

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

Date: March 11, 2010

Time: 9:06 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

Members in attendance:

1. Mr. Mark Cross
2. Mrs. JoEllen Fuller
3. Mr. Ryan Linnig
4. Mr. Mike Matteson
5. Mr. Jeff Prusator
6. 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. Rich 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 February 11, 2010; January 2010 Bank Reconciliation; Bills, Statement of Position, Investment Report, and C.B.S. Activity Fund Report)

Summary of discussion: Ms. Chapman shared an additional bill list handout.

Motion made by: Mrs. Fuller

Motion: To approve the open and closed session minutes from the board meeting held on February 11, 2010, to approve the January, 2010 bank reconciliation and to approve the bills, statement of position, investment report and C.B.S. activity fund report

Motion seconded by: Mr. Thurwanger

Roll Call: "Yeas" – Fuller, Thurwanger, Cross, Linnig, Matteson and Prusator

"Nays" – none.

Action: Passed

Remaining Agenda Items

Agenda item: Approve the renewal of our group health insurance package as recommended by the Director and our Insurance Consultant.

Summary of discussion: Ms. Chapman reported that she has reviewed all of the rate options we received from bidding our employee benefit insurance with our Insurance Consultant. She shared the proposed recommendations for changes to our renewal. She also proposed that prior to our next renewal, an insurance committee made up of L.E.A.S.E. staff be formed to review renewal information and make recommendations to the Director.

Motion made by: Mr. Prusator

Motion: to approve the renewal of the group health insurance package for the L.E.A.S.E. staff through March 31, 2011 per our Insurance Consultant's and Executive Director's recommendation and to approve the formation of an insurance committee made up of L.E.A.S.E. staff prior to our next renewal.

Motion seconded by: Mr. Matteson

Roll Call: "Yeas" – Prusator, Matteson, Cross, Fuller, Linnig and Thurwanger

"Nays" – none.

Action: Passed

Agenda item: Approve the employment of L.E.A.S.E. staff.

Summary of discussion: Ms. Chapman shared that we received twenty-four applications for the C.B.S. Social Worker position. Three interviews were held. She feels the candidate chosen will be a wonderful addition to the C.B.S. staff due to her outstanding references and experience working in a therapeutic program.

Motion made by: Mr. Thurwanger

Motion: to adopt the following resolution:

WHEREAS due to an upcoming retirement, a vacancy exists for a Circuit Breaker School Social Worker and . . .

WHEREAS a suitable and fully qualified applicant has now been found for this position, therefore be it . .

RESOLVED to employ Anne Kowel for the 2010-2011 school year at step C-4 on the hiring table as a Circuit Breaker School Social Worker.

Motion seconded by: Mr. Linnig

Roll call: "Yeas" – Thurwanger, Linnig, Cross, Fuller, Matteson and Prusator.

"Nays" – none.

Action: Passed

Agenda item: Adopt a resolution to re-employ the Circuit Breaker School staff for the 2010-2011 school year (Assistant Director Carretto).

Summary of discussion: Mrs. Carretto reported that all C.B.S. staff have been evaluated and there are no concerns with anyone's performance. Mrs. Carretto recommended that all C.B.S. tenured and non-tenured staff as well as all C.B.S. support staff be re-hired for the 2010-2011 school year.

Motion made by: Mr. Matteson

Motion: to adopt the following resolution:

WHEREAS: the C.B.S. professional staff and the C.B.S. support staff have undergone both formal and informal evaluations according to L.E.A.S.E. policy and . . .

WHEREAS: the performance of the above mentioned employees has been found to warrant re-employment, therefore be it . . .

RESOLVED: to re-employ the C.B.S. tenured professional staff, and to offer a third year, non-tenure contract for the 2010-2011 school year to:

Tom Hohmann
Allison Staab

And be it further...

RESOLVED: to employ the C.B.S. support staff for the 2010-2011 school year.

Motion seconded by: Mrs. Fuller

Roll call: "Yeas" – Matteson, Fuller, Cross, Linnig, Prusator and Thurwanger

"Nays" – none.

Action: Passed

Agenda item: Accept the recommended bid for the Circuit Breaker Peru building project.

Summary of discussion: Ms. Chapman reported that we received four bids for the project and shared the bid tabulation from the bid opening on March 3rd. She has reviewed the bids with the architect and recommended that the contract for the work be awarded to the lowest responsible, responsive bidder, Lite Construction, in the amount of their base bid proposal of \$899,700.00 less deductive Alternates 10, 11 and 13 for a total amount of 779,700.00.

Motion made by: Mr. Matteson

Motion: to approve the bid from Lite Construction in the amount of their base bid proposal of \$899,700.00 less deductive Alternates 10, 11 and 13 for a total amount of 779,700.00 for the C.B.S. Peru building project.

Motion seconded by: Mrs. Fuller

Roll call: "Yeas" – Matteson, Fuller, Cross, Linnig, Prusator and Thurwanger.

"Nays" – none.

Action: Passed

Agenda item: Review for possible approval any requests received from local districts for federal funding through L.E.A.S.E. to meet one or more of the highest priority Cooperative-wide needs indicated on our recently approved needs assessment.

Summary of discussion: Ms. Chapman reported that no new applications have been received during the past month from districts.

Motion to Adjourn to Closed Meeting

Date: March 11, 2010

Time: 9:56 a.m.

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

A motion was made by Mr. Prusator
And seconded by Mr. Linnig
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” – Prusator, Linnig, Cross, Fuller, Matteson and Thurwanger.
“Nays” – none.

Action: Passed

Time of adjournment of closed meeting and return to open meeting: 11:00 a.m.

Motion to Return to Open Meeting

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

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

Action: Passed

Agenda Item: Anticipated Action Items after Closed Session

Agenda item: Adopt a resolution to re-employ speech and language pathologists working exclusively in our districts for the 2010-2011 school year.

Summary of discussion: As discussed in Closed Session

Motion made by: Mr. Thurwanger

Motion: to adopt the following resolution:

WHEREAS the services of thirteen (11.9 F.T.E.) L.E.A.S.E. centrally hired speech and language clinicians continue to be needed by the local districts they are serving for the upcoming 2010-2011 school year as verified by individual district superintendents, therefore, be it . . .

RESOLVED that centralized employment of these thirteen (11.9 F.T.E.) positions be continued through the 2010-2011 school year, and be it further . . .

RESOLVED to re-employ the following tenured speech and language pathologists Mary Caba, Amy Nass, Sue May, Kendra Gentry-Gill and Amanda Schultz for the 2010-2011 school year and to specifically offer a . . .

3rd year, non-tenure contract to:

Toni Moroni and a . . .

4th year, non-tenure contract to:

Rebecca Broedlow and a . . .

5th year, tenure contract to:

Alicia Carlson, Julie O'Brien-Smith, and Jodi Hiltabrand and . . .

a part-time contract to:

Ron Dean, Sheila Gensler and Julie Richards

Motion seconded by: Mr. Linnig

Roll call: "Yeas" – Thurwanger, Linnig, Cross, Fuller, Matteson, and Prusator.

"Nays" – none.

Action: Passed

Adopt a resolution for non-renewal of a part-time contracted employee

Summary of discussion: As discussed in Closed Session

Motion made by: Mr. Prusator

Motion: to adopt the following resolution:

WHEREAS, the L.E.A.S.E. Executive Committee of LaSalle / Putnam County Educational Alliance for Special Education of LaSalle and Putnam Counties has heard the report of the Executive Director concerning programs, staffing needs and finances for the 2010-2011 school year; and

WHEREAS, Patty Conway is employed by the Board of Education as a non-tenured program administrator; and

WHEREAS, the L.E.A.S.E. Executive Committee has determined it necessary not to renew Patty Conway's employment for the 2010-11 school term and to dismiss her from her employment by L.E.A.S.E. effective June 30, 2010; and

WHEREAS, pursuant to Section 7. Tenure/ Notice of Nonrenewal of the Program Administrator' Contract, The Program Administrator specifically acknowledges and agrees that she shall not acquire tenure in L.E.A.S.E. by virtue of services rendered under this Contract nor shall she be entitled to any notice of dismissal or non-renewal of this Contract pursuant to Sections 10-23.5, 24-11 or 24-12 of the *Illinois School Code*.

NOW, THEREFORE, BE IT RESOLVED by the L.E.A.S.E. Executive Committee of the LaSalle / Putnam Educational Alliance for Special Education as follows:

Section 1. The following program administrator shall not be re-employed for the 2010-2011 school term and will be dismissed effective June 30, 2010: Patty Conway

Section 2. The aforementioned program administrator shall be given written notice of non-renewal and dismissal from employment by certified mail, return receipt requested, and by personal delivery with receipt.

Section 3. This Resolution shall be in full force and effect upon its passage.

Motion seconded by: Mrs. Fuller

Roll call: "Yeas" – Prusator, Fuller, Cross, Linnig, Matteson and Thurwanger.

"Nays" – none.

Action: Passed

Approve the renewal of the Executive Director's contract

Motion made by: Mrs. Fuller

Motion: to: approve the renewal of the Executive Director's contract for the period July 1, 2010 through June 30, 2013.

Motion seconded by: Mr. Thurwanger

Roll call: "Yeas" – Fuller, Thurwanger, Cross, Linnig, Matteson and Prusator.

"Nays" – none.

Action: Passed

Information Items

C.B.S. monthly report

Mrs. Carretto reported there are thirty-nine students enrolled. For the fourth straight year one student was honored at the I.P.A. awards breakfast. Students continue to participating in job shadowing with a variety of providers. The Student Council continues their fund-raising activities. The "fruit and vegetable" grant application has been finalized for submission to I.S.B.E. Staff are anxiously awaiting the move to the Peru location.

Report on the annually required Private/Parochial Needs Assessment (Assistant Director Carretto)

Mrs. Carretto reported that the highest priority inservice needs indicated by area private/parochial schools were:

1. how to identify students for referral for special education;
2. referral procedures for diagnostic services;
3. helping parents help their child with disabilities;
4. descriptions of public school programs/services for children with disabilities;

Program/Service needs were similar to last year's with Speech/Language, Cognitive and Developmental Delay being the three highest priorities. The identified needs have been shared with the L.E.A.S.E. Coordinators for their future work with our area private/parochial schools.

Updates regarding L.E.A.S.E. Autism Program for next year

Mrs. Carretto indicated that she has received confirmation from two districts that were considering housing the L.E.A.S.E. Autism program for next year that this is no longer a possibility. However, both districts did indicate that they may consider the proposal next year.

Updates on IDEA Grant activities

Ms. Chapman reported that regarding the IDEA grants:

- Third quarter reporting for ARRA IDEA grants is due prior to each district's spring break
- All grant amendments are due by April 8th
- All expenditures for both grants are due by 4:00 May 14th.
- Fourth quarter ARRA reporting is due May 20th.

Updates on the C.B.S. Peru building

Ms. Chapman reported that the portable classrooms have been removed

L.E.A.S.E./Legal/Legislative/I.S.B.E./Medicaid initiatives

ISBE Updates

Ms. Chapman reported that although we made many changes to our constitution in regards to PA96-0783 and PA96-0769, she doesn't believe our amended constitution meets the requirements of PA 96-0257 in regards to "Qualified Workers" as our agreement refers specifically to psychologists. According to information from ISBE, we will not be able to submit our FY 11 grant application if our joint agreement is not in compliance with these new laws. She has submitted our Constitution and draft minutes from the fall Alliance Council meeting to ISBE and has requested an extension until our next Alliance Council meeting to amend the last section of our joint agreement to read "qualified workers" rather than "psychologists". She is awaiting a response. If necessary, we may need to schedule an Alliance Council meeting to amend the Constitution prior to May 1st in order to file our FY 11 grant applications.

Ms. Chapman reported that Superintendents should have received an email which included their district's special education data profile which is a one page summary of special education data, along with the Cooperative and State reports. This is the data ISBE uses to identify districts for focused monitoring.

IAASE Board Meeting

Ms. Chapman reported that the I.A.A.S.E. Board meeting was held at the L.E.A.S.E. Office on March 4. David Andel from I.S.B.E. provided the following information:

- ISBE intends to add 10 more districts for focused monitoring next year to bring the total to around 40 district visits.
- OSEP review will focus on LRE, funding structure, transition and resolution of compliance issues.
- Corey H. monitoring is expected to conclude June 30, 2010. More information to follow in April.
- CASE is working on recommendations for IDEA reauthorization. Some of the issues they would like to address include: moving the responsibility of private/parochial services back to the residing district, conflict with the necessity of agency involvement in transition planning and the need to obtain parental consent to invite agencies to meetings, differentiation between medical and educational related services.
- SB 2521 (services through age 26) looks like it will stall in committee.

Medicaid Updates

- On January 11, Bryan Pullen from Peoria Medicaid informed Consortium members of a "new" requirement beginning October 1, 2009 pertaining to the student data REV look-ups and provided to all LEAs the necessary REV information so that they may file their October-December 2009 quarter without additional headaches on where to get that information. The REV look-ups can be done most efficiently by LEAs who maintain iePoint data. Since *most* cooperatives manage their member districts iePoint data, this REV look-up responsibility may fall on the cooperatives to perform and report the individual results to each of their member districts. All special education cooperatives will use the summation of their member's information to file their claim. At this time, Peoria is still reviewing the possibility to offer this REV look-up service. The January-March 2010 claims may be filed by April 15,

and Peoria will do what it takes to get the lookups completed in time if they are able to offer this service. Ms. Chapman indicated she would expect there will be a fee involved if Peoria is able to perform this service.

LEASE Updates:

- Kathy Lang has been chosen by the ISHI nominating committee as the future president of the organization (Illinois Supervisors of Deaf/Hard of Hearing Individuals). She will serve as secretary for two years, then president for three years.
- As of yesterday, ALL member districts have completed the error correction process for the new Indicator 13 compliance reporting. This required extensive effort on behalf of district staff responsible for post-high school transition planning, L.E.A.S.E. coordinators and L.E.A.S.E. secretaries to amend transition plans and complete the new reporting forms for Indicator 13, and enter the data into IePoint.
- A special thanks to Grand Ridge Superintendent Dave Mathis for participating in the Special Olympics Polar Plunge.

Approval of Motion to Adjourn

Motion to adjourn made by Mr. Thurwanger

Motion seconded by Mr. Linnig

Action: Passed

Time of adjournment: 11:30 a.m.

Post Meeting Action

Date minutes approved: April 8, 2010

Date minutes were available for public inspection: April 8, 2010

Date minutes were posted on Alliance website: April 8, 2010

VI. 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/February

Date: February 25, 2010

We ended the month with 39 students. We had no students drop this month and 3 new students enter.

We had Cindy Lock from IVCC talk with the students this month about the benefits of staying in school and the outcomes of dropping out.

CBS also had a student honored at the IPA Student Recognition Breakfast this month. This has been the fourth straight year CBS has honored a student at the IPA Breakfast.

We continue to have students job shadow this month with great results. Students job shadowed at the Mane Street Hair & Co., Liepold Motors, Honda of Ottawa and the LaSalle County Courthouse.

The CBS student council had a lunch for CBS staff this month as a fund raiser and made \$88.00 towards their goal to have a special presentation of Furry Friends in May.

Thank you for your continued support.

CBS Monthly Statistic Report for FEBRUARY 2010

1. New students enrolled for the first time this month: **0**
2. Total of all students who were on CBS rolls at anytime this month: **39**
3. Number of students on rolls at end of month: **39**
4. Number of boys on rolls at end of month: **37**
5. Number of girls on rolls at end of month: **2**
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	LP H.S. #120	2/1/10
Boy	Ottawa H.S. #140	2/8/10
Boy	LaSalle Elem. #122	2/8/10

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
128.5		32		96.5		619		15.59%

Circuit Breaker School			Absence Report					
		February	2010					
Number	District	Enrolled	Excused	Unexcused	Other	Total	Percent	
1	2	17	1	0	0	1	5.88%	
2	9	17	1	0	0	1	5.88%	
3	40	17	3	0	0	3	17.65%	
4	40	17	0	2	0	2	11.76%	
5	40	17	1	0	8	1	5.88%	
6	40	17	4	2	0	6	35.29%	
7	40	17	7	0	0	7	41.18%	
8	44	17	7	0	0	7	41.18%	
9	120	17	1	1	0	2	11.76%	
10	120	17	2	4	0	6	35.29%	
11	120	17	0	0	0	0	0.00%	
12	122	12	1	0	0	1	8.33%	
13	122	17	0	0	0	0	0.00%	
14	122	17	1	1	0	2	11.76%	
15	122	17	0	0	7	0	0.00%	
16	122	17	2	2	3	4	23.53%	
17	122	17	2	1	0	3	17.65%	
18	125	17	0	0	0	0	0.00%	
19	140	12	0	2	0	2	16.67%	
20	140	17	6.5	2	0	8.5	50.00%	
21	140	17	2	0	0	2	11.76%	
22	140	17	2	0	0	2	11.76%	
23	140	17	1	0	0	1	5.88%	
24	141	17	1	1	0	2	11.76%	
25	141	17	1	1	0	2	11.76%	
26	141	17	3	1	0	4	23.53%	
27	141	17	0	0	0	0	0.00%	
28	150	17	0	9	0	9	52.94%	
29	150	17	0	0	0	0	0.00%	
30	150	17	1	1	0	2	11.76%	
31	160	17	3	0	0	3	17.65%	
32	160	17	0	0	0	0	0.00%	
33	210	17	1	0	0	1	5.88%	
34	280	17	1.5	6	0	7.5	44.12%	
35	280	17	0	0	0	0	0.00%	
36	280	17	1	2	0	3	17.65%	
37	280	17	1.5	1	14	2.5	14.71%	
38	535	17	1	0	0	1	5.88%	
39	535	17	0	0	0	0	0.00%	
	Totals	619	57.5	39	32	96.5	15.59%	

STATUS ON BEHAVIORAL INCIDENT REPORTS FOR FEBRUARY 2010

Physical Restraints	3
To the floor - 3	
Not to the floor -	
Time-Out Room	11
After PHR -	
Self Time-Out in the Area	0
Time-Out in the Classroom	0
Request to see Counselor	0
Injury/Medical	4
Damages	0
Left Building	0
Left Classroom	2
Learning	40
Other	19
<u>Total</u>	79

Explanation of Other:

1. Physical Aggression to another student (Fighting)
2. Disrespect to staff
3. Strong Fecal Smell/Hygiene (11)
4. Disrespect to Staff
5. Physical Aggression toward staff
6. Angry Outburst
7. Contraband
8. Ambulance called - taken to hospital