Members Present:  
District 304: Mr. Whitsitt  
District 238: Mr. Fletcher  
ROE 33: Mrs. Scott  
District 276: Dr. Curry  
District 202: Mr. Wilder  
District 210: Mr. Farquer  
KWSED: Mr. Crowl  

Members Absent:  
None  

Members Late:  
None  

EXECUTIVE MEETING  
I. Call to Order:  
a. Mr. Whitsitt called the Executive Board meeting to order at 8:01 a.m.  

II. Roll Call  
a. Roll call was taken. All members were present and formed a quorum.  

III. Recognition of Visitors/Public Comments  
a. There were no visitors.  
b. There were no public comments.  

IV. Approval of Agenda  
a. Mr. Whitsitt called for a motion to approve the December 17, 2019 Agenda. Dr. Curry motioned to approve the Agenda, and Mr. Wilder seconded. The Executive Board approved the motion by voice vote.  

V. Approval of Minutes  
a. Mr. Whitsitt called for a motion to approve the minutes from November 19, 2019 Open Session minutes as well as the November 19, 2019 Closed Session minutes. Mr. Farquer motioned to approve the minutes, and Mr. Wilder 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 November and December 2019 Board Bills.  
   ii. Approval of the November Payroll and Claims.  
Members were given time to ask questions regarding the items. Mr. Crowl explained the Bills, Payroll and Claims. Dr. Curry motioned to approve the Consent Agenda, and Mr. Fletcher seconded. The Executive Board approved the motion by roll-call vote.  

VII. Discussion Items  
a. Mr. Crowl updated members on current staffing needs for the 2019-2020 School Year. The following openings were announced; one Coordinator (new position), one Receptionist/Medicaid Manager (Administrative Office), one Social Worker, one Psychologist and four Paraprofessionals. Mr. Crowl stated that an advertisement was placed in The Register-Mail as well as The Burg for the Paraprofessionals and Receptionist/Medicaid Manager. The other positions were listed on the Illinois Association of School Administrator’s Job Bank website.  
b. Members were told that the installation of the new phone system was completed and activated. The internal technology audit results were disclosed. Needed components included firewall,
antivirus, access points, additional wiring and switches. Mr. Crowl said the status of the final quote for audit needs was being calculated.

c. Mr. Crowl stated that he had spoken with Dawn Michaud regarding the Intergovernmental Agreement with Galesburg District 205. Mr. Crowl said that Ms. Michaud spoke of concerns with the increased cost. It was also revealed that Ms. Michaud had reached out to Knox-Warren Special Education District staff members about contracting individually with Galesburg District 205.

d. It was announced that an additional office unit was added to the existing lease agreement with the Bondi Building Corporation. The additional space was needed due to additional staff being hired.

VIII. Action Items

The members took action on two items.

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

Mr. Whitsitt called for a motion to approve the Knox-Warren Special Education District Work Load Statement. Mr. Fletcher motioned to approve the Work Load Statement. Mr. Wilder seconded the motion. The Executive Board approved the motion by voice vote.

IX. Administrative Reports

a. Budget and Finance
   i. Members were presented with the FY19 Annual Financial Report.
   ii. Mr. Crowl reminded Members that the annual Excess Cost Report was due in January. Mr. Crowl outlined what documentation was needed in order to complete the Report.
   iii. Members were given outlining their FY19 Tuition refund. The refund was due to placing additional costs onto the IDEA Part B Flow through grant.

b. Medicaid
   i. Mr. Crowl announced the date and times for the upcoming Medicaid training for staff.

b. ISBE
   i. Members were given information regarding the new legal requirements for dealing with students placed in timeout as well as restraining students.

d. Net Up Curriculum
   i. Mr. Crowl updated Members on Cory Finneran’s decision not to offer a free trial for a month.

X. Closed Session

a. Mr. Whitsitt called for a motion to enter into Closed Session. Dr. Curry motioned to enter into closed session. Mr. Fletcher seconded the motion. The motion was approved by roll call vote at 8:24 a.m. The Executive Board 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 a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity.

b. The Executive Board existed closed session at 8:34 a.m. with a motion from Mr. Fletcher. Dr. Curry seconded the motion. The motion was carried by voice vote.

XI. Comments by Executive Board

a. There were no comments from the Executive Board.

XII. Future Agenda Items

a. Future agenda items included projections.

XIII. Future Meeting Date and Time

a. The next regular meeting was given as 8:00 am Tuesday, January 21, 2020 at 105 North E Street, Monmouth, IL 61462.
XIV. Adjourn
   a. The Executive Board adjourned at 8:35 a.m. with a motion from Dr. Curry. Mr. Wilder seconded the motion. The Executive Board approved the motion by voice vote.

President

Secretary