTLC building.
 2. Michael and Marlene Browning of Mattoon, IL donated \$500 to the HTLC Field of Dreams project.
 3. Gary & Janet Ernst of Charleston, IL donated \$500 to the HTLC Field of Dreams project.
 4. Jeff Nichols, Facilities Manager of Sarah Bush Lincoln Health Center arranged for the HTLC program to receive the following:
 - a. 23 Rubbermaid computer desks
 - b. 20 armless desk chairs
 - c. 6 desk chairs with arms
 - d. 4 chairs
 - e. 1 storage cabinet
 - f. 1 metal shelf
 - g. 3 desks
 - h. 1 nurse exam table
 - i. 2 cabinets
 - j. 1 television
 - k. 3 television carts
 - l. 1 table
 5. On Saturday, August 6th, the following people donated time and labor to move the items donated in #4 to the HTLC program:
 - a. Julie McCleary
 - b. Brad McCleary

- c. Christopher McCleary
- d. Dalton Stites
- e. Basil Doughty
- f. Chad Hall

6. James Rankin, HTLC DARE Officer, donated \$500 to the Eastern Illinois Food Bank on the behalf of the HTLC program. The Eastern Illinois Food Bank provides backpacks full of food each Friday for hungry students. One of the requirements for the HTLC to receive the backpacks is they must do fundraising for the food bank. Officer Rankin's donation took care of this requirement.

- *Presentation of the Director's recommendation to approve lease.*

The Director provided a copy of the lease agreement for the Project HELP classroom space for the 2011-2012 school year. This classroom is located in Charleston. The lease is funded entirely by the Project HELP Early Childhood "At Risk" grant.

- *Presentation of the Director's recommendation to approve EIASE Administrator's Compensation Report.*

Recently, the Governor signed PA 96-0434. It requires a report of EIASE's Administrators prior year compensation and benefits be given to the Executive Board for review and approval. The report must be sent to the Regional Superintendent and posted on the EIASE website by October 1. Attached is a copy of the report.

It was moved by Rusty Ragon (Cumberland County), seconded by James Littleford (Coles County) *that the Executive Board approve the recommendation to approve the consent agenda, as presented.* Roll call vote: Jeff Fritchtnitch (Effingham County) yea; Rick Manuell (Clark County) yea; Lorraine Bailey (Edgar County) yea; Joel Hackney (Moultrie County) yea; Sharon Keck (Shelby County) yea; Rusty Ragon (Cumberland County) yea; James Littleford (Coles County) yea; Jean Chrostoski (Douglas County) yea -- motion carried.

PRESENTATION OF THE DIRECTOR'S RECOMMENDATION TO RECALL TEACHER ASSISTANTS

Earlier this year, the Board issued a Reduction in Force of teacher's aides at least partially based on the potential lack of funding from the state's competitive Preschool At-Risk Grant. In July, EIASE was notified by ISBE that we were awarded the grant. This gave EIASE, and thereby the member districts for which EIASE provides Project HELP services, the promise that money may be provided if the state has the funds. Since the state still owes a considerable amount of money from FY11, before we recalled positions EIASE contacted each of the districts written into the grant to ensure that they were still wanting to participate in Project HELP and would provide funds to operate Project HELP in the event the state did not pay all or part of the grant monies awarded. All of the districts answered in the affirmative. Therefore, it is known that we will need to recall the following teacher aide for SY12.

1. Suzanne Tomshack, Teacher's Aide, Early Childhood

It was moved by Jeff Fritchtnitch (Effingham County), seconded by Lorraine Bailey (Edgar County) that the Executive Board approve the recommendation to recall teacher assistants, as presented. Roll call vote: Jeff Fritchtnitch (Effingham County) yea; Rick Manuell (Clark County) yea; Lorraine Bailey (Edgar County) yea; Joel Hackney (Moultrie County) yea; Sharon Keck (Shelby County) yea; Rusty Ragon (Cumberland County) yea; James Littleford (Coles County) yea; Jean Chrostoski (Douglas County) yea -- motion carried.

PRESENTATION OF THE DIRECTOR'S RECOMMENDATION TO ACCEPT RESIGNATIONS

1. Suzanne Tomshack - Teacher's Aide, Early Childhood (effective August, 12, 2011)
2. Andy Gaines - Teacher's Aide, HTLC (effective September 2, 2011)
3. Cheri Turner - Interpreter Hearing Impaired (effective August 15, 2011)
4. Gabrielle Morrow - Teacher's Aide, Hearing Impaired (effective August 30, 2011)
5. Diane Halsey – Teacher's Aide, Hearing Impaired (effective August 16, 2011)
6. Stacey Hollinshead – Teacher's Aide, Early Childhood (effective August 9, 2011)
7. Chad Hall – Teacher's Aide, HTLC (effective August 5, 2011)
8. Matt Jones – Teacher, HTLC (effective August 15, 2011)
9. Shawna Downey – Teacher's Aide, DDC (retired effective August 16, 2011)
10. Brenda Walker – Teacher, HTLC (will retire effective June 30, 2012)

It was moved by Jean Chrostoski (Douglas County), seconded by Jeff Fritchtnitch (Effingham County) that the Executive Board approve the recommendation to accept resignations as presented. Roll call vote: Jeff Fritchtnitch (Effingham County) yea; Rick Manuell (Clark County) yea; Lorraine Bailey (Edgar County) yea; Joel Hackney (Moultrie County) yea; Sharon Keck (Shelby County) yea; Rusty Ragon (Cumberland County) yea; James Littleford (Coles County) yea; Jean Chrostoski (Douglas County) yea -- motion carried.

PRESENTATION OF THE DIRECTOR'S RECOMMENDATION FOR EMPLOYMENT

1. Carly Shonk, Teacher Assistant, HTLC (effective August 29, 2011) - to replace Janet Clemons.
2. Jim McCormick, .5 FTE Prevocational Teacher, KTLC (effective August 25, 2011) – to replace Shelli Cotton.
3. Vicki Rasmussen, increase employment from .5 FTE Prevocational Teacher to 1 FTE Prevocational Teacher (effective August 15, 2011) to replace Shelli Cotton.

4. Kellie Connell, Teacher Assistant, DDC (effective September 6, 2011) new 1:1 position.
5. Michelle Bauguss, Teacher Assistant, Project Help (effective August 19, 2011) to replace Suzanne Tomshack.

It was moved by Rusty Ragon (Cumberland County), seconded by Lorraine Bailey (Edgar County) *that the Executive Board approve the recommendation for employment, as presented.* Roll call vote: Jeff Fritchtnitch (Effingham County) yea; Rick Manuell (Clark County) yea; Lorraine Bailey (Edgar County) yea; Joel Hackney (Moultrie County) yea; Sharon Keck (Shelby County) yea; Rusty Ragon (Cumberland County) yea; James Littleford (Coles County) yea; Jean Chrostoski (Douglas County) yea -- motion carried.

PRESENTATION OF THE DIRECTOR'S RECOMMENDATION TO ACKNOWLEDGE RECEIPT OF IRREVOCABLE LETTERS OF RETIREMENT

I have received one (1) irrevocable letter of retirement. This letter is notice that the person who submitted it intends to take advantage of the provisions of Article 11.5 of the collective bargaining agreement. This person intends to retire at the end of SY 2015. For submitting early notice of their pending retirement, this person will receive a 6% retirement bonus, inclusive of all other TRS or IMRF creditable earnings for each of their last years of service.

1. Ronda Lowell – Teacher, Early Childhood (6/30/15)

It was moved by Joel Hackney (Moultrie County), seconded by Rick Manuell (Clark County) *that the Executive Board approve the recommendation to acknowledge receipt of irrevocable letters of retirement, as presented.* Roll call vote: Jeff Fritchtnitch (Effingham County) yea; Rick Manuell (Clark County) yea; Lorraine Bailey (Edgar County) yea; Joel Hackney (Moultrie County) yea; Sharon Keck (Shelby County) yea; Rusty Ragon (Cumberland County) yea; James Littleford (Coles County) yea; Jean Chrostoski (Douglas County) yea -- motion carried.

PRESENTATION OF THE DIRECTOR'S RECOMMENDATION TO ENTER INTO CONTRACT FOR PSYCHOLOGICAL CONSULTATION SERVICES

Last year EIASE contracted with Mrs. Becky Fogarty, a school psychologist who teaches at Eastern Illinois University to provide consultation services for EIASE psychologists. Last year the Board asked for a breakdown of how her time would be utilized and how the costs for her would be allocated. We will use the same breakdown for SY12.

General Psychological Consultation – 12 Days at \$200/Day = \$2,400 (Inservice)

This would include:

- 6 days facilitation of Psychology Forum
- 6 days of general consultation in regard to psychology practices & procedures, & RtI

Consultation to EIASE Psychology Department – 20 Days at \$200/Day = \$4,000 (EIASE Psych Dept)

This would include:

- Observation of EIASE school psychologist
- Consultation with supervising Associate Director in regard to evaluation of EIASE school psychologist
- Consultation with EIASE school psychologists in regard to psychology practices & procedures & RtI

Consultation to 3 TLC programs – 8 Days at \$200/Day = \$1,600 (TLC)

This would include:

- Training and consultation with TLC principals and staff in regard to using assessment data to inform and improve instruction
- Assist with developing a system to monitor and record behavioral data at the TLCs

It was moved by James Littleford (Coles County), seconded by Jeff Fritchtnitch (Effingham County) that the Executive Board approve the recommendation to enter into contract for psychological consultation services, as presented. Roll call vote: Jeff Fritchtnitch (Effingham County) yea; Rick Manuell (Clark County) yea; Lorraine Bailey (Edgar County) yea; Joel Hackney (Moultrie County) yea; Sharon Keck (Shelby County) yea; Rusty Ragon (Cumberland County) yea; James Littleford (Coles County) yea; Jean Chrostoski (Douglas County) yea -- motion carried.

PRESENTATION OF THE DIRECTOR'S RECOMMENDATION TO ENTER INTO CONTRACT FOR SPEECH AND LANGUAGE SERVICES

Due to an open and unfilled position for a Speech and Language Pathologist, Ellen Humphrey has secured contract SL/P services with Ms. Cathy Warnes of Philo, IL. Ms. Warnes will provide service with the students in the Hearing Impaired classrooms located in Charleston. Ms. Warnes has agreed to compensation at the rate of \$53.00 per hour. The enclosed proposed contract includes a standard 30 day bail-out clause in the event a SL/P is able to be located at a later date.

It was moved by Lorraine Bailey (Edgar County), seconded by Rick Manuell (Clark County) that the Executive Board approve the recommendation to enter into contract for speech and language services, as presented. Roll call vote: Jeff Fritchtnitch (Effingham County) yea; Rick Manuell (Clark County) yea; Lorraine Bailey (Edgar County) yea; Joel Hackney (Moultrie County) yea; Sharon Keck (Shelby County) yea; Rusty Ragon (Cumberland County) yea; James Littleford (Coles County) yea; Jean Chrostoski (Douglas County) yea -- motion carried.

MOVE TO EXECUTIVE SESSION

It was moved by Rusty Ragon (Cumberland County), seconded by Joel Hackney (Moultrie County) that the Executive Board adjourn to executive session for the purpose of the discussion of collective negotiating matters between the public body and its employees (5 ILCS 120/2(c)(2)) and the discussion of the appointment, employment, compensation, discipline, performance, or dismissal of a specific employee (5 ILCS 120/2(c)(1)) at 8:50 a.m. Roll call vote: Jeff Fritchtnitch (Effingham County) yea; Rick Manuell (Clark County) yea; Lorraine Bailey (Edgar County) yea; Joel Hackney (Moultrie County) yea; Sharon Keck (Shelby County) yea; Rusty Ragon (Cumberland County) yea; James Littleford (Coles County) yea; Jean Chrostoski (Douglas County) yea -- motion carried.

It was moved by Rusty Ragon (Cumberland County), seconded by Jean Chrostoski (Douglas County) that the Executive Board come out of Executive Session at 9:34 a.m. All voted aye – motion carried.

MEETING RECONVENED AT 9:35 A.M.

PRESENTATION OF THE DIRECTOR'S RECOMMENDATION FOR THE EMPLOYMENT OF NETWORK ADMINISTRATOR

1. Derek Barker, Technology - Network Administrator effective 8/19/2011, total compensation \$30,000.

It was moved by James Littleford (Coles County), seconded by Jeff Fritchtnitch (Effingham County) that the Executive Board approve the recommendation for the employment of network administrator, as presented. Roll call vote: Jeff Fritchtnitch (Effingham County) yea; Rick Manuell (Clark County) yea; Lorraine Bailey (Edgar County) yea; Joel Hackney (Moultrie County) yea; Sharon Keck (Shelby County) yea; Rusty Ragon (Cumberland County) yea; James Littleford (Coles County) yea; Jean Chrostoski (Douglas County) yea -- motion carried.

ADJOURNMENT

It was moved by Jean Chrostoski (Douglas County), seconded by Joel Hackney (Moultrie County) that the Executive Board adjourn at 9:40 a.m. All voted aye – motion carried.

Submitted by:

Beverly Johnson
Executive Assistant