

**Regular Meeting of the Executive Board of the TCSE Joint Agreement**  
**1725 Shomaker Drive, Murphysboro, IL 62966**  
**February 8, 2017 10:30 a.m.**  
**-Minutes of the Regular Session-**

The Regular February meeting of the TCSE Executive Council was Called to Order at 10:30 a.m. by Chairman Chris Grode.

**Roll Call:** Superintendent Shelly Clover-Hill, Supr. Chuck Goforth, Supr. Chris Grode, Supr. Gary Kelly, Supr. Steve Murphy, Supr. Tim O'Leary, and Mr. Justin Miller (for Supr. Michael Shimshak), all Present. Supr. Belinda Hill, and Supr. Lori James-Gross, Absent.

**Agenda:** Mr. Murphy made a motion to approve the Agenda as presented. Dr. Kelly seconded the motion. A Voice Vote was recorded as follows: Aye, all. Nay, none. **Motion Carried.**

**Consent Agenda:** Ms. Clover-Hill made a motion to approve the following items in the Consent Agenda as presented.

- A. January 11, 2017 Regular Meeting Minutes
- B. January 11, 2017 Regular Meeting Closed Session Minutes (Confidential Packet)
- C. Treasurer's Report
- D. Schedule of Bills
- E. Administrative Outreach & Fee-for-Service Report

Mr. Goforth seconded the motion. A Roll Call vote was recorded as follows: Ms. Clover-Hill, Aye; Mr. Goforth, Aye; Mr. Grode, Aye; Dr. Kelly, Aye; Mr. Murphy, Aye; Mr. O'Leary, Aye; and Mr. Miller, Aye. **Motion Carried.**

**Recognition of the Audience:** Public: No visitors, no concerns. Employee: Ms. Robin Hastings, TCSEA Representative and Ms. Jennifer Bunton, TCSEA President. No concerns were noted.

**FOIA Requests:** None

**Donations:** None

**Old Business:**

- A. **Update CD Classroom Location for the 17/18 School Year:** Director Pearcy provided an update on the search for a suitable location for a CD classroom. Unity Point has a classroom available and Dr. James-Gross is agreeable to allowing the relocation of this classroom back to her building. An alternate option is to move the classroom to TC Center. TCSE administrators will consider all reasonable options and make their decision based on the unique needs of the students projected to attend this classroom and the resources available to each of their districts.
- B. **Notice from Districts for 17/18 School Year Changes to TCSE Provided Services & Programming:** Director Pearcy provided an update on current information from districts in regards to changes in programs/services for 17-18.
  - 1. Unity Point plans to provide their own in-house Social Work services for the 17/18 school year. Dr. James-Gross agrees to provide Social Work support for TCSE classrooms housed in Unity Point district.
  - 2. No other districts indicated any anticipated changes to current programs/services for their students.Districts are reminded that TCSE will need any planned changes ASAP to better project staff levels for 17-18.
- C. **16/17 TCSE ESP Seniority Lists:** The required 10-day period to submit objections to the 16/17 TCSE ESP Seniority List passed. The finalized list has been posted on the TCSE website and at all TCSE office locations.

**New Business:**

- A. **TCSE Job Descriptions:** Director Pearcy updated the Board on her intention to continue updating/revising TCSE job descriptions to adjust for outdated and/or inconsistent formatting and overall relativity to current job qualifications and duties. Many TCSE Job descriptions have not been revised in several years. The TCSE Administrative team is working to make necessary revisions to both administrative/supervisory positions, as well as positions included in the Collective Bargaining Agreement. As revisions are completed, the new job descriptions will be shared with the TCSE Association.
- B. **TC Center School Principal Employment Opening:** Director Pearcy intends to have a Recommendation to Hire for the 17-18 TC Center School Principal position by the April Regular Executive Council meeting. The position has been posted both internally and externally, the deadline for applications is March 6 and interviews will be held beginning on or around March 28. If an internal candidate is selected, this will allow ample time to fill any other open position that may occur as a result.
- C. **Performance Evaluation Tools for CSBO and Clinical Director:** Director Pearcy presented 2 new Evaluation tools to the Board. TCSE did not have an evaluation tool for either the CSBO or Clinical Director positions to be used during their evaluation cycles. The new evaluation tools have been created to reflect current job qualifications and responsibilities with input from both the CSBO and Clinical Director, respectively.

- D. **SDS Update:** Director Percy informed the Board of an email sent by TCSE to notify districts in our area of a presentation that TCSE agreed to allow SDS to hold in our Boardroom. Some recipients interpreted this as a push to purchase the program. Director Percy clarified the email was intended merely to inform districts of the event, TCSE is not promoting the use or purchase of SDS. TCSE purchased SDS last year and it has met our needs, however, it is not necessary for districts to purchase SDS to facilitate any business dealings with TCSE.
- E. **Annual Filing of the Statement of Economic Interests:** Director Percy notified the Board that TCSE has received the annual Statements of Economic Interests from the Jackson County Clerk. TCSE Administrative Assistant will collect them and ensure proper filing with the County Clerk's office.
- F. **MOU between SIU Head Start and TCSE:** Director Percy informed the Board that TCSE had recently signed a standard Memorandum of Understanding with SIU Head Start to continue the cooperative relationship built around and supporting the ISBE EI to ECH Transition referral process. This allows TCSE the ability to offer SIU Head Start programs as an option to children in Jackson County who have been identified as in need of Pre-K educational support to ready them for entry into District Kindergarten programs. TCSE will continue to facilitate the evaluation process, and when needed, offer Special Ed services to SIU Head Start students on behalf of the member districts who receive ISBE EI TO ECH referrals.

**Executive Closed Session:** Mr. Miller made a motion to enter into Executive Closed session at 10:39 a.m. to discuss the following:

- A. *To discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Joint Agreement 5 ILCS 120/2(c)(1)*
- B. *Discuss collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2).*

Dr. Kelly seconded the motion. A Roll Call vote was recorded as follows: Mr. Miller, Aye; Dr. Kelly, Aye; Ms. Clover-Hill, Aye; Mr. Goforth, Aye; Mr. Grode, Aye; Mr. Murphy, Aye; and Mr. O'Leary, Aye. Nay, none. **Motion Carried.**

**Adjournment of the Executive Closed Session:** Mr. Murphy made a motion to adjourn the Executive Closed session at 11:37 a.m. Ms. Clover-Hill seconded the motion. A Voice Vote was recorded as follows: Aye, all. Nay, none. **Motion Carried.**

**Actions discussed within Executive Closed Session:**

- A. **Mr. O'Leary made a motion to accept the Resignation Notices from the following employees as presented:**
  1. Emily Rosenow, Paraprofessional Healthcare Aide, CHOICES classroom, Unity Point
  2. Elizabeth Davidson, Individual Paraprofessional Healthcare Aide, CHOICES classroom, Unity Point
  3. Sierra Sanders-Comingore, Paraprofessional Healthcare Aide, ED classroom, TC Center

Mr. Murphy seconded the motion. A Voice Vote was recorded as follows: Aye, all. Nay, none. **Motion Carried.**

- B. **Dr. Kelly made a motion to approve the following Recommendations for Hire, pending successful completion of all required employment qualifications and verifications:**
  1. Rachel Hill, School Psychologist, TC Dewey
  2. Pam Hall, Paraprofessional Healthcare Aide, ED classroom, TC Center
  3. Logan Bowby, Paraprofessional Healthcare Aide, ECH CD classroom, McElvain
  4. Amanda Ellet, Paraprofessional Healthcare Aide, CHOICES classroom, Unity Point

Ms. Clover-Hill seconded the motion. A Roll Call vote was recorded as follows: Dr. Kelly, Aye; Ms. Clover-Hill, Aye; Mr. Goforth, Aye; Mr. Grode, Aye; Mr. Murphy, Aye; Mr. O'Leary, Aye; and Mr. Miller, Aye. Nay, none. **Motion Carried.**

- C. **Mr. Murphy made a motion to approve the Leave Requests of the following employees as presented:**
  1. Chris Girtman, FMLA, Paraprofessional Healthcare Aide, ED classroom, TC Dewey
  2. Gina Stokes, Intermittent FMLA, Principal, TC Dewey
  3. Kari Ice, Maternity FMLA, Paraprofessional Healthcare Aide, ECH Special Needs classroom, McElvain

Dr. Kelly seconded the motion. A Voice Vote was recorded as follows: Aye, all. Nay, none. **Motion Carried.**

- D. **Mr. Murphy made a motion to maintain the confidential designation of previous Closed Session minutes (July 2016-December 2016).** Mr. Goforth seconded the motion. A Voice Vote was recorded as follows: Aye, all. Nay, none. **Motion Carried.**

**Adjournment:** Mr. Miller made a motion to adjourn the Regular February Meeting of the TCSE Executive Council at 11:39 a.m. Dr. Kelly seconded the motion. A Voice Vote was recorded as follows; Aye, all. Nay, none. **Motion Carried.**

**Approved On:** 3/18/17

**TCSE Recording Secretary:** 