

Regular Meeting of the Executive Board of the TCSE Joint Agreement  
TCSE Administrative Office, 1335 N. Cedar Court, Carbondale, IL 62901  
September 11, 2019 10:30 a.m.

**-MINUTES OF THE REGULAR SESSION-**

- 1. Call to Order:** Executive Chairman Chris Grode Called the Regular September Meeting of the TCSE Executive Council to Order at 10:33 am.
- 2. Roll Call:** Supr. Daniel Booth, Supr. Chris Grode, Supra. Matt Hickam, Supr. Paige Maginel, and Supr. Nathaniel Wilson were all Present. Director Jan Percy, Asst. Director Zeppelyn Brewer, CSBO Renee Evans, and Recording Secretary Lisa Gross were also Present.
- 3. Approval of the Agenda:** Mr. Booth made a **motion to approve the Agenda as presented.** Mr. Wilson seconded the motion. A Voice Vote was recorded as follows: Aye, all. Nay, none. **Motion Carried.**
- 4. Approval of the Consent Agenda:** Mr. Wilson made a **motion to approve the Consent Agenda including the following items as presented:**
  - A. Approval of the August 21, 2019 Regular Meeting & Budget Hearing Minutes
  - B. Approval of the August 21, 2019 Regular Meeting Closed Session Minutes (Confidential Packet)
  - C. Presentation of the Treasurer's Report
  - D. Approval of the Schedule of Bills
  - E. Presentation of the Administrative Outreach & Fee-for-Service Report
  - F. Presentation of the Joint Solutions Committee Report: None, no August meeting
  - G. Presentation of TCSE 2019-20 Inter-Agency Agreements/MOU's: NoneMr. Hickam seconded the motion. A Roll Call Vote was recorded as follows: Mr. Wilson, Aye; Mr. Hickam, Aye; Mr. Booth, Aye; Mr. Grode, Aye; and Dr. Maginel, Aye. Nay, none. **Motion Carried.**
- 5. Recognition of the Audience (Public/Employee):** Ms. Stephanie Rathert, TCSEA President arrived at 10:37 am.
- 6. FOIA Requests:** None
- 7. Donations:** None
- 8. Old Business:**
  - A. 2<sup>nd</sup> Reading & Approval of TCSE Policy & Procedure 5:190, Catastrophic Illness/Injury Sick Leave Donation: TCSE agreed at the recent contract negotiations to provide a mechanism that allows all TCSE staff to request and to voluntarily contribute Sick Leave in the event of a catastrophic illness or injury. Director Percy recommends a motion to approve the new policy and its procedures. Mr. Booth made a **motion to approve TCSE Policy & Procedure 5:190, Catastrophic Illness/Injury Sick Leave Donation.** Mr. Wilson seconded the motion. A Voice Vote was recorded as follows: Aye, all. Nay, none. **Motion Carried.**  
Supr. Steve Murphy arrived at 10:35.  
Supr. Lori James-Gross arrived at 10:41.
  - B. Presentation of Updated 2019-20 Employee Handbook: Directory Percy presented the 2019-20 Employee Handbook and it will be made available to staff.
  - C. Current Status of TCSE Classrooms/Staffing Issues: Currently using paraprofessionals as teacher substitutes in 3 classrooms. Your Director has been asked to be a part of a contingency of Sp. Ed. Directors to address Sp. Ed. Teacher shortage issues at the ISBE 09/18/19 Board Meeting.
  - D. IDEA Grant District Billing/Reimbursement: TCSE CSBO, Renee Evans, sent out district bills this week. She will give a brief explanation of the process at our Board meeting.
- 9. New Business:**
  - A. Presentation of 2019-20 PERA Handbook: The PERA Committee met on 08/23/19 to review and make edits.

- B. Civil Rights Data Collection Report: As TCSE is exempt from report completion, your Director is concerned that your data may not be accurate as data collected by TCSE has not been reported. TCSE will begin sending TCSE data to each member district to be included in your report. The deadline has passed to amend information for 2017-18. The deadline for submitting data for 2018-19 is June 2020.
- C. ISBE Disproportionality: Six member districts received Disproportionality letters for various reasons. TCSE SEA's and Director will attend training in Springfield on 09/16/19 as a part of each District's team.
- D. HB3596 (Now PL 101-515) Update: As of 08/23/19, District must provide copies of any info to be considered at IEP meetings to parents at least 3 days prior to the meeting. Copies of related services logs must be made available at each annual review and as requested by the parent. TC has developed a process for TC Programs and will share our forms with districts. Each District will need to determine processes based on their circumstances.
- E. Review and Approval of Board Policy 7:180 Prevention of and Response to Bullying, Intimidation, and Harassment: The policy was reviewed and approved at the January 9, 2019 Regular Meeting of the TCSE Executive Council. Assignment of Complaint Managers was updated with PressPlus Issue 101 and approved at the August 2019 Regular Meeting of the Executive Council.
- F. TCSE Itinerant Staff Concerns: There have been reports that some TCSE Itinerant Employees who provide services in member districts, have limited phone and/or internet access and appropriate physical space to complete student services and/or assessments. Please allow adequate space for our Itinerant staff to provide services for your students, as well as access to district phones and internet as needed to complete their required business-related activities.

**10. Executive Session: Mr. Murphy made a motion at 10:54 am for the Purposes of Meeting and Statutory Exemptions under Paragraph #42 of the Open Meetings Act:**

- 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. *Collective negotiating matters or deliberations concerning salary schedules for one or more classes of employees. 5 ILCS 120/2(c)(2)*

Mr. Wilson seconded the motion. A Roll Call Vote was recorded as follows: Mr. Murphy, Aye; Mr. Wilson, Aye; Mr. Booth, Aye; Mr. Grode, Aye; Mr. Hickam, Aye; Dr. James-Gross, Aye; and Dr. Maginel, Aye. Nay, none. **Motion Carried.**

**11. Action of the Executive Session:**

- A. Dr. James-Gross made a **Motion to Approve Resignations of Employees:**
  - 1. Kacey Spencer, Paraprofessional Healthcare Aide, TC Center, effective 8/30/19
  - 2. Amy Jerrell, Paraprofessional Healthcare Aide, Jonesboro Elementary, effective 9/13/19
  - 3. Lauren Brickner, School Building Secretary, TC Center School, effective 8/27/19

Mr. Murphy seconded the motion. A Voice Vote was recorded as follows: Aye, all. Nay, none, **Motion Carried.**
- B. Mr. Hickam made a **Motion to Approve Recommendation for Hire of Employees for 2019-2020 (pending successful completion of all pre-employment requirements and/or ISBE emergency certifications):**
  - 1. Brandie Hill, Paraprofessional Healthcare Aide, TC Center School

Mr. Wilson seconded the motion. A Roll Call Vote was recorded as follows: Mr. Hickam, Aye; Mr. Wilson, Aye; Mr. Booth, Aye; Mr. Grode, Aye; Dr. James-Gross, Aye; Dr. Maginel, Aye; Mr. Murphy, Aye. Nay, none. **Motion Carried.**
- C. Mr. Murphy made a **Motion to Approve Leave Request of Employee:**
  - 1. Brenda Conner, LPN, TC Center School

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

D. Mr. Hickam made a **Motion to Approve Dismissal of Probationary Employee:**

1. Marjorie Parrish, Paraprofessional Healthcare Aide

Dr. Maginel seconded the motion. A Roll Call Vote was recorded as follows: Mr. Hickam, Aye; Dr. Maginel, Aye; Mr. Booth, Aye; Mr. Grode, Aye; Dr. James-Gross, Aye; Mr. Murphy, Aye; and Mr. Wilson, Aye. Nay, none. **Motion Carried.**

**1 2. Adjournment:** Mr. Murphy made a **Motion to Adjourn the Regular September meeting of the TCSE Executive Council at 11:16 am.** Mr. Wilson Seconded the motion. A Voice Vote was recorded as follows: Aye, all. Nay, none. **Motion Carried.**

**TCSE Executive Secretary:**

**Recording Secretary:**

**Approved On:**

