

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

September 18, 2013

Minutes

PROCEDURAL BUSINESS:

Chairperson, Mr. Rich Well, called the meeting to order at 10:05 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. Mike Gauch, Mulberry Grove; Mr. Jeff Strieker, Bond County; Mr. Adam Bussard, Brownstown; Ms. Deb Philpot, St. Elmo; Mr. Rich Well, Vandalia; Ms. Melissa Ritter, Ramsey; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Mr. John Mullett, Litchfield

Presentation of Proxies – None

Members Absent – Dr. Gregg Fuerstenau, Taylorville; Mr. Mike Kelly, Carlinville

Others Present – Ms. Brenda Patrick, Director; Ms. Angie Armour, Assistant Director; Ms. Crystal Lawler, Assistant Director; and Ms. Tammy Hadley, Secretary/Recorder. Visitors: Katie Pohlman, Administrative Intern, and Marchelle Kassebaum, ROE #10 Superintendent

CONSENT AGENDA:

Presented for review and approval:

- Regular and Executive Session Minutes from August 21, 2013
- Recommendation for destruction of Executive Session audio recordings older than 18 months – none to destroy
- September Payables totaling \$76,216.81:
 - \$74,822.67 = MSSE Central
 - \$317.53 = CR/MSSE
 - \$157.01 = BF/MSSE
 - \$919.60 = MC/MSSE
- Statement of Position – as of August 31, 2013, the fund balance for MSSE was \$708,237.29
- Receipts vs. Expenditures – Ms. Patrick noted that, to date, no IDEA revenues have been received; however, our IDEA grant was approved on 9/10/2013 and our first expenditure report was submitted, so those revenues will begin to flow.

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

DIRECTOR'S REPORT:

- Posting of required reports – Ms. Patrick presented the following reports that will be posted to the MSSE website:
 - FY13 District Administrator and Teacher Salary Report

- FY13 Vendor Contracts over \$25,000
 - FY13 Report on Shared Services or Outsourcing
- 2011-2012 Special Education Profile – Ms. Patrick presented and explained the report which included district percentages, as well as state targets for the following areas:
 - Graduation Rate
 - Drop Out Rate
 - AYP for Special Education Students
 - Percent of Time in Regular Education Room
 - Early Childhood Students
 - Early Childhood Outcomes
 - Parent Involvement
- Infinitec Information – Ms. Patrick provided updated information from Infinitec’s website regarding available online training.
- Update on 70/30 rule – Ms. Patrick reported that the vote for this rule is supposed to take place tomorrow (9/19/13). She stressed the importance that administrators make every effort to contact the State Board of Education board members to urge them to vote for the changes in class size. Ms. Patrick provided a document that included contact information for the board members.

UNFINISHED BUSINESS:

- FY14 MSSE Action Plan – Ms. Patrick presented the Action Plan indicating this year’s plan has been streamlined so that the administrative staff can concentrate more resources toward activities that will assist teachers in improving students’ progress and teacher evaluation.
- Second Reading and Adoption of revised Policy 5:330, Educational Support Personnel – Sick Days, Vacation, Holidays, and Leaves.

Motion to approve FY14 Acton Plan as presented: Mr. Graham; second, Mr. Strieker. Voice vote was unanimous. Motion carried.

Motion to approve Second Reading and Adoption of revised Policy 5:330 as presented: Ms. Philpot; second, Mr. Wesley. Voice vote was unanimous. Motion carried.

NEW BUSINESS:

- FY14 Director’s Goals – Ms. Patrick presented the Director’s Goals which are closely aligned with the Action Plan. Ms. Patrick also shared with superintendents that she has secured a position on the IAASE Action Board.

Motion to approve FY14 Director’s Goals as presented: Mr. Graham; second, Mr. Powell. Voice vote was unanimous. Motion carried.

- Appointments to the Policy and Finance Committees – In addition to Mr. Well and Ms. Patrick, one superintendent from each region will serve on each committee.
 - Policy Committee for FY14: Melissa Ritter, Ramsey; John Mullett, Litchfield; and Scott Doerr, Nokomis

- Finance Committee for FY14: Deb Philpot, St. Elmo; Aaron Hopper, Panhandle; and Gregg Fuerstenau, Taylorville

Motion to approve appointments to Policy and Finance Committees: Mr. Gauch; second, Mr. Strieker. Voice vote was unanimous. Motion carried.

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: Mr. Powell; second, Mr. Graham. Roll call yielded 14 yeas, 0 nays. Motion carried.

Motion to return to open session at 10:25 a.m.: Mr. Strieker; second, Mr. Mullett. Roll call yielded 14 yeas, 0 nays. Motion carried.

ACTION FOLLOWING EXECUTIVE SESSION:

Motion to accept the resignation of Sarah Clark who held a clerical position in the Morrisonville office: Dr. Doerr; second, Ms. Ritter. Roll call yielded 14 yeas, 0 nays. Motion carried.

Motion to employ Suzanne Yazell for a part-time clerical position in the Morrisonville office, pending favorable background check; 5 hours per day, \$12.70 per hour: Mr. Graham; second, Mr. Mullett. Roll call yielded 14 yeas, 0 nays. Motion carried.

DISCUSSION:

The next monthly meeting is scheduled for Wednesday, October 16, 2013 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville. Following this board meeting, will be the ROE #10 Superintendent Meeting.

ADJOURNMENT:

Motion to adjourn at 10:28 a.m.: Mr. Gauch; second, Mr. Graham. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Mrs. Tammy Hadley, Recorder

Chairperson

Date

Secretary

Date