

**MID-STATE SPECIAL EDUCATION**  
**EXECUTIVE COMMITTEE MEETING**  
August 19, 2015  
Minutes

**PROCEDURAL BUSINESS:**

Mr. Jeff Strieker, Chairperson, called the meeting to order at 10:11 a.m. at the Mid-State Special Education Office, 202 Prairie, Morrisonville, Illinois.

**MEMBERS PRESENT:**

Mr. Gary DePatis, Morrisonville; Mr. Fred Lamkey, Edinburg; Dr. David Lett, Pana; Ron Graham, South Fork; Dr. Scott Doerr, Nokomis; Mr. Brad Turner, Mulberry Grove; Mr. Wes Olson, Bond County; Mr. Adam Bussard, Brownstown; Mr. Rich Well, Vandalia; Ms. Melissa Ritter, Ramsey; Mr. Mike Kelly, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Mr. Jeff Strieker, Litchfield.

**MEMBERS ABSENT:**

Dr. Gregory Fuerstenau, Taylorville

**PRESENTATION OF PROXIES:**

Ms. Deb Philpot, St. Elmo – Ms. Melissa Ritter

**OTHERS PRESENT:**

Mrs. Brenda Patrick, Director; Mrs. Angie Armour, Assistant Director; Mrs. Crystal Lawler, Assistant Director; Mrs. Jeanne Vancil, Comptroller; Mrs. Shelly Rexroad, Business Manager, Ms. Susan Sullivan, Secretary.

**CONSENT AGENDA:**

Presented for review and approval:

- Regular Session & Executive Session Minutes from June 17, 2015,
- Destruction of Executive Session audio recordings older than 18 months (none)
- June Monthly payables totaling \$370,681.67:
  - \$355,302.23 – MSSE Central
  - \$3,015.82 – CR/MSSE
  - \$5,174.05 – BF/MSSE
  - \$7,189.57 – MC/MSSE
- July Monthly payables totaling \$500,152.07:
  - \$496,950.30 – MSSE Central
  - \$1,055.01 – CR/MSSE
  - \$322.27 – BF/MSSE
  - \$568.06 – MC/MSSE
- August Monthly payables totaling \$262,899.40:
  - \$255,266.60 – MSSE Central
  - \$481.95 – CR/MSSE
  - \$1,024.85 – BF/MSSE
  - \$6,126.00 – MC/MSSE
- Statement of Position as of June 30, 2015, balances with the ending monthly fund balance of \$548,610.75,

- Statement of Position as of July 31, 2015, balances with the ending monthly fund balance of \$1,040,400.86,
  - The 4<sup>th</sup> quarter FY15 State Personnel Payment was received in July and flowed to the Regions accordingly.
- Receipts vs. Expenditures Report.

Motion to approve all items on the consent agenda: Mr. Well; second, Mr. Turner. Roll call yielded 15 yeas, 0 nays. Motion carried.

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

**IAASE Board Meeting & Director's Conference** – Mrs. Patrick shared information from the IAASE Board Meeting & Director's Conference.

**School Nurse** – Mrs. Patrick stated that Mid-State Special Education is working to make certain that every district is in compliance with school nurse staffing. Mrs. Patrick has requested guidance from legal counsel concerning the mandates related to ISBE Rule Part 1.760 Standard of School Support Personnel.

**Go Solutions** – Medicaid Claims Training with Go Solutions is scheduled for September 18, 2015 at 1:00 p.m. The training will be held in the Mid-State Special Education conference room for PPS staff, SLPs, and school nurses.

**I-Star** – I-Star is a student and personnel reporting system that will be replacing iePoint. This system will allow reporting in real time. The system will be available in January and February.

**PowerIEP** – Mrs. Patrick informed the board that she has received positive feedback from staff regarding the implementation of the PowerIEP program. Trainings have been provided in each region. A total of 184 certified staff attended the trainings.

**Teacher Evaluation Student Growth Model** – ROE provided a Teacher Evaluation Student Growth Model In-Service on August 11, 2015 in the MSSE conference room. Greg Patrick and Annett Hartlib presented the information. Forty-six teachers and special education administrators were in attendance.

#### **UNFINISHED BUSINESS:**

**FY16 Proposed Budget** – Mrs. Patrick provided copies of the proposed Mid-State Special Education Central and Consolidated budget.

Mrs. Patrick relayed to the board that flowing the Personnel money to the Region could be problematic and result in a short fall at the end of the FY16. The issue centers upon the Personnel Reimbursement coming for the expenses that were paid out in FY15. Dr. Lett indicated that he understood there could be an issue and recognized that the shortfall could result in the CR having to obtain a loan or assess an additional payment. The board members discussed the issue. Dr. Lett stated that the districts were relying on the personnel money in their budgets. He suggested the board proceed with flowing the Personnel at this time. He indicated that the board would deal with a shortfall when it arose. All board members present were in agreement.

Motion to approve the revised proposed budget: Mr. Bussard; second, Ms. Ritter. Roll call yielded 15 yeas, 0 nays, 0 abstain. Motion carried.

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

- 2:250 Access to Joint Agreement Public Records – Rewritten
  - Option 1 C. The director shall appoint a FOIA Officer
- 3:40 Special Education Director
- 3:50 General Administration
- 3:60 Administrative Responsibility of the Assistant Directors
- 4:45 Insufficient Fund Checks and Debt Recovery
- 5:120 Ethics and Conduct
- 5:270 Employment At-Will, Compensation, and Assignment
- 5:290 Employment Termination and Suspensions
  - Add the Master Agreement Between Montgomery County/Carlinville Special Education Association/IEA/NEA to the first paragraph
- 5:330 Sick Days, Vacation, Holidays, and Leaves
  - Add “and Comptroller” to vacation for all 12-month, non-exempt employees

Motion to approve of the second reading of policy updates as presented: Mr. Graham; second, Mr. Lamkey. Voice vote yielded 15 yeas, 0 nays. Motion carried.

#### **NEW BUSINESS:**

**Election of Committee Representatives** – The following were recommended as committee representatives for the Finance Committee: Mr. Strieker – Chair, Dr. Lett – Christian Region, Mr. Powell – Montgomery County/Carlinville Region, Mr. Well – Bond/Fayette Region.

The following were recommended as committee representatives for the Policy Committee: Mr. Strieker – Chair, Mr. DePatis – Christian Region, Mr. Kelly – Montgomery County/Carlinville Region, Mr. Olson – Bond/Fayette Region.

Motion to elect representatives as recommended: Mr. DePatis; second Mr. Graham. Voice vote yielded 15 yeas, 0 nays, 0 abstain. Motion carried.

**Resolution** – Approval from ISBE to proceed with the Resolution Regarding Allocation of Part B Funds has been received. Mrs. Patrick recommended approval of the Resolution.

Motion to approve the recommended resolution: Mr. Strieker; second, Mr. Powell. Roll call yielded 15 yeas, 0 nays, 0 abstain. Motion carried.

#### **EXECUTIVE SESSION:**

None

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

**Hiring Business Manager** – Mrs. Patrick recommended hiring Michelle Rexroad for the Business Manager position with a starting salary of \$45,000.00.

Motion to approve personnel recommendations: Mr. Well; second, Mr. Graham. Roll call yielded 15 yeas, 0 nays, 0 abstain. Motion carried.

**DISCUSSION:**

The next monthly meeting is scheduled for Wednesday, September 16, 2015 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville. The Governing Board meeting and FY16 Budget Hearing is scheduled for Monday, August 25, 2015 at 6:30 p.m. at the Mid-State Special Education office in Morrisonville.

**ADJOURNMENT:**

Motion to adjourn at 10:43 a.m.: Dr. Lett; second, Mr. Hopper. Voice vote was unanimous. Motion carried.

Respectfully submitted,  
Ms. Susan Sullivan, Recording Secretary

\_\_\_\_\_

Chairperson

\_\_\_\_\_

Date

\_\_\_\_\_

Secretary

\_\_\_\_\_

Date