

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
April 20, 2016
Minutes

PROCEDURAL BUSINESS:

Mr. Jeff Strieker, Chairperson called the meeting to order at 10:10 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; Dr. Scott Doerr, Nokomis; Mr. Brad Turner, Mulberry Grove; Mr. Wes Olson, Bond County; Mr. Adam Bussard, Brownstown; Ms. Melissa Ritter, Ramsey; Mr. Rich Well, Vandalia; Mr. Mike Kelly, Carlinsville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Mr. Jeff Strieker, Litchfield.

MEMBERS ABSENT:

Mr. Ron Graham, South Fork

PRESENTATION OF PROXIES:

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

OTHERS PRESENT:

Ms. Brenda Patrick, Director; Ms. Angie Armour, Assistant Director; Ms. Crystal Lawler, Assistant Director; Ms. Shelly Rexroad, Business Manager; Ms. Pattie Hamlin, Assistant Director Elect; Ms. Susan Sullivan, Executive Secretary.

CONSENT AGENDA:

Presented for review and approval:

- Regular Session & Executive Session Minutes from March 16, 2016,
- Destruction of Executive Session audio recordings older than 18 months (none),
- Monthly payables totaling \$252,697.75
 - \$247,962.80 – MSSE Central
 - \$293.00 – CR/MSSE
 - \$2,537.76 – BF/MSSE
 - \$1,904.19 – MC/Mid-State Special Education
 - Notable Expenses
 - Farmer Environmental Services – Asbestos Management Payment
- Receipts vs. Expenditures Report,
- Statement of Position as of March 31, 2016, balances with the ending monthly fund balance of \$1,298,665.94,
 - Anticipating April revenues of \$330,306.00 (this does not include IDEA and Preschool state reimbursements for current month expenditures)
- The report reflects that Revenues are currently at 78.56%; expenditures are at 73.18% due to the remaining Flow Through amounts in the IDEA and Preschool grants.

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

DIRECTOR'S REPORT:

Hope Institute – Ms. Patrick reported on Hope Institutes' Residential Licensure Status.

- Districts that have students placed in this program were notified that the Department of Children and Family Services has put a placement hold on Hope Institute as a provider of publicly-funded residential services. This action was imposed on March 17, 2016 due to the health and safety concerns at the facility. ISBE's approval of the program is based on the status of approval with DCFS. Ms. Patrick spoke with Viver Ballard the Principal Education Consultant. Funding is not impacted at this time. If the approval status changes, districts will be notified. MSSE is monitoring this situation as it could have significant impact on districts.

Post School Survey For Indicator 14 – A list of districts required to participate was included with the letter that was mailed to the districts. MSSE Districts required to conduct the survey are Brownstown, Edinburg, Morrisonville, Mulberry Grove, Ramsey, South Fork, and St. Elmo. The anticipated window to complete the survey administration will be April 1, 2016 through June 30, 2016. Christian Region is close to completion. This will be submitted through iePoint.

- Transition Specialists are available to assist districts with this process.
- This year districts have the option of choosing which survey they want to use.
- Eight question tool has previously been used to meet minimum federal reporting requirements.
- Expanded survey allows former students to provide additional information on their post-secondary experiences in education, employment, and independent living, as well as how high school prepared them for adult living.

Excess Cost – All districts have completed and received approval for their submissions.

FY17 Budget – The FY17 Budget will be presented in May. The Finance Committee is meeting today. The committee will outline how to proceed with the budget based on the many unknowns we are facing today.

Medicaid Audit – MSSE has been working on the self-audit process for Medicaid. Results indicate that Mid-State Special Education does not have written notes/records that would meet the standard required for billing. We have held additional training for all Psychologists, Social Workers, Speech Pathologists, and nurses. MSSE staff has been directed to enter all notes in the GoSolutions system. We have had some push back from some of the SLPs. There are too many problems with the continuation of personal notes; notes get lost or damaged. Housing of records is problematic. Entering in the system is the only viable option.

Focused Monitoring – Focused Monitoring is moving forward in Taylorville. Indicator 5A is the % of time children with IEPs spend in regular education. Ms. Patrick anticipates this will continue to be a major focus for all districts. The Directors conference in August has several sessions dedicated to addressing this as a part of the state Performance Plan.

Statements of Economic Interest – Forms were distributed to the superintendent's signatures. The Statements of Economic Interest will be filed with the Christian County Clerk by the May 1, 2016 deadline.

FY15 Personnel – Ms. Patrick distributed reports of the amount of FY15 Personnel that was to be allocated to be flowed to the districts in FY16.

MOE – Ms. Patrick stated that MOE was sent on April 19, 2016. 50% of our districts meet MOE. Ms. Patrick, Ms. Vancil, and Ms. Rexroad will be working with the eight districts who did not meet MOE. It is important that all member districts meet MOE. Failure to do so can result in a repayment and delay our ability to access our IDEA grant.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

FY17 Contract Renewals – Ms. Patrick presented FY17 contract renewals

- **Central Illinois Hearing** – audiological services; increases as listed
 - Hearing Evaluation from \$70 - \$90
 - Hearing Screening from \$30 - \$40
 - Hearing Aid Evaluation from \$90 - \$125
 - Central Auditory Processing Evaluation from \$110 - \$250
 - Optoacoustic Emission Testing from \$90 - \$150
- **Garella Pest Services** – pest control service; \$50/month; no increase
- **Go Solutions** – fee for service agreement; no change in fee structure
- **Greenville Hearing Center** – audiological services; increase as listed
 - Tympanogram from \$50.00 - \$75.00
- **Mose, Yockey, Brown & Kull** – auditing services that include a base audit fee, single audit fee, and preparation of our consolidated AFR; \$22,025; increase of \$775.00
- **Schmedeke Lawn** – mowing and snow/ice removal; no increase
- **Steve Sheedy** – maintenance and cleaning; \$13.13/hour; no increase
- **Brecht's Database Solutions, Inc. Power IEP** – \$25,663.75; no increase
- **Brecht's Database Solutions, Inc. PowerEval** – new for FY17. PowerEval will replace the Customized Relational Tek (CRT) evaluation tool we have used in the past. The previous tool was not effective in all settings. This tool will assist teachers and administrative staff with the required evaluation documentation.
 - Annual Fee of \$2,940.00, year 1 implementation \$1,000.00 and in-service Webinar Training \$250.00, for a total of \$4,190.00 for year one. The cost will be reduced to the annual fee hereafter.

Motion to approve renewal of contracts as presented: Mr. Bussard; second, Mr. Powell. Roll call yielded 14 yeas, 0 nays. Motion carried.

First Reading of Policy Updates – Ms. Patrick provided the following policy updates for the First reading and approval:

- Policy 7:190 is a proposed policy regarding Memorandums of Understanding for purposes of contact with local law enforcement officials. This policy was drafted by Merry Rhoades. The crux of this policy states that for any student attending a MSSE program housed at either a MSSE Member District or in a private facility, that MSSE will follow and adhere to any MOU entered into between the Member District where the program or facility is located and that community's local law enforcement.

Motion to approve the first reading of policy updates as presented: Mr. Well second, Mr. Bussard. Roll call yielded 14 yeas, 0 nays. Motion carried.

EXECUTIVE SESSION:

None

ACTION FOLLOWING EXECUTIVE SESSION:

None

DISCUSSION:

The next monthly meeting is scheduled for Wednesday, May 18, 2016 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville. The Governing Board meeting is scheduled for Monday, March 21, 2016 at the Mid-State Special Education office in Morrisonville.

ADJOURNMENT:

Motion to adjourn at 10:22 a.m.: Mr. DePatis; second, Mr. Olson. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Ms. Susan Sullivan, Recording Secretary

Chairperson

Date

Executive Secretary

Date