

REGULAR BOARD MEETING MINUTES

June 30, 2021

8:30 A.M. NPT Office

CALL REGULAR BOARD MEETING TO ORDER AND ROLL CALL at 8:30 am

Mr. Bauer was acting as the Board Chair at Dr. Dougherty's request. Dr. Dougherty participated by phone due to being ill. Mr. Bauer called the meeting to order and roll call was taken with two board members present in person and one board member participating via telephone. Board members in physical attendance were Jason Bauer and Scott Doerr with Dr. Chris Dougherty participated via phone. Also present was NPT Director, Kelly Suey, NPT Program Coordinator/Transition Specialist and NPT Business Manager, Deanna Tarter.

Others in attendance include: Michael Edwards and Sabrina Jones.

RECOGNITION OF VISITORS, PUBLIC COMMENT, AND CORRESPONDENCE

None to report

MOVE TO APPROVE THE JUNE 30, 2021 CONSENT AGENDA AS PRESENTED.

Mrs. Suey stated that there was an update to the board's packet, due to employees last minute needing to add insurance. Mrs. Suey provided a copy of the updated bills list to Mr. Bauer and Dr. Doerr and emailed it to Dr. Dougherty. In addition, there was an update to the day of the week the executive board meeting dates. Historically NPT has held Executive Board Meetings on Wednesdays, however due to conflicts with the Taylorville Calendar, those meetings have been moved to Tuesday. Mr. Bauer asked if they would be last Tuesday, Mrs. Suey responded yes, except for December due to holiday.

Motion by Doerr, seconded by Bauer to approve the June 30, 2021 consent agenda as presented. Bauer - YEA, Doerr - YEA, Dougherty- YEA. Motion passed.

The consent agenda included Minutes from May 26, 2021 regular board meeting, Minutes from June 22, 2021 Special Board Meeting, Bills/Treasurer's Report for May, and FY22 Executive Board Meeting Dates/Times Locations.

NEW BUSINESS

Discuss and appoint FY22 Board Officer Positions

Mrs. Suey stated that in our Joing Agreement, we have to appoint new officers for the next fiscal year. Mrs. suey suggested having Mr. Bauer act as the chairperson, due to him not having that opportunity. After discussion, the executive board proposed Mr. Jason Bauer to act as the chair, Dr. Dougherty to act as the Vice-Chair and Dr. Doerr to act as the Secretary.

A motion was made by Dr Doerr and seconded by Dr. Dougherty for FY 22 officers: Mr. Jason Bauer to act as the chair, Dr. Dougherty to act as the Vice-Chair and Dr. Doerr to act as the Secretary. Dougherty-YEA, Doerr, YEA, Bauer, YEA. Motion passes.

Discuss and approve FY22 Preliminary Budget for billing purposes effective July 1, 2021.

Mrs. Suey stated that we originally had the budget hearing scheduled for today, but we are pushing that back due to insurance not yet being established. NPT also needs to make sure that the Governing Board is up and running in order to approve the FY22 budget. Mrs. Suey stated that Dee will review the preliminary budget for billing purposes so that NPT can have the payroll up and running. Mrs. Tarter reviewed the preliminary FY22 budget. Mrs. Tarter stated that next month she will let the board know if anything changes in the preliminary budget.

Mr. Bauer stated we need a motion to approve the FY22 Preliminary Budget for billing purposes effective July 1, 2021. Dr. Doerr makes a motion and Dr. Dougherty seconds. Dougherty-YEA, Doerr-YEA, Bauer-Yea. Motion Passes.

Discuss and act on the posting of a FACeS/CBI Curriculum and Instruction Coach

Mrs. Suey started thinking about the FACES Classroom and where we are and where we want to go. She is asking that the board entertain the thought of adding this position in order to get the students more involved in the community and get the community involved in the classrooms. This will require a lot of planning and preparation. Mrs. Suey also stated that she is looking into updating their curriculum. There will be changes in the FACeS/CBI programs next year. Mrs. Suey would like to post this position to see if there is anyone out there to step in and meet with the FACeS Staffs on Wednesdays and stop in to assist with curriculums. Help make the arrangements with the community and bring people in. Mrs. Suey stated she did not put a salary on the job postings. She is not looking to increase the cost to the districts by hiring this position. Mrs. Suey has some ideas but we have to approve posting of the position first and then of course, would not hire without board approval.

Mr. Bauer asked if it would be part time, potentially looking outside or assigning this to someone who is already within the organization. Mrs. Suey stated it would be part time and she is looking internally, looking at redoing some assignments to allow this to happen as well. Mr. Bauer asked if we are looking at redoing a job assignment, would that be more of redoing a job assignment. Dr. Doerr stated he believed since this is a new position, that we will probably have to post the position first. Mrs. Suey stated that Bushue helped her create the job posting and that was the impression as well. To post the position and then evaluate and make a decision based on the applicants. Mr. Bauer asked if there were any additional questions for the director. With no additional questions or discussions. Mr. Bauer asked for a motion for the posting of a FACeS/CBI Curriculum and Instruction Coach. Dr. Doerr made the motion, Mr. Bauer seconded. Dougherty-YEA, Doerr-YEA, Bauer-YEA. Motion passed.

Review and Approve the FY 22 FACeS/CBI Staffing Plan

Mrs. Suey stated that she worked with Wendy at Taylorville regarding resignations and retirements from the FACeS Program to clarify that she didn't miss anyone. Mrs. Suey provided the board with an updated list of the number of students in each classroom, number of certified and non-certified personnel and some highlights as to why there might seem like there are a lot of adults in the rooms. Mrs. Suey stated that we have had two resignations/retirements within the FACeS Classroom. Mrs. Suey is recommending that those two new hires be placed in the high school classroom due to them having potentially 13 ½ assistants and right now they only have 3 ½ assistants. Mr. Bauer asked if there was any discussion or questions. Mr. Bauer asked if we were looking for approval of this staffing plan. Mrs. Suey stated yes, that Taylorville will need to post those two positions. Dr. Dougherty asked if they were to post two para's. Mrs. Suey replied, yes. Dr. Dougherty stayed yes. And Mrs. Suey clarified for the High School Classroom. Mr. Bauer stated that could be a challenge. Mrs. Suey acknowledged that. Mr. Bauer stated that they have a very difficult time hiring for non-certified positions. Mrs. Suey stated that she understands but in order to do our duties to the students and the families, we need to post the positions and try and fill them in order for the program to be fully staffed. The resignations and retirements took place a few months ago and their positions have not been posted. Mr. Bauer asked what we do if we are unable to fill these positions, what does the substitute non-certified situation look like to fill these positions. Mrs. Suey asked Dr. Dougherty what their substitute pool looks like Dr. Dougherty replied that they typically use certified staff to fulfill the non certified substitute positions. Mr. Bauer stated that everyone is in the same boat. Mrs. Suey stated that we may need to have a conversation regarding a part-time FACES assistant. Currently she is part-time FACES and part time in the special education department in THS. That may be something that we need to evaluate and discuss next year if we do not receive any applications for the vacant positions. Mrs. Suey stated that it is uncertain if all of the students will attend, and what their options will be regarding remote learning. Mr. Bauer understands that there is a need. Mr. Bauer made a motion to approve the FY 22 FACeS/CBI Staffing Plan. Dougherty-YEA, Doerr-YEA, Bauer-YEA. Motion Passes.

Open Discussion

Mrs. Suey stated that she will be reaching out to the Governing Board Members to set up a meeting in August to discuss and approve the budget. Mr. Bauer did ask a question regarding property casualty insurance. Mr. Bauer stated that if Mrs. Suey doesn't know the answer right now, that is ok, she can update the board in her Friday Updates. Mr. Bauer asked if we would have Cyber Insurance within our property casualty insurance. Mr. Bauer wants to make sure that NPT is protected if something like that would occur. Mrs. Suey stated she will update the board regarding cyber security.

Director's Report

Mrs. Suey stated that ESY was held June 7-17 at Nokomis. The students and staff had a great time and the data that was collected regarding progress on goals and objectives was positive. Session Two of ESY will be held July 26-August 5 in Nokomis. The NPT Workforce Program was held June 1-11 in Pana. This was a great experience for all of the students involved. The Pana community was amazing with the students and willing to work with us on teaching the students a little about their place of work, teaching the students new skills and allowing them to practice those new skills and many of them even rewarded them for their hard work! The Workforce was held at PHS and the PHS custodial staff was very accepting and put our students to work wiping tables and such. We are very proud of the students and are excited to continue this program in the future.

Mrs. Suey told the board that NPT now has a new mailing address (fourth one this year!), and fax number. They will make sure that each district's secretary and business department has all of that information. Mrs. Suey stated that NPT's new website is up and running. You can find it at nptsped.com

Mrs. Suey is working with Buschue on updating our employee handbook to include some items that need to be included due to us becoming our own fiscal agent. Dee and Mrs. Suey had their SDS training the past week. Our first payroll starts on Friday. Mrs. Suey also stated that NPT opens their insurance bids on July 8. We will be reviewing those and then discussing and acting on our insurance at our July Board Meeting. Mrs. Suey stated that we don't know how many bids we have received. Right now the bids are being delivered to an address that is being held at the post office. Mrs. Suey will go to the post office closer to bid opening day. Mr. Bauer reminded Mrs. Suey did not open any bids prior to the bid opening on July 8th. Mr. Bauer stated the only thing he would add regarding insurance is the dispute between Springfield Clinic and Blue Cross Blue Shield. There were no further questions for the Director.

Business Manager Report

Dee Tarter stated that we have been doing SDS training. Last week we had to collect and provide a lot of data. We have had training last week and this week. We are running our first payroll and it has been submitted. An update on our own entity. Dee is still talking with TRS. They were waiting for everything to be set up with Gemini and now they want everything to be set up the old way. We are still working with them to get everything set up. Dee Stated that with EFTPS, everything should be ready to go. With My tax illinois. We are still waiting for unemployment to be processed. The only answer they give is it is first come first served. We are hopeful to hear from them next week. July 1, Dee will send out assessments and the first bill for FY 22 to the member district business departments. Dee stated that after our audit and the final payroll with Taylorville on August 13, she will do a final balance. There were no questions for the business manager.

CLOSED SESSION

MOVE TO ADJOURN AT 8:52 am.

Motion by Doerr, and seconded by Dougherty to adjourn the meeting. Motion passed by voice vote.

Mr. Jason Bauer, Vice-President

Dr. Scott Doerr, Secretary

Dr. Dougherty asked that Mr. Bauer act as the Chairperson due to her feeling ill and participating via phone.