

LASALLE/PUTNAM COUNTY EDUCATIONAL ALLIANCE FOR SPECIAL EDUCATION
1009 Boyce Memorial Drive Ottawa, IL 61350
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Open Meeting Minutes

Date: December 10, 2009

Time: 9:17 a.m.

Location: L.E.A.S.E. Office Board Room

Type of meeting: Regular

Name of person taking the minutes: Mary Beth Snow

Name of person presiding: Mr. Mark Cross

Roll call indicated

Members in attendance:

1. Mr. Mark Cross
2. Mrs. JoEllen Fuller
3. Mr. Ryan Linnig (arrived shortly after the meeting began)
4. Mr. Mike Matteson
5. Mr. Mark Thurwanger

Members absent:

1. Mr. Jay McCracken

Also present

1. Ms. Mary Jane Chapman, Director
2. Mrs. Pam Carretto, Assistant Director
3. Mr. Richard Myers, Regional Superintendent

Reception of Guests and Visitors & Opportunity for Public Comment

There were none.

Approval of Items on Consent Agenda (Open and Closed Session Minutes from the Board meeting held on November 12, 2009; October 2009 Bank Reconciliation; Bills, Statement of Position, Investment Report, and C.B.S. Activity Fund Report)

Summary of discussion: None

Motion made by: Mr. Thurwanger

Motion: To approve the open and closed session minutes from the board meeting held on November 12, 2009; October 2009 Bank Reconciliation; Bills, Statement of Position, Investment Report, and C.B.S. Activity Fund Report)

Motion seconded by: Mrs. Fuller

Roll Call: "Yeas" – Thurwanger, Fuller, Cross and Matteson
"Nays" – none.

Action: Passed

Remaining Agenda Items

Agenda item: Approve the 2010-2011 L.E.A.S.E. Cooperative-wide priority special education programmatic needs as indicated on the “Cooperative Status / Needs Assessment Report”.

Summary of discussion: Ms. Chapman shared with the Executive Committee a written needs assessment report that will be used to designate federal I.D.E.A. funding for new L.E.A.S.E. and local district program growth during the 2010-2011 school year. She recommended L.E.A.S.E. continue to fund twenty programs initiated to address previous identified needs. She shared six 2010-2011 priority needs for which local district funding may be available. Ms. Chapman next discussed nine additional Cooperative-wide priority needs to be addressed by L.E.A.S.E. itself. She next reported on seven technical assistance/professional development needs identified in the report.

Motion made by: Mrs. Fuller

Motion: : to approve the six (6) 2010-2011 highest priority needs to be addressed by the local districts via the supplementary use of I.D.E.A. federal grant dollars and/or other available funding; to approve the nine (9) identified priority needs to be addressed centrally by L.E.A.S.E.; to approve the seven (7) technical assistance/professional development needs; and to approve continuing funding for the twenty (20) previously supported local district classroom programs

Motion seconded by: Mr. Thurwanger

Voice vote: “Yeas” – all
“Nays” – none.

Action: Passed

Ms. Chapman next reviewed the draft communication she plans to send to all district superintendents regarding the offer of L.E.A.S.E. funding to local districts willing to develop new programming to address the previously approved six (6) Cooperative-wide needs for local district incentive funding. All Superintendents will receive this letter along with a copy of the L.E.A.S.E. needs assessment report including a specific needs assessment report on each Superintendent’s specific district.

Agenda item: Approve the job description for the L.E.A.S.E. Teacher of Students with Autism.

Summary of discussion: Mrs. Carretto shared a draft of the proposed job description for Teacher of Students with Autism. She indicated this job description reflects our state, cooperative and district expectations.

Motion made by: Mr. Matteson

Motion: To approve the job description for the L.E.A.S.E. Teacher of Students with Autism.

Motion seconded by: Mr. Thurwanger

Voice vote: “Yeas” - all
“Nays” – none.

Action: Passed

Motion to Adjourn to Closed Meeting

Date: December 12, 2009

Time: 9:25 a.m.

Location: L.E.A.S.E. Office Board Room

A motion was made by Mr. Thurwanger
And seconded by Mr. Matteson
To adjourn to closed meeting to discuss:

- ✓ The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Alliance or legal counsel for the Alliance, including hearing testimony on a complaint lodged against an employee or against legal counsel for the Alliance to determine its validity. 5 ILCS 120/2(c)(1).

Closed Meeting Roll Call: “Yeas” – Thurwanger, Matteson, Cross and Fuller
“Nays” – none.

Action: Passed

Time of adjournment of closed meeting and return to open meeting: - 9:30 a.m.

Motion to Return to Open Meeting

A motion was made by Mrs. Fuller
And seconded by Mr. Matteson
To return to open meeting

Roll Call: “Yeas” – Fuller, Matteson, Cross and Thurwanger
“Nays” – none.

Action: Passed

Agenda Item: Anticipated Action Items After Closed Session

Approve the employment timeline for the replacement of retiring C.B.S. Guidance Counselor.

Summary of discussion: As discussed in Closed Session

Motion made by: Mr. Matteson

Motion: to approve the proposed timeline for the recruitment and replacement of the C.B.S. Guidance Counselor.

Motion seconded by Mrs. Fuller

Voice vote: “Yeas” – all
“Nays” – none.

Action: Passed

Information Items

C.B.S. monthly report

Mrs. Carretto reported the current enrollment is forty students. RtI meetings are continuing and the teacher assistants were trained in AIMs web testing. A parent survey was finalized for use at annual reviews this year. The Student Council is planning a “Furry Friends” presentation in the spring. Students are benefitting from the “Fruit and Vegetable” grant.

L.E.A.S.E. Autism program update

Ms. Chapman and Mrs. Carretto indicated that we are having difficulty finding a location for a L.E.A.S.E. run autism program for FY2010. Initially four districts indicated that they may be

interested in housing a program. Of those four, only two have the potential to provide access to same-age peers. After several discussions with Putnam County, they determined that they would like to pursue other in-house special education program options that would utilize their available space. Tonica initially was very interested in housing the program, but later decided that they were not interested at this time. Tonica is now once again considering the proposal. We have not had further contact with the other two districts that were initially interested in housing the program as there is no possibility of students in the program having access to same-aged peers. The Committee suggested Ms. Chapman mention this at the Superintendent's meeting today.

Centralized Hiring by L.E.A.S.E.

Ms. Chapman shared a proposed memo to be sent to district Superintendents for initially requesting, continuing or discontinuing the L.E.A.S.E. employment of centralized speech and language pathologists. She indicated that districts should continue to make extensive efforts to employ the needed staff on their own.

Feedback related to the L.E.A.S.E. Service Utilization Survey distributed at the November meeting.

At the November Executive Committee meeting, Ms. Chapman shared a "draft" L.E.A.S.E. Service Utilization Survey as part of her goal process. She asked the Committee members to review this document and provide feedback to her today. The Committee felt this survey was a good sampling of what L.E.A.S.E. is doing. The survey will be emailed to all Superintendents and selected principals, psychologists and social workers. Phone contacts with Superintendents may also take place. Ms. Chapman will mention this at the Superintendent's meeting today.

Peru building updates

The first meeting with the architect included CBS staff and RSSP staff. We discussed an overall "wish list" of needs for the building. Our new maintenance man has settled in and has removed all extraneous contents of the building, has completed a review of mechanical and physical needs, and begun minor "demolition" including removal of a temporary wall and removal of carpet in the areas with wood flooring. A meeting is scheduled next week with the Executive Committee Building Committee and the architect. We are hoping to go out to bid very soon with construction starting March 15.

L.E.A.S.E., Medicaid, I.S.B.E., legal, legislative initiatives

Medicaid Updates:

You all should have received information from Fairbanks indicating that they did indeed amend the contract we all signed regarding the fees for Medicaid claiming. They have removed the 4% fee associated with Fee-for-Service claims.

FOIA:

Ms. Chapman asked the Executive Committee members for their input regarding who they are planning to appoint as their FOIA officers. Attorney Walt Zukowski recommends appointing an administrator other than the superintendent. Discussion indicated that district secretaries would be appointed as the FOIA officer.

Also, as a subscriber to PRESS, we have not yet received the updated recommended policy for FOIA requests. Although we intend to in practice be in compliance with the regulations as of Jan. 1st, we will have to wait for the January Executive Committee meeting to review recommended policy changes.

Special Education Data Profiles:

ISBE has posted preliminary Special Education Profiles on IWAS. Finalized profiles will be available sometime this spring.

LEASE Updates:

Just a reminder: if you are participating in an umbrella agreement for services, LEASE must receive notification by January 1st if changes are anticipated in any of these agreements.

Approval of Motion to Adjourn

Motion to adjourn made by Mr. Thurwanger

Motion seconded by: Mr. Matteson

Action: Passed

Time of adjournment: 10:07 a.m.

Post Meeting Action

Date minutes approved: January 14, 2010

Date minutes were available for public inspection: January 14, 2010

Date minutes were posted on Alliance website: January 14, 2010

V.1

LaSalle /Putnam County Educational Alliance for Special Education

Phillip F. Gassman, Principal
Circuit Breaker School
226 East Scott Street
P.O. Box 530
Seneca, Illinois 61360

Telephone 815-357-6633
Fax 815-357-1766

To: Mary Jane Chapman, Director

From: Phil Gassman, Principal

Re: End of Month Report/November

Date: November 30, 2009

We ended the month with 40 students enrolled at CBS. We had 1 student enter and no drops this month.

This month we continued with RTI meetings and trained the teacher assistants in AIMS web testing. We also had an all staff confidentiality training this month.

The Executive Board met at Circuit Breaker this month and enjoyed some granola bars made from our monthly nutrition presentation by Shelly Diss at the University of Illinois Extension Office.

Circuit Breaker School staff provided a traditional Thanksgiving dinner for the students this month and was enjoyed by all who attended.

The student council has decided to use the money they are raising for the “Furry Friends” presentation in the spring.

Thank you for your continued support.

CBS Monthly Statistic Report for NOVEMBER 2009

1. New students enrolled for the first time this month: 1
2. Total of all students who were on CBS rolls at anytime this month: 40
3. Number of students on rolls at end of month: 40
4. Number of boys on rolls at end of month: 37
5. Number of girls on rolls at end of month: 3
6. List all students who entered the CBS program this month:

<u>Student's Name</u>	<u>Sending District</u>	<u>Date Entered</u>
Boy	Earlville H.S. #9	11-5-09

7. List students returned to sending, or other responsible district, for any reason this month:

<u>Student's Name</u>	<u>Sending District</u>	<u>Date Entered</u>
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8. List students staffed to residential or other alternative placement this month:

<u>Student's Name</u>	<u>Sending District</u>	<u>Date Entered</u>
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9. List students who have dropped and are not included in #7 or #8 above:

<u>Student's Name</u>	<u>Sending District</u>	<u>Date Dropped</u>
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Attendance Summary:

Total Days Excused & Unexcused		Alternative Educational Placements		Total Days Absent		Total Days Present		Percent of Absenteeism
145	-	26	=	119	/	630	=	18.89%

STATUS ON BEHAVIORAL INCIDENT REPORTS FOR NOVEMBER 2009

Physical Restraints	4
To the floor - 3	
Not to the floor - 1	
Time-Out Room	13
After PHR -	
Self Time-Out in the Area	0
Time-Out in the Classroom	0
Request to see Counselor	0
Injury/Medical	3
Damages	1
Left Building	0
Left Classroom	3
Learning	40
Other	26
<u>Total</u>	90

Explanation of Other:

1. Inappropriate items brought to school
2. No meds - Refused directions
3. Refused to cooperate
4. Threats to staff
5. Kicked desk - Refused to follow direction
6. Fecal Odor - (2)
7. Abrupt change in behavior
8. Learning in classroom
9. Fell to floor
10. Refused to take off hoodie
11. Stain on back of student's jeans - Strong fecal odor
12. Called police
13. Threats to staff
14. Writing inappropriate words on his paper
15. Verbally disrespectful - shut down refused to work
16. Threatening
17. Refused to work - threw away work
18. Refused to cooperate w/staff
19. Drawing pitch fork on wrist
20. Disturbing class - pounding on desk
21. Throwing supplies-Put plastic bag over head
22. Verbal threats
23. AWOL
24. Out of community - (2)

Circuit Breaker School			Absence Report				
November			2009				
Number	District	Enrolled	Excused	Unexcused	Other	Total	Percent
1	2	18	0	1	0	1	5.56%
2	2	18	0	0	0	0	0.00%
3	2	18	2	0	6	2	11.11%
4	9	18	0	0	0	0	0.00%
5	9	15	4	2	0	6	40.00%
6	9	18	6	5	0	11	61.11%
7	40	18	2	0	0	2	11.11%
8	40	18	1	1	2	2	11.11%
9	40	18	3	0	0	3	16.67%
10	40	18	7	1	0	8	44.44%
11	40	18	8	1	0	9	50.00%
12	44	18	1	0	0	1	5.56%
13	120	18	6	1	0	7	38.89%
14	120	18	1	4	0	5	27.78%
15	122	18	2	0	0	2	11.11%
16	122	18	0	0	0	0	0.00%
17	122	18	0	0	0	0	0.00%
18	122	18	0	0	0	0	0.00%
19	122	18	1	1	0	2	11.11%
20	125	18	2	1	0	3	16.67%
21	140	18	1	0	0	1	5.56%
22	140	18	4	0	0	4	22.22%
23	140	18	3	0	0	3	16.67%
24	140	18	3	0	0	3	16.67%
25	140	18	0	0	18	0	0.00%
26	140	18	1	2	0	3	16.67%
27	141	18	1	0	0	1	5.56%
28	141	18	1.5	1	0	2.5	13.89%
29	141	18	0	4	0	4	22.22%
30	141	18	0	0	0	0	0.00%
31	150	18	0	7	0	7	38.89%
32	150	18	4	0	0	4	22.22%
33	150	18	4	0	0	4	22.22%
34	160	18	1	1	0	2	11.11%
35	160	18	2	0	0	2	11.11%
36	280	18	4	1	0	5	27.78%
37	280	18	0	3	0	3	16.67%
38	280	18	12.5	0	0	12.5	69.44%
39	535	18	0	0	0	0	0.00%
40	535	18	3	0	0	3	16.67%
	Totals	630	85	34	26	119	18.89%