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Christan Schrader
Director

SUPERINTENDENTS' ADVISORY COMMITTEE MEETING
February 5, 2020

Members Present: Mr. Ron Jacobs, Mr. Joe Blessman, Dr. Carl Johnson, Mr. Scott McKissick, Dr. Kristin Humphries, Dr. Reginald Lawrence, Mr. Perry Miller, Dr. Jay Morrow, and Mr. Alan Boucher

Members Absent: Mr. Scott Petrie, Mr. Shannon Bumann, Dr. Rachel Savage, Dr. Terri VanDeWiele, Mr. Andy Richmond and Tammy Muerhoff (ex-officio)

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

1. Call To Order: Chairman Perry Miller, called The Superintendents' Advisory Committee (SAC) meeting to order at 12:00 p.m. Roll Call: Mr. Ron Jacobs, Mr. Joe Blessman, Dr. Carl Johnson, Mr. Scott McKissick, Dr. Kristin Humphries, Mr. Perry Miller, Dr. Jay Morrow, and Mr. Alan Boucher
2. Blanket Motion: Dr. Carl Johnson made the motion to blanket approve agenda items 3, 4C, 4D, 5A, 5B, 6, and 7. Mr. Jacobs seconded the motion. The motion carried unanimously by a roll call vote.
 3. Minutes of January 8, 2020 Meeting
 - 4C. Bills – January 2020
 - 4D. Activity Account Balances – January 2020
 - 5A. Employment
 1. Lauren Schluensen, Paraprofessional - BHAEC
 - 5B. Resignation
 1. Aubrey Barnes, Paraprofessional - BHAEC
 6. E-Rate Bids for Internet Services
 7. School Maintenance Grant Application

4. Business Office

A. Review of FY 2019 Audit Report

Ms. Swanson provided copies of the FY 2019 Financial Audit Report prepared by Gorenz and Associates. The findings were listed and discussed. There were no questions in regards to the Audit. Ms. Schrader noted that she is quite pleased with where the Cooperative is financially at this time. She reminded that Committee that three years ago we had major cash flow issues and after making changes in our billing processes things have improved and we are building a solid cash reserve.

B. Finance Department Report

Ms. Swanson shared information with the Committee about a boiler issue at Phoenix and plumbing issues at the Center that have all been addressed. She went on to report that she worked with Republic Services to review and revise the BHAEC garbage and recycling services with the result being a \$500-\$600 savings per month.

In February we had a worker's compensation facility inspection walk through and there is an employee meeting scheduled later in the month for all staff.

The Safety Committee at the Center received a \$2500 grant from 3M for building improvements. That money will be used to pay for sensory room updates.

Dr. Reginald Lawrence arrived at 12:09 p.m.

8. BHASSED Program and Staffing Recommendations – FY2021

Ms. Schrader presented the BHASSED Staffing Recommendations for the upcoming 2020-2021 school year. Recommendations included: Continue to investigate the cost to outsource custodial and maintenance services; reduce contract days for 3 Transition Specialists from 190 to 185 days per year; add 2.5 FTE

Social Workers to meet district requests; add 3.5 days/week Speech Language Pathologist; increase Behavior Consultant time 1.0 FTE for a total of 2.0 FTE, add 18-22 year old program and additional interdistrict classrooms as space is available. Mr. Scott McKissick made the motion to approve the BHASED Program and Staffing Recommendations as presented by Ms. Schrader, Mr. Ron Jacobs seconded the motion. The motion carried unanimously by a roll call vote.

Ms. Schrader presented current enrollment data for the Center and Phoenix programs. Data presented documented the number of classrooms for each of the departments at the Center with the corresponding number of students in each department broken down by district. Data presented included a percentage of total enrollments for each program by district for both the Center and Phoenix programs. Information presented also included a breakdown of the 11 students on the waiting list by disability group and district. Ms. Schrader noted that the departments with the largest percentage of students were those serving students with autism, moderate intellectual disabilities, and preschool.

Ms. Schrader shared that a district outside of our Cooperative has inquired about placing a student in our Phoenix program. Mr. Boucher raised the question that if one of the students from within the coop needs that space what will happen. Ms. Schrader explained that if the space is needed by a Cooperative student that the out-of-cooperative student would be give 30 days notice that our program will no longer be able to serve the student so the member district student could be placed in our program.

9. Executive Session:

At 12:35 Mr. Ron Jacobs made the motion to enter into Executive Session, and Mr. Joe Blessman seconded the motion. The motion carried unanimously by a roll call vote.

The Committee returned to open session at 12:51. Roll Call: Mr. Ron Jacobs, Mr. Joe Blessman, Dr. Carl Johnson, Mr. Scott McKissick, Dr. Kristin Humphries, Mr. Perry Miller, Dr. Jay Morrow, Dr. Reginald Lawrence, and Mr. Alan Boucher.

Mr. Joe Blessman made a motion to approve 15 days from the Sick Leave Bank for Employee "A", Mr. Scott McKissick seconded the motion. The motion carried unanimously by a roll call vote.

10. BHASED Programs Reports

- A. The Center currently has 152 students enrolled as of 2/5/2020. There are a total of 11 students on the waiting list at this time.
- B. The Phoenix Program has 49 students enrolled as of 2/5/2020.

11. Director's Report

Ms. Schrader reported that the March Governing Board Meeting has been moved to March 31, 2020 due to Spring Break. The SAC meeting will be moved to April 8, 2020, so we will not have back to back meetings with the Governing Board.

Ms. Schrader asked the superintendents to send us a copy of your school year 2020-2021 calendars.

Then new IDEA Excess Cost system was just opened in IWAS and is due February 28. As of now BHASED does not have access to the system, but we can try to help in any way possible.

Child Count Verification will begin March 12, 2020. Superintendents will have to log into I-Star to certify the December 1st Child Count. This will be the second year for this. The certification must be done during March 12 – March 26, 2020. Ms. Schrader will demonstrate this process at the March meeting.

There being no further business, Mr. Blessman made the motion to adjourn. Dr. Humphries seconded the motion. The motion carried unanimously by a voice vote. The meeting adjourned at 12:57 p.m.

Respectfully,

Mr. Perry Miller, Chairman

Ms. Christan Schrader, Secretary