

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
March 15, 2017
Minutes

PROCEDURAL BUSINESS:

Dr. David Lett, Acting Chairperson, called the meeting to order at 9:59 a.m. at the Mid-State Special Education Office, 202 Prairie, Morrisonville, Illinois.

MEMBERS PRESENT:

Mr. Gary DePatis, Morrisonville; Dr. Gregory Fuerstenau, Taylorville; Mr. Fred Lamkey, Edinburg; Dr. David Lett, Pana; Mr. Ron Graham, South Fork; Dr. Scott Doerr, Nokomis; Mr. Brad Turner, Mulberry Grove; Mr. Wes Olson, Bond County; Ms. Deb Philpot, St. Elmo; Mr. Rich Well, Vandalia; Dr. Becky Schuchman, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Ms. Debbie Poffinbarger, Litchfield.

MEMBERS ABSENT:

Mr. Adam Bussard, Brownstown; 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 February 16, 2017,
- Destruction of Executive Session audio recordings older than 18 months – none,
- Payables totaling \$453,922.14
 - \$447,591.87 – MSSE Central
 - \$1,143.61 – CR/MSSE
 - \$1,590.89 – BF/ MSSE
 - \$3,595.77 – MCC/ MSSE
- Notable Expenses,
 - CTI \$1,237.57 for server upgrades for SDS
 - Flow-through is higher for sub grant reimbursements
- Receipts vs. Expenditures Report,
- Statement of Position as of February 28, 2017 balances with the ending monthly fund balance of \$1,526,434.50 ,
 - Anticipated March revenues of \$546,572.00
- March Payroll will run approximately \$268,213.00,
- The report reflects that Revenues are currently at 69.25%,
- Expenditures are at 61.14% due to the remaining Flow-Through amounts in the IDEA grant

Motion to approve all items on the consent agenda: Mr. Turner, Mulberry Grove; second, Mr. DePatis, Morrisonville. Roll call yielded 14 yeas, 0 nays. Motion carried.

DIRECTOR'S REPORT:

Personnel Reimbursement – Amounts of unpaid personnel reimbursements were shared at the Region Meetings. \$1,830,118.75 million was budgeted. MSSE received \$456,842.50 (FY16 4th quarter) and flowed it to the districts. MSSE budgeted to receive three more quarters of personnel \$1,373,276.25. Personnel is based on the prior fiscal year. These dollars come to MSSE and are flowed directly to districts.

FY18 IDEA – Last year the IDEA money was in jeopardy of not being released due to the lack of a budget for Illinois. Ms. Patrick shared her concern that our organization could be facing a repeat of that scenario. Ms. Patrick stressed the importance of making contact with legislators concerning this issue.

Medicaid – Ms. Patrick provided information on the American Health Care Act bill. The bill would negatively impact reimbursements the districts are currently receiving for speech-language pathology, occupational and physical therapy, school nurse services, as well as vision and hearing screenings.

Maintenance of Effort – Ms. Patrick reported that MOE worksheets should be available this month.

SDS – Ms. Patrick stated that Ms. Rexroad and Ms. Vancil have been working with the SDS trainer to prepare for the conversion from DCR. The April 1st payroll will be ran on SDS.

Upcoming Board Meetings – Ms. Patrick stated that frequently there is difficulty in obtaining a quorum for the June and July board meetings. Ms. Patrick believes that the FY18 Proposed Budget can be presented at the May meeting. Accordingly, the June and July board meetings may be canceled.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

FY18 Contract Renewals – Ms. Patrick presented FY18 contract renewals and agreements for service.

- **Infinitec Agreement for Services** – The agreement will be at a rate of \$.60 per student. This is a minimal increase of \$.05 from FY17.
- **Central Illinois Hearing** – audiological services; increase as listed
 - Central Auditory Processing Evaluation from \$250 to \$300
- **Garella Pest Services** – pest control service; \$53/month; \$3.00 increase
- **Schmedeke Lawn, LLC** – mowing and snow/ice removal; no increase
- **Steve Sheedy** – maintenance and cleaning; \$13.13/hour; no increase
- **CSC Learning** – Reading Plus program renewal in the amount of \$5,220.00 (174 seats @ \$30.00 each). Payment will not be made until after July 1, 2017.

Motion to approve renewal of contracts and agreements for service as presented: Mr. Graham, South Fork, second, Mr. Lamkey, Edinburg. Roll call yielded 14 yeas, 0 nays. Motion carried.

Job Description – A copy of the Job Description for Administrator of Special Education Services was included in the board packet. This is a new title. The Administrator of Special Education Services will be the title for those replacing the position of Assistant Director.

Motion to approve the Job Description for Administrator of Special Education Services as presented: Mr. DePatis, Morrisonville; second, Mr. Kelly, Carlinville. Voice vote yielded 14 yeas, 0 nays. Motion carried.

Authorization and Approval of the Third Amendment to the Joint Agreement – Ms. Patrick shared information regarding Resolutions from Christian Region, MC/C Region, and B/F Region. The Resolutions are presented to the Mid-State Executive Committee for approval. This allows, “To the extent “Assistant Director” is used within the Joint Agreement, such reference to “Assistant Director” also includes the position of “Administrator of Special Education Services,” a person that, in addition to having a professional educator license in special education, also holds a general administrative endorsement, or its equivalent, as issued by the Illinois State Board of Education.” Final action will be taken by 2/3 vote of the Governing Board at the March 23, 2017 meeting.

EXECUTIVE SESSION:

None

ACTION FOLLOWING EXECUTIVE SESSION:

New Hires – Administrators of Special Education Services

- Brandy Buske, at a base salary of \$82,000.00 for 220 work days,
- Lyn Becker, at a base salary of \$82,000.00 for 220 work days

Motion to approve employment of Brandy Buske as Administrator of Special Education Services and Lyn Becker as Administrator of Special Education Services : Mr. Powell, Hillsboro; second, Mr. Hopper, Panhandle. Roll call yielded 14 yeas, 0 nays. Motion carried.

DISCUSSION:

The next monthly meeting is scheduled for Wednesday, April 19, 2017 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville. The Governing Board meeting is scheduled for March 23, 2017 at 6:30 p.m.

ADJOURNMENT:

Motion to adjourn at 10:05 a.m.: Mr. DePatis, Morrisonville; second, Mr. Lamkey, Edinburg. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Ms. Susan Sullivan, Recording Secretary

Chairperson

Date

Executive Secretary

Date