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Christan Schrader  
Director

**SUPERINTENDENTS' ADVISORY COMMITTEE MEETING**  
**October 10, 2019**

**Members Present:** Mr. Joe Blessman, Dr. Carl Johnson, Dr. Terri VanDeWiele, Mr. Perry Miller, Dr. Jay Morrow, Mr. Alan Boucher, and Ms. Tammy Muerhoff (ex-officio)

**Members Absent:** Mr. Ron Jacobs, Mr. Scott Petrie, Mr. Shannon Bumann, Mr. Scott McKissick, Dr. Kristin Humphries, Dr. Rachel Savage, Dr. Reginald Lawrence, and Mr. Andy Richmond

**BHASED Staff:** Ms. Christan Schrader, Ms. Dawn Swanson, and Ms. Terri Sinde  
**Guest:** Ms. Kristin Sanders

1. Call To Order: Chairman Perry Miller, called The Superintendents' Advisory Committee (SAC) meeting to order at 12:00 p.m. Roll Call: Mr. Joe Blessman, Dr. Carl Johnson, Dr. Terri VanDeWiele, Mr. Perry Miller, Dr. Jay Morrow, Mr. Alan Boucher.

2. Blanket Motion

Dr. VanDeWiele made the motion to blanket approve agenda items 3, 4B, 5A, 5B, 5C, 7A and 7B. Mr. Boucher seconded the motion. The motion carried unanimously by a roll call vote.

3. Approve Minutes of August 7, 2019 Meeting
- 4B. Approve Bills Payable – August and September 2019
- 5A. Employment:
  1. Vanessa Poppe, Paraprofessional - BHAEC.
  2. Lori Linnabery – Administrative Assistant – BHAEC.
  3. Alex Linville – Paraprofessional - BHAEC.
  4. Kristin Sparbel, Paraprofessional - BHAEC.
- 5B. Resignation:
  1. Fina Nache, Paraprofessional – BHAEC.
- 5C. Separation of Employment:
  1. Kaila Lange, Occupational Therapist
7. Policy Reviews and Revisions
  - A. Updated/Revised Policies: 2:110, 2:140, 2:140E, 2:230, 5:35, 5:180, 5:310, 6:340
  - B. Five Year Review of Policies: 2:240, 3:60, 5:40, 5:130, 7:170

4. Business Office

A. Finance Department Report

Ms. Swanson reported that the district operating checking account did not reconcile as of 8/31/19. She proceeded to explain that Blackhawk Bank and Trust made an error with our sweep account. The Bank sent a letter to the Board explaining what happened with the sweep account indicating the failure was on their end.

Ms. Swanson reported on BHASED's workers compensation audit and shared that the billing for Extended School Year and Summer Vocational programs were sent out on September 30, 2019. Health Life Safety Assessments will be sent out by October 4, 2019.

6. Health Life Safety Update

The Health, Life, Safety work that was started in July is all nearing completion. The partial roof replacement project at Phoenix has been completed and is awaiting inspection from the Firestone representative. There was only one minor change order added to the project to cover some rigid foam that was needed to ensure the proper slope and drainage of the roof. The punch list was generated and the few minor items have been addressed.

The Center HVAC work is also substantially completed. The fire alarm testing with Per Mar and the electricians will be completed when no one is in the building; they are hoping to complete this on Columbus Day. They will also be addressing the items identified on the punch list on Columbus Day. There were no change orders needed with this project.

8. Executive Session

Dr. Carl Johnson 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. Blessman seconded the motion. The motion carried unanimously by a roll call vote. Ayes: Mr. Joe Blessman, Dr. Carl Johnson, Dr. Terri VanDeWiele, Mr. Perry Miller, Dr. Jay Morrow, and Mr. Alan Boucher. Nays: None. The SAC went into Executive Session at 12:20 p.m.

The Committee returned to Open Session at 12:59 p.m.

9. BHASED Program Reports

The Center program has accepted 17 new students to date and there are 17 students on the waiting list. We have five paraprofessional openings to fill and as those openings are being filled we are able to accept more students.

The BHASED STEP Grants were amended and we will be receiving more than \$60,000 in additional STEP funding this year. These funds are to be used to directly impact student transition activities, we are brainstorming and exploring options at this time.

BHASED Assistive Technology (AT) Team: This newly developed committee has been working hard already this year developing their vision, mission, scope, and referral process. They will be sharing their work to date with District Coordinators this month.

BHASED also collaborated with Starnet and East Moline School District to host a Play Based Assessment Training presented by Toni Linder that had 100 participants.

Upcoming October trainings include: Advanced IEP Training, Psychologist/Social Work Roundtable, Using Sensory Principles to Attain Function, Initial and Refresher CPI Trainings, and IEP Goal Writing.

10. Director's Report

Ms. Schrader reported on the VoIP Bids – our contract with AT&T expired and our rates have increased significantly. We are in the process of seeking bids to determine the cost effectiveness of VoIP. Ms. Schrader has reached out to three vendors.

Dave Burge provided notice that he retired on September 6, 2019 as our E-Rate consultant. David Gornstein has agreed to take us on as a client, he will now serve as the E-Rate consultant.

IDEA Grant carryover from last year has been applied to your district IDEA grant allocations. We are still waiting for notification from ISBE regarding final allocations. They are expected to be available in the next week or so.

There being no further business, Dr. Morrow made the motion to adjourn. Dr. Johnson seconded the motion. The motion carried unanimously by a voice vote. The Committee meeting was adjourned at 1:13 p.m.

Respectfully,

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Mr. Perry Miller, Chairman

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Ms. Christan Schrader, Secretary