Knox-Warren Special Education District

Zach Crowl, Director
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Knox Warren Special Education District
Executive Board Meeting
311 East Main Street, Galesburg, IL 61401
September 15, 2020

Members Present: Via Phone
District 202: Mr. Burgess
District 276: Dr. Curry
District 210: Mr. Farquer
District 304: Mr. Whitsitt
KWSED: Mr. Crowl

Members Absent
District 238: Mr. Fletcher
ROE 33: Mrs. Loving

Members Late: Via Phone
District 208: Mr. Sornberger

EXECUTIVE MEETING
I. Call to Order: Mr. Whitsitt called the meeting to order at 8:05 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 participate 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, September 14, 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. Mr. Sornberger accessed the meeting at 8:07 am.

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 August 25, 2020 Regular Executive Board Meeting. Dr. Curry motioned to approve the minutes, and Mr. Burgess 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 August and September 2020 Board Bills.
      ii. Approval of the August 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 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 Study conducted by Mr. Crowl. The results showed that Knox-Warren Special Education District was competitive during the first year of employment. However, the Cooperative was not competitive by the fifth year of employment. Members discussed the likelihood that difficulties in regards to hiring also included more than salary. As a result, it was determined that future discussion was needed.
b. Mr. Crowl announced that Sherry Davis was nearly finished preparing for Medicaid training.

c. It was announced that Knox-Warren Special Education District was able to garner enough interest to offer a new Voluntary Life Insurance program for employees beginning September 2020. Mr. Crowl also stated that Fairbanks had been changed to PCG Claiming System for Medicaid billing. That change had been dictated by the State of Illinois.

d. Mr. Crowl presented the Executive Board with information regarding the new IT contract with HEART. The new contract went from a preordered system to a remote control system. The total charge was a reduction from the prior contract.

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

There were no employment changes posted. As a result, Mr. Whitsitt announced that there was no Personnel Report to approve.

Mr. Whitsitt called for a motion to approve the New Technology Contract with HEART. Mr. Farquer motioned to approve the New Contract. Mr. Burgess seconded the motion. The Executive Board the motion by roll-call vote.

IX. Administrative Reports
a. Budget and Finance
   i. Mr. Crowl reminded members that the Governing Board was scheduled to meet on September 22, 2020 at 6:00 pm. The Agenda showed that the FY20 Amended Budget and FY21 Budget were items for approval.
   ii. Members were told that the annual Audit was nearly completed.

b. ISBE
   i. Mr. Crowl state that there were no new changes to the Special Education guidelines from the Illinois State Board of Education.

 c. KWSED
   i. Members were given a student count for their individual districts.

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

XI. Comments by Executive Board
a. Mr. Farquer wished to thank the Executive Board members for their help while he had been unavailable during July and August.

b. Mr. Burgess wished to thank the Secretaries in Knox-Warren Special Education District Admin Office for their help with Knoxville’s IDEA Grant application.

c. Mr. Whitsitt stated that the Executive Board needed to create a new salary raise schedule, so Members needed to discuss the topic in October and November. Mr. Whitsitt further suggested that the new rates needed to be announced sometime in January to Staff.

XII. Future Agenda Items
a. Future agenda items included staff incentives and Staff pay structure.

XIII. Future Meeting Date and Time
a. The next regular meeting was stated to be 8:00 am Tuesday, October 20, 2020.

XIV. Adjourn
a. The Executive Board adjourned at 8:25 a.m. with a motion from Mr. Farquer. Mr. Burgess seconded the motion. The Executive Board approved the motion by roll-call vote.
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_____________________________________President

_____________________________________Secretary