

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
August 17, 2016
Minutes

PROCEDURAL BUSINESS:

Dr. David Lett called the meeting to order at 10:03 a.m. at the Mid-State Special Education Office, 202 Prairie, Morrisonville, Illinois.

MEMBERS PRESENT:

Mr. Gary DePatis, Morrisonville; Dr. Gregory Fuerstenau, Taylorville; Dr. David Lett, Pana; Mr. Ron Graham, South Fork; Dr. Scott Doerr, Nokomis; Mr. Wes Olson, Bond County; Mr. Adam Bussard, Brownstown; Mr. Rich Well, Vandalia; Mr. Mike Kelly, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Mr. Jeff Strieker, Litchfield.

MEMBERS ABSENT:

Mr. Fred Lamkey, Edinburg; Mr. Brad Turner, Mulberry Grove; Ms. Philpot, St. Elmo; Ms. Melissa Ritter, Ramsey;

PRESENTATION OF PROXIES:

None

OTHERS PRESENT:

Ms. Brenda Patrick, Director; Ms. Angie Armour, Assistant Director; Ms. Pattie Hamlin, Assistant Director; Ms. Jeanne Vancil, Comptroller; Ms. Shelly Rexroad, Business Manager; Ms. Susan Sullivan, Executive Secretary.

CONSENT AGENDA:

Presented for review and approval:

- Regular Session & Executive Session Minutes from June 15, 2016,
- Destruction of Executive Session audio recordings older than 18 months (none),
- June Monthly payables totaling \$201,997.67
 - \$196,916.53 – MSSE Central
 - \$3,179.71 – Return of Unused Legal (not an expense)
 - \$9.99 – CR/MSSE
 - \$556.03 – BF/ MSSE
 - \$1,335.41 – MC/Mid-State Special Education
 - Notables include reimbursements to districts and regions
- July Monthly payables totaling \$79,511.89
 - \$79,004.89 – MSSE Central
 - \$260.00 – CR/MSSE
 - \$39.00 – BF/ MSSE
 - \$208.00 – MC/Mid-State Special Education
 - Notable includes cash payment of \$27,956.86 to PSIC
- August Monthly payables totaling \$297,057.60

- \$289,757.80 – MSSE Central
- \$521.80 – CR/MSSE
- \$0.00 – BF/Mid-State Special Education
- \$6,778.00 – MC/MSSE
- Receipts vs. Expenditures Report,
- Statement of Position as of June 30, 2016, balances with the ending monthly fund balance of \$650,522.78,
- Statement of Position as of July 31, 2016, balances with the ending monthly fund balance of \$1,291,638.37,
- The 4th Quarter FY16 State Personnel Payment was received in July and flowed to the regions accordingly.

Motion to approve all items on the consent agenda: Mr. Well; second, Mr. Graham. Roll call yielded 11 yeas, 0 nays. Motion carried.

DIRECTOR'S REPORT:

IDEA – IDEA money will not be released until the NOSA has been accepted and approved. The grant is ready, but it will not be approved until MSSE accepts the NOSA status. Ms. Patrick stated that MSSE was told to expect NOSA by August 15th. Ms. Patrick was also informed that 95% of the districts would have some level of risk.

I-Star – Ms. Patrick reported that I-Star will be rolling out this year. I-Star is the new web based tracking and reporting system that will replace iePoint. The clerical staff will need to complete training before they can access I-Star. I-Star will change the entire reporting process as information will be live. MSSE Clerical staff will have to work closely with the district SIS administrators.

School Nurses – It is critical that all district nurses meet the requirement guidelines for school nurses. Ms. Patrick provided an updated document regarding the requirements.

Medicaid Changes – Ms. Patrick reported that there is a significant reduction in what may be billed to Medicaid.

- **IEP eligibility for vision and hearing screenings.** In the past, districts were allowed to bill for all vision and hearing screenings regardless of IEP status. Please note, that districts may now only bill Medicaid for vision and hearing screenings provided to students, which is medically necessary for the development of the IEP/IFSP or is fully documented in the IEP/IFSP. Please note; the providers eligible to administer these screenings has NOT changed. The professional qualifications for vision and hearing screenings are as follow: Non-physician personnel administering vision, hearing or developmental assessments to preschool and school age children should be appropriately trained to provide the assessment. Certification by the Illinois Department of Public Health for vision and hearing assessments should be completed, if possible. This change has a big impact on what reimbursements you will receive for the hearing and vision screenings. In the past, your nurses were able to claim for all Medicaid students.

- **New OT and PT order and SLP referral.** An order from a physician or other licensed practitioner of the healing arts within the scope of his or her practice under law is now required for occupational therapy services and physical therapy services. The order must be updated annually and be maintained in the student's health record. A referral by a physician or other licensed practitioner of the healing arts within the scope of his or her practice under law is required for speech/language services. The referral must be updated annually and be maintained in the student's health record. **More information is to come as the State is looking into clarification of the "licensed practitioner of the healing arts".

You may have questions from parents concerning the need for the referral.

UNFINISHED BUSINESS:

FY17 Proposed Budget – Mrs. Patrick provided copies of the proposed Mid-State Special Education Central and Consolidated budget revisions.

Budget Changes: There is an increase in the IDEA Flow through accounts. This is reflected in the Revenues and the IDEA Grant Expenditures. Grant Expenditures have been move from Pre-School to IDEA.

Notable: Revenues were decreased for Administrative Outreach. This change was made to the new rules for Medicaid administrative outreach \$36,000.00.

Also reflected in the expenditure report, reflects a decrease of \$12,000.00 due to the late resignation of Maritza Leonhard a social worker.

Motion to approve the revised proposed budget: Mr. Graham; second, Mr. Kelly. Roll call yielded 12 yeas, 0 nays, 0 abstain. Motion carried.

NEW BUSINESS:

First Reading of Policy Updates – Mrs. Patrick provided the following policy updates for the first reading and approval:

- 7:10- E Equal Educational Opportunities Within the School Community
- 8:110 Public Suggestions and Concerns

Policies Undergoing 5 – Year Review

- 1:10 Legal Status
- 1:20 Organization, Operations, and Cooperative Agreements
- 1:30 Cooperative Philosophy
- 2:10 Cooperative Governance
- 2:130 Board – Director Relationship
- 3:10 Goals and Objectives
- 3:30 Chain of Command
- 4:80 Accounting and Audits
- 5:150 Personnel Records

- 6:255 Assemblies and Ceremonies
- 6:260 Complaints About Curriculum, Instructional Materials, and Programs
- 7:280 Communicable and Chronic Infectious Disease
- 7:285 Food Allergy Management Program

Motion to approve of the first reading of policy updates as presented: Mr. Well; second, Dr. Fuerstenau. Voice vote yielded 12 yeas, 0 nays. Motion carried.

Internet and Phone Service – Internet and phone service are not adequate for the needs at MSSE. Ms. Patrick provided information for a bid from **Consolidated Communications for a Business Service Agreement**. The new estimate will increase the internet service and reduce the cost by approximately \$200.00 per month.

Motion to approve the service agreement as presented: Mr. DePatis; second, Mr. Hopper. Roll call yielded 12 yeas, 0 nays. Motion carried.

Evaluation Plans – The MSSE Evaluation Plans for School Psychologists and Social Workers have been updated to incorporate the Danielson Framework. Ms. Patrick recommended that the evaluation plans be approved.

Motion to approve the MSSE Evaluation Plans for School Psychologists and Social Workers as presented: Mr. Well; second, Mr. Graham. Roll call yielded 12 yeas, 0 nays. Motion carried.

EXECUTIVE SESSION:

None

ACTION FOLLOWING EXECUTIVE SESSION:

New Hire – Michelle Dothager, School Social Worker for FY17 will be assigned to Bond County.

Motion to approve employment recommendations as presented: Mr. Strieker; second, Mr. Olson. Roll call yielded 12 yeas, 0 nays. Motion carried.

FMLA Leave – Adrienne Lauff submitted a request for medical leave. Ms. Lauff qualifies for the requested leave time and will use FMLA leave concurrently with sick leave time as stipulated in the MSSE policy.

Motion to approve medical leave as requested: Mr. DePatis; second, Mr. Hopper. Voice vote yielded 15 yeas, 0 nays. Motion carried.

DISCUSSION:

The next monthly meeting is scheduled for Wednesday, September, 2016 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville.

ADJOURNMENT:

Motion to adjourn at 10:39 a.m.: Mr. Kelly; second, Dr. Doerr. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Ms. Susan Sullivan, Recording Secretary

Chairperson

Date

Executive Secretary

Date