



4670 11th Street
East Moline, IL 61244
309-796-2500
309-796-2911 Fax

Christan Schrader
Director

**GOVERNING BOARD MEETING
November 14, 2017**

Members Present: Janice Allison, Kevin Rossmiller, Julie Wittenauer, Janet Flaherty, Sue Lyon, and Janet Neff

Members Absent: Barbara Chiles, Gary Rowe, Todd Caves, Brandon Cooper, John Barton, Ginger Anderson, Liz Bornhoeft, Justin Anderson, and Tammy Muerhoff (Ex-Officio)

BHASED Staff: Christan Schrader, Dawn Swanson, and Joyce Utz

1. Preliminary

A. Call to Order

The Governing Board meeting was called to order by Governing Board President Janet Neff at 6:00 p.m.

B. Approval of Minutes

Kevin Rossmiller made the motion to approve the August 29, 2017 minutes as presented. Janet Flaherty seconded the motion. The motion carried unanimously by a voice vote.

2. Business Office

A. Finance Department Report

Dawn Swanson reported the following:

- The Business Office is now fully staffed.
- Presentations have been made to staff to share information with them regarding their benefits and explaining the new electronic employee portal and how to access it.
- Staff will now receive mileage and professional development reimbursement through electronic, direct deposit.
- The TRS report was filed late and a penalty assessed; however, after a memo was sent outlining the reasons the entire fee was waived.
- We are currently in the pre-audit stage; we are focusing on entering all data from the previous year.

B. Recommendation to Approve Bills – August, September and October 2017

Janet Flaherty made the motion to approve the Bills as presented. Sue Lyon seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Janice Allison, Kevin Rossmiller, Julie Wittenauer, Janet Flaherty, Sue Lyon, and Jane Neff. Nays: None.

3. Personnel

Kevin Rossmiller made the motion to approve the personnel employment, resignations and separations of employment as presented. Janice Allison seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Janice Allison, Kevin Rossmiller, Julie Wittenauer, Janet Flaherty, Sue Lyon, and Jane Neff. Nays: None.

3.1 Employment:

- A. Krista Stevenson, Phoenix Program Paraprofessional
- B. Cynthia Tobin, School Psychologist
- C. Sophia Clay, Black Hawk Center Paraprofessional
- D. LauraBeth Culbert, Phoenix Program Paraprofessional
- E. Jill Kent, Payroll/Human Resource Specialist
- F. Ben Ashcraft, Black Hawk Center Paraprofessional
- G. Meredith Logston, Black Hawk Center Paraprofessional
- H. Allison Hanson, Black Hawk Center Paraprofessional

3.2. Resignations and Separations of Employment:

- A. Tiffany Bowes, Phoenix Food Server
- B. Kelly O'Connor, Phoenix Program Paraprofessional
- C. Barb Bichel, Black Hawk Center Paraprofessional
- D. Carri Toppert, Black Hawk Center Teacher
- E. Zoanne Olson, Black Hawk Center Paraprofessional
- F. Daniel Haughey, Black Hawk Center Paraprofessional

4. BHASED Director Performance Evaluation

The BHASED Director's Performance Evaluation tool was sent out to all Superintendents with a return deadline of November 17th. This information will be compiled and shared in Executive Session at the January Governing Board meeting.

5. Recommendation to Approve Policies – First Reading

The following policies were reviewed for a first reading: 2:100; 2:250; 2:260; 4:15; 5:10; 5:20; 5:120; 5:125; 5:185; 5:230; 5:300; 6:70; 7:20; 7:50; 7:100; 7:180; 7:275; 8:30; and 8:70.

6. Informational Items:

A. Medicaid Fee-For-Service Vendor Change – Update

- District staff providing any type of medical services to students who are Medicaid eligible report those services and are reimbursed from the Federal Government. BHASED switched to a new vendor this year, Power DS, for reporting these services. There is always a delay in payment; the first monies from the new vendor will be received in December. Districts received an adjustment from the 2013-14 Medicaid services claimed to do a rate adjustment.

B. ISBE Special Education Personnel Data Collection

- With the new education funding bill, it was questioned whether or not cooperatives/districts would need to continue to gather and report his information. ISBE has directed all cooperatives/districts to continue to report special education personnel data as has been previously done.

C. OSERS Rescinded Documents

- It was reported that Betsy DeVos rescinded 72 guidance documents that had been released by the Office of Special Education and Rehabilitation Services or OSERS, which is the National Department of Special Education. These documents are either outdated, unnecessary, or have been superseded by new regulations or guidance.

D. IDEA Periodic Grant Reporting

- There is now the need to submit periodic updates regarding grant progress for the IDEA grants. This is a GATA requirement; districts will not have to complete this information as BHASED will complete all the required information.

E. Lead Testing

- The water at the Center and Phoenix needs to be tested because there are 5th grade students at both programs. Two bids were obtained; we will be using Graves. They quoted \$2100 and will come do all of the testing.

F. FY 2018 Needs Assessment

- This process will begin in the next several weeks. We will be surveying staff regarding a variety of things including trainings and services they would like to see form BHASED. The Coordinators will also be gathering student/staff trend data for the districts and looking to set up times to share that information to help districts begin planning for FY 2019.

G. Deaf and Hard of Hearing Program

- This program will transition out of Moline and be moving to a BHASED run program. There are several factors to consider. Moline has agreed to allow us to gradually transition the program out of their district as staff and space become available; which could be a multiple year process.

H. Health Insurance

- Health Insurance rates continue to increase. BHASED will be obtaining information on a Health Insurance Cooperative.

I. Program Updates

Phoenix Program

- Enrollment – a high of 57 students and a low of 50; 1 Rockridge student was transitioned back to his home district; there are 7 teachers and 7 paraprofessionals.

- 3 students have after school jobs
- Students attended the trade job fair; help Carbon Cliff employees with holiday baskets for families in the community; cook meals when UT is on their break as well as during finals week; held a Fall Festival and would like to hold a mini Winter Festival; one student from Mercer County will graduate at semester; and there are 4 to 5 students who could potentially graduate in May.

Black Hawk Center

- Numerous activities have or will be occurring: Homecoming; the River Music Experience continues to visit; students will be decorating a tree for the Festival of Trees; students will be designing Christmas cards to be sold; there is a new Facebook page; and they continue to follow the Health and Wellness curriculum. There will be a celebrity basketball game in February.
- On November 7th staff at the Center reported an "odor" in two of the classrooms. West Maintenance was called; they found 3 heat exchangers were out. This was letting carbon monoxide in two of the classrooms. These rooms were closed off; the carbon monoxide levels were checked and were within the "normal" range. School was cancelled for Wednesday, November 8th. A staff member called channel 6 news to report the incident. Christan was interviewed by the news station. At no time was staff or students in any danger. Carbon Monoxide detectors were installed in all heating zones and the kitchen. Christan met with all Center staff on November 9th. All maintenance issues were corrected.

There being no further business, Janice Allison made the motion to adjourn. Sue Lyon seconded the motion. The motion carried unanimously by a voice vote. The meeting was adjourned at 6:30 p.m.

Respectfully,

Janet Neff, President

Joyce Utz, Recording Secretary