

## **REGULAR BOARD MEETING MINUTES**

**January 22, 2020**

**8:30 A.M. Taylorville Administrative Building- Board Room**

### **CALL REGULAR BOARD MEETING TO ORDER AND ROLL CALL**

President Scott Doerr called the regular board meeting to order and roll was taken with three board members present. Board members present were Jason Bauer, Scott Doerr, and Chris Dougherty. Also present were Director, Kelly Suey, NPT Program Coordinator/Transition Specialist, Sabrina Jones, NPT Business Manager, Shelly Rexroad, Taylorville Curriculum Director, Anita Brown, and Taylorville Director of Finance, Wendy Dulakis.

### **MOVE TO APPROVE THE JANUARY 22, 2020 CONSENT AGENDA AS PRESENTED.**

Motion by Bauer, seconded by Daugherty to approve the January 22, 2020 Consent agenda as presented. Bauer- YEA, Doerr- YEA, Dougherty- YEA. Motion passed.

The consent agenda included the monthly minutes. Monthly Bills will be provided to the board upon receiving the December Bank Statement and reconciliation of the bank account. The board agreed to receive these documents upon reconciliation and approval will be made after review via email.

### **NEW BUSINESS**

#### **DISCUSS AND ACT ON THE APPLICATION OF NPT'S FEIN AND STATE TAX EXEMPTION NUMBERS.**

Dr. Doerr stated that he would like NPT to start the process of obtaining their own FEIN and State Tax Exemption Numbers so that NPT can eventually become their own fiscal agent. This would take some burden from the Taylorville School District due to them currently being NPT's fiscal agent. It was discussed that the process may take time and it was agreed that NPT would complete some research regarding the process and timeline and report this at the next board meeting. Upon completion of the application of FEIN and State Tax Exemption Numbers, the bylaws would need to be amended to reflect the changes agreed upon.

#### **DISCUS EXTENDED SCHOOL YEAR SERVICES, EMPLOYMENT OF TEACHERS, LOCATION AND REFERRAL PROCESS.**

Kelly Suey provided an Extended School Year Information Packet and an Extended School Year Decision Making and Approval Form. There was discussion regarding employment of ESY special education teachers. The district agreed that they would each hire their own ESY teacher for special education. Assistance will be needed for the posting of the position. NPT will employ and provide other services as required by the IEP. Dr. Doerr asked that NPT do some research to determine what qualifications are required for reimbursement for ESY. He would like research completed and a cost analysis done regarding ESY. There was also discussion regarding the timing of ESY services (only June vs. June/August). The board did agree that the ESY decision making forms can be shared with staff so they are able to start compiling documentation for students who qualify for ESY.

## **DISCUSSION ON EBF AND FACES BILLING**

There was discussion regarding when Taylorville will provide a bill to Nokomis and Pana for the FACeS program. Wendy stated she still needs to meet with Shelly to get some guidance on how to bill for the program. There was discussion regarding how often Taylorville will provide bills and it was agreed that they will bill on a monthly basis. The reimbursement of EBF money was discussed. To date, NPT has not received any reimbursement from Taylorville for EBF money received. Wendy stated that money should have been transferred to our NPT account. She will investigate and let Shelly know what the status is on those reimbursements. Once received, NPT will provide payments to all three districts. It was agreed that Taylorville will provide EBF payments to NPT on a monthly basis once caught up on past payments.

## **REPORTS**

### **Directors Report**

Kelly Suey provided information regarding current EE percentages for each district. TCT's were reviewed and it was reiterated that the last day for teacher referrals for TCT would be March 1st. This information has already been shared with principals. NPT has received an application for the Psychologist Intern position posted. An interview has been scheduled. Sabrina and Kelly will be attending the ISPA convention on January 31 to conduct and promote NPT to future psychologists. The CBI program is making a table runner with NPT on it to display at the conference. We will also be giving away 5-\$10.00 iTunes gift cards in a give-away at the conference in hopes to obtain potential psychologists information. Marissa Kile is receiving an award at the ISHA conference. She is being honored for completing the Leadership Development Program. Emily REpshcer, Marissa's mentor, will also be attending the conference. Hillary Morelock and Jamie Garrett are attending a conference today on autism. Mara Atkins is attending a conference through the ROE tomorrow regarding using circles effectively. Lauren Assalley, Casey Matheson and Kaite Hilgert will be attending the ISPA conference at the end of the month. Dr. Doerr asked that when the bills are completed, to indicate PD on expenses so the districts can code that appropriately on their grant.

### **Program Coordinator/Transition Specialist Report**

Sabrina Jones reported that 11 of the 23 STEP outcomes have been met. A review of the payments that have been generated and received through the STEP program, were reviewed and included in Sabrina's report. January's transition meeting with students are aligning for the students to become user friendly with their local community college websites. This activity allows students to explore what the local community colleges offer. Sabrina Jones has also reviewed approximately 205 IEP's this year and is proud of the special education staff's continued compliance with IEP writing. Dr. Dougherty asked what is done with the IEP reviews. Sabrina stated, after review she provides that information to the special education teaches. Dr. Dougherty asked if that information was shared with principals. Sabrina stated she shares that information upon request of administration.

### **Business Managers Report**

There was nothing to report at this time. Shelly will send out the bills to be approved via email once the bank statement is received and the bank account has been reconciled.

**CLOSED SESSION**

The board did not move into a closed session.

**MOVE TO ADJOURN AT 8:48.**

Motion by Mr. Bauer, and seconded by Dr. Dougherty. Motion passed by voice vote.

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Dr. Scott Doerr, President

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Dr. Chris Dougherty, Secretary