

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

## **OPERATING COMMITTEE MEETING MINUTES**

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

February 23, 2018

### **EXECUTIVE DIRECTOR'S REPORT**

Hartgrove Behavioral Health Systems has expressed interest in possibly having an office in our building. Currently we use their services for behavioral issues with Independence students. They will give a presentation to SPEED and Independence Administrators. The details from the meeting will be reported to the Operating Committee at a future meeting.

On March 8, the leadership team will be meeting to discuss crisis procedures. The procedures for lockdowns, severe weather, and fire drills will be reviewed and any necessary changes will be implemented. The Assistant Principals have formed a committee to develop an effective communication plan for our satellite locations.

We are in the process of ESY planning. HR has taken the lead on staffing needs.

The 2018/2019 School Calendar is being worked on and will be presented for your approval the next Operating Committee Meeting.

Evaluations are being completed.

Ms. Kristin Elliott, Director of District Services has been chosen to receive the Regional IAASE Director's Award, as well as the Trailblazers Award for the State of Illinois. Kristin has also recently completed her PhD program.

There have been many Black History Month activities happening in all of our programs.

On Tuesday, March 27, SPEED and the SPO will host a workshop for our parents. The workshop will cover safety of students at home and at school. There will be a morning session and an evening session. SPEED will explain school policy and our crisis plan to help the parents understand student safety at school.

A survey was sent to all staff to find out how the year is going and what areas they feel need improvement. The results of the survey will be provided at a future meeting.

The new phone system has arrived and will be installed on Casimir Pulaski Day. Additionally, we will be moving from analog phone lines to cable phone lines in the near future. This change will result in a significant cost savings on SPEED's monthly phone bills.

March 9<sup>th</sup> will be a half day for students. The afternoon will be spent on professional development. We will also be providing lunch to staff and recognizing staff members for their years of service. Retirees will be recognized at a dinner in May.

### **CALL TO ORDER**

At 9:43 a.m. Mr. Bean called the meeting to order.

### **ROLL CALL**

On roll call the following members answered present: Dr. Patterson, 144; Dr. Mitchell, 153; Dr. Nottke, 163; Mr. Johnson, 168; Dr. Navarre, 206; Dr. Thomas, 227; Dr. Mansfield, 233; and Mr. Bean.

Absent: Dr. Smith, 161; Dr. Davis, 162; Dr. Moore, 167; Dr. Jackson, 169; Mr. Amadio, 170; Mr. Smyth, 172; Dr. Hahto, 194; and Mr. Patton, 201U

The following SPEED staff members were also present: Margie Lenore-Davis, Interim Executive Director; Al Travaglini, Interim Executive Director; Kevin Slattery, Director of Business and Finance; Sharon Curry, Director of Human Resources; Joe Kekelik, Director of Buildings and Grounds; Tim Jonke, Director of Technology; Nicole Taylor, ALL Program Principal; and Janet Nozar, SEA Union President

### **RECOGNITION OF VISITORS**

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

### **FINANCIAL REPORT**

SPEED's fund balance as of January 31, 2018 was \$6M. We are 58% of the way through the fiscal year. We have expended \$12.8M of the budgeted \$25M (51%) and have realized \$13.5M of the budgeted \$25M (53%).

The corrective action plan from the audit findings is included in your board packet. Procedures for the second finding regarding aligning the ledger to the expenditure report have already been put in place.

SPEED uses Sam.gov to ensure that major expenditures paid for by the grant are being purchased from state-approved vendors.

There is a resolution in the board packet to update our membership in the state-wide food purchasing co-op. There is no cost to SPEED.

Fee-for-Service Medicaid checks are being mailed out today.

The Business Department is in the process of completing a procedural handbook. This will include payroll, accounts payable, and accounts receivable procedures.

Plans for the FY19 budget will begin next month.

Our attorney is reviewing the tax bill for 410 Ashland Ave. We want to be sure that we are not being over charged by Cook County. There are currently only three tenants in the building and we should be paying a smaller amount than what we are being charged.

### **CONSENT AGENDA**

Dr. Thomas moved, seconded by Dr. Navarre that the Operating Committee approve the Consent Agenda items A through E as presented.

- A. Personnel Report
- B. Minutes of November 27, 2017
- C. Minutes of January 19, 2018
- D. Closed Session Minutes of January 19, 2018
- E. Recurring and Non-Recurring Bills from January 2018, and February, 2018
- F. Imprest and Activity Funds for December, 2017

On a roll call vote:

Ayes: Dr. Patterson, 144; Dr. Mitchell, 153; Dr. Nottke, 163; Mr. Johnson, 168; Dr. Navarre, 206; Dr. Thomas, 227; Dr. Mansfield, 233; and Mr. Bean

Nays: None

Absent: Dr. Smith, 161; Dr. Davis, 162; Dr. Moore, 167; Dr. Jackson, 169; Mr. Amadio, 170; Mr. Smyth, 172; Dr. Hahto, 194; and Mr. Patton, 201U

Motion carried.

### **NEW BUSINESS**

Dr. Patterson moved, Seconded by Dr. Mitchell to approve New Business item A as presented.

- A. Resolution to Join The Purchasing Cooperative

On a roll call vote:

Ayes: Dr. Patterson, 144; Dr. Mitchell, 153; Dr. Nottke, 163; Mr. Johnson, 168; Dr. Navarre, 206; Dr. Thomas, 227; Dr. Mansfield, 233; and Mr. Bean

Nays: None

Absent: Dr. Smith, 161; Dr. Davis, 162; Dr. Moore, 167; Dr. Jackson, 169; Mr. Amadio, 170; Mr. Smyth, 172; Dr. Hahto, 194; and Mr. Patton, 201U

Motion carried.

**CLOSED SESSION**

At 9:54 AM Dr. Patterson moved, seconded by Dr. Thomas 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.

Motion carried by voice vote.

**OPEN SESSION**

At 10:13 AM, Dr. Patterson moved, seconded by Dr. Nottke that the Operating Committee returns to Open Session.

Motion carried by voice vote.

**ADJOURNMENT**

Mr. Bean adjourned the meeting at 10:13 AM.

---

Dr. Gregory Jackson, Secretary  
Lori Koditek, Recording Secretary

Date: \_\_\_\_\_

---

Mr. Ron Bean, President  
SPEED Operating Committee