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Christan Schrader
Director

GOVERNING BOARD MEETING
January 16, 2018

Members Present: Kevin Rossmiller, Barbara Chiles, Julie Wittenauer, Janet Flaherty, Gary Rowe, Sue Lyon, Justin Anderson, and Janet Neff
Members Absent: Janice Allison, Todd Caves, Brandon Cooper, John Barton, Ginger Anderson, Liz Bornhoeft, and Tammy Muerhoff (Ex-Officio)
BHASSED Staff: Christan Schrader, Dawn Swanson, and Joyce Utz

1. Preliminary

A. Call to Order

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

B. Approval of Minutes – November 14, 2017

Kevin Rossmiller made the motion to approve the November 14, 2017 minutes as presented. Sue Lyon seconded the motion. The motion carried unanimously by a voice vote.

2. Blanket Motion

Gary Rowe made the motion to blanket agenda items 3B, 4, and 5. Kevin Rossmiller seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Kevin Rossmiller, Barbara Chiles, Julie Wittenauer, Gary Rowe, Sue Lyon, Justin Anderson, and Janet Neff. Nays: None.

3. Business Office

B. Recommendation to Approve Bills – November & December 2017

4. Personnel

4.1 Employment:

- A. Piper Nichols, Black Hawk Center Paraprofessional (Start date 11/13/17)
- B. Abigail Scott, Black Hawk Center Paraprofessional (Start date 11/17/17)
- C. Jennifer Fordyce, Special Education Teacher (Start date 1/4/18)
- D. Sarah Jecks, Pre-K Early Childhood Teacher (2018-19 school year)
- E. Leslie Henkel, Pre-K Early Childhood Teacher (2018-19 school year)

4.2 Resignation:

- A. Michelle Curtis, Phoenix Program Teacher (Effective 1/1/18)
- B. Kasheena Glass, Black Hawk Center Paraprofessional (Effective 11/20/2017)
- C. Dawn Stanley, Black Hawk Center Paraprofessional (Effective 1/11/2018)

5. Policies – Second Reading

Recommend approval of the following policies: 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.

Janet Flaherty arrived at 6:03 p.m.

3. Business Office

A. Finance Department Report

Dawn Swanson reported that pre-audit work has been on-going with the onsite work to be done at the end of the current week or beginning of next week. Additional business office activities include: completion of the copier buyout; heating issues at Black Hawk Center; implementation of advanced features in the time clock system; making employees aware of the multiple functions available within their employee portal; and the transition to electronic time off requests in the near future. Also, the business office can now access monthly webinars thru the SDS software currently being used; a local user group has been established by Wendi Harrell of the Silvis School District. A new credit card function within the software will provide improved printouts of the bills.

6. Health Insurance

Due to the rising insurance renewal rates each year, the BHASED insurance agent has proposed an Illinois Scholastic Cooperative as an option. This is a fairly new cooperative with 7 school districts currently belonging. BHASED has established an Insurance Committee to discuss and explore the pros and cons.

7. Needs Assessment

Christan Schrader reviewed the results of the annual needs assessment survey. The BHASED Coordinators will be sharing more district specific and detailed information with the Superintendents and/or special education coordinators from each district.

8. Deaf and Hard of Hearing program Transition

Christan Schrader outlined the proposed 5 year transition plan for BHASED to begin administering the inter-district Deaf and Hard of Hearing program. This plan will be given to the BHASED attorney to write a formal agreement. BHASED will handle the fiscal responsibilities beginning of the 2018-2019 school year.

9. Executive Session

Kevin Rossmiller made the motion to go into Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body. Sue Lyon seconded the motion. The motion carried unanimously by a voice vote. The Governing Board went into Executive Session at 6:27 p.m.

Sue Lyon made the motion to return to Open Session. Kevin Rossmiller seconded the motion. The motion carried unanimously by a voice vote. The Governing Board returned to Open Session at 6:41 p.m.

Kevin Rossmiller made the motion to approve the request from 2 BHASED employees for intermittent, unpaid leave, until the end of the current school year; these employees are currently out of all available paid leave. Justin Anderson seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Kevin Rossmiller, Barbara Chiles, Julie Wittenauer, Janet Flaherty, Gary Rowe, Sue Lyon, Justin Anderson, and Janet Neff. Nays: None.

10. Informational Items

- A. Building and Grounds Committee - The members have been established and will be meeting soon to address numerous issues at the Center and Phoenix.
- B. Third Quarter Billings - Christan shared with the Board an outline of the current billing procedures. Financial updates will be shared at the February meeting.
- C. Annual Request for BHASED Services - The Superintendents have been asked which services they would like to purchase from BHASED for next school year. This information assists BHASED in personnel planning for the upcoming school year.
- D. Lead Testing Results and Actions - Water was tested at the Center and Phoenix and several faucets/fountains were over the 5 ppm limit. Results were sent to staff, families and posted on our webpage. Four faucets at Phoenix tested over the 5 ppm limit; two were taken out of service and the other two were fine after they were flushed; a flushing protocol for each day has been established. Several faucets/fountains were affected at the Center. We have replaced or removed all of the fountains and removed a couple of others that were very old. We had our second round of testing completed prior to Christmas but have not received the results.
- E. Phoenix and Center Program Updates - Phoenix/Center Updates - No update was received from the Center. The Phoenix program reported the following: 25 food baskets were distributed at Christmas time; with the help of staff donations, each student received a fun/functional Christmas gift; Rich Kraft, former BHASED employee, played Santa Claus for the 13th year in a row.; 9 beds were donated from Slumberland and given to 5 families in need.; Desks were obtained from St. Ambrose to refurbish; 1 student graduated in January; 4 are scheduled to graduate in May.; and there are currently 53 students enrolled with 5 new referrals in process.

There being no further business, Kevin Rossmiller made the motion to adjourn. Barbara Chiles seconded the motion. The motion carried unanimously by a voice vote. The Governing Board meeting was adjourned at 6:51 p.m.

Respectfully,

Janet Neff, President

Joyce Utz, Recording Secretary