

SPEED S.E.J.A. #802

OPERATING COMMITTEE MEETING MINUTES

Regular Meeting
SPEED Operating Committee
SPEED Building
9:00 a.m.

October 18, 2019

CALL TO ORDER

At 9:00 a.m. Dr. Mitchell called the meeting to order.

ROLL CALL

On roll call the following members answered present: Ms. Hardmon, 144; Dr. Mitchell, 153; Ms. Dusky, 162; Ms. Nottke, 163; Ms. Lindsay, 167; Dr. Johnson, 168; Ms. Belotti, 201U; Dr. Navarre, 206; Dr. Harris, 227, Dr. Mansfield, 233

Absent: Dr. Smith, 161; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Kuzniewski, 172; Dr. Frusher, 194; Dr. Mansfield, 233 and Mr. Bean.

Dr. Halliman, Superintendent was present as well as the following SPEED Staff: Mr. Kevin Slattery, Director of Business and Finance; Ms. Sharon Curry, Director of Human Resources; Dr. Maureen White, Director of District Services; Sue Janacek, Program Supervisor; Mr. Gregory Furgason, Director of Technology; Mr. Joe Kekelik, Director of Building and Grounds; Principals: Ms. Amina Payne, Ms. Nicole Taylor and Ms. Jane Cornelius, Union Representative.

Also present: Mr. Ray Hauser, Attorney from Hauser, Izzo, Petrarca, Gleason & Stillman, LLC

PRESENTATION: Practical Assessment Exploration System (PAES) Presenter: Ms. Nicole Taylor, Principal for Academy of Life Long Learning (ALL)

Ms. Taylor presented a brief overview of the PAE System which is a work development system lab where students gain skills to prepare them for successful external employment opportunities. Students are allowed to explore potential career choices which include computer technology, construction and industrial, processing and production, consumer service and business marketing.

PAES provides skills needed for vocational training, placement and independent living. These three areas are specific to the transition plan which begins at 14.5 years. Students are encouraged to become independent problem solving. The system also provides an independent, individual comprehensive report which can be used to help develop IEPs and Transition Plans.

The presentation concluded with Ms. Shenita Love, overseer at the PAES Lab, providing a synopsis of what the students do as they enter the PAES lab i.e., pick up daily task, getting materials needed to complete task, etc. Ms. Love explained that these tasks are timed and reviewed with the students to ensure they on task. Academy of Life Long Learning, Ibriham Camara, provided a step-by-step hands-on demonstration of what happens when a student enters the lab, receives an assignment and worked through the assignment/task given.

Dr. Halliman intimated that one of the key goals was to have data for our IEPs. This is just one of the areas. Last year we piloted NWEA. We want to make sure that we are basing and documenting our goals on data. This is one way, in a non-tangible area, that we can capture that data. These are some of the things we can make sure that we are documenting for the IEP to show progress.

SUPERINTENDENT'S REPORT

➤ **Special Educational Monitoring Workgroup**

Dr. Halliman reported that some years ago, ISBE had a process called "Focus Monitoring". This was a very reactionary vs. proactive assessment that was done on school districts that fell behind in different categories of Special Education. ISBE has eliminated this process because it did not meet the standards of the Office of Special Education Program. ISBE has now started a Special Education Monitoring Workgroup and informed the Operating Committee that she has been selected to be a part of this workgroup.

The workgroup has been divided into three subcommittees which are: District Selection and Tracking, Service Model and Tier Support and Systems Support Plans. Dr. Halliman requested to work on the District Selection and Tracking committee because this is an area of particular concern. The concern is with the process. More specifically, ISBE would monitor district data over the course of three years however when trends were heading in a negative direction, districts were not notified until the third year. At that time districts were notified that they needed to go through Focus Monitoring. The goal is to come up with a better system by the end the school year, to roll out for next year to districts across the state.

➤ **Teacher Institute Day**

Our Teacher Institute Day was October 11th, 2019. It was a great day of learning which focused on Socio-emotional learning. The Paraprofessionals and Teachers were present. There were breakout sessions on creating behavior intervention plans, building relationships, classroom management, trauma informed interventions, re-engagement and welcoming students back into the classroom as well as de-escalation and positive reinforcement. There were internal speakers as well as external speakers.

Our Administrative staff including District Office Admins and Program Secretaries also engaged in professional development which was facilitated by Governor's State University. The focus of their Professional Development was internal and external Customer Service and their roles working with their administrators. This was held in our CEO Center.

Everyone in our building was engaged in learning.

➤ **Side by Side Smiles**

The ELC Program was selected again this year to be the recipient of Christmas gifts including electronic toys, stuffed animals and personalized holiday cards. Side by Side Smiles is working closely with Principal Linda Wilson to make sure we have gifts for our children again this year. We are fortunate because they normally change the entities that they partner with annually.

➤ **American Education Week Breakfast**

Dr. Halliman distributed an informational handout promoting our staff breakfast in honor of American Education Week on November 18 @ 7:00 a.m. We currently have commitments from some Board members to attend/participate. The Board was invited to come and serve or just dine with the staff.

PRESENTATION – FINANCIAL REPORT

Mr. Kevin Slattery reported that as of early October, we have a fund balance of \$4.2M. He explained that the fund balance was reported with October information vs. September in anticipation of receiving grant funds.

We expended \$5.8M (about 23% of the budgeted amount) which is on par with the first quarter of 2018. We realized \$3.6M. Please note that no tuition has come in because we just released the tuition bills for both August and September this week. These bills might seem a little high but please keep in mind that

the billing includes 10 days of instruction in August as well as September. The First Quarter FY20 expenditure reports are now being processed.

Legacy Professionals, LLP has once again conducted and completed the field work portion of our annual audit. Mr. Slattery asked the onsite auditors if there were any red flags we should be aware of and was told that everything looked good. Mr. Slattery also reported that the one thing auditors look for is over claiming on the grant. The auditor indicated that we may have even under claimed a little. This is ok because we can get that money back. Over claiming is a finding and it appears as though we did not over claim.

Mr. Slattery updated the Committee on the status of two school districts in completing their Maintenance of Effort. One of the districts is almost complete; just waiting on an audit letter. The other district is still outstanding but we are working with a contact downstate to manage/complete.

Mr. Slattery reported that per the Collective Bargaining Agreement, we are required to have an Insurance Committee, which he chairs. This committee is comprised of teachers, paraprofessionals and a couple of administrators. This committee is charged with exploring options to keep the insurance cost down while still offering robust benefit options. The committee will meet for the rest of the school year. The findings will be published in March, 2020.

The 410 S. Ashland building has been cleaned out and the options on repurposing and/or renting are being worked through. Currently we are working to lease the space. The current vendors are planning to stay for the next two years.

Dr. Navarre questioned the term of the current leases. Mr. Slattery reported that the leases are currently for one year at the vendors request and run from November 1 – October 30. Dr. Navarre requested that we use the Chicago Heights Patch as an option for advertising the open rental space.

Dr. Halliman added that our contract is up with the transportation company. We are starting contract conversations with the vendor. We are scheduled to meet with Cook-Illinois in early December. We hope to have information available at the January meeting.

Dr. Navarre questioned if there was a target range for increase in transportation negotiation costs? Dr. Halliman hopes to stay flat or go lower. We settled at 5.75% last time which was negotiated down from 7.5%.

Dr. Halliman reported that SPEED hosts a Wellness Day. We do see some benefits from participating in a wellness day through our insurance company. We offer health and fitness classes for any of our SPEED staff that would like to participate. The classes are held Tuesday and Thursday at 3:45 – 4:30 p.m. The classes began October 1 and will continue through May, 2020. It is very well attended and has helped to increase morale.

CLOSED SESSION

At 9:28 a.m. Dr. Navarre moved, seconded by Dr. Smith that the Operating Committee goes into Closed Session to discuss the employment, compensation, and/or performance of a specific employee of SPEED and to discuss pending, probable, and/or imminent litigation, and/or matters regarding students. Any items needing approval will be voted on during open session.

On a roll call vote:

Ayes: Ms. Hardmon, 144; Dr. Mitchell, 153; Dr. Smith, 161; Ms. Dusky, 162; Dr. Nottke, 163; Ms. Lindsay, 167; Dr. Johnson, 168; Ms. Belotti, 201U; Dr. Navarre, 206; Dr. Harris, 227.

Absent: Dr. Jackson, 169; Mr. Amadio, 170; Dr. Kuzniewski, 172; Dr. Frusher, 194; Dr. Mansfield, 233 and Mr. Bean.

CONSENT AGENDA

Dr. Navarre moved, seconded by Dr. Smith that the Operating Committee approves the Consent Agenda as presented.

- A. Personnel Report
- B. Approval of Minutes of September 20, 2019
- C. Approval of Closed Session Minutes of September 20, 2019
- D. Approval of Non-recurring and Recurring Bills
- E. Approval of Imprest and Activity Funds of August, 2019

On a roll call vote:

Ayes: Ms. Hardmon, 144; Dr. Mitchell, 153; Dr. Smith, 161; Ms. Dusky, 162; Dr. Nottke, 163; Ms. Lindsay, 167; Dr. Johnson, 168; Ms. Belotti, 201U; Dr. Navarre, 206; Dr. Harris, 227.

Absent: Dr. Jackson, 169; Mr. Amadio, 170; Dr. Kuzniewski, 172; Dr. Frusher, 194; Dr. Mansfield, 233 and Mr. Bean.

Nays: None

Motion carried.

NEW BUSINESS

No New Business Items

OLD BUSINESS

No Old Business Items

INFORMATION

No Information Items

ADJOURNMENT

Dr. Navarre moved, seconded by Dr. Smith to adjourn the meeting.

Motion carried by voice vote.

Dr. Mitchell adjourned the meeting at 9:34 AM.

Cass Giles

[Signature]
Dr. Gregory Jackson, Secretary
Cassandra Giles, Recording Secretary

Date: 10/18/2019



Mr. Bean, President
SPEED Operating Committee

