

MID-STATE SPECIAL EDUCATION  
EXECUTIVE COMMITTEE MEETING  
January 18, 2017  
Minutes

**PROCEDURAL BUSINESS:**

Dr. David Lett called the meeting to order at 10:00 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. Brad Turner, Mulberry Grove; Mr. Wes Olson, Bond County; Mr. Rich Well, Vandalia; Ms. Melissa Ritter, Ramsey; Mr. Mike Kelly, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro.

**MEMBERS ABSENT:**

Mr. Fred Lamkey, Edinburg; Mr. Adam Bussard, Brownstown; Ms. Deb Philpot, St. Elmo; Ms. Debbie Poffinbarger, Litchfield.

**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. Beth Conran, Cornerstone; Ms. Barb Daugherty, Cornerstone; Ms. Susan Sullivan, Executive Secretary.

**CONSENT AGENDA:**

Presented for review and approval:

- Regular Session & Executive Session Minutes from December 14, 2016,
- Destruction of Executive Session audio recordings older than 18 months – none,
- Semi-annual review of Executive Session Minutes from September 16, 2016 and October 19, 2016,
  - Recommend that the Executive Session Minutes be opened
- Payables totaling \$693,678.39
  - \$690,468.54 – MSSE Central
  - \$381.00 – CR/MSSE
  - \$1,078.36 – BF/ MSSE
  - \$1,750.49 – MCC/ MSSE
- Notable Expenses,
  - Specialized Data Systems \$24,900.00
  - DCR monthly billing \$1,176.80
  - FY16 4<sup>th</sup> Quarter State Personnel Reimbursement \$456,842.50
- Receipts vs. Expenditures Report,
- Statement of Position as of December 31, 2016 balances with the ending monthly fund balance of \$2,432,532.88,
  - Anticipated January revenues of \$271,498.20

- The report reflects that Revenues are currently at 58.35% which is right where we should be,
- Expenditures are at 45.39% due to the inclusion of Flow-through Personnel and IDEA dollars to the regions,
- FY16 Fourth Quarter Personnel flow-through checks will be distributed at the board Meeting.

Motion to approve all items on the consent agenda: Mr. Well, Vandalia; second, Dr. Fuerstenau, Taylorville. Roll call yielded 12 yeas, 0 nays. Motion carried.

#### **DIRECTOR'S REPORT:**

**Excess Cost** – Final reports from about half of the MSSE districts have been received. The deadline for submission is January 31, 2017.

**MSSE Action Plan** – Ms. Patrick shared the MSSE Action Plan mid-year update.

**FY17 Director's Goals** – Ms. Patrick presented the mid-year update for her Director Goals to the board.

**MSSE Seniority Lists** – Seniority lists for MSSE Certified and Non-Certified Staff were included in the board packet.

**MENTA Group** – Ms. Beth Conran and Ms. Barb Daugherty from the MENTA Group provided an update on Cornerstone North and South.

**Supreme Court Case** – The Supreme Court is hearing a case that may raise standards for education of disabled students. The issue centers on the level of educational benefit that school districts must confer on children with disabilities to provide them with the free appropriate public education (FAPE) guaranteed by the Individuals with Disabilities Education Act. This is a case that needs to be watched closely. The case has major implications for all districts as we move forward.

**Statements of Economic Interest** – By February 1, 2017 MSSE has to file a list of certified filers for the statements of economic Interest. State law requires that the statements have to be mailed to your home address instead of your workplace address. Each individual will need to file their statement by May 1, 2017 and will need to provide MSSE with a copy of their filed receipt.

#### **UNFINISHED BUSINESS:**

**Financial and Services Analysis** – Ms. Patrick and Mr. Hopper shared information from the Financial and Services Analysis meeting that was held on January 5, 2017. Those in attendance were Mr. DePatis, Mr. Hopper, Ms. Patrick, Ms. Hamlin, and Ms. Armour. Upon review of the information inclusive of legal input from Ms. Merry Rhoades, the group determined that additional information will need to be gathered. The group felt a reasonable goal is to first merge the two bargaining units in the next five years, and then work toward decentralization and elimination of the Regions within ten years. The group recommended a larger committee be formed when it is necessary to look at changes in the Articles of Joint Agreement. Individuals serving on the committee will be Mr. DePatis, Dr. Doerr, Dr. Fuerstenau, Mr. Bussard, Mr. Olson, and Mr. Hopper.

**Second Reading of Policy** – Mrs. Patrick provided the following policy updates and revisions for the second reading and approval:

- 2:125 Board Member Compensation: Expenses
- 2:125-E1 Board Member Expense Reimbursement Form
- 2:125-E2 Board Member Estimated Expense Approval Form
- 5:60 Expenses
- 5:60-E1 Employee Expense Reimbursement Form
- 5:60-E2 Employee Estimated Expense Form
- 2:200 Types of Board Meetings
- 2:220-School Board Meeting Procedure
- 2:220-E1 Board Treatment of Closed Meeting Verbatim Recordings and Minutes
- 2:220-E2 Motion to Adjourn Closed Meeting
- 2:20-E4 Open Meeting Minutes
- 2:20-E5 Semi-Annual Review of Closed Meeting Minutes
- 2:220-E6 Log of Closed Meeting Minutes
- 2:220-E7 Access to Closed Meeting Minutes and Verbatim Recordings
- 2:220-E8 School Board Records Maintenance Requirements and FAQs
- 4:60 Purchases and Contracts
- 4:175 Convicted Child Sex Offender; Screening; Notifications
- 5:10 Equal Employment Opportunity and Minority Recruitment
- 5:100 Staff Development Program
- 5:125 Personal Technology and Social Media; Usage and Conduct
- 5:185 Family and Medical Leave
- 5:190 Teacher Qualifications
- 5:250 Leaves of Absence
- 5:260 Student Teachers
- 5:280 Duties and Qualifications
- 5:330 Sick Days, Vacation, Holidays, and Leaves
- 7:250 Student Support Services
- 7:260 Exemption from Physical Education
- 8:70 Accommodating Individuals with Disabilities

Motion to approve the second reading of policy updates and revisions as presented: Mr. Kelly, Carlinville; second, Mr. Graham, South Fork. Voice vote yielded 11 yeas, 0 nays. Motion carried.

#### **NEW BUSINESS:**

**Director's Evaluation** – Mr. Bussard will be completing Ms. Patrick's evaluation. A copy of the evaluation instrument was included in the board packet. Mr. Bussard will be contacting the board for their input.

**Resolution to Regulate Expenses** – Ms. Patrick presented a copy of the Resolution to Regulate Expenses. Based on discussion with the Policy Committee and consultation with Merry Rhodes the resolution was recommended for approval.

Motion to approve the Resolution to Regulate Expenses as recommended: Mr. DePatis, Morrisonville; second, Mr. Well, Vandalia. Roll call yielded 11 yeas, 0 nays. Motion carried.

**Service Agreements** – Ms. Patrick presented the following service agreements for approval.

**Therakids** – The Therapy Services Agreement with Therakids shows a minimal increase. MSSE has been working with this provider for a number of years. The service has been outstanding. Most recently, Therakids has assisted in providing coverage for our Physical Therapist as she has been out on medical leave. The therapy cost is a covered through the IDEA grant.

**Energy Agreement** – MSSE has been in contract with Direct Energy for our electricity. The current contract expires at the end of January. In working to continue coverage research has found that Homefield Energy can provide the best price for 36 months @ \$.06105. This amount is .0005 cents less than the current contract with Direct Energy.

**Copier Lease** – Ms. Patrick initially recommended approving the copier lease with Lazars Edge. A counter offer from our current provider, ADS presented a cheaper option which includes new equipment and buying out our current contract.

Motion to approve the service agreements with Therakids, Homefield Energy, and ADS as recommended: Mr. Graham, South Fork; second, Mr. Mr. Turner, Mulberry Grove. Roll call yielded 11 yeas, 0 nays. Motion carried.

**Transition Committee** – As MSSE is moving forward with new leadership Ms. Patrick recommended the board establish a transition committee. Dr. Doerr, Mr. DePatis, Mr. Powell, Mr. Hopper, Mr. Olson, and Mr. Bussard will serve on the Transition Committee. The group will meet briefly following the MSSE board meeting.

#### **EXECUTIVE SESSION:**

Motion to enter Executive Session at 10:50 a.m. to discuss the appointment, employment, compensation, discipline, performance or dismissal of specific employees of the joint agreement: Mr. DePatis, Morrisonville; second, Dr. Doerr, Nokomis. Voice vote yielded 11 yeas, 0 nays. Motion carried.

Motion to return to open session at 10:56 a.m.: Mr. DePatis, Morrisonville; second, Mr. Powell, Hillsboro. Voice vote yielded 11 yeas, 0 nays. Motion carried.

#### **ACTION FOLLOWING EXECUTIVE SESSION:**

**New Hire** – Angela Armour, Executive Director under a three-year contract (from 2017-2020).

Motion to approve new hire: The MSSE Executive Board resolves to recommend that the Governing Board of the MSSE Joint Agreement employ Angela Armour as the Executive Director under a three-year contract (from 2017-2020), the terms of such employment to be negotiated and agreed upon between all parties and formalized in an employment agreement approved by the Governing Board.

Mr. Graham, South Fork; second, Mr. Kelly, Carlinville. Voice vote yielded 11 yeas, 0 nays. Motion carried.

**DISCUSSION:**

The next monthly meeting is scheduled for Wednesday, January 18, 2017 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville.

**ADJOURNMENT:**

Motion to adjourn at 11:05 a.m.: Mr. Powell, Hillsboro; second, Mr. Olson, Bond County. Voice vote was unanimous. Motion carried.

Respectfully submitted,  
Ms. Susan Sullivan, Recording Secretary

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

\_\_\_\_\_  
Executive Secretary

\_\_\_\_\_  
Date