

**MID-STATE SPECIAL EDUCATION  
EXECUTIVE COMMITTEE MEETING  
April 16, 2013**

**PROCEDURAL BUSINESS:**

Chairperson, Mr. David Powell called the meeting to order at 10:06 a.m. at the Mid-State Special Education Office in Morrisonville, Illinois.

**Members Present** – 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; Ms. Deb Philpot, St. Elmo; Ms. Melissa Ritter, Ramsey; Mr. Mike Kelly, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro.

**Presentation of Proxies** – Dr. Gregg Fuerstenau, Taylorville, for Mr. Jerry Wesley, Morrisonville; and Mr. David Powell, Hillsboro, for Mr. Chad Allison, Litchfield.

**Members Absent** – Mr. Jerry Wesley, Morrisonville; Mr. Mike Gauch, Mulberry Grove; Mr. Rich Well, Vandalia; Mr. Chad Allison, Litchfield..

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

**CONSENT AGENDA:**

Presented for review and approval:

- Regular and Executive Session Minutes from March 19, 2013.
- Recommendation for destruction of Executive Session audio recordings older than 18 months – none to destroy.
- Payables – total \$500,758.07
  - \$482,003.86 = MSSE Central
  - \$3,929.99 = CR/MSSE
  - \$9,968.02 = BF/MSSE
  - \$4,856.20 = MC/MSSE
- Statement of Position – as of March 31, 2013, the fund balance for MSSE was \$1,299,353.51.
- Receipts vs. Expenditures – Ms. Boutcher presented the receipts vs. expenditures report.
  - Ms. Boutcher added that projections indicate a year-end balance of \$235,000 which is enough for the July 1<sup>st</sup> MSSE payroll. She reminded superintendents of the importance of receiving the July 10<sup>th</sup> assessments on time for the second July payroll.

**Motion to approve all items on the consent agenda: Mr. Strieker; second, Ms. Wood. Roll call yielded 14 yeas, 0 nays. Motion carried.**

### **DIRECTOR'S REPORT:**

*You Make the Difference* Award – Ms. Boutcher presented the 4<sup>th</sup> quarter award to Assistant Directors Crystal Lawler, Angie Armour, and Brenda Patrick. She said all of them provide valuable service to the organization and she is honored to have had the opportunity to work with such capable, compassionate, dedicated professionals. Ms. Boutcher then recognized and shared the contributions of each individual Assistant Director.

### **UNFINISHED BUSINESS:**

None.

### **NEW BUSINESS:**

**Contract and License Renewals** – Ms. Boutcher recommended approval of the following contracts and licenses:

- Customized Technology, Inc. – IEP software program; annual fee \$8400
- Computer Techniques, Inc. – technology consultant; monthly fee \$3996
- Renken Professional Services – asbestos management; \$1100
- Central Illinois Hearing – audiological services; no change in fees
- Steve Sheedy – maintenance and cleaning; \$13.13 per hour
- Mose, Yockey, Brown & Kull – auditor; annual fee \$18,375
- Therakids – OT/PT supervision and direct services; no change in cost; also recommended using Therakids to provide OT supervision and direct services instead of hiring a replacement for Peggy Games, who is retiring
- EBSCO Publishing – research database used by school psychologists; annual fee \$2675; paid from IDEA inservice funds
- Garella Pest Services – pest control services; no change in cost

**Motion to approve renewal of all contracts and licenses as recommended: Dr. Fuerstenau; second, Mr. Strieker. Roll call yielded 14 yeas, 0 nays. Motion carried.**

**Contracting Services with Rochester School District** – Ms. Boutcher reported that she sent a contract to the Rochester School District for Vision Itinerant services only. Since it was recommended that Peggy Games not be replaced, she suggested that Rochester contract directly with Therakids (or someone else) for OT supervision services. She anticipates Rochester approved the contract at their April 15<sup>th</sup> meeting; therefore, we will present it to this board in May. This school year we charged \$50 per hour for VI services. Next school year, we will charge \$53 per hour.

**First Reading of Policy Revisions/Updates** – Ms. Boutcher presented the following policies updates for a first reading:

- 4:15 Identity Protection
- 5:50 Drug and Alcohol Free Workplace: Tobacco Prohibition
- 5:260 Student Teachers
- 6:240 Field Trips and Recreational Class Trips

**Motion to approve the first reading of policy updates presented: Mr. Graham; second, Dr. Lett. Voice vote was unanimous. Motion carried.**

**Board Meetings** – Ms. Boutcher explained that since the proposed FY14 budget would be presented at the May meeting, she did not see a need for a June board meeting. The only item on the agenda would be approval of bills. She requested that the board approve the cancellation of the June and July board meetings and approve the payment of the June and July bills. A listing of the June and July bills will be provided at the August board meeting.

**Motion to approve cancellation of the June and July board meetings and payment of June and July bills: Dr. Lett; second, Mr. Strieker. Roll call yielded 14 yeas, 0 nays. Motion carried.**

**EXECUTIVE SESSION:**

**Motion to enter executive session at 10:20 a.m. to consider the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the Joint Agreement: Mr. Graham; second, Ms. Wood. Roll call yielded 14 yeas, 0 nays. Motion carried.**

**Motion to return to open session at 10:33 a.m.: Mr. Graham; second, Mr. Hopper. Roll call yielded 14 yeas, 0 nays. Motion carried.**

**ACTION FOLLOWING EXECUTIVE SESSION:**

**Motion to approve Transition Committee recommendations: Dr. Lett; second, Mr. Hopper. Roll call yielded 14 yeas, 0 nays. Motion carried.**

**Motion to approve salary recommendations: Mr. Graham; second, Ms. Ritter. Roll call yielded 14 yeas, 0 nays. Motion carried.**

**DISCUSSION:**

The next monthly meeting is scheduled for Tuesday, May 21, 2013 at 10:00 a.m. at the Mid-State Central Office in Morrisonville. In addition, the Budget Hearing and

Reminder – The Governing Board Meeting and Budget Hearing are scheduled for Tuesday, April 23, 2013 at 6:30 p.m. at the Mid-State Central Office in Morrisonville.

**ADJOURNMENT:**

**Motion to adjourn at 10:36 a.m.: Mr. Strieker; second, Mr. Graham. Voice vote was unanimous. Motion carried.**

Respectfully submitted,  
Mrs. Tammy Hadley, Recorder

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Chairperson

\_\_\_\_\_  
Date

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Secretary

\_\_\_\_\_  
Date