



**SUPERINTENDENTS' ADVISORY COMMITTEE MEETING  
May 11, 2016**

- Members Present:** Tom Berg, Kyle Ganson, Ron Jacobs, Shannon Bumann, Jay Morrow, Alan Boucher, Kristin Humphries, and Tammy Muerhoff (Ex-officio)
- Members Absent:** Dave Deets, Bill Rees (Interim Superintendent), Andy Richmond, Terri VanDeWiele, Jack Bambrick (Interim Superintendent), and Mike Oberhaus
- BHASED Staff:** Christan Schrader and Joyce Utz
- Guests:** Don Kearney, Kristi Loy, Mike Ruff and Sandy Wyckoff

There was not a quorum present at 9:00.

2. Communication

- A. No one requested an opportunity to address the SAC at this time.
- B. Presentation from BHAEC  
Ms. Sandy Wyckoff, BHAEC Teacher, gave a slide show presentation on the Center field trip to Chicago.

1. Preliminary

- A. Call to Order  
The Superintendents' Advisory Committee (SAC) meeting was called to order at 9:23 a.m. by Chairman Kristin Humphries.
- B. Approval of Minutes – April 6, 2016  
Mr. Berg made the motion to approve the minutes as presented. Mr. Jacobs seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Berg, Mr. Ganson, Mr. Jacobs, Mr. Bumann, Dr. Morrow, Mr. Boucher, and Mr. Humphries. Nays: None.

13. Transition Curriculum

Don Kearney gave a presentation/comparison on the proposed purchase of the "Next Up" transition curriculum.

Mr. Bumann made the motion to recommend the purchase of the *Next Up* transition curriculum for the districts within the BHASED Cooperative. Mr. Berg seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Berg, Mr. Ganson, Mr. Jacobs, Mr. Bumann, Dr. Morrow, Mr. Boucher, and Mr. Humphries. Nays: None.

3. Reports

- A. Reports from SAC Members  
No one requested an opportunity to address the SAC at this time.
- B. Report from BHASED Director  
Christan Schrader updated the SAC on her accomplishments during her first 10 months at BHASED. They include:
- Exhibiting a strong commitment in maintaining the quality of programs while still implementing cost saving measures;
  - Implementation of a time clock;
  - Filling all paraprofessional positions with properly licensed individuals to maximize personnel reimbursement;

- Working with paraprofessionals on Medicaid claiming;
- Making sure the Coordinators have more direct contact in their assigned districts;
- Improving the purchase order process and items purchased; and
- Working on a tighter and more detailed budget.

Dr. Morrow asked how the districts are assessed and what are they being charge for. He stated all districts are concerned about money and are trying to down-size in areas. He feels as if his district is not receiving the services they are paying for.

Christan Schrader stated the district assessments have been the same since 2008.

4. Blanket Motion

Mr. Jacob made the motion to blanket agenda items 5. A.-B., 6.1 A-F, 6.2 A-C., 6.3, 8. 12., and 14. Mr. Berg seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Berg, Mr. Ganson, Mr. Jacobs, Mr. Bumann, Dr. Morrow, Mr. Boucher, and Mr. Humphries. Nays: None.

5. Business/Finance

- A. Recommendation to Approve Financial Statements – March 2016
- B. Recommendation to Approve Bills – April 2016

6. Personnel

6.1 Resignations

- A. Meredith McDermott, Psychologist (effective end of school year)
- B. Eva Hahn, BHAEC Paraprofessional (effective May 6, 2016)
- C. Cindy Feik, Transition Specialist Coordinator (effective 2018)
- D. Shirley Powell, Paraprofessional (effective 2018)
- E. Michelle Curtis, Phoenix Program Teacher (effective 2018)
- F. Randy Newburg, Phoenix Program Teacher (effective 2018)

6.2 Employment

- A. Brooke Stout-Emerson, School Social Worker
- B. Regina Boland, School Psychologist
- C. Amanda Pease, School Social Work Intern

6.3 Maternity Leave

- A. Erica Einsweiler-Hoffman, Itinerant Teacher of D/HH (8/29/16-11/8/16)

8. Resolution Establishing Prevailing Wages

12. BHAED Calendar and SAC/Board Meeting Calendar

14. Coordinator Evaluation Tool

7. Amended Budget

This item was removed from the agenda and will be presented at the June SAC meeting.

Dr. Morrow left the meeting; there was not a quorum present at this time.

11. Teacher Mentoring Grant

Training for the teacher mentoring program will be held in June.

17. Informational Items:

A. ISBE Special Education Update

- IDEA Proportionate Share – Orion and Riverdale have received notice they will be audited.
- Physical Fitness Assessment – this is a concern for the lower functioning students and is being examined.
- The School Nurse documentation should be shown on ELIS by June.

B. Phoenix Program Update

- Students are currently applying for part-time summer employment
- Bethany is scheduling summer counseling sessions
- Graduation is May 17<sup>th</sup>
- School picnic is May 20<sup>th</sup>

Black Hawk Center

- 18 students received medals at the Special Olympics

- Students transitioning from the Center to Phoenix have visited the program
- Preschool graduation is May 17<sup>th</sup>
- High School graduation is May 19<sup>th</sup>
- Field day is May 25<sup>th</sup>

Dr. Morrow returned to the meeting.

9. Power IEP

Mr. Jacobs made the motion to recommend the purchase of Power IEP. Mr. Berg seconded the motion. The motion carried by a roll call vote. Ayes: Mr. Berg, Mr. Ganson, Mr. Jacobs, Mr. Boucher and Mr. Humphries. Nays: Mr. Bumann and Dr. Morrow.

10. Insurance Renewal

Mr. Berg made the motion to accept the insurance renewal as presented. Mr. Jacobs seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Berg, Mr. Ganson, Mr. Jacobs, Mr. Bumann, Dr. Morrow, Mr. Boucher, and Mr. Humphries. Nays: None.

15. Executive Session

Mr. Berg made the motion to go into Executive session to discuss personnel and compensation. Mr. Jacobs seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Berg, Mr. Ganson, Mr. Jacobs, Mr. Bumann, Dr. Morrow, Mr. Boucher, and Mr. Humphries. Nays: None.

The SAC went into Executive Session at 10:00 a.m.

Mr. Boucher made the motion to return to open session. Mr. Berg seconded the motion. The motion carried unanimously by a voice vote.

The SAC returned to Open Session at 10:28 a.m.

Mr. Ganson made the motion to recommend increasing the BHASED Coordinators contract from 190 days to 195. Mr. Berg seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Berg, Mr. Ganson, Mr. Jacobs, Mr. Bumann, Dr. Morrow, Mr. Boucher, and Mr. Humphries. Nays: None.

Mr. Bumann made the motion to recommend a 2.75% salary increase for individuals not covered by the Collective Bargaining Agreement. Mr. Boucher seconded the motion. The motion carried by a roll call vote. Ayes: Mr. Berg, Mr. Ganson, Mr. Jacobs, Mr. Bumann, Mr. Boucher and Mr. Humphries. Nays: None. Abstain: Dr. Morrow.

16. Employment of Business Manager

Mr. Berg made the motion to recommend the employment of Catherine Kuehl as Business Manager for a one year contract. Mr. Jacobs second the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Berg, Mr. Ganson, Mr. Jacobs, Mr. Bumann, Dr. Morrow, Mr. Boucher, and Mr. Humphries. Nays: None.

18. Chairman's Session

- Christan reminded the SAC that grant amendments are due May 20<sup>th</sup>.
- BHASED will be hosting an Administrators' Academy September 8<sup>th</sup>; Brandon Wright will be presenting "Social Media and Special Education Law:
- Riverdale's maintenance person will be willing to provide maintenance for BHASED on an as needed basis.

There being no further business, Mr. Bumann made the motion to adjourn. Mr. Berg seconded the motion. The meeting was adjourned at 10:32 a.m.

Respectfully,

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Mr. Kristin Humphries, Chairman

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Ms. Christan Schrader, Secretary