EXECUTIVE MEETING

I. Call to Order: Mr. Whitsitt called the meeting to order at 8:07 am.

II. In accordance with Executive Order 2020-10 issued by Governor J.B. Pritzker, this Board meeting will take place virtually. Members of the public may listen by calling (US 1 862-231-4424) and entering PIN number (352 594 081) followed by #. Members of the public will not be allowed to participated in the meeting and will be asked to identify themselves so their virtual attendance can be entered in the minutes of the meeting. If members of the public wish to make a public comment, it must be received by 4:00 p.m. on Monday, October 19, 2020. Public comments can be emailed to zcrowl@kwsed.org.

III. Roll Call
   a. Roll call was taken. Members present constituted a quorum. Mr. Fletcher and Mrs. Scott were absent.

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

V. Approval of Minutes
   a. Mr. Whitsitt called for a motion to approve the Open Session Minutes from the September 15, 2020 Regular Executive Board Meeting. Mr. Burgess motioned to approve the minutes, and Mr. Farquer seconded. The Executive Board approved the motion by roll-call vote.

VI. Approval of Consent Agenda
   a. Mr. Whitsitt called for a motion to approve the following Consent Agenda items:
      i. Approval of the September & October 2020 Board Bills.
      ii. Approval of the September Payroll and Claims.

   Members were given time to ask questions regarding the items. Mr. Crowl explained the Bills, Payroll and Claims. Mr. Sornberger asked how mileage submissions were going. Mr. Crowl stated that mileage accuracy was increasing with only one problematic submission issue. Dr. Curry motioned to approve the Consent Agenda for Board Bills, and Mr. Farquer seconded. Dr. Curry motioned to approve the Consent Agenda for Payroll Claims. Mr. Farquer seconded. The Executive Board separately approved both motions by roll-call votes.
VII. Discussion Items
   a. Members discussed the results of a Salary Survey conducted by Mr. Crowl. A survey was sent to Knox-Warren Special Education District staff members regarding possible salary raise increments. Staff members were asked which they preferred; a long-term contract with lower guaranteed raises, or a short-term contract with higher raises but no guaranteed raises. The majority of the 35 respondents picked longer contracts with guaranteed raises. Mr. Whitsitt requested confirmation that the guarantee was regarding raises and not employment. Mr. Crowl confirmed that the guarantee reflected raises and not employment. Mr. Whitsitt stated he felt that two percent raises over the next five years was a good offer to make to staff. Mr. Burgess also agreed. Mr. Whitsitt stated that further discussion needed to be scheduled for Closed Session during the November 17, 2020 Executive Board meeting.

   b. Mr. Crowl opened the discussion regarding the annual Intergovernmental Agreement with Galesburg District 205. Members were asked if the Cooperative wanted to extend the Intergovernmental Agreement for another year. Mr. Sornberger asked what the deadline was for Galesburg District 205 to state their intentions. Mr. Crowl stated February 2021 was the deadline. Mr. Sornberger said he was in favor of extending. Mr. Crowl said a possible new contract should be completed by March 2021. Mr. Sornberger said to send the proposal and see what happens. Dr. Curry and Mr. Whitsitt agreed.

VIII. Action Items
   The members took action on one item.

   Mr. Whitsitt offered the opportunity for any questions regarding the upcoming Personnel Report. Mr. Sornberger asked if Knox-Warren Special Education District was going to accept the mid-year resignation of a School Social Worker. Members were of the opinion to allow an employee to resign rather than force them to remain in the position. Mr. Sornberger asked how the Cooperative was dealing with the open position. Mr. Crowl stated that existing staff members were being re-positioned to cover the needed openings. Mr. Crowl said fulfilling service minutes might be tight but was covered. Dr. Curry offered the use of an Abingdon-Avon hired Social Worker as a short-term solution. No further questions were offered. Mr. Whitsitt called for a motion to approve the Employment of Personnel in the Attached Personnel Report. Mr. Sornberger motioned to approve the Personnel Report. Mr. Burgess seconded the motion. The Executive Board the motion by roll-call vote.

IX. Administrative Reports
   a. Budget and Finance
      i. Mr. Crowl stated that the Knox-Warren Special Education District FY21 was submitted to both Knox and Warren County Court Houses as well as to the Illinois State Board of Education.
      ii. Members were told that Annual Financial Report was completed. Mr. Crowl said that the auditors were impressed with the improvements made during the FY20 School Year.
      iii. Mr. Crowl reminded members of their FY21 IDEA Grant payments to Knox-Warren Special Education District, required expenditure reports to Illinois State Board of Education as well as the Quarterly Progress Reporting. Members were encouraged to contact Knox-Warren Special Education District office for any assistance they might need.

   b. KWSED
      i. Medicaid
         1) Members were given a updates on upcoming Medicaid trainings organized by Sherry Davis. Dr. Curry asked what type of training was occurring. Mr. Crowl confirmed that Sherry Davis was completing the training schedule of District-hired staff. No Zoom conferences were currently planned.
         2) Mr. Crowl presented members with a report that showed the highest accuracy rate for billing to date.
ii. Staff Openings
   1) Mr. Crowl reported that open teaching positions in Monmouth-Roseville and Knoxville were filled with long term substitutes.
   2) Members were told that a possible mid-year hire of a teacher might occur in January.
   3) Mr. Crowl stated that a Speech Pathologist Intern at Western Illinois University was considering applying at Knox-Warren Special Education District.

X. Closed Session
   a. Mr. Whitsitt stated that there was no need for Closed Session.

XI. Comments by Executive Board
   a. Mr. Farquer stated that Williamsfield had contacted Tiny Eye and Lighthouse regarding Social Worker and counseling services. Mr. Whitsitt agreed and stated a need to look at obtaining such services from the Cooperative perspective. Mr. Crowl said that member districts had the right to ask for additional Social Worker days. That cost was to be part of the Discussion Items for the November 2020 Executive Board meeting.
   b. Dr. Curry wished to thank Mr. Crowl for assisting in getting a billing issue corrected at Camelot.

XII. Future Agenda Items
   a. Future agenda items included Rate Offer for Staff, staffing needs and the Intergovernmental Agreement with Galesburg District 205.

XIII. Future Meeting Date and Time
   a. The next regular meeting was stated to be 8:00 am Tuesday, November 17, 2020.

XIV. Adjourn
   a. The Executive Board adjourned at 8:37 a.m. with a motion from Mr. Farquer. Mr. Burgess seconded the motion. The Executive Board approved the motion by roll-call vote.

_____________________________________President

_____________________________________Secretary