

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

August 21, 2012

PROCEDURAL BUSINESS:

Chairperson, Mr. David Powell called the meeting to order at 10:00 a.m. at the Mid-State Special Education Office in Morrisonville, Illinois and welcomed new superintendents.

Members Present – Mr. Jerry Wesley, Morrisonville; Dr. Gregg Fuerstenau, Taylorville; Ms. Patty Wood, Edinburg; Dr. David Lett, Pana; Mr. Ron Graham, South Fork; Dr. Scott Doerr, Nokomis; Mr. Jeff Strieker, Bond County; Mr. Adam Bussard, Brownstown; Mr. Rich Well, Vandalia; Ms. Melissa Ritter, Ramsey; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Mr. Chad Allison, Litchfield.

Presentation of Proxies – None.

Members Absent – Mr. Mike Gauch, Mulberry Grove; Ms. Deb Philpot, St. Elmo; Mr. Mike Kelly, Carlinville;

Others Present – Ms. Alison Boutcher, Director; Ms. Brenda Patrick, Assistant Director Christian Region; Ms. Angie Armour, Assistant Director Montgomery Co./Carlinville Region; Ms. Crystal Lawler, Assistant Director Bond/Fayette Region; Jeanne Vancil, Comptroller; and Ms. Tammy Hadley, Secretary/Recorder.

CONSENT AGENDA:

Presented for review and approval:

- Regular and Executive Session Minutes from June 19, 2012.
- Recommendation for destruction of Executive Session audio recordings older than 18 months – February 22, 2011
- Payables lists – July total \$139,364.37 and August total \$126,118.52
 - \$133,609.54 = MSSE Central - July
 - \$2,394.85 = CR/MSSE - July
 - \$2,882.61 = BF/MSSE - July
 - \$477.37 = MC/MSSE - July
 - \$99,280.30 = MSSE Central - August
 - \$4,666.40 = CR/MSSE - August
 - \$6,560.68 = BF/MSSE - August
 - \$15,611.14 = MC/MSSE - August
- Statement of Position – as of March 30, 2012, the fund balance for MSSE was \$660,596.98.
- Receipts vs. Expenditures – Ms. Boutcher presented the receipts vs. expenditures report.

Motion to approve all items on the consent agenda: Mr. Well; second, Mr. Allison. Roll call yielded 13 yeas, 0 nays. Motion carried.

DIRECTOR'S REPORT:

Teacher Evaluation – Ms. Boutcher explained that in order to be able to use their iPads and the new Teacher Evaluation Observation Tool, administrators need wireless access in the districts – not as a guest. She asked that they contact the tech person in their districts to allow this access and provide our staff with the necessary information.

Maintenance of Effort – In order to stay proactive, Ms. Boutcher explained that in October she would request projected MOE information for FY12 and FY13 from district bookkeepers.

MSSE Executive Committee Schedule and Remote Participation – Ms. Boutcher relayed information from Merry Rhoades regarding the MSSE meeting schedule. Per Merry, since we have already set and published the meeting schedule for this year, we need to wait until next year to make a change in the frequency of the meetings. Also, remote participation is only allowed in certain circumstances per the Open Meetings Act, if the board has set these rules. Remote participation does not preclude having a physical quorum.

UNFINISHED BUSINESS:

FY13 MSSE Central & Consolidated Budget Revisions – Ms. Boutcher presented the revised budgets and summarized the revisions made since the proposed budget was approved in May. The consolidated budget will be presented to the Governing Board for approval on August 27, 2012.

Motion to approve the FY13 MSSE Central Revisions: Dr. Fuerstenau; second, Mr. Graham. Roll call yielded 13 yeas, 0 nays. Motion carried.

Motion to approve the FY13 MSSE Consolidated Budget Revisions: Mr. Strieker; second, Mr. Well. Roll call yielded 13 yeas, 0 nays. Motion carried.

Second Reading and Adoption of Policy Revisions, New Policy, and Policies under 5-Year Review – Ms. Boutcher presented the following policies for second reading and adoption

Updates:

- 3:40 Special Education Director – legal update only
- 4:60 Purchases and Contracts – no change; do not add optional comment
- 5:70 Religious Holidays – legal update only
- 5:130 Responsibilities Concerning Internal Information – legal update only
- 5:280 ESP Duties and Qualifications – update to coincide with ISBE rules
- 6:235 Access to Electronic Networks – do not add language pertaining to student; ok to update internet safety language
- 7:80 Students – release time for religious instruction/observance – legal update only
- 7:140 Students – search and seizure – legal update only
- 7:250 Students – student support services – legal update only
- 7:275 Students – orders to forgo life-sustaining treatment – legal update only
- 7:340 Students – student records – legal update only

New Policy:

- 5:320 Educational Support Personnel-Evaluation – first sentence only, numbered items deleted as they are optional

Five-Year Review of Policies:

- 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 approve second reading and adoption of policy updates, new policy, and policies under five-year review as recommended: Dr. Lett; second, Dr. Fuerstenau. Voice vote was unanimous. Motion carried.

EXECUTIVE SESSION:

Motion to enter executive session at 10:15 a.m. to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Joint Agreement and the semi-annual review of closed session minutes: Mr. Graham; second, Mr. Hopper. Voice vote was unanimous. Motion carried.

Motion to return to open session at 10:22 a.m.: Mr. Allison; second, Ms. Wood. Voice vote was unanimous. Motion carried.

ACTION FOLLOWING EXECUTIVE SESSION:

Motion to accept retirement of Director, Alison Boutcher effective June 28, 2013: Mr. Strieker; second, Mr. Allison. Voice vote was unanimous. Motion carried.

Motion to accept retirement of Occupational Therapist, Peggy Games effective June 28, 2013: Mr. Wesley; second, Mr. Graham. Voice vote was unanimous. Motion carried.

Motion to open Executive Session Minutes from February 21, 2012 only; Executive Session Minutes from January 17, 2012, April 17, 2012, May 15, 2012, and June 19, 2012 shall remain closed: Mr. Graham; second, Mr. Allison. Roll call yielded 13 yeas, 0 nays. Motion carried.

NEW BUSINESS:

Appointment of FY13 Transition Committee – Mr. Powell appointed the following superintendents to a Transition Committee to address the employment of a Director of Special Education to start July 1, 2013 and to examine possible reorganization options:

- David Powell, MSSE Executive Committee President
- Rich Well, MSSE Executive Committee Vice-President
- Alison Boutcher, MSSE Director
- Scott Doerr, Christian Region
- Gregg Fuerstenau, Christian Region
- Aaron Hopper, Montgomery Co./Carlinville Region
- Mike Kelly, Montgomery Co./Carlinville Region
- Mike Gauch, Bond/Fayette Region
- Deb Philpot, Bond/Fayette Region

DISCUSSION:

The next monthly meeting is scheduled for Tuesday, September 18, 2012 at 10:00 a.m. at the Mid-State Central Office in Morrisonville.

ADJOURNMENT:

Motion to adjourn at 10:26 a.m.: Ms. Wood; second, Mr. Well. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Mrs. Tammy Hadley, Recorder

Chairperson

Date

Secretary

Date