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Christan Schrader
Director

SUPERINTENDENTS' ADVISORY COMMITTEE MEETING

March 6, 2019

Members Present: Ron Jacobs, Scott Petrie, Carl Johnson, Shannon Bumann, Terri VanDeWiele, Robert Lagerblade, Perry Miller, Jay Morrow, and Tammy Muerhoff (Ex-Officio)

Members Absent: Andy Richmond, Joe Blessman, Scott McKissick, Kristin Humphries, and Lanty McGuire,

BHASSED Staff: Christan Schrader, Dawn Swanson, and Terri Sinde

1. Call To Order

A. Call to Order and Roll Call

The Superintendents' Advisory Committee (SAC) meeting was called to order at 12:00 noon by Vice-Chairperson Perry Miller.

2. Blanket Motion

Dr. VanDeWiele made the motion to blanket agenda items 3, 4B, 5A, and 5B. Dr. Johnson seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Jacobs, Mr. Petrie, Dr. Johnson, Mr. Bumann, Dr. VanDeWiele, Mr. Lagerblade, Mr. Miller and Dr. Morrow. Nays: None.

3. Approve Minutes of February 6, 2019 Meeting

4. Business Office

B. Approve Bills Payable – January 2019

5. Personnel

A. Employment

1. Jodee Waffle, Black Hawk Center Paraprofessional
2. Monica Klein, Black Hawk Center Paraprofessional
3. Brooke Stout-Emmerson, Black Hawk Center Principal

B. Resignations:

1. Marcia Holland, Black Hawk Center Nurse
2. Heidi Watkins, Black Hawk Center Nurse
3. Jarrett Lindsay, School Psychologist

4. Business Office

A. Finance Department Report

Dawn Swanson provided copies of the audit report prepared by Gorenz and Associates for anyone who wanted to take them. Ms. Swanson re-formatted the financial statements so they were easier to read. All IDEA funds received were disbursed to the districts this month. The D/HH program has not been billed out to the districts yet. Ms. Swanson also followed up on the unemployment escrow fund indicating she anticipates this fund needing additional funds in the future.

Tammy Muerhoff arrived at 12:07

6. BHASSED Committee Reports:

A. Finance Committee:

The recommendation of this Committee is to request the allowable one-year extension for the IDEA Procedural Grant Change. Director Schrader provided a plan outlining how the Cooperative will begin transitioning funds to the members during the extension year. The Committee also recommended that the Center and Phoenix tuition billing process be reviewed and revised. Finally,

discussion was held regarding the BHASED Working Cash Fund balance. The recommendation of this Committee is for BHASED to have a minimum of 90 – 120 days working cash available.

Dr. Morrow made the motion to approve the Finance Committee report as presented Dr. Johnson seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Jacobs, Mr. Petrie, Dr. Johnson, Mr. Bumann, Dr. VanDeWiele, Mr. Lagerblade, Mr. Miller and Dr. Morrow. Nays: None.

B. Building and Programs Committee:

The recommendation of this Committee is revise the 10-year Health Life Safety plan to complete the necessary HVAC upgrades at the Center site and the roof replacement at the Phoenix program in FY 2020. Estimated costs for year one is approximately \$400,000. The Committee recommended that the galvanized pipe replacement project at the Center be held off until year two and other projects such as expanding the parking lot be pushed back until at least year three. Discussion was held regarding the use of District HLS funds. The recommendation of this committee is to work with the Architect to get the projects bid. Districts will be assessed their portion of the expenses based on the same formula used to determine the BHASED Annual Assessments. Further documentation shall be provided to show more details of the work to be completed and estimated HLS assessment costs per district.

Mr. Jacobs made the motion to approve the Building and Program Committee report as presented Mr. Bumann seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Jacobs, Mr. Petrie, Dr. Johnson, Mr. Bumann, Dr. VanDeWiele, Mr. Lagerblade, Mr. Miller and Dr. Morrow. Nays: None.

7. Executive Session

Mr. Jacobs 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. Dr. Morrow seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Jacobs, Mr. Petrie, Dr. Johnson, Mr. Bumann, Dr. VanDeWiele, Mr. Lagerblade, Mr. Miller and Dr. Morrow. Nays: None. The SAC went into Executive Session at 12:29 p.m.

The Committee returned to Open Session at 12:38 p.m.

8. Director's Report and Information Items

- A. Ms. Schrader reported on BHASED's roll in the District CDP new process. She will attend a meeting on March 22, 2019 and will have more detailed information to assist the districts with this new process.
- B. Governing Board President and Vice President are both not running for re-election. We will need two board members to serve as interim President and Vice President.
- C. BHASED has two vans, one at each building, that need to be replaced. If you happen to know where we can go please let us know.
- D. We have four psychology interns that have expressed interest in completing their internships with BHASED. They are not able to accept internships until March 14, 2019.
- E. BHASED will have open enrollment for health insurance during the month of April. Renewal rates came in at 0.07% over the current year. Security cameras and magnetic locks will be added for safety and security at the Center. The Center had a successful celebrity basketball game and approximately \$1,200.00 was made which will be applied to the balance still owed on the Playground Project. To date this school year we have hosted over ten professional development sessions and trained over 100 staff members from BHASED and our member districts.

There being no further business, Mr. Jacobs made the motion to adjourn. Mr. Lagerblade seconded the motion. The motion carried unanimously by a voice vote. The Committee meeting was adjourned at 12:51 p.m.

Respectfully,

Mr. Alan Boucher, Chairman

Ms. Christan Schrader, Secretary