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Christan Schrader  
Director

## **SUPERINTENDENTS' ADVISORY COMMITTEE MEETING**

**November 7, 2018**

**Members Present:** Ron Jacobs, Joe Blessman, Scott McKissick, Lanty McGuire, Terri VanDeWiele, Mike Oberhaus, Perry Miller, Jay Morrow and Alan Boucher  
**Members Absent:** Scott Petrie, Andy Richmond, Carl Johnson, Shannon Bumann, Kristin Humphries and Tammy Muerhoff (Ex-Officio)  
**BHASED Staff:** Christan Schrader, Dawn Swanson, Joyce Utz and Terri Sinde

1. Call To Order

- A. The Superintendents' Advisory Committee (SAC) meeting was called to order at 12:00 noon by Chairman Alan Boucher.

8. BHASED S.C.A.T. Presentation – Cindy Hall

Cindy Hall, BHASED Coordinator, shared information regarding the School Crisis Assistance Team (S.C.A.T.). This service is available to all schools who may become overwhelmed by any type of crisis. SCAT works as a support team to provide assistance under the direction of the local school crisis team and local school administration.

Mr. McKissick arrived at 12:07 p.m.

2. Blanket Motion

Dr. VanDeWiele made the motion to blanket agenda items 3, 4B, 5A, 5B, 6A, 6B, 6C, and 7. Mr. Blessman seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Jacobs, Mr. Blessman, Mr. McKissick, Mr. McGuire, Dr. VanDeWiele, Mr. Miller, Dr. Morrow and Mr. Boucher. Nays: None.

3. Approve Minutes of September 5, 2018 Meeting

5. Personnel

A. Employment

1. Terrell Boyd, Black Hawk Center Paraprofessional
2. Kimberly Sloan, Black Hawk Center Paraprofessional
3. Julie Wondergem, Paraprofessional at UTHS Satellite Program
4. Shelby Brasemer, Black Hawk Center Paraprofessional
5. Faith Gates, Black Hawk Center Paraprofessional
6. Terri Sinde, Executive Administrative Assistant, BHASED
7. ZoAnne Olson, Black Hawk Center Paraprofessional
8. Andrew Owens, Paraprofessional at Phoenix

B. Resignations:

1. Sophia Clay, Black Hawk Center Paraprofessional
2. Joshua DeMeyer, Black Hawk Center Paraprofessional
3. Blanca Munoz, Phoenix Program Paraprofessional

6. Policies for Review

- A. Updated Policies: 2:2260, 4:40, 4:80, 5:20, 5:200, 6:240, 6:250, 7:50, 7:340
- B. Five Year Review of Policies: 2:105, 2:170, 6:120, 8:25
- C. Resolution to Prohibit Sexual Harassment 5:20E

7. Final IDEA Part B and Preschool Flow Through Grants Allocations

Dr. Oberhaus arrived at 12:11 p.m.

4. Business Office

A. Finance Department Report

C. First Quarter Financials (July to October)

Dawn Swanson reviewed the financial statements for July through October.

D. Authorization for Inter-Fund Transfer

Dawn Swanson explained that the Transportation Fund is being used to pay the bussing bills; however, this fund is currently under budgeted as we are using 2 busses at the Center this year. Due to the timing of the Transportation Reimbursement from ISBE we do not want to have a negative fund balance and are requesting permission to transfer funds from the General Fund to the Transportation fund; we should need no more than \$30,000.

Mr. Jacobs made the motion to recommend approval of a permanent transfer of funds from the Education Fund to the Transportation Fund to pay the bussing bills and in an effort to obtain a positive fund balance in the Transportation Fund; this transfer is not to exceed \$30,000.00. Dr. Morrow seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Jacobs, Mr. Blessman, Mr. McKissick, Mr. McGuire, Dr. VanDeWiele, Dr. Oberhaus, Mr. Miller, Dr. Morrow and Mr. Boucher. Nays: None.

9. BHASED Program Enrollments

Christan Schrader shared a chart with the current enrollment counts for each of the BHASED programs. Both the Center and Phoenix programs are at or very near capacity.

10. Executive Session

Dr. VanDeWiele 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. Mr. McKissick seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Jacobs, Mr. Blessman, Mr. McKissick, Mr. McGuire, Dr. VanDeWiele, Dr. Oberhaus, Mr. Miller, Dr. Morrow and Mr. Boucher. Nays: None. The SAC went into Executive Session at 12:28 p.m.

The Committee returned to Open Session at 12:40 p.m.

11. Director's Report and Informational Items

- A. December 1<sup>st</sup> Child Count – We are working with each district's special education staff to get this information submitted and entered by 12/1. This information is only pulled once a year so it is very important that every student possible is entered and accounted for in order to maximize special education funding for districts.
- B. IDEA Flow Through Grant Changes - This change was to be implemented by FY2020. ISBE is extending the deadline to 12/31/19. We are waiting to get guidance from ISE and completing our Audit before meeting to discuss billing changes for the Cooperative. Our Articles of Joint Agreement should not need to be amended.
- C. Business Manager Meeting - The first Business Manager meeting was very well received. Fiscal staff from the districts seem to have a better understanding of the billing and finance process for the Cooperative. They did ask for training and assistance with the IDEA grants when ISBE changes them.
- D. ISBE Special Ed Stakeholder Leadership Team – Christan shared that she has been selected to be a part of the Illinois Center for Specialized Professional Support team that is being developed by IL State University for the ISBE; they will be creating a continuous improvement model for Illinois Special Education.
- E. Black Hawk Area D/HH Program – We have officially named the D/HH program and obtained an RCDT code for this new program.
- F. NSLP Kitchen Equipment Grant – We were granted just under \$50,000 in an equipment grant for the kitchen at the Center. The equipment has all been purchased and installed.
- G. School Report Cards – Cooperatives are going to be included on the school report cards this year; they have not yet been released but are due out in January.
- H. Furnace Boiler Repair/Replacement – There is one rooftop furnace that is currently not working at the Center. The bid to replace this is just over \$10,000. There are 2 boilers at Phoenix; one is a 2 boiler unit and the other a single unit. One boiler is not working and the bid to replace it is just under \$16,000. To replace the entire system the bid would be slightly over \$20,000. The SAC recommended obtaining a least one more bid; as long as all procedures were followed. It was also suggested to look into the Mid American Rebate program.

There being no further business, Mr. Jacobs made the motion to adjourn. Dr. VanDeWiele seconded the motion. The motion carried unanimously by a voice vote. The SAC meeting was adjourned at 12:55 p.m.

Respectfully,

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Mr. Alan Boucher, Chairman

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Ms. Christan Schrader, Secretary