

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING

June 15, 2016

Minutes

PROCEDURAL BUSINESS:

Mr. Jeff Strieker, Chairperson called the meeting to order at 10:08 a.m. at the Mid-State Special Education Office, 202 Prairie, Morrisonville, Illinois.

MEMBERS PRESENT:

Mr. Gary DePatis, Morrisonville; Dr. Gregory Fuerstenau, Taylorville; Dr. Scott Doerr, Nokomis; Mr. Wes Olson, Bond County; Mr. Rich Well, Vandalia; Ms. Melissa Ritter, Ramsey; Mr. Mike Kelly, Carlinville; Mr. David Powell, Hillsboro; Mr. Jeff Strieker, Litchfield.

MEMBERS ABSENT:

Mr. Fred Lamkey, Edinburg; Mr. Ron Graham, South Fork; Mr. Brad Turner, Mulberry Grove; Mr. Adam Bussard, Brownstown; Mr. Aaron Hopper, Panhandle

PRESENTATION OF PROXIES:

Dr. David Lett, Pana – Mr. Heath Strom; Ms. Deb Philpot, St. Elmo – Ms. Hill

OTHERS PRESENT:

Ms. Brenda Patrick, Director; Ms. Angie Armour, Assistant Director; Ms. Pattie Hamlin, 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 May 18, 2016,
- Destruction of Executive Session audio recordings older than 18 months (none),
- Monthly payables totaling \$248,357.69
 - \$237,973.27 – MSSE Central
 - \$157.66 – CR/MSSE
 - \$1,407.38 – BF/MSSE
 - \$8,819.38 – MC/ MSSE
 - Notable Expenses
 - HI Supervision Reimbursement to Mary Gheradini – \$628.05
- Approval to pay FY16 year-end bills,
- Approval to pay July 2016 bills,
- Receipts vs. Expenditures Report,
- Statement of Position as of May 31, 2016, balances with the ending monthly fund balance of \$911,872.08,
 - Anticipating June revenues of \$310,500.93 (this includes IDEA & Preschool State reimbursements, but not final year-end adjustments)

- The report reflects that Revenues are currently at 91.47%; expenditures are at 90.62%,
- Final June billings will reflect elementary, secondary, and EC adjustments,
- Year-end payments will need to be exchanged and banked by the end of June in order to be on the FY16 books,
- FY17 Assessment billings were sent out at the beginning of June. Assessment checks cannot be dated prior to July 1, 2016.

Motion to approve all items on the consent agenda: Mr. Well; second, Mr. DePatis. Roll call yielded 11 yeas, 0 nays. Motion carried.

DIRECTOR’S REPORT:

MSSE Action Plan – Ms. Patrick shared the updated FY16 Mid-State Special Education Action Plan.

FY16 Director’s Goals – A copy of Ms. Patrick’s updated goals were presented to the board.

FY17 IDEA Professional Development Plan – Ms. Patrick provided a copy of the professional development plan required as a part of our IDEA grant. The online Needs Assessment Survey was submitted for completion by all district staff in the cooperative. There were 621 staff members responding to the survey. MSSE will focus our in-service opportunities next year on the topics/issues listed in the plan. This will be posted on the MSSE website. The top ten areas are as follows:

1. Behavior Intervention/Management Strategies – 39.23%
2. Differentiated Instruction – 26.38%
3. Accommodations and Modifications for Students with Disabilities – 25.54%
4. Teaching Collaborative Classes (team or co-teaching) - 20.53%
5. Autism – 19.03%
6. Attention Deficit Hyperactivity Disorder – 17.86%
7. Integrating Technology into Instruction – 17.70%
8. Classroom Management – 17.20%
9. Discipline Issues with Children with Disabilities – 14.86%
10. Emotional Disabilities – 13.02%

FY17 MSSE Office Closings – The Mid-State Special Education office scheduled was dispersed.

FY17 MSSE Staff Meeting Schedule – The Mid-State Special Education staff meeting schedule was distributed.

FY17 IDEA Grant Training – Ms. Patrick and Ms. Rexroad attend the FY17 IDEA Grant Training. Mr. Tim Imler provided updates on the GATA process. Mr. Imler indicated that all Illinois Grants have to go through the GATA process. There are several steps to complete the process. The final step will be to log in through the GATA portal. The

portal is currently under construction. Mr. Imler stated that everyone should proceed with all steps and be ready to go when the GATA portal is up and running. The IDEA grant requires a start date of July 1. There is question concerning when the portal will open. Mr. Imler stated that we would not be penalized if the start date is delayed to the portal not being ready on time. The bigger concern is when the IDEA money will flow. Mr. Imler stated that he would not be able to release IDEA money if there is no state budget. This is very concerning and has a very negative potential as we step into FY17. I will continue to seek and share updates as they become available.

- Ms. Patrick has sent GATA Overview information to the superintendents,
- In order to be proactive in preparing for the FY17 IDEA grant, Ms. Rexroad has sent sub-grant information to those of you who currently have sub-grants.

Mark to Market – Mark to Market has confirmed that MSSE is eligible to participate in the Egyptian Trust Mark to Market option. Ms. Patrick provided a copy of the email outlining the benefits of participation. The plan option has been reviewed and MSSE will offer the option for FY17.

Handicap Parking – Ms. Patrick asked the superintendents to check their district buildings to make certain the handicap parking spaces are marked and that the entry ways are accessible for all.

NEW BUSINESS:

FY17 Contract/License Renewals – Ms. Patrick recommended approval for the following FY17 contract renewals:

- Prairie State Insurance Cooperative Property/Casualty/Liability Insurance Renewals
 - Worker's compensation increase
- Assistant Director Contracts
 - Angela Armour
 - Pattie Hamlin
- Mary Gherardini – hearing itinerant supervision, \$53/hour up to 15 hours during the school year
 - Potential to decrease amount of hours by the end of FY17 due to limited amount of supervision required.

Motion to approve all of the FY17 contracts/license renewals as presented: Mr. DePatis; second, Ms. Ritter. Roll call yielded 11 yeas, 0 nays. Motion carried.

Resolution to Borrow – Due to the uncertain financial state of Illinois and the potential delay in IDEA funds, Ms. Patrick is taking the precautionary measure of preparing Resolution(s) to borrow for MSSE. Ms. Patrick hopes the organization will be able to delay borrowing as long as possible. The determination will hinge upon when FY17 IDEA dollars begin to flow. There will not be a board meeting in July; the resolutions will be written to reflect the minimum amounts anticipated for July 15th and August 1st payrolls. MSSE currently has a credit line of \$500,030.00. The resolution is written for \$300,000.

This is based on MSSE historical July and August bills that are paid with IDEA money inclusive of payroll. We have an interest rate of 4.75%.

Motion to approve the resolution to borrow as presented: Dr. Fuerstenau; second, Mr. Kelly. Roll call yielded 11 yeas, 0 nays. Motion carried.

FY17 Election of Officers – The following recommendations for FY17 board officers were presented:

Executive Committee Officers – Chairman, Mr. Adam Bussard, Brownstown and Vice-President, Mr. Fred Lamkey, Edinburg.

Bond/Fayette Region Committee Officers – Chairman, Mr. Brad Turner, Mulberry Grove and Secretary, Mr. Wes Olson, Bond County.

Christian Region Committee Officers – Chairman, Dr. David Lett, Pana and Secretary, Mr. Fred Lamkey, Edinburg.

Montgomery/Carlinville Region Committee Officers – Chairman, Mr. Mike Kelly, Carlinville and Secretary, Mr. Jeff Strieker, Litchfield.

Policy Committee Officers – Mr. Adam Bussard; Mr. Mike Kelly, Montgomery/Carlinville Region; Ms. Melissa Ritter, Bond/Fayette Region; Mr. Gary DePatis, Christian Region.

Finance Committee Officers – Mr. Adam Bussard; Mr. David Powell, Montgomery/Carlinville Region; Mr. Rich Well, Bond/Fayette Region; Dr. Gregg Fuerstenau, Christian Region.

Motion to elect officers as recommended: Mr. Well; second Mr. Powell. Voice vote yielded 11 yeas, 0 nays. Motion carried.

EXECUTIVE SESSION:

None

ACTION FOLLOWING EXECUTIVE SESSION:

Voluntary Resignation – Maritza Leonard, School Social Worker effective the end of FY16.

Motion to approve personnel recommendations as presented: Mr. Olson; second, Mr. DePatis. Voice vote yielded 11 yeas, 0 nays. Motion carried.

DISCUSSION:

The next monthly meeting is scheduled for Wednesday, August 17, 2016 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville. The Governing Board will meet on August 25, 2016 at 6:30 p.m.

ADJOURNMENT:

Motion to adjourn at 10:34 a.m.: Mr. DePatis; second, Mr. Kelly. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Ms. Susan Sullivan, Recording Secretary

Chairperson

Date

Executive Secretary

Date