

**Woodford County Special Education Association**  
**EXECUTIVE COMMITTEE MEETING**  
**May 14, 2020, 8:00 a.m. via Google Meet**

The meeting was called to order by chairman, Mr. Bob Bardwell on May 14, 2020 at 8:01 a.m. and held via Google Meet due to the in-person restrictions from the COVID-19 stay-at-home order.

*Members present:*

Mr. Martin Payne	#1	
Mr. Daren Lowery	#2	
Dr. Kari Rockwell	#6	
Mr. Duane Schupp	#21	
Mr. Tom Welsh	#60	
Mr. Dan Mair	#69	joined at 8:06 a.m.
Mr. Sean O'Laughlin	#122	
Mr. Bob Bardwell	#140	

*Members not present:*

None

*Others present:*

Mr. Eric Scroggs, Executive Director  
Diane Kruzik, WCSEA COTA  
Janis Hamer, WCSEA Technology Support

Moved by Mr. Welsh, seconded by Mr. O'Laughlin to approve the Executive Committee meeting minutes of April 9, 2020; the executive session minutes from April 9, 2020; and the bills, treasurer's reports and financial reports of May 14, 2020; and the destruction of Executive Session Audio Recordings Older than 18 months. All present voted "yea" on roll call vote.

Moved by Mr. Welsh, seconded by Mr. Payne, to approve the employment of Vicki Boone as part time MTSS Coordinator for the 2020-2021 school year, pending results of background check. All present voted "yea" on roll call vote.

Moved by Dr. Rockwell, seconded by Mr. Schupp, to approve per the recommendation of the WCSEA Negotiations Committee, the one-year salary and benefits agreement for WCSEA employees. All present voted "yea" on roll call vote.

Moved by Mr. Lowery, seconded by Mr. O'Laughlin, per the recommendation of the WCSEA Negotiations Committee, to approve the one-year contracts and salary for WCSEA Administrators Kelli Peterson, Andrea Hartnett, Shawn Joraanstad, Maureen Whalen and Kristin Fehr for the 2020-2021 year. All present voted "yea" on roll call vote.

Moved by Mr. Payne, seconded by Mr. Lowery to approve Infinitic agreement for the 2020-2021 year. All present voted "yea" on roll call vote.

Moved by Mr. O'Laughlin, seconded by Mr. Welsh, to approve contract with Brecht's Database Solutions for the 2020-2021 year for EmbraceIEP, Embrace504, EmbraceDS, and EmbraceEval. All present voted "yea" on roll call vote.

Moved by Mr. Schupp, seconded by Mr. Payne, to approve per the contract with Eureka Advocate Hospital for Physical Therapy services up to 20 hours per week at a rate of \$62 per hour. All present voted "yea" on roll call vote.

Moved by Mr. Lowery, seconded by Mr. Payne, to approve the contract with Frontline Absence Management at a cost of \$4197.71. All present voted "yea" on roll call vote.

Dr. Scroggs and the committee discussed the school closure. At this time, most evaluations and IEP meetings have been held within timelines and ESY will be conducted via remote learning per direction from ISBE.

The Governing Board process was discussed and the following guidance was provided by Dr. Scroggs.

- May 2020 – District Superintendents receive the Resolution to Appoint local district board members to the WCSEA Governing Board. If possible, I would like to maintain consistent membership over time.
- June 2020 – WCSEA Executive Committee approves tentative budget
- August 2020 – WCSEA Executive Committee holds budget hearing and approves final budget
- August 2020 – WCSEA Governing Board approves final budget
- September 2020 – Member districts approve final budget

Dr. Scroggs provided a brief update on the 2020-2021 budget development and will present the tentative budget at the June meeting.

A required activity of the IDEA grant is conducting the Timely and Meaningful Consultation. This meeting is conducted by WCSEA on behalf of the member districts and will take place on May 28<sup>th</sup>. Upon completion of this meeting, Dr. Scroggs will send districts the required documentation for you to upload in your Consolidated Application.

Districts are annually graded on several different criteria with regards to the State Performance Plan for special education. WCSEA received notification that all 8 of our districts have meet requirements.

Dr. Scroggs indicated that 5 of 8 districts met Maintenance of Effort requirements. He will work with the 3 districts on a response to ISBE.

Dr. Scroggs provided updated WCSEA program rosters and tentative WCSEA staff rosters for the 2020-2021 school year.

An update of upcoming Billing and Reimbursement Claims

- IDEA Inservice Bill to districts in late May. This will be for the amount that you budgeted in your IDEA Flow Through Grant
- Balanced tuition billing based on actual enrollment in WCSEA programs
- WCSEA Personnel Reimbursement to districts
- Private Tuition Claim for students placed in Private Schools – completed by WCSEA over the summer
- Special Education Orphanage Claim for student in DCFS care – completed by WCSEA over the summer

There being no further business, on a motion by Mr. O'Laughlin, seconded by Mr. Bardwell, the meeting was adjourned at 9:02 a.m. All present voted "yea".

  
Board Secretary

6/11/20  
Date

  
Chairman

Date