EXECUTIVE MEETING

I. Call to Order:
   a. Mr. Whitsitt called the Executive Board meeting to order at 8:03 a.m.

II. Roll Call
   a. Roll call was taken. The members physically present formed the necessary quorum. Mr. Wilder arrived at 8:14 a.m.

III. Recognition of Visitors/Public Comments
   a. There were two visitors; Matt Crowley and Becky Ince.
   b. There were no public comments.

IV. Approval of Agenda
   a. Mr. Whitsitt called for a motion to approve the April 16, 2019 Agenda. Dr. Curry motions to approve the Agenda, and Mr. Sornberger seconded. The Executive Board approved the motion by voice vote.

   **Closed Session was tabled due to the absence of a required employee. A phone call and email was sent to the employee inquiring as to their arrival time. Due to time constraints, members decided to move forward with the regular meeting while waiting for a response.**

V. Approval of Minutes
   a. Mr. Whitsitt called for a motion to approve the Executive Board minutes of March 19, 2019 Regular Session. Dr. Curry motioned to approve the minutes, and Mr. Sornberger seconded. The Executive Board approved the motion by voice vote.

VI. Approval of Consent Agenda
   a. Mr. Whitsitt called for a motion to approve the following Consent Agenda items:
      i. Approval of the March & April Board Bills.
      ii. Approval of the March Payroll and Claims.
   Members were given time to ask questions regarding the items. Ms. Deschamps explained the Bills, Payroll and Claims. Dr. Curry motioned to approve the Consent Agenda, and Mr. Sornberger seconded. The Executive Board approved the motion roll call vote.

VII. Discussion Items
   a. Ms. Deschamps brought the continued issue of the paid paraprofessional work days. Members discussed how to create a consist formula. It was decided that work days would total 190. That
total came from the 176 Student Days that the Illinois State Board of Education required plus 14 paid holidays.

b. The annual Indicator 14 Report was presented to the Board. The Illinois State Board of Education chose three members; District 202, District 210 and District 238 to complete the report. Ms. Deschamps explained the processed and assured members that her office staff was already preparing documentation for the report on their behalf. Members were notified that June 28, 2019 was the deadline to submit the report.

c. Members were notified of their status regarding Maintenance of Effort. Five districts; District 202, District 208, District 238, District 276 and District 304 were required to complete additional paperwork in order to meet maintenance of effort. Ms. Deschamps explained that she needed their individual Annual Financial Reports as well as possible other reports in order to process the required paperwork.

**Contact had been made with the employee and the Executive paused in order to go into Closed Session.**

VIII. Closed Session

a. Mr. Whitsitt stated that there was a need to go into closed session. Mr. Farquer motioned to enter into closed session. Dr. Curry seconded the motion. The motion was approved by voice vote at 8:28 a.m. The Executive Committee, entered into closed session to discuss:

i. The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on the complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

b. The Executive Committee existed closed session at 8:42 a.m. with a motion from Dr. Curry. Mr. Sornberger seconded the motion. The motion carried by voice vote.

IX. Action Items: Members took action on three items.

a. Mr. Whitsitt called for a motion to approve the Employment of Personnel in the Attached Personnel Report. Mr. Farquer motioned to approve the report. Mr. Wilder seconded the motion. The Executive Board approved the motion by roll call vote.

b. Mr. Whitsitt called for a motion to approve the acceptance of the resignation of Personnel in Attached Personnel Report. Dr. Curry motioned to accept the resignation, and Mr. Sornberger seconded the motion. The Executive Board approved the motion by roll call vote.

c. Mr. Whitsitt called for a motion to approve the dismissal of certified staff for reasons other than Reduction in Force (RIF). Mr. Farquer motioned to accept the resignation, and Mr. Fletcher seconded the motion. The Executive Board approved the motion by roll call vote.

X. Discussion Items (Continued)

a. Ms. Deschamps updated members on projections for the 2019-2020 School Year. Changes to staff assignments were presented as well as staff openings and needs. Members discussed options for the Junior High ED program in Abingdon-Avon, Knoxville or ROWVA.

b. Ms. Deschamps spoke to the members regarding the Board Governing structure. She requested that the current President and Secretary remain in their posts for the 2019-2020 year for consistency during the transition of the new director. Members were encouraged to notify Ms. Deschamps of any changes to the Governing Board participants for the 2019-2020 School Year.

c. Members discussed issues regarding the Intergovernmental Agreement with District 205. A meeting with Galesburg’s superintendent was planned.

d. Training and Institute Needs was tabled.

e. Transition Plan for Incumbent Director was tabled.

XI. Discussion Items

a. Ms. Deschamps requested information regarding how member districts were handling the excessive “Act of God Days”. Members discussed options for personnel who needed to make up the “Act of God Days”.
b. Members were updated on the status of the transitional plan for the incumbent director. Ms. Deschamps stated that planned meetings were being scheduled for each district and staff.

c. The topic was discussed prior to the Action Item vote.

d. Ms. Deschamps spoke regarding the IDEA Allocation changes in effect for the 2019-2020 School Year. Ms. Deschamps informed Members of suggestions made the Cooperative’s Auditor. Training time was scheduled after the April Executive Board meeting to work on individual grants.

e. Members were given information regarding the upcoming Child Count deadline. Ms. Deschamps encouraged members to review data and make any needed changes prior to the March 1, 2019 upload to the Illinois State Board of Education.

f. Topics surrounding Preschool and Early Intervention were discussed. Ms. Deschamps encouraged members maintain communication among staff and parents. The merits of a center-based PreK room was discussed.

g. Ms. Deschamps announced the completion of the Cooperative’s insurance renewal. The paperwork was submitted on January 28, 2019 and rates did not change.

h. Ms. Deschamps spoke of the importance of continuing to have Knox-Warren’s Director and/or the Coordinators attend administrator meetings at each district. Ms. Deschamps stated that such meetings kept staff updated on issues, projected classroom numbers, staff concerns and training updates.

i. Ms. Deschamps updated members on staffing assignments and program planning for the 2019-2020 School Year.

j. Topics involving trainings and institutes were discussed.

XII. Administrative Reports

a. Budget and Finance report was tabled.

b. Ms. Deschamps presented the Executive Board with a proposal to pay districts to place Knox-Warren Special Education District Coordinators on their EvaluWise system for staff evaluations. Mr. Wilder and Mr. Whitsitt agreed to place the coordinators on their system and invoice Knox-Warren Special Education District for the costs.

c. Policy report was tabled.

d. Ms. Deschamps updated members on job postings for the Cooperative.

XIII. Comments by Executive Board

a. There were not comments

XIV. Future Agenda Items

a. The list of future agenda items included CPI Trainers and Employee Handbook.

XV. Future Meeting Date and Time

a. The date and time for the next Knox-Warren Special Education District Executive Board meeting was announced as Tuesday, May 21, 2019 at 8:00 a.m. at 105 North E. Street, Monmouth, IL 61462.

XVI. Adjourn

a. The Executive Board adjourned at 9:25 a.m. with a motion from Mr. Wilder. Mr. Sornberger seconded the motion. The Executive Board approved the motion by voice vote.

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President

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Secretary