

**MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING**

June 19, 2012

PROCEDURAL BUSINESS:

Chairperson, Dr. Gregg Fuerstenau called the meeting to order at 10:01 a.m. at the Mid-State Special Education Office in Morrisonville, Illinois.

Members Present – Ms. Ann Chandler, Morrisonville; Dr. Gregg Fuerstenau, Taylorville; Dr. David Lett, Pana; Dr. Scott Doerr, Nokomis; Mr. Jeff Strieker, Bond County; Ms. Deb Philpot, St. Elmo; Ms. Melissa Ritter, Ramsey; Mr. Pat Drew, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. Kyle Hacke, Hillsboro; Ms. Dee Heck, Litchfield.

Presentation of Proxies – Ms. Ann Chandler, Morrisonville, for Ms. Patty Wood, Edinburg.

Members Absent – Ms. Patty Wood, Edinburg; Mr. Bob Pritchett, South Fork; Mr. Mike Gauch, Mulberry Grove; Mr. Doug Slover, Brownstown; Mr. Rich Well, Vandalia; Mr. Mike Kelly, Carlinville; Ms. Connie Woods, Panhandle; Mr. David Powell, Hillsboro; Mr. Chad Allison, Litchfield.

Others Present – Ms. Alison Boutcher, Director; Ms. Brenda Patrick, Assistant Director Christian Region; Ms. Angie Armour, Assistant Director Montgomery Co./Carlinville Region; and Ms. Tammy Hadley, Secretary/Recorder. Visitors: Ms. Marchelle Kassebaum, Superintendent ROE #10.

CONSENT AGENDA:

Presented for review and approval:

- Regular and Executive Session Minutes from May 15, 2012.
- Recommendation for destruction of Executive Session audio recordings older than 18 months – none to destroy.
- Payables lists – Total \$100,097.60
 - \$64,149.04 = MSSE Central
 - \$10,902.53 = CR/MSSE
 - \$12,543.76 = BF/MSSE
 - \$12,502.27 = MC/MSSE
- Ms. Boutcher also requested board approval to pay the remainder of the June bills in order to close the current fiscal year and the payment of July bills, since the board will not be meeting in July.
- Statement of Position – as of March 30, 2012, the fund balance for MSSE was \$467,484.44.
- Receipts vs. Expenditures – Ms. Boutcher presented the receipts vs. expenditures report.

Motion to approve all items on the consent agenda including payment of remaining June and July bills: Ms. Philpot; second, Mr. Strieker. Roll call yielded 12 yeas, 0 nays. Motion carried.

DIRECTOR'S REPORT:

FY12 MSSE Action Plan and Director's Goals Updates – Ms. Boutcher presented updates to the FY12 MSSE Action Plan which included activities at MSSE Central and all three regions throughout this school year. She also provided updates to the Director's goals, which dove-tail the action plan.

FY13 Professional Development Needs Assessment Survey Results and IDEA Professional Development Plan – Ms. Boutcher provided the results of the professional development needs assessment survey completed by all staff across the cooperative. At the top of the list were Academic Strategies for Diversified Instruction, Behavior Intervention/Management Strategies, Differentiated Instruction, and Accommodations and Modifications. In addition, 68% of those who responded were interested in online training and/or webinars. The results of the survey were then put into the IDEA Professional Development Plan, which is a requirement of the IDEA grant.

Student Survey Results – Ms. Boutcher also presented the FY12 Student Survey results. This survey is completed by students who are transition age every two years. Ms. Boutcher was pleased with the overall results of the survey.

Greatly improved from 56% to 76% was:

- “I participate in or lead my IEP meeting”

Also improved 5-10 percent were:

- “I know what my IEP is”
- “I attend my IEP meeting each year”
- “I understand what my IEP services are”
- “My IEP meets my learning needs”
- “I am satisfied with my participation in special education classes”
- “My school is helping me improve my reading skills”
- “My school is helping me improve my math skills”

FY13 MSSE Central Office Calendar – Ms. Boutcher provided a copy of the Mid-State office closings for next school year.

UNFINISHED BUSINESS:

Second Reading and Adoption of New Policy – Ms. Boutcher presented new policy 5:260 for second reading and adoption.

Motion to approve second reading and adoption of policy 5:260: Dr. Doerr; second, Mr. Strieker. Voice vote was unanimous. Motion carried.

NEW BUSINESS:

First Reading Policy Updates and New Policy – Ms. Boutcher presented the following policies for first reading.

Updates

- 3:40 Special Education Director
- 4:60 Purchased and Contracts
- 5:70 Religious Holidays

- 5:130 Responsibilities Concerning Internal Information
- 5:280 ESP Duties and Qualifications
- 6:235 Access to Electronic Networks
- 7:80 Students – release time for religious instruction/observance
- 7:140 Students – search and seizure
- 7:250 Students – student support services
- 7:275 Students – orders to forgo life-sustaining treatment
- 7:340 Students – student records

New Policy

- 5:320 Educational Support Personnel - Evaluation

Motion to recognize first reading of policy updates and new policy 5:320: Ms. Chandler; second, Ms. Ritter. Voice vote was unanimous. Motion carried.

Five-Year Policy Review – Ms. Boutcher presented the following policies for review. They have not been changed or updated by IASB during the previous five years. Recommendations from the Policy Committee will be presented at the August board meeting.

- 3:70 Succession of Authority
- 4:45 Insufficient Fund Checks
- 5:60 Expenses
- 5:80 Court Duty
- 5:140 Solicitations By of From Staff
- 5:230 Maintaining Student Discipline
- 6:40 Curriculum Development
- 6:260 Complaints about Curriculum, Instructional Materials, and Programs
- 7:80 Release Time for Religious Instruction/Observance
- 7:130 Student Rights and Responsibilities
- 7:160 Student Appearance

Motion to recognize five-year policy review: Dr. Doerr; second, Mr. Strieker. Voice vote was unanimous. Motion carried.

Contracts with Rochester School District – Ms. Boutcher presented contracts approved by the Rochester School District for the services of Mid-State’s Occupational Therapist and Vision Itinerant Teacher. Ms. Boutcher explained that the rate for OT services was increased 33% over last year’s rate.

Motion to approve contracts with Rochester School District for OT services and supervision and services of the vision itinerant teacher for the 2012-2013 school year as presented: Mr. Strieker; second, Ms. Chandler. Roll call yielded 12 yeas, 0 nays. Motion carried.

Election of FY13 Board Chairperson and Vice-Chairperson – Ms. Boutcher explained that Mr. Powell is currently the Vice-Chairperson, and will, therefore, become the Chairperson for the MSSE Executive Committee for FY13. According to the rotation schedule, the board needs to elect a Vice-Chairperson for FY13 from the Bond/Fayette Region. The board elected Mr. Well from Vandalia.

Motion to approve election of Mr. Powell as Chairperson and Mr. Well as Vice-Chairperson for FY13: Mr. Strieker; second, Ms. Ritter. Roll call yielded 12 yeas, 0 nays. Motion carried.

FY13 Meeting Schedule – Ms. Boucher presented a proposed meeting schedule for the 2012-2013 school year. She noted that she is waiting for information from Merry Rhoades regarding the possibility of remote meeting participation as well as meeting less frequently. She will bring this information to the August meeting.

EXECUTIVE SESSION:

Motion to enter executive session at 10:21 a.m. to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Joint Agreement: Dr. Lett; second, Mr. Strieker. Roll call yielded 12 yeas, 0 nays. Motion carried.

Motion to return to open session at 10:40 a.m.: Dr. Doerr; second, Ms. Chandler. Roll call yielded 12 yeas, 0 nays. Motion carried.

ACTION FOLLOWING EXECUTIVE SESSION:

Motion to amend Director’s contract to reflect a post retirement payment of \$35,377.00: Mr. Strieker; second, Ms. Chandler. Roll call yielded 12 yeas, 0 nays. Motion carried

DISCUSSION:

The next monthly meeting is scheduled for Tuesday, August 21, 2012 at 10:00 a.m. at the Mid-State Central Office in Morrisonville.

Additionally, the next Governing Board meeting is scheduled for Monday, August 27, 2012 at 6:30 p.m. at the Mid-State Central Office in Morrisonville.

ADJOURNMENT:

Motion to adjourn at 10:49 a.m.: Dr. Doerr; second, Mr. Strieker. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Mrs. Tammy Hadley, Recorder

Chairperson

Date

Secretary

Date