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Christan Schrader  
Director

**GOVERNING BOARD MEETING MINUTES**  
**October 15, 2019**

**Members Present:** Sue Ickes, Kevin Rossmiller, Gary Rowe, Amber Sensabaugh, Aaron Kayser, and Justin Anderson

**Members Absent:** Tab Balmer, Julie Wittenauer, Janet Flaherty, John Barton, Eva Gonzelez, Sue Lyon, Liz Bornhoeft, Deb Faralli, and Tammy Muerhoff (Ex-Officio)

**BHASED Staff:** Christan Schrader, Dawn Swanson, and Terri Sinde

1. Call to Order and Roll Call

The Governing Board meeting was called to order at 6:00 p.m. by President Kevin Rossmiller. Roll Call: Sue Ickes, Kevin Rossmiller, Gary Rowe, Amber Sensabaugh, Aaron Kayser, and Justin Anderson

2. Blanket Motion

Aaron Kayser made a blanket motion to approve agenda items 3, 4B, 4C, 5A, 5B, 5C, 7A, and 7B. Justin Anderson seconded the motion. The motion carried unanimously by a roll call vote.

3. Approve Minutes of August 20, 2019 Meeting

4. B. Approve Bills Payable – August and September 2019  
C. Recommendation to Close Donation Checking Account

5. Personnel

A. Employment

1. Vanessa Poppe, Paraprofessional - BHAEC.
2. Lori Linnabery – Administrative Assistant – BHAEC.
3. Alex Linville – Paraprofessional - BHAEC.
4. Kristin Sparbel, Paraprofessional - BHAEC.

B. Resignations:

1. Fina Nache, Paraprofessional - BHAEC

C. 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 not yet completed. The fire alarm testing with Per Mar and the electricians needed to be completed when no one was in the building; they started this on Columbus Day. There were also items identified on the punch list that were completed on Columbus Day. There were no change orders needed with this project.

8. Executive Session:

At 6:23 Sue Ickes made the motion to go into Executive Session. The motion was seconded by Gary Rowe. The Governing Board exited Executive Session at 6:30. Roll Call: Sue Ickes, Kevin Rossmiller, Gary Rowe, Amber Sensabaugh, Aaron Kayser, and Justin Anderson.

Motion out of Executive Session: Mr. Kayser made a motion to separate employment with Employee "A"; Mr. Anderson seconded the motion. The motion carried unanimously by roll call vote.

9. BHASED Program Reports

The Center has accepted 17 new students to date and there are 17 students on the waiting list. We had 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 this year developing their vision, mission, scope, and referral process. They will be sharing their work to date with District Coordinators at their next meeting.

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 that she is obtaining and exploring bids to move our phone system to VoIP. This is being explored because our contract with AT&T expired and our rates have increased significantly. Ms. Schrader has reached out to three vendors.

Dave Berg has retired on September 6, 2019 as our E-Rate consultant. David Gornstein has agreed to take us on as a client.

Carryover from last years IDEA Part B Flow Through and Part B Preschool grants has been applied to your district allocations. We are still waiting for notification regarding final allocations. Districts can expect final allocations in the next week or so.

There being no further business, Gary Rowe made the motion to adjourn. Sue Ickes seconded the motion. The motion carried unanimously. The meeting was adjourned at 6:37 p.m.

Respectfully,

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Kevin Rossmiller, President

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Terri Sinde, Recording Secretary