

**MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
December 18, 2012**

PROCEDURAL BUSINESS:

Chairperson, Mr. David Powell called the meeting to order at 11:11 a.m. at the Mid-State Special Education Office in Morrisonville, Illinois.

Members Present – Mr. Jerry Wesley, Morrisonville; 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; Ms. Deb Philpot, St. Elmo; Mr. Mike Kelly, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Mr. Chad Allison, Litchfield.

Presentation of Proxies – None.

Members Absent – Dr. Gregg Fuerstenau, Taylorville; Mr. Mike Gauch, Mulberry Grove; Mr. Rich Well, Vandalia; Ms. Melissa Ritter, Ramsey.

Others Present – Ms. Alison Boutcher, Director; Ms. Brenda Patrick, Assistant Director Christian Region; Ms. Jeanne Vancil, Comptroller; and Ms. Tammy Hadley, Secretary/Recorder. Visitors: Barb Daugherty, Cornerstone Principal; Ms. Marchelle Kassebaum, ROE #10 Superintendent; and Mr. Greg Patrick, ROE #10 Assistant Superintendent.

CONSENT AGENDA:

Presented for review and approval:

- Regular Session Minutes from November 20, 2012.
- Recommendation for destruction of Executive Session audio recordings older than 18 months – June 14, 2011.
- Payables list – total \$454,238.80
 - \$441,557.97 = MSSE Central
 - \$769.62 = CR/MSSE
 - \$8,973.28 = BF/MSSE
 - \$2,937.93 = MC/MSSE
- Statement of Position – as of November 30, 2012, the fund balance for MSSE was \$1,244,201.43.
- Receipts vs. Expenditures – Ms. Boutcher presented the receipts vs. expenditures report.

Motion to approve all items on the consent agenda: Mr. Strieker; second, Mr. Allison. Roll call yielded 12 yeas, 0 nays. Motion carried.

DIRECTOR'S REPORT:

You Make the Difference Award – Ms. Boutcher recognized and presented Jeanne Vancil, Comptroller, with the 2nd quarter award. Jeanne has been with Mid-State since 1995.

Staff Recognition – Ms. Boutcher shared a list of employees who will be recognized at the December 18th Staff Christmas Lunch for retirement and years of service.

- Retirement – Peggy Games, Occupational Therapist
- 5 years of service – Jessica Ryan, School Social Worker; Lisa Murfee, School Psychologist; Brandy Buske, Program Coordinator; Susan Sullivan, Secretary; Marcey Guthrie, Secretary; Amy Ashmore, Physical Therapy Assistant.
- 15 years of service – Maritza Leonhard, School Social Worker
- 20 years of service – Meg Marquardt, School Psychologist; Angie Armour, Assistant Director; Tammy Burney, Secretary.
- 25 years of service – Jana Richards, School Social Worker

Update on Cornerstone Academy – Mr. Ken Carwell was unable to attend, as he was needed at one of their facilities. He will provide an update at the February meeting.

Annual Joint Committee Meeting – Ms. Boutcher reported that the MSSE Joint Committee met on November 14, 2012 and made no changes to the decisions made last year. Members of the committee included Director, Alison Boutcher; Assistant Director, Crystal Lawler; School Psychologist, Meg Marquardt; and School Social Worker, Brenda Siegrist. Decisions made last year are as follows:

- The committee decided to not include any “Needs Improvement” educators in Group 3 rather than Group 2.
- The committee decided to make no change to the definition of Group 4.
- The committee decided not to include evaluation ratings issued by other districts or joint agreements in the definition of “performance evaluation.”
- The evaluation rating system in use complies with IL School Code in that it contains the 4 required rating categories: Excellent, Proficient, Needs Improvement and Unsatisfactory.
- The committee reviewed the provision that any member of the Joint Committee may request review of the honorable dismissal list by the Joint Committee to determine if there is a trend of more senior teachers receiving lower ratings, indicating a bias against the longest serving teachers and all indicated understanding of it.

UNFINISHED BUSINESS:

Second Reading and Approval of Policy Updates/Revisions – Ms. Boutcher presented the following policy updates for a second reading and adoption:

- 2:140-E, Exhibit-Guidance for Board Member Communications, Including Email Use: We currently do not have this exhibit in our manual. **Recommendation – add this exhibit with the these changes:**
 - The exhibit states Governing Board – add Executive Committee and/or Region Board to the exhibit and to policy 2:140 wherever it states Governing Board
 - The last sentence in the first paragraph: strike out “...assumes a Board has seven members...”
- 2:125, Board Member Expenses: **Recommendation – approval of the suggested change along with the optional language with the addition of Executive Committee and/or Region Board each time it states Governing Board.**

- 2:200, Types of Board Meetings: **Recommendation – approval of the three updates to this policy with the addition of Executive committee and/or Region Board each time it states Governing Board.** The optional sentences are not needed.
- 2:220, Governing Board Meeting Procedure: **Recommendation – approval of the following as related to this policy –**
 - Change subtitle to read “Board Meeting Procedure”
 - Approve the two updates listed
 - Each time it states, Special Education Director, add “or designee”
- For policies 2:140, 2:140-E, 2:125, 2:200 and 2:220: **Recommendation – add Region Board to the titles at the top of the pages.**
- 4:100, Insurance Management: **Recommendation – approval of the suggested update.**
- 5:30, Hiring Process and Criteria: **Recommendation – approval of the legal updates.** Optional language not recommended. Listing the prohibited investigations makes the policy more clear to administrators and to staff.
- 5:125, Personal Technology and Social Media: Usage and Conduct: **Recommendation – approval of the legal update.**
- 6:65, Student Social and Emotional Development: **Recommendation – approval of the updated policy.** Particularly for a special education cooperative, this expanded version is more appropriate than the current one sentence policy.

Motion to approve policy updates/revisions as presented: Mr. Graham; second, Mr. Allison. Voice vote was unanimous. Motion carried.

NEW BUSINESS:

Resolution Supporting Governmental Self-Insurance Pooling and in Opposition to Non-Productive Legislative Restraints – Ms. Boutcher presented and explained a letter from Prairie State Insurance Cooperative regarding legislative action along with the resolution they are asking to be passed by our Executive Committee.

Motion to approve resolution as presented: Mr. Wesley; second, Dr. Lett. Voice vote was unanimous. Motion carried.

Vision and Hearing Screenings – Ms. Boutcher asked board members to have a discussion regarding each district’s current situation in regards to vision and hearing screenings and the equipment needed to perform the screenings. Ms. Boutcher made note of those districts needing assistance and those districts that have equipment that can be purchased or loaned. Further discussion on this topic will occur at the January board meeting.

DISCUSSION:

The next monthly meeting is scheduled for Tuesday, January 15, 2013 at 10:00 a.m. at the Mid-State Central Office in Morrisonville. The Transition Committee will meet following the board meeting with a working lunch, if necessary.

ADJOURNMENT:

Motion to adjourn at 11:29 a.m.: Mr. Graham; second, Mr. Strieker. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Mrs. Tammy Hadley, Recorder

Chairperson

Date

Secretary

Date