

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
January 16, 2019

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman Mr. Aaron Hopper at 10:02 a.m.

MEMBERS PRESENT

Mr. John Mullett, Litchfield; Mr. Chris Clark, South Fork; Dr. Scott Doerr, Nokomis; Dr. Gregg Fuerstenau, Taylorville; Dr. Becky Schuchman, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. Jason Bauer, Pana; Mr. Dave Meister, Morrisonville; Mr. Steve Phillips, Mulberry Grove; Mr. David Powell, Hillsboro; Dr. Wes Olson, Bond County; Dr. Jennifer Garrison, Vandalia; Mr. Mike Shackelford, Brownstown; Ms. Melissa Ritter, Ramsey; Ms. Julie Healy, St. Elmo

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

Mr. Fred Lamkey, Edinburg

CONSENT AGENDA

- Approval of Regular Session Minutes (December 12, 2018)
- Approval of Destruction of Executive Session Audio Recordings Older than 18 Months (None)
- Approval of the Semi-Annual Review of Closed Session Minutes August 2018 through December 2018 with the recommendation to open the closed session minutes from October 17, 2018
- Financial Report for FY19
- Accounts Payable Review & Approval of November Regular Bills
 - MSSE = \$463,204.39
 - BF/MSSE = \$498.38
 - CR/MSSE = \$1,707.87
 - MCC/MSSE = \$2,149.91

A motion made by Dr. Olson and seconded by Dr. Schuchman to approve the Consent Agenda, carried by a roll call vote of 15 yeas, 0 nays.

DIRECTOR'S REPORT

Mrs. Armour reported that on Dec. 20th, we held our annual staff recognition and meeting recognizing the following employees for longevity of service: 20 years-Tricia Kelley, 15 years-Vickie Throne, 10 years- Amanda Cunningham and Casey Matheson.

Mrs. Armour reported that this week, we received the name and contact of our new IDEA grant coordinator, Mandi Richards. Felicia Malloy, who has handles our grant for years, is retiring at the end of February. Mrs. Armour also reported that on Monday, we all received notification that ISBE is allowing a 12 month extension on IDEA.

Mrs. Armour reported that Excess Cost is due on January 31st. Four districts have submitted Excess Cost with three being approved by ISBE. Mrs. Armour asked that districts please let us know if assistance is needed.

Mrs. Armour reported a change that the December 1st Child Count must now be certified by the District superintendent or authorized representative between March 18th and 27th. Data will be checked weekly by Mid-State to ensure accuracy.

Mrs. Armour reported that the semi-annual updates on the Director's Goals & MSSE Action Plan were provided in the board packet.

Mrs. Armour reported that we received a FOIA Request on January 9, 2019 from Marcus Albrecht, IEA Region 5 UniServe Director, requesting the Joint Agreement of Mid-State and the Joint Agreement of MC/C Region. Updates were also provided on the status of previous FOIA requests including the December 6, 2018 request from Jennifer Richards, Chicago Tribune, for information related to isolated time out, seclusion, or any other type of confinement as well as training and orientation. A letter for extension was sent on December 10th with a letter of response and available documents sent along with additional email explanation provided on December 19th. The FOIA Request for Review by the PAC requested by Dr. Doerr was completed Dec. 19th.

In committee reports, Mr. Hopper stated that Finance Committee meetings were held on Dec. 19th and Jan. 4th. Both meetings primarily focused on revisions to the assessment structure. The Steering Committee met Monday January 14th and continues to work on what constitutes a decentralized district. The committee continues to look at a few specific areas including how to handle responsibility for student related legal costs. Mr. Hopper noted that one of the main timelines that needs to be determined is the date that districts need to notify Mid-State if they plan to decentralize staff for next year. This will then allow Mid-State Central to provide a more accurate cost for services to districts that do not decentralize. Dr. Doerr, Dr. Fuerstenau and Mr. Bauer notified Mid-State that they plan to move forward with a complete withdrawal for their districts.

UNFINISHED BUSINESS

Mrs. Armour presented the following policies from PRESS 98 for a second reading and approval: 4:80 Accounting and Audits; 6:60 Curriculum Content; 7:340 Student Records; 5 Year Review: 2:105 Ethics and Gift Ban; 2:170 Procurement of Architectural, Engineering, and Land Surveying Services; 6:30 Organization of Instruction; 6:120 Education of Children with

Disabilities; 6:240 Field Trips and Recreational Class Trips; 6:250 Community Resource Persons and Volunteers

A motion made by Dr. Garrison and seconded by Dr. Olson to approve the second reading of the policy updates presented, carried by a voice vote of 15 yeas, 0 nays.

NEW BUSINESS

Mrs. Armour reported that the MSSE Seniority List for Certified and Non-Certified Staff have been compiled for approval.

A motion made by Mr. Powell and seconded by Mr. Phillips to approve the certified and non-certified seniority and start date lists, carried by a voice vote of 15 yeas, 0 nays.

Mr. Hopper indicated that he will be completing the Director's evaluation. Mr. Hopper stated that everyone should have received the template that he emailed, and he asked everyone to provide their input by January 22nd.

After considerable discussion, Mr. Hopper asked for a motion regarding changes to the assessment structure.

A motion made by Dr. Schuchman and seconded by Dr. Olson to approve that we move to use formula 4 as the new assessment structure with adjusted changes based on the recommendation of the Finance Committee, carried by a roll call vote of 15 yeas, 0 nays.

Mr. Hopper reminded the board a deadline must be established for districts to notify Mid-State if they plan to decentralize for the upcoming year. After much discussion it was determined that February 15th would be the date to notify Mid-State if your district plans to decentralize.

EXECUTIVE SESSION

None

ACTION ON BUSINESS ITEMS

Personnel:

A motion made by Dr. Schuchman and seconded by Dr. Garrison to recommend the approval of the part-time employment of Jeanne Vancil and Becky Lambert as presented, carried by a voice vote of 15 yeas, 0 nays.

DISCUSSION

The next Executive Committee Board meeting is scheduled for Wednesday, February 20th at 10:00 a.m.

ADJOURNMENT

A motion made by Mr. Phillips and seconded by Mr. Mullett to adjourn the meeting at 11:12 a.m., carried by a voice vote of 15 yeas, 0 nays.

Respectfully submitted,

Mrs. Vickie Throne, Executive Secretary

Chairperson

Date

Executive Secretary

Date