

# SPEED S.E.J.A. #802

## OPERATING COMMITTEE MEETING MINUTES

Regular Meeting  
SPEED Operating Committee  
SPEED Building/Zoom Teleconference  
9:00 a.m.

June 11, 2020

### CALL TO ORDER

At 9:01 a.m. Mr. Bean called the meeting to order.

### ROLL CALL

On roll call the following members answered present: Ms. Hardmon, 144; Ms. Latman, 161; Ms. Dusky, 162; Dr. White, 163; Ms. Lindsay, 167 (9:07 am); Dr. Leak, 168; Dr. Jackson, 169 (9:10 am); Mr. Amadio, 170; Dr. Kuzniewski, 172; Dr. Frusher, 194 (9:07 am); Dr. Coglianesse, 201U; Dr. Harris, 227; Dr. Mansfield, 233 (9:09); Mr. Bean

Absent: Dr. Mitchell, 153; Dr. Navarre, 206

Dr. Halliman, Superintendent was present as well as the following SPEED Staff: Mr. Kevin Slattery, Director of Business and Finance; Ms. Sharon Curry, Director of Human Resources; Dr. Maureen White, Director of District Services; Ms. Sue Janacek, Mr. Gregory Furgason, Director of Technology, Mr. Joseph Kekelik, Buildings and Grounds Director; Principals: Ms. April Brown, Ms. Kellie Clark, Ms. Amina Payne and Ms. Nicole Taylor.

Also present: Mr. Ray Hauser, Attorney from Hauser, Izzo, Petrarca, Gleason & Stillman, LLC

### RECOGNITION OF VISITORS

No visitors were present at the meeting.

### PRESENTATION

Mr. Slattery provided a detailed review of the tentative FY20/21 Budget (1<sup>ST</sup> draft) noting that the template has been changed as compared to the previous budgets' submitted. Mr. Slattery reminded the Board that beginning July 1<sup>st</sup>, the procedural change for the IDEA Grant will go in to effect noting that this change hugely impacts the Cooperatives. This change led to revision and approval of the Intergovernmental Agreement (IGA) as well as within the IGA, a membership fee. In terms of the revenue, we have a new membership fee that is based on 12.5% of both the IDEA Preschool and Flow-through Grants noting that invoices will be sent out to the districts and that the Business Managers have been notified of the amounts being invoiced. We also have the menu of optional services that districts may require such as Speech and OT. Each individual expenditure line item has been reviewed for trends from this year to next year. In general, there will be a tuition increase of 3% compared to FY20. On the expenditure side, all of the IDEA line items are "0" because the grants are now flowing directly to the districts. The salary increase is on track for a 2.85% increase as per the Collective Bargaining Agreement for the 20/21 school year. In calculating the new medical/dental benefits, we found that we are actually coming in under budget. There is approximately a 1.5% increase in supplies which reflects a reduction in costs. Mr. Slattery noted that we do have a significant increase in "purchased services" because contract employees were used to fill open positions that were in the budget. We will however come in under budget for salaries because

of these unfilled positions. Mr. Slattery indicated that he hopes that by June 30, we will still have a \$6M fund balance.

Mr. Slattery further explained that another new facet for SPEED, in terms of what resulted in the new IGA, is Appendix C, Fee for Services menu. Appendix C resulted from discussions with the Finance Committee and our consultant, Ms. Yasmin Dada. During the process, he and Ms. Dada took a lot of time reviewing each of the related services that we would provide for our Member Districts next school year. Additionally, they took a look at other area Cooperatives that have this menu of services (Appendix C) and compared to SPEED's expenses for these services to come up with the Fee for Services cost menu. He also indicated that all services provided to non-member districts will be charged the regular fee along with an additional 10% fee.

Mr. Slattery pointed out one additional new item for SPEED this year concerns speech services. Speech services will be an extra cost service. This cost was pulled out of the tuition. Also, the "no show" fee that SPEED has paid to Sertoma has also been added. This fee will be charged at a rate of \$145 for each student that does not show up. Finally, any interpreting services (sign language and Spanish) have also been included as well.

Mr. Slattery reported that his goal is to assist the new Business Manager and Accounts Receivable person in helping with planning/billing. Mr. Slattery informed the Board that we have all of July to review the budget numbers and make any necessary changes. The approval and the hearing on the FY21 Budget are not due until August 27, 2020.

**Questions:**

Mr. Bean: When will you get this information out to the District Reps?

Mr. Slattery: I plan to distribute to the District Reps by the end of the day today.

Ms. Latman: How did you come up with the \$400/\$600 for the OT/PT evaluations? These sound like daily rates. It takes more than a day to do an evaluation.

Mr. Slattery: We spoke with our OT/PT staff as to how much time and effort they are putting into initial evaluations. We also looked at other area Cooperatives and one that was up North as well and we averaged the costs. We are actually lower than others because we did not want to put a tremendous cost on our districts.

Ms. Latman: If we have kids at SPEED now, can we send our OT in to do the evaluation?

Mr. Slattery: I would defer to Dr. White and Dr. Halliman as we have not done this in the past; we've done our own evaluations. If your student is here and registered at SPEED for us to provide the instruction and services, we've always used our own staff. Dr. Halliman interjected that our OT would service and complete the evaluation of that child if they are registered here. Conversely, if we are speaking about some anomaly, you can speak with Dr. White or me.

## SUPERINTENDENT'S REPORT

Dr. Halliman provided the Board with an update on the end of the school year activities including the completion of two successful virtual graduations. We had one graduation for our ELC Kindergarten students and one combined graduation for our students at PAL and Independence. We were able to conduct our congratulatory parades prior to the virtual graduations which allowed us to take pictures and capture this special event for our students and parents.

Dr. Halliman reported that we were also able to host a virtual retirement celebration this year. We had quite a few retirements this year, including Ms. Curry our Human Resources Director. Instead of our traditional retirement program at the Country Club, we celebrated virtually. The virtual celebration included speakers as well as retirement gifts that were sent to each retiree. We also recognized employees with 20+ years of service. Each long service employee received a gift as well sent to their individual homes.

Dr. Halliman highlighted that we hosted a virtual "End of the Year celebration" for our staff. The event offered 6 activities which included karaoke, paint party, line dancing, a comedy show, Kahoots Trivia and yoga. These events were offered virtually via Zoom Breakout Rooms. We ended the day with lunch by providing the staff with Grub Hub gift cards. Dr. Halliman extended kudos to the entire staff that helped with this initiative.

Dr. Halliman stated that the Extended School Year (ESY) Program began June 8 and runs through July 9; Monday – Thursday (virtually). The class times are from 8:00 a.m. – 12:00 noon. Last year we had roughly 250 students enrolled which was up from the previous year however, as anticipated with remote learning, that number has decreased. We have about 50% (136) of our students positively enrolled in our ESY. We have several students on a list that are still pending. Dr. Halliman noted that parents can decline participation of their eligible students even though it is on the student's IEP. Approximately 30% of our parents declined ESY for the summer. Our students are less independent and a lot of our parents have to be hands on. They expressed they needed a break, so they declined ESY services.

Lastly, Dr. Halliman noted that we have begun forming a COVID-19 Impact Educational Task Force. The Task Force has been charged with developing a collaborative, problem solving framework to plan for the potential learning options for the upcoming school year. The members of this group include Administrators, Teachers, Union Reps., Related Service Personnel, Nurses, Building and Grounds, and a Parent representative. We have secured all of the participants for this group with the exception of a parent representative.

Dr. Halliman further noted that we are exploring three (3) options:

1. Are we returning full time; face to face? If so, with what parameters?
2. Are we continuing with remote learning in the Fall?
3. Will we be a hybrid of the two in the Fall?

We already have some subcommittees pinpointed namely, the Instructional Environment Committee, Assessment/Progress Monitoring, IEP/Evaluation Timelines, District Decision Making i.e. calendar, space, transportation and lunch. This is an in-house task force here at SPEED however, simultaneously; the 5 Superintendents and Executive Directors from the South Cook Cooperatives have been meeting regularly just to discuss our options for the Fall so that we are all falling in line with how we will deliver services to our populations for the Fall.

Question:

Ms. Lindsey: Who are the five Superintendents?

Dr. Halliman: Dr. Gineen O'Neil, Dr. Jimmy Gunnell, Ms. Angie Zajac, Dr. Sandra Thomas and myself. We actually put together a general document that outlines the pros and cons of each of the 3 options noted. Given the population that we serve, the safest option would be to continue with remote learning however, we are still planning around a possible hybrid or if we have to come back full time. We are awaiting some additional guidance that is due to come out at the latter part of this month. Dr. Leak interjected that we should receive this guidance by the end of June, within approximately two weeks, but things are changing daily.

## **PRESENTATION – FINANCIAL REPORT**

Mr. Kevin Slattery reported that as of April 30, we had a fund balance of \$5.86M. We expended about \$18.5M and realized about \$18.1M. As of May 31, the non-reconciled fund balance was \$4.12M (no deposits were posted as of this date because we are waiting for the reconciled numbers). A \$1.6M expenditure report was submitted for our grants to cover the 3<sup>rd</sup> quarter payments sent to the districts. This will be vouchered by ISBE through IDEA next week.

### **FY21 Workers Compensation Broker Renewal**

Mr. Slattery reported that we are doing much better with our work related injuries. As a result, the Workers' Compensation Renewal from Alliant Mesirow is down from last year. The cost is \$105,011 vs. last year at \$106k. Mr. Slattery clarified that Mesirow is the broker that we use for insurance and we are in the Illinois County Risk Management Trust for Workers Comp. for schools in the state.

### **Assignment of Banking Facility**

Mr. Slattery stated that he has recommended to Dr. Halliman that we switch our Imprest and Activity Fund accounts from First Midwest Bank to Old Second Bank. First Midwest has been unwilling to waive the fees being charged to our checking accounts. Old Second Bank has no fees attached to these checking accounts, with the exception of a bounced check fee. Effective July 1, 2020, the accounts will be moved to Old Second Bank.

## **CLOSED SESSION**

At 9:27 a.m., Dr. Kuzniewski moved, seconded by Dr. Frusher that the Operating Committee goes into Closed Session to discuss the employment, compensation, and/or performance of a specific employee of SPEED and to discuss pending, probable, and/or imminent litigation, and/or matters regarding students. Any items needing approval will be voted on during open session.

On roll call vote:

Ayes: Ms. Hardmon, 144; Ms. Latman, 161; Ms. Dusky, 162; Dr. White, 163; Ms. Lindsay, 167; Dr. Leak, 168; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Kuzniewski, 172; Dr. Frusher, 194; Dr. Coglianese, 201U; Dr. Harris, 227; Dr. Mansfield, 233; Mr. Bean

Nays: None

Absent: Dr. Mitchell, 153; Dr. Navarre, 206

### **CONSENT AGENDA**

Dr. Kuzinewski moved, seconded by Dr. Jackson that the Operating Committee approves the Consent Agenda items A, B, C, D and E as presented.

- A. Personnel Report
- B. Approval of Minutes of May 15, 2020
- C. Approval of Closed Session Minutes of May 15, 2020
- D. Approval of Recurring and Non-Recurring Bills for May and June 2020
- E. Approval of Imprest and Activity Funds of A

On roll call vote:

Ayes: Ms. Hardmon, 144; Ms. Latman, 161; Ms. Dusky, 162; Dr. White, 163; Ms. Lindsay, 167; Dr. Leak, 168; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Kuzniewski, 172; Dr. Frusher, 194; Dr. Coglianese, 201U; Dr. Harris, 227; Mr. Bean

Nays: None

Absent: Dr. Mitchell, 153; Dr. Navarre, 206; Dr. Mansfield, 233

### **NEW BUSINESS**

Dr. Leak moved, seconded by Dr. Kuzniewski that the Operating Committee approves the New Business Agenda item A as presented.

#### **A. FY21 Workers' Compensation Broker Renewal**

On roll call vote:

Ayes: Ms. Hardmon, 144; Ms. Latman, 161; Ms. Dusky, 162; Dr. White, 163; Ms. Lindsay, 167; Dr. Leak, 168; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Kuzniewski, 172; Dr. Frusher, 194; Dr. Coglianese, 201U; Dr. Harris, 227; Mr. Bean

Nays: None

Absent: Dr. Mitchell, 153; Dr. Navarre, 206; Dr. Mansfield, 233

Dr. Frusher moved, seconded by Dr. Kuzniewski that the Operating Committee approves the New Business Agenda item B as presented.

#### **B. Assignment of the Banking Facility**

On roll call vote:

Ayes: Ms. Hardmon, 144; Ms. Latman, 161; Ms. Dusky, 162; Dr. White, 163; Ms. Lindsay, 167; Dr. Leak, 168; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Kuzniewski, 172; Dr. Frusher, 194; Dr. Coglianese, 201U; Dr. Harris, 227; Mr. Bean

Nays: None

Absent: Dr. Mitchell, 153; Dr. Navarre, 206; Dr. Mansfield, 233

Dr. Kuzniewski moved, seconded by Dr. Leak that the Operating Committee approves the New Business Agenda item C to employ the New Business Director as discussed in Closed Session.

**C. Employment of the Director of Business and Finance**

On roll call vote:

Ayes: Ms. Hardmon, 144; Ms. Latman, 161; Ms. Dusky, 162; Dr. White, 163; Ms. Lindsay, 167; Dr. Leak, 168; Dr. Jackson, 169; Mr. Amadio, 170; Dr. Kuzniewski, 172; Dr. Frusher, 194; Dr. Coglianese, 201U; Dr. Harris, 227; Mr. Bean

Nays: None

Absent: Dr. Mitchell, 153; Dr. Navarre, 206; Dr. Mansfield, 233

**OLD BUSINESS**

None

**INFORMATION**

Board Meeting Dates – Updated

**AUDIENCE TO VISITORS**

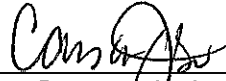
None

**ADJOURNMENT**

Dr. Jackson moved, seconded by Dr. Leak to adjourn the meeting.

Motion carried by voice vote.

Mr. Bean adjourned the meeting at 10:00 a.m.



---

Dr. Gregory Jackson, Secretary  
Cassandra Giles, Recording Secretary

Date: 9/13/2020



---

Mr. Bean, President  
SPEED Operating Committee

