

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
May 16, 2018

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman Mr. Fred Lamkey at 10:08 a.m.

MEMBERS PRESENT

Mr. Fred Lamkey, Edinburg; Mr. Ron Graham, South Fork; Dr. Scott Doerr, Nokomis; Mr. Brad Turner, Mulberry Grove; Mr. David Powell, Hillsboro; Dr. Becky Schuchman, Carlinville; Dr. Wes Olson, Bond County; Mr. Aaron Hopper, Panhandle; Dr. Jennifer Garrison, Vandalia; Mr. Mike Shackelford, Brownstown; Ms. Melissa Ritter, Ramsey; Mr. Jason Bauer, Pana

OTHERS PRESENT

Mrs. Angela Armour, Director; Mrs. Lyn Becker, Administrator of Special Education Services; Mrs. Brandy Buske, Administrator of Special Education Services; Mrs. Michelle Rexroad, Business Manager; Mrs. Vickie Throne, Executive Secretary

Recognition of Visitors: None

MEMBERS ABSENT

Ms. Julie Healy, St. Elmo; Ms. Debbie Poffinbarger, Litchfield; Mr. Dave Meister, Morrisonville; Dr. Gregg Fuerstenau, Taylorville;

CONSENT AGENDA

The Balance Sheet for April 30, 2018 as well as the FY18 Receipts versus Expenditures Report reflects the fund balance of \$1,282,808.48 which included Revenue of \$940,540.59 and expenditures totaling \$684,049.55. The projected May expenses are \$798,750.79 and the projected revenue is \$472,377.74 resulting in a projected fund balance of \$956,435.43.

The payables list for May was provided for review. MSSE Central total \$550,755.72, Bond/Fayette Region total \$3,666.50, Christian Region total \$1,847.32 and MC/C Region total \$2,580.60 with notable expenses indicated.

The Regular Session Minutes of the April 18, 2018 meeting, the destruction of executive session audio recordings older than 18 months (None), the financial report and approval of payables were presented for approval.

A motion made by Mr. Graham and seconded by Mr. Powell to approve the Consent Agenda, carried by a roll call vote of 12 yeas, 0 nays.

DIRECTOR'S REPORT

Mrs. Armour reported that the Annual LEA Determinations for 2016-17 were emailed on May 2nd. She was very pleased that once again all of our districts received a score of 4.0 and received the designation of

“Meets Requirements.” Therefore, none of our districts require any follow up activities as a result. The SPP Indicators targeted pertain to rates of suspension and expulsion based upon race/ethnicity, evaluation practices and timelines, transition planning, correction of any noncompliance, and IDEA Part B audit findings. Mrs. Armour shared the results and good news with those serving each district who contributed to the positive outcomes such as the psychologist, social worker, coordinator, transition specialist, and I-Star clerical.

Mrs. Armour thanked everyone for forwarding the Professional Development Needs Assessment to district staff. We received 497 respondents with 249 general education teachers, 88 special education teachers participating as well as smaller numbers of superintendents, principals, special education administrators, and PPS. The results are as follows and will guide the provision of professional development:

Top PD Topics – Behavior Intervention/Management Strategies, Academic Strategies for Differentiated Instruction, Chronic Absenteeism, Mental Health Issues, Integrating Technology into Instruction, Trauma Informed Schools
Understanding IL Regulations – Regular education teacher’s role in implementing the IEP, Effective discipline under Senate Bill 100
Communication – Developing positive attitudes in schools about all students

Mrs. Armour reported that the week of May 7-11th, we celebrated Teacher Appreciation Week. We recognized special education teachers and assistants in all our districts for their dedicated service to students and our schools.

Mrs. Armour provided an update on the Post-School Secondary Survey for Indicator 14 status update for selected districts, Nokomis and Mulberry Grove.

Mrs. Armour reported that Bond #2 is the only district she has heard from regarding selection for the Timely and Meaningful Consultation audit. Mrs. Armour asked that everyone let her know if they received an email on April 19th from Chiu Shuwan (schiu@isbe.net). Mr. Shackelford, Brownstown reported that his district received notice. Mrs. Armour indicated that Mid-State will submit the audit requirements to ISBE on behalf of the districts.

Mrs. Armour reported that on April 24th, she and Mrs. Rexroad met with Ms. Robin Yockey to review progress related to the audit. She noted that details were provided in the last Director’s Bulletin and that time and resources continue to be the greatest challenges.

Mrs. Armour reported that we continue to address concerns with the changes that were implemented with insurance this year. She stated that she attended the Egyptian Area Trust meeting on May 9th, and they are continuing with the increases for 2018-19 using seven tiers based upon the 2.5 year Loss Ratio. We are in the 6th tier, which correlates to an 8.5% increase for the upcoming year. Mrs. Armour has spoken to Travis Bushue about the possibility an insurance change and was provided preliminary information. We do have slightly over 50% of eligible employees enrolled in insurance now, so we would meet the minimum participate rate that most companies look for. Timing and our loss ratio would be our biggest hurdles. Our loss ratios for the past three years are 119%, 126%, and 124%. The bid timelines are not realistic for a Sept. 1st start date but a Jan. 1st date would be possible. It was noted that the Business office would be heavily involved and due to our employees being so spread out, it may take longer than a month for open enrollment. The current cost per covered employee to withdraw from the Trust is \$800. So, the withdrawal cost would be \$126,400 for our current 158 covered employees. Sixty days’ notice must be provided to the Trust, and the estimated fee paid at that time.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mrs. Armour reviewed policy updates from PRESS 97. Mrs. Armour reported that attorney input was received and the Policy Committee reviewed and recommends the first reading on the following policies: 2:260 Uniform Grievance Procedures; 4:40 Incurring Debt; 5:20 Workplace Harassment Prohibited.

A motion made by Mr. Bauer and seconded by Dr. Garrison to recommend approval of first reading of policy updates, as presented, carried by a roll call vote of 12 yeas, 0 nays.

Mrs. Armour recommended approving the updated Prevailing Wage Ordinance. The Prevailing Wage Rates for Christian County which are effective on June 1, 2018 were attached.

A motion made by Mr. Graham and seconded by Dr. Schuchman to approve the Prevailing Wage Ordinance, carried by a roll call vote of 12 yeas, 0 nays.

Mrs. Armour provided an update on the revision of the Mid-State Special Education Eligibility Criteria noting that the June 2010 eligibility criteria was in need of revision. The Speech or Language Impairment criteria was being finalized, so the request to table this item until August was made. Mrs. Armour thanked Brandy Buske who collaborated with a core group of psychologists, Kristy Haston, Lauren Assalley, and Amanda Cunningham, on this project.

A motion made by Mr. Shackelford and seconded by Dr. Schuchman to table the motion to approve eligibility criteria, carried by a roll call vote of 12 yeas, 0 nays.

Mrs. Armour recommended approval of Brecht's Database Solutions, Inc. PowerDS Fee-for-Service Contract for the 2018-19 school year. The fee structure is different than the previous provider and is 5% of net reimbursements from HFS fee-for-service claims. In 2016-17 we paid 36% of receipts based upon a fee for each service line billed to Medicaid. Mrs. Armour also recommended approving the CSC Consulting quote for renewal of the Reading Plus program at \$6,480 noting the cost per seat went up this year but the number of seats we need decreased by 30.

A motion made by Mr. Hopper and seconded by Ms. Ritter to recommend approving the renewal of contracts and license agreements, as presented, carried by a roll call vote of 12 yeas, 0 nays.

Mrs. Armour referenced the FY19 MSSE Board Meeting Schedule with meetings continuing to be held on the 3rd Wednesday of each month with the exception of the August meeting. August 15th is an institute day or the first day of student attendance in many districts so August 22nd was recommended. Mrs. Armour noted that three districts are on break on April 17th, but each of the four board meetings should still have a quorum. The Governing Board meetings are scheduled for August 30, 2018 and March 25, 2019. Mrs. Armour highlighted the change in time for the Christian and Bond/Fayette Region meetings beginning in August.

Mrs. Armour reported that Mr. Hopper will be serving as the Executive Board Chairman. According to the rotation, the next Vice-Chairman will be selected from Bond/Fayette Region, and Dr. Olson will serve in this roll. Per the Articles of Joint Agreement, the Executive Secretary, Vickie Throne, will serve as the Board Secretary. Region Boards reported their representatives to the Finance and Policy Committees. In addition to Mr. Hopper, Dr. Garrison, Mr. Lamkey and Mr. Powell were recommended to serve on the Finance Committee and Mrs. Healy, Mr. Meister and Mrs. Poffinbarger on the Policy Committee.

A motion made by Ms. Ritter and seconded by Dr. Garrison to approve Executive Committee Officers, Finance Committee Members, and Policy Committee Members, as presented, carried by a roll call vote of 12 yeas, 0 nays.

Mrs. Armour recommended appointing the Non-Discrimination Coordinator & Complaint Managers for Mid-State for FY19.

A motion made by Mr. Turner and seconded by Mr. Shackelford to approve Angela Armour as the Non-Discrimination Coordinator and Angela Armour & Aaron Hopper as Complaint Managers for Mid-State for FY19, carried by a voice vote of 12 yeas, 0 nays.

Mrs. Michelle Rexroad provided a summary of the FY19 MSSE Preliminary Budget & Consolidated Budget. Mrs. Rexroad reported that on the Mid-State budget there is an overall increase of .24% of revenue and .04% increase of expenditures. For revenue, she noted that the IDEA Grant has an overall increase of \$262,000.00. Mrs. Rexroad reminded the board that more money will flow to the districts to offset the OT and PT costs which were removed from the IDEA grant to increase Medicaid reimbursement. Also added to the grant are funds for purchased services in case a contract agency must be used to fill any licensed vacancies. She noted that the clerical staff of Mid-State as well as her salary is included in the IDEA grant, and the recent salary increases are included. State and local expenditures are decreased by \$193,000.00. Pre-School expenditures are decreased \$64,000.00 again due to the change with OT and PT. Mrs. Rexroad indicated that she will be watching all preschool materials requests so they come out of the grant. Bond/Fayette Region may also apply for a sub-grant for IDEA Pre-School if not able to apply all of the regular IDEA allotment. Mrs. Rexroad reported that the biggest changes to the budget are the changes in personnel costs, the increase in salaries, and the increased cost of board paid insurance. Mrs. Rexroad explained that the IDEA allotment for each district is equal to the Mid-State assessment paid by each district. The June 30, 2019 Mid-State fund balance is projected at \$824,000, and the Consolidated June 30, 2019 ending balance is projected at \$2,047,000. Mrs. Rexroad reminded superintendents that the assessment schedule beginning in July will be sent out in June but that checks must be dated July 1st or later.

A motion made by Mr. Graham and seconded by Ms. Ritter to approve the FY19 Preliminary Budgets, as presented, carried by a roll call vote of 12 yeas, 0 nays

EXECUTIVE SESSION

None

ACTION ON BUSINESS ITEMS

A motion made by Mr. Hopper and seconded by Dr. Schuchman to approve the resignations of Jenna Griffith and Wendy Harmon, School Social Workers, and Ruth McCario, Program Coordinator, all effective with the completion of contractual days worked for the 2017-18 school year, carried by a roll call vote of 12 yeas, 0 nays.

DISCUSSION

The next Executive Committee Board meeting is scheduled for Wednesday August 22, 2018, at 10:00 a.m. at the Mid-State office in Morrisonville.

ADJOURNMENT

A motion made by Mr. Shackelford and seconded by Mr. Powell to adjourn the meeting at 10:31 a.m.

Respectfully submitted,

Mrs. Vickie Throne, Executive Secretary

Chairperson

Date

Executive Secretary

Date