Vermilion Association for Special Education

**Executive Meeting**

**December 4, 2023**

**1. Roll Call**

Armstrong Township High School Yes No Present

Armstrong Elementary School Yes No Present

Salt Fork Yes No Present

Hoopeston Yes No Present

Potomac Yes No Present

Rossville Yes No Present

Georgetown Yes No Present

Westville Yes No Present

Bismarck Yes No Present

Oakwood Yes No Present

**2. Recognition of Guests**

*None*

**3. Consent Agenda Items**

*Motion to approve the following consent agenda items listed on the agenda…*

1. *Approve board minutes for November 6, 2023*
2. *Approve bills, payroll, and investments for November 2023*
3. *Acknowledgement of Resignation – 1.0 FTE Bookkeeper – Stephanie Rayburn*
4. *Approval of Employment – 1.0 FTE Classroom Paraprofessional – Brandy Toppe*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*Roll Call*

Salt Fork Yes No Present

Hoopeston Yes No Present

Potomac Yes No Present

Rossville Yes No Present

Georgetown Yes No Present

Westville Yes No Present

Bismarck Yes No Present

Oakwood Yes No Present

Armstrong Township High School Yes No Present

Armstrong Elementary School Yes No Present

(Motion Carries – Yes No)

**4. Director’s Report**

A. Middlefork Updates

1. Plan to add a fourth elementary classroom to reduce class size to 6 per classroom

2. Large uptick in restraints and timeout use during the second quarter

K-5th- Intensive Structure: 11 K-2nd- Emotional Regulation: 8

3-6th- Emotional Regulation: 7 Junior High Emotional Regulation: 6 Junior High Life Skills: 13 HS 9/10 Emotional Regulation: 6

HS 11/12 Emotional Regulation: 8 High School Life Skills: 13

Total: 72 students

B. Procedural

1. Excess Cost- Goal to complete by the end of December

2. 6% Language in the VEA Collective Bargaining Agreement

C. Facility

1. Proposed Bathroom Renovations using BLDD as the Architect

2. BLDD will share HLS results on December 12th

D. Personnel

1. Bookkeeper Position

2. Technical Assistant of Audiology & Early Childhood

**4. Discussion**

A. FY23 Annual Financial Report – Auditor’s Report

**5. Executive Session**

*No motion made to go into closed session*

**6. Action Items**

*A. Motion to approve the FY23 Annual Financial Report*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*All those in favor.*

(Motion Carries – Yes No)

*B. Motion to approve an Intergovernmental Agreement Between the Board of Education of MCUSD and VASE as presented.*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*All those in favor.*

(Motion Carries – Yes No)

*C. Motion to approve a contract for architectural services regarding bathroom renovations with BLDD as presented.*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*Roll Call*

Georgetown Yes No Present

Westville Yes No Present

Bismarck Yes No Present

Oakwood Yes No Present

Armstrong Township High School Yes No Present

Armstrong Elementary School Yes No Present

Salt Fork Yes No Present

Hoopeston Yes No Present

Potomac Yes No Present

Rossville Yes No Present

(Motion Carries – Yes No)

*D. Motion to approve a contract for certified occupational therapy assistant services with Samuel Reeves as presented.*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*Roll Call*

Westville Yes No Present

Bismarck Yes No Present

Oakwood Yes No Present

Armstrong Township High School Yes No Present

Armstrong Elementary School Yes No Present

Salt Fork Yes No Present

Hoopeston Yes No Present

Potomac Yes No Present

Rossville Yes No Present

Georgetown Yes No Present

(Motion Carries – Yes No)

*E. I will entertain a motion to approve a contract for bookkeeping services with Stephanie Rayburn as presented.*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*Roll Call*

Bismarck Yes No Present

Oakwood Yes No Present

Armstrong Township High School Yes No Present

Armstrong Elementary School Yes No Present

Salt Fork Yes No Present

Hoopeston Yes No Present

Potomac Yes No Present

Rossville Yes No Present

Georgetown Yes No Present

Westville Yes No Present

(Motion Carries – Yes No)

*F. Motion to approve employment of 1.0 FTE Bookkeeper Jodi Hart as presented.*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*Roll Call*

Armstrong Township High School Yes No Present

Armstrong Elementary School Yes No Present

Salt Fork Yes No Present

Hoopeston Yes No Present

Potomac Yes No Present

Rossville Yes No Present

Georgetown Yes No Present

Westville Yes No Present

Bismarck Yes No Present

Oakwood Yes No Present

(Motion Carries – Yes No)

*F. Motion to approve amended contract for employment of 1.0 FTE Bookkeeper Jodi Hart as presented.*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*Roll Call*

Armstrong Township High School Yes No Present

Armstrong Elementary School Yes No Present

Salt Fork Yes No Present

Hoopeston Yes No Present

Potomac Yes No Present

Rossville Yes No Present

Georgetown Yes No Present

Westville Yes No Present

Bismarck Yes No Present

Oakwood Yes No Present

(Motion Carries – Yes No)

*G. Approve a Resignation for 1.0 FTE Technical Assistant of Records of Audiology for Jodi Hart at presented.*

*No motion made – no action taken*

*H. Motion to approve a recommendation to keep Closed Session Minutes closed after semi-annual review.*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*All those in favor.*

(Motion Carries – Yes No)

*I. Approve a Memorandum of Agreement with the VEA regarding 4.3 Work Beyond the Regular Schedule Item E*

*No motion made – no action taken*

**7. Public Participation**

*None*

**8. Adjournment**

*Motion to adjourn*

Motion = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

Second = ATHS AES BIS GRF HOOP POT OAK ROSS SF WEST

*All those in favor*

(Motion Carries – Yes No)

Meeting adjourned at 12:13PM

***Chairperson: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Secretary: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***