Vermilion Association for Special Education

**Executive Meeting**

**December 4, 2023**

**1. Roll Call**

Armstrong Township High School [ ] Yes [ ] No [x] Present

Armstrong Elementary School [ ] Yes [ ] No [x] Present

Salt Fork [ ] Yes [ ] No [ ] Present

Hoopeston [ ] Yes [ ] No [x] Present

Potomac [ ] Yes [ ] No [x] Present

Rossville [ ] Yes [x] No [ ] Present

Georgetown [ ] Yes [x] No [ ] Present

Westville [ ] Yes [ ] No [x] Present

Bismarck [ ] Yes [ ] No [x] Present

Oakwood [ ] Yes [ ] No [x] 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 [x] BIS [ ] GRF [ ] HOOP [ ] POT [ ] OAK [ ] ROSS [ ] SF [ ] WEST

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

*Roll Call*

Salt Fork [x] Yes [ ] No [ ] Present

Hoopeston [x] Yes [ ] No [ ] Present

Potomac [x] Yes [ ] No [ ] Present

Rossville [ ] Yes [ ] No [ ] Present

Georgetown [ ] Yes [ ] No [ ] Present

Westville [x] Yes [ ] No [ ] Present

Bismarck [x] Yes [ ] No [ ] Present

Oakwood [x] Yes [ ] No [ ] Present

Armstrong Township High School [x] Yes [ ] No [ ] Present

Armstrong Elementary School [x] Yes [ ] No [ ] Present

(Motion Carries – [x] 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 [x] SF [ ] WEST

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

*All those in favor.*

(Motion Carries – [x] 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 [x] SF [ ] WEST

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

*All those in favor.*

(Motion Carries – [x] 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 [x] SF [ ] WEST

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

*Roll Call*

Georgetown [ ] Yes [ ] No [ ] Present

Westville [x] Yes [ ] No [ ] Present

Bismarck [x] Yes [ ] No [ ] Present

Oakwood [x] Yes [ ] No [ ] Present

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Salt Fork [x] Yes [ ] No [ ] Present

Hoopeston [x] Yes [ ] No [ ] Present

Potomac [x] Yes [ ] No [ ] Present

Rossville [ ] Yes [ ] No [ ] Present

(Motion Carries – [x] 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 [x] SF [ ] WEST

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

*Roll Call*

Westville [x] Yes [ ] No [ ] Present

Bismarck [x] Yes [ ] No [ ] Present

Oakwood [x] Yes [ ] No [ ] Present

Armstrong Township High School [x] Yes [ ] No [ ] Present

Armstrong Elementary School [x] Yes [ ] No [ ] Present

Salt Fork [x] Yes [ ] No [ ] Present

Hoopeston [x] Yes [ ] No [ ] Present

Potomac [x] Yes [ ] No [ ] Present

Rossville [ ] Yes [ ] No [ ] Present

Georgetown [ ] Yes [ ] No [ ] Present

(Motion Carries – [x] 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 [x] SF [ ] WEST

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

*Roll Call*

Bismarck [x] Yes [ ] No [ ] Present

Oakwood [x] Yes [ ] No [ ] Present

Armstrong Township High School [x] Yes [ ] No [ ] Present

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Hoopeston [x] Yes [ ] No [ ] Present

Potomac [x] Yes [ ] No [ ] Present

Rossville [ ] Yes [ ] No [ ] Present

Georgetown [ ] Yes [ ] No [ ] Present

Westville [x] Yes [ ] No [ ] Present

(Motion Carries – [x] 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 [x] SF [ ] WEST

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

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Georgetown [ ] Yes [ ] No [ ] Present

Westville [ ] Yes [x] No [ ] Present

Bismarck [x] Yes [ ] No [ ] Present

Oakwood [ ] Yes [x] No [ ] Present

(Motion Carries – [ ] Yes [x] No)

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

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

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

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Georgetown [ ] Yes [ ] No [ ] Present

Westville [x] Yes [ ] No [ ] Present

Bismarck [x] Yes [ ] No [ ] Present

Oakwood [x] Yes [ ] No [ ] Present

(Motion Carries – [x] Yes [x] 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 [x] SF [ ] WEST

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

*All those in favor.*

(Motion Carries – [x] 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 [x] BIS [ ] GRF [ ] HOOP [ ] POT [ ] OAK [ ] ROSS [ ] SF [ ] WEST

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

*All those in favor*

(Motion Carries – [x] Yes [ ] No)

Meeting adjourned at 12:13PM

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