

LASALLE/PUTNAM COUNTY EDUCATIONAL ALLIANCE FOR SPECIAL EDUCATION
1009 Boyce Memorial Drive Ottawa, IL 61350
PHONE/TDD: 815-433-6433 / FAX: 815-433-6164 / EMAIL: kfox@lease-sped.org

Open Meeting Minutes

Date: November 1, 2022

Time: 9:08 a.m.

Location: Circuit Breaker School, Peru, IL

Type of meeting: Regular

Name of person taking the minutes: Colleen Stefan

Name of person presiding: Mrs. Kristi Eager

Roll call indicated

Members in attendance:

1. Mr. Jamie Craven
2. Dr. Mike Cushing
3. Mrs. Kristi Eager
4. Mrs. Lisa Gifford
5. Mr. Ryan Linnig

Members absent: Dr. Lisa Parker and Mr. Dan Stecken

Also present

1. Mrs. Kathy Fox, Executive Director
2. Ms. Jayme Salazar, Principal, Circuit Breaker School

Reception of Guests and Visitors & Opportunity for Public Comment

Mrs. Salazar's C.B.S report will be presented after the Informational Items discussion at the end of the meeting.

Approval of Items on Consent Agenda (Open Session and Closed Session Minutes from the board meeting held on October 4, 2022; September 2022 Bank Reconciliation report; Bills and the Financial Report and the destruction of the April 13, 2021, tape recorded closed session minutes)

Summary of discussion: Mrs. Fox told the board that an additional bill list is included in their board folder.

Motion made by: Mr. Jamie Craven

Motion: To approve the open and closed session minutes from the Oct. 4, 2022, meeting, the September 2022 bank reconciliation report, bills and the financial report and the destruction of the April 13, 2021, tape recorded closed session minutes.

Motion seconded by: Mr. Linnig

Roll Call: "Yeas" – Craven, Linnig, Cushing, Eager and Gifford
"Nays" – none.

Action: Passed

Remaining Agenda Items

Agenda item: Approve the contribution rate of employee health benefits effective 1/1/2023

Summary of discussion: Mrs. Fox announced that L.E.A.S.E. is officially separated from Horton, our previous health/dental/vision/life insurance broker. L.E.A.S.E. is now using American Central Insurance Services.

Mrs. Fox reminded the board that L.E.A.S.E. is in its final year of the five-year employee health insurance contribution increase. Mrs. Fox explained that the percentage of the employee contribution has increased significantly over the last four years, and that staff with, for example, the family plan would be liable to pay over \$1,000 per month for their family coverage. The board felt that the employee contribution scale for this final year was steep and discussed the possibility that the percentage rate the employee pays stay the same as this year. The increase in insurance rates will be between 5 to 6 % without the employee contribution increase. Discussion was held on what this would cost to the co-op. Mrs. Fox presented figures and totals to the board, and explained that the co-op will continue to receive a discount for carrying health, dental and life insurance with Blue Cross Blue Shield and that discount will show in the rates after the agreement is signed.

Motion made by: Mr. Linnig

Motion: To approve that the 2023 employee contribution rates for health insurance to be the same employee contribution rates that were presented and approved for 2022.

Motion seconded by: Dr. Cushing

Roll Call: "Yeas" – Linnig, Cushing, Craven, Eager and Gifford

"Nays" – none.

Action: Passed

Agenda item: Approve the renewal of employee health benefits effective 1/1/2023

Summary of discussion: Mrs. Fox presented the health and dental insurance renewal insurance rates. Mrs. Fox explained that one plan, the HSA plan-Opt. 2, was dropped, as no staff has ever opted for that plan. Employee contribution percentages will be the same as they were for 2022.

Motion made by: Mr. Craven

Motion: To approve the recommendation of the renewal of employee health benefits effective 1/1/2023, and to eliminate the HSA Opt. 2 insurance plan.

Motion seconded by: Dr. Cushing

Roll Call: "Yeas" – Craven, Cushing, Eager, Gifford and Linnig

"Nays" – none.

Action: Passed

Motion to Adjourn to Closed Meeting

Date: November 1, 2022

Time: 9:27 a.m.

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

Motion made by: Mr. Linnig

Motion: 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.

And seconded by: Mrs. Eager

Roll Call: "Yeas" – Linnig, Eager, Craven, Cushing, Gifford

"Nays" – none.

Actions: Passed

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

Motion to Return to Open Meeting

Motion made by: Mr. Craven

Motion: To return to Open Meeting

And seconded by Mrs. Gifford

Roll Call: "Yeas" – Craven, Gifford, Cushing, Eager and Linnig

"Nays" – none.

Action: Passed

Agenda item: Anticipated Action Items After Closed Session

Agenda Item: Approve Resolution to hire staff.

Summary of discussion: Mrs. Fox explained that a resolution must be passed to hire Kelly Picco as a paraprofessional at Circuit Breaker School.

Motion made by: Dr. Cushing

Motion: to approve the following resolution

WHEREAS a vacancy exist for C.B.S. Paraprofessionals and . . .

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

RESOLVED to employ Kelly Picco for the remainder of the 2022-2023 school year as Circuit Breaker School Paraprofessional at an annual rate of \$22,851, or a pro-rate salary of \$15,996 (70% of full salary; equal to 125 paid days)

Motion seconded by: Mrs. Eager

Roll Call: "Yeas" – Cushing, Eager, Craven, Gifford and Linnig

"Nays" – none.

Action: Passed

Information Items

Discuss the preliminary implications of the data received relative to the “Cooperative Status/Needs Assessment Report” used to determine the overall priority needs of the Cooperative.

Mrs. Fox announced that there were 122 responses from district staff members to the Needs Assessment survey. At least one person from each district responded. The survey results stressed the need for more training in the areas of positive behavior, social emotional learning, engaging and motivation students with disabilities, and supporting general education teachers with accommodations and modifications. Mrs. Fox also made note that 64.8% of the districts do not use Infnitec. She questioned if all districts fully understood all the services this company can provide for a district and that perhaps a seminar or some type of communication can be provided to the districts explaining Infnitec’s services.

Recruiting/Establishing private day services within the Cooperative

Mrs. Fox also discussed the need of out placement services in LaSalle County and the board members agreed. Districts incur huge costs to transport these students to other facilities outside the county. Mrs. Fox explained that there is a meeting with MENTA slated for next Wednesday, Nov. 9th, at the LEASE office. The MENTA organization recognizes the need of a facility in LaSalle County. An additional meeting is also being scheduled with Chance Light. Mrs. Fox invited the board to attend.

Maintenance Grant Updates

Playground Equipment: Mrs. Fox gave the board an update on the playground equipment and stated that the bid for the concrete was received for \$14,887 from Ladzinski Cement Finishing Company.

C.B.S. Flooring: Mrs. Fox reported that the flooring for C.B.S. was ordered and will be installed over Christmas break. Funds to pay for this flooring will come from the Maintenance grant and ROE 35 rental fees. No cost of the flooring will be passed on to the co-op’s districts

Security System-locks/camera system: Medicaid funds will be used as the local source to pay for updating the doors, access control, intercom and camera system at C.B.S. along with the Maintenance grant. Medicaid funds will be used to install cameras and door access system at the LEASE building. Mrs. Fox shared quotes and bids from Thompson, TC Network and A.I.S. and explained the differences with the companies and the services/products included in the packages. Thompson’s bid came in at \$25,839, while the A.I.S. bid received was for \$54,536. Mrs. Fox also discussed switching to Thompson Electric for all the fire and burglar alarm monitoring. The co-op will save \$800 annually on the fire/burglar alarm monitoring fees that are currently charged.

FOIA Request

Mrs. Fox told the board that she received, and replied, to a FOIA request from Chicago Tribune regarding C.B.S. police arrests and/or tickets from FY19-FY22. The email of the request, along with the email response from Mrs. Fox, were included in the board packet.

L.E.A.S.E., Medicaid, I.S.B.E., legislative and legal updates

Mrs. Fox reported that L.E.A.S.E. is still in the running for the LaSalle County Board Grant and that she was asked to provide an overview of the repairs that will be made with grant funds. Mrs. Fox explained that she would use funds for a new broiler/heating system, electrical updates and air conditioning at C.B.S.

C.B.S. report

Mrs. Salazar gave her C.B.S. report and announced that there are 45 students currently at the school, which is a change of five since the beginning of the year. Mrs. Salazar told the board that additional students would start after returning from the winter holiday. The needs for a Pre-K programming was discussed as an expansion of the current K-2 programming. This would add an additional classroom

Mrs. Salazar reported that there was one crisis situation per day in October, which is down from two per day in September and three per day in August. Fire drills have also been completed and the Orland Park dental clinic was held with 18 students taking advantage of this event.

Mrs. Salazar informed the board that she attended the IAASE Conference and attended a session regarding physical restraint. She was happy to report that the five core values on physical restraint that were taught at this session were already being performed at C.B.S. Mrs. Salazar shared her concerns in some other areas at the school and the board offered suggestions and ideas to rectify some of the issues.

Non-Agenda Items from the Executive Committee

There were none

Approval of Motion to Adjourn

Motion to adjourn made by Mr. Craven

Motion seconded by Dr. Cushing

Voice Vote: "Yeas" – all

"Nays" – none.

Action: Passed

Time of adjournment: 11:03 a.m.

Post Meeting Action

Date minutes approved: Dec. 6, 2022

Date minutes were available for public inspection: Dec. 6, 2022

Date minutes were posted on Alliance website: Dec. 6, 2022