## Woodford County Special Education Association EXECUTIVE COMMITTEE MEETING November 5, 2015 8:00 a.m., WCSEA Office

The meeting was called to order by chairman, Mr. Dan Mair on November 5, 2015 at 8:00 a.m.

Members	present:

Mr. Martin Payne	#1
Ms. Michelle Lee	#2
Mr. Parker Dietrich	#21
Dr. Rohn Peterson	#60
Mr. Dan Mair	#69
Mr. Randy Toepke	#122
Mr. Bob Bardwell	#140

## Members not present:

Dr. Dan Oakley #6

## Others present:

Mr. Eric Scroggs, Executive Director

Sally Matheney, Special Education Administrator

Deandra Derr, ACES Parent Group

Moved by Dr. Peterson seconded by Ms. Toepke, to approve the Executive Committee meeting minutes of October 8, 2015, Executive Session Minutes from October 8, 2015, and the bills, treasurer's reports and financial reports of November 5, 2015. All present voted "yea" on roll call vote.

Moved by Mr. Bardwell; seconded by Mr. Dietrich, to approve the employment of Victoria Stopa as full time special education assistant at Germantown Hills Life Skills ATLAS for the remainder of the 2015-16 school year, pending completion of licensure requirements and results of background check. All present voted "yea" on roll call vote.

The Director indicated that all districts except for one have submitted IDEA Flow-Through expenditure reports. If there are any questions regarding this process, the bookkeepers and superintendents should contact the Director.

The Director provided information on the annual Excess Cost documentation process for the IDEA grant. Information will go out to superintendents and bookkeepers in the next few days. Worksheets are due back to the Director by December 18<sup>th</sup>.

Mr. Mair provided information regarding Germantown Hills building project. He indicated that there was a slight problem with the sewer system, which is expected to be resolved, resulting in the project beginning in February or March. The Director indicated that he has begun gathering preliminary feedback from parents of STARS students and WCSEA administration. Once Germantown Hills has approved their project to move forward, WCSEA will begin the formal process of cost analysis, strategic planning in order to determine if a move of WCSEA offices and some programs would be feasible, and if so, what the specifics of the project would be. This process would likely begin in January or February.

The Director indicated that Maureen Whalen, WCSEA Administrator who oversees technology, is in the process of developing a technology plan, which will be shared with the WCSEA board in the spring.

The Director sought feedback from the superintendents as to whether WCSEA employees need to complete district Acceptable Use Policies in addition to WCSEAs, or simply the WCSEA AUP. The superintendents agree that WCSEA, as the employer, is sufficient.

The Director asked for feedback on the Affordable Care Act requirements and whether districts are seeking third party contracting services to assist in the implementation. Some indicated they are, while others indicated that they are waiting for further clarification and either using SDS or their insurance provider for assistance. The Board advised the Director to wait for further clarification and fulfill the requirements internally at this point, with the assistance from SDS and the insurance provider.

The Director indicated that WCSEA has received a proposal from Heyl Royster law firm to potentially take over as the firm representing WCSEA. The cost for retainer is the same as HLERK, but the cost per hour for associate and partner attorneys is significantly cheaper. Additionally Heyl Royter has nearly 50 attorneys in the Peoria office, as opposed to 2 in the HLERK Peoria office. Beth Jensen would be the primary attorney representing WCSEA. She previously represented the coop when she was with HLERK, and there was a high level of satisfaction with her services. The Board advised the Director to move forward with an action item at the December meeting.

As part of the Personnel Report, the Director submitted the resignation of Morgan Ryan, Special Education Aide, effective October 30, 2015.

Moved by Mr. Payne; seconded by Mr. Dietrich, to enter into executive session at 8:40 a.m. for the purposes of discussing Employment of Employees (Illinois Open Meetings Act, 5 ILCS 120/2(c)(1)(2)(10)). All present voted "yea" on roll call vote.

Motion by Mr. Dietrich; seconded by Dr. Bardwell, to enter back into open session at 9:17 a.m. All present voted "yea" on roll call vote.

There being no further business, on a motion by Mr. Toepke, seconded by Mr. Dietrich, the meeting was adjourned at 9:40 a.m. All present voted "yea".

Board Secretary	Date	Chairman	Date