

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

October 16, 2013

Minutes

PROCEDURAL BUSINESS:

Chairperson, Mr. Rich Well, called the meeting to order at 10:04 a.m. at the Mid-State Special Education Office in Morrisonville, Illinois.

Members Present – Mr. Jerry Wesley, Morrisonville; Dr. Gregg Fuerstenau, Taylorville; Ms. Patty Wood, Edinburg; Dr. David Lett, Pana; Mr. Ron Graham, South Fork; Mr. Eric Bruder, Nokomis Principal; 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. Mike Kelly, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Mr. John Mullett, Litchfield

Presentation of Proxies – Mr. Eric Bruder, Nokomis Principal for Dr. Scott Doerr

Members Absent – Dr. Scott Doerr, Nokomis

Others Present – Ms. Brenda Patrick, Director; Ms. Angie Armour, Assistant Director; Ms. Crystal Lawler, Assistant Director; and Ms. Tammy Hadley, Secretary/Recorder. Visitors: Marchelle Kassebaum, ROE #10 Superintendent; Greg Patrick, ROE #10 Assistant Superintendent; and Robin Yockey, Auditor

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 \$180,082.12:
 - \$173,581.03 = MSSE Central
 - \$1,833.24 = CR/MSSE
 - \$2,146.32 = BF/MSSE
 - \$2,521.53 = MC/MSSE
- Statement of Position – as of September 30, 2013, the fund balance for MSSE was \$872,055.18
- Receipts vs. Expenditures – Ms. Patrick noted that grant reimbursements are timely and the FY14 first quarter state Personnel reimbursement was vouchered on September 23rd, but had not yet been disbursed

Motion to approve all items on the consent agenda: Ms. Wood; second, Mr. Strieker. Roll call yielded 15 yeas, 0 nays. Motion carried.

UNFINISHED BUSINESS:

None

NEW BUSINESS:

- Robin Yockey, Auditor, was present to provide a report on the FY13 Audit. Some highlights included:
 - FY13 included four quarters of Personnel payments; five payments were received the previous year
 - FY13 was the fourth year in a row that all sub regions ended with positive fund balances
 - FY13 was the second year in a row in which there was no borrowing
 - Mid-State Central also ended with a positive fund balance
 - Neither the regions or Mid-State Central were over-budget
 - ISBE Annual Financial Report
 - Internal Control & Compliance – no findings
 - No management letter issued
 - Compliance with Federal Programs – no findings
 - Revenue = \$15.8 million; Disbursements = \$15.8 million, of which 78% is for payroll and benefits

Motion to approve FY13 Audit: Mr. Graham; second, Ms. Wood. Roll call yielded 15 yeas, 0 nays. Motion carried.

- First Reading of Policy Updates:
 - 2:105 Ethics and Gift Ban
 - 5:20 Workplace Harassment Prohibited
 - 6:120 Education of Children with Disabilities
 - 7:230 Misconduct by Students with Disabilities
- Policies for Five-Year Review:
 - 2:80-E Board Member Code of Conduct
 - 2:170 Procurement of Architectural, Engineering, and Land Surveying Services
 - 6:30 Organization of Instruction
 - 7:15 Student and Family Privacy Rights
 - 7:30 Student Assignment and Intra-District Transfer
- Revised Retirement Bonus for Certified MSSE Central Staff – recommended revisions include:
 - Moving from 6% to 4% bonus option
 - Increasing the number of years staff have to be employed with MSSE to be eligible

Policies were reviewed by the Policy Committee. Updates have minor changes in the legal references.

Motion to recognize first reading of Policy Updates, Policies for Five-Year Review, and Retirement Bonus for Certified MSSE Central Staff: Ms. Philpot; second, Mr. Gauch. Roll call yielded 15 yeas, 0 nays. Motion carried.

DIRECTOR'S REPORT:

- Fall IAASE Conference – Ms. Patrick shared information received at the conference attended by her and several other members of the administrative staff.

- Teacher Evaluation Tool – Ms. Patrick shared information on a new teacher evaluation tool she received from her mentor, Susanne Carrescia, Special Education Association of Peoria County..
- Legal Update – Ms. Patrick asked Merry Rhoades to review the various insurance options provided within Mid-State and the regions and provide a written opinion regarding the future healthcare mandates. Merry’s advice for now is to wait; do not open the region bargaining agreements.

DISCUSSION:

The next monthly meeting is scheduled for Wednesday, November 20, 2013 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville.

ADJOURNMENT:

Motion to adjourn at 10:26 a.m.: Dr. Lett; second, Mr. Graham. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Mrs. Tammy Hadley, Recorder

Chairperson

Date

Secretary

Date