



## SPECIAL EDUCATION DISTRICT OF MCHENRY COUNTY

### COMMITTEE OF THE WHOLE MINUTES

February 17, 2021

The meeting was called to order at 8:07 a.m.

Present: Ms. Lea Damisch, Dr. Debbie Ehlenburg (R) Dr. Linda Dujmovich (R) Ms. Cathy Neiss, Mr. Bryan Millard, Dr. Ryan McTague, Ms. Karen Parks, Dr. Tim Burns, and Ms. Kim Egerstaffer.

Approval of Minutes: Ms. Niess moved to approve and, Ms. Parks seconded to approve the minutes from the January 20, 2021 meeting. Motion carried.

#### **Old Business:**

**2020/21 Needs Assessment Update:** Dr. Burns updated the Board on the FY 20/21 Needs Assessment. Most all of the districts replied. Some of the interests were Countywide Supervisory Meetings, Licensure and disciplines, Professional Development trainings, Audiology needs, and other specific district related service needs. Dr. Burns would give a more in-depth report of the Needs Assessment at the Governing Board Meeting on March 3<sup>rd</sup>.

**2-4-21 Administrative Academy:** Dr. Burns reported that the 2-4-21 Administrative Academy was successful.

**3-11-21 @ 9:00 am = ESY Compensatory Education Claims:** Dr. Burns gave a brief review of the ESY Compensatory Education Claims presentation given by Eisenhower Cooperative, Zaria Uden and Ren Ruth, and Robbins Schwartz that was presented in February. The presentation touched on topics such as ESY Services – Definition Recap, Eligibility, Criteria to Determine Eligibility and reviewed specific Case Examples.

**Update on R.S.S.P. Program:** Dr. Burns updated the Board on the RSSP Program current situation. Concerns have been brought up regarding SEDOM Liabilities, responsibilities of Dr. Schermerhorn, the current Directors responsibilities, Teacher Evaluations and who is responsible for evaluation reporting. The hiring process of the RSSP employees was also discussed. Dr. Burns would be setting up a meeting with Dr. Schermerhorn to discuss protocols and responsibilities and will report back to the Board with the results of that meeting.

#### **New Business:**

**Discussion regarding County Wide Related Service Facilitators:** Dr. Burns discussed with the Board the need for County Wide Related Service Facilitators and meetings. A question of whether facilitator meetings needed to be done. It was established that meetings were important for upkeep with licensure.

**Statement of Economic Interests:** Dr. Burns reminded the Board Members to turn in their Statement of Economic Interest. All had stated that they had turned theirs in.

**Learning Environment Coordinator:** Dr. Burns had Ms. Melissa Galan present on her position of Learning Environment Coordinator. Ms. Galan discussed some of the roles of her position including Professional Development such as trainings of CPI Initial Certifications, CPI Renewal Certifications, CPI Verbal Interventions, Ace Intervention Trainings and Paraprofessional Support Trainings. She also spoke of her partnership with the McHenry County Truancy Officer with supporting the Truancy Staff, support of students and their families, supporting member districts' truancy support and providing alternatives to legal consequences of Truancy. She also discussed her involvement writing a grant for Mental Health Awareness. The grant would be in the amount of \$125,000 over 5 years to provide mental health trainings. It would provide paid professional development\* to educators on Saturdays and non-school days and reimburse member districts for substitute teachers, allowing staff to attend professional development. She also spoke about her networking amongst McHenry County School Districts & Schools, Community Resources, Regional Office of Education, McHenry County Mental Health Board School Professionals meetings and her involvement with ISBE Emotional Learning & Social / Emotional Taskforce.

**Board Docs-Current Board Packet Management Process:** Dr. Burns asked the Board if they wanted to change the Board Packet Process. The Board agreed that the current structure is fine.

**Confirmation of 3-17-21 Executive Board Meeting Date:** Dr. Burns confirmed the date and time of the next Board Meeting. The Board Meeting will be held on March 17<sup>th</sup> starting with Committee of the Whole at 8:00 a.m.

**Potential Change of time for all remaining FY 21 Board Meeting Times:** The meeting times were also discussed, and the current structure of the meeting will work for all the members.

#### **Finance:**

**January Financial Reports:** Financial statements for January were reviewed noting the percentages of revenue and expenses compared to the budget for each fund as of January 31, 2021, 58.3% of the FY 2021 budget is complete. Revenues are received at 59.33% and expenditures are received at 54.66%. Total Outstanding Receivables were \$8,400.43 for all funds. Revenues for the Education Fund are received at 61.57% while expenditures are at 60.13%. Outstanding Receivables as of January 31, 2021 were at \$0.00. Operations & Maintenance revenues are received at 48.45% of budget while expenditures are at 26.08%. Outstanding Receivables as of December 31, 2020 were at \$8,400.43. Cash as of January 31, 2021 total \$4,260,419.37 for all funds.

**February Bill List:** The February bills totaled \$ 15,904.24. Of this total, 0.00% of the total bills were payments back to member districts. IDEA reimbursements claimed by member districts total \$0.00. Administration is recommending the approval of the February Bills and reasonable and customary bills through February 28, 2021.

**Resolution to Direct preparation of the Tentative FY22 Budget:** Dr. Burns made the recommendation to accept the Resolution to Authorize the Direct preparation of the Tentative FY 22 Budget.

#### **Facilities Item:**

**School Maintenance Project Grant:** Dr. Burns reviewed the upcoming construction schedule with the Board. There will be asbestos removal over the Spring Break. Access to the Building during the asbestos removal will be limited. There will be a constriction meeting on March 10<sup>th</sup>. Dr. Burns will report more at the next Board Meeting.

Dr. Burns reminded the Board of the upcoming Governing Board Meeting on 3-3-21.

The meeting was adjourned at 8:40 a.m.

The Next meeting of the Committee of the Whole will be held on Wednesday, March 17<sup>th</sup>, 2021 at **8:00 a.m.** in the SEDOM Board Room.