

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

February 19, 2014

Minutes

**PROCEDURAL BUSINESS:**

Chairperson, Mr. Rich Well, called the meeting to order at 10:00 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. Mike Kelly, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro

**Presentation of Proxies** – none

**Members Absent** – Dr. Gregg Fuerstenau, Taylorville; Mr. John Mullett, Litchfield

**Others Present** – Ms. Brenda Patrick, Director; Ms. Angie Armour, Assistant Director; Ms. Crystal Lawler, Assistant Director; Ms. Jeanne Vancil, Comptroller; and Ms. Tammy Hadley, Secretary/Recorder.

**CONSENT AGENDA:**

Presented for review and approval:

- Regular Session Minutes from December 18, 2013
- Recommendation for destruction of Executive Session audio recordings older than 18 months – August 21, 2012
- January payables totaling \$814,456.47:
  - \$807,972.46 = MSSE Central
  - \$1,086.86 = CR/MSSE
  - \$252.45 = BF/MSSE
  - \$5,144.70 = MC/MSSE
- February payables totaling \$424,415.85:
  - \$421,818.63 = MSSE Central
  - \$342.00 = CR/MSSE
  - \$360.44 = BF/MSSE
  - \$1,894.78 = MC/MSSE
- Statement of Position – as of January 31, 2014, the fund balance for MSSE was \$1,272,046.47
- Receipts vs. Expenditures

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

## **DIRECTOR'S REPORT:**

- FY14 MSSE Action Plan Update – Ms. Patrick provided a brief mid-year update of the Action Plan highlighting the progress of some of the goals that were set at the beginning of the year.
- FY14 Director's Goals Update – Ms. Patrick provided the mid-year update of the Director's Goals and spoke briefly about her meeting with Illinois State Representatives in regards to special education funding.
- Cornerstone Academy Update – Representatives of The Menta Group were unable to attend the meeting and provide their update.
- Teaching Channel website – Ms. Patrick brought the website up on the screen to briefly explain the benefits in regards to rating and reliability.
- MOE – the preliminary forms for Maintenance of Effort have been sent to districts.
- Governing Board Meeting –The Governing Board Meeting for March 24<sup>th</sup> is being rescheduled for April 28<sup>th</sup>. Ms. Patrick asked superintendents to check their calendars and determine if a board member would be able to attend.

## **UNFINISHED BUSINESS:**

None.

## **NEW BUSINESS:**

- Director's Evaluation – Ms. Patrick reported that she sent out the Director's evaluation form to superintendents. She asked that they be completed and returned to Mr. Well.
- Finance Committee Report – Ms. Patrick reported that the Finance Committee has met several times. The representatives are Ms. Patrick, Mr. Well, Ms. Philpot, Mr. Hopper, and Dr. Fuerstenau. A cost analysis form was sent to the Christian Region and Montgomery/Carlinville districts to review cost savings options. Ms. Patrick has received the forms from most districts. The results vary from a decrease of \$42,000 for one district to an increase of \$250,000 for another district. A consideration as we move forward is that both Christian Region and Montgomery/Carlinville Region are moving into the final year of their contracts. There are many options to consider; however, at this time there are more questions than answers. Ms. Patrick encouraged superintendents to have conversations at the region level, and eventually the unions would need to be involved in conversations as well. Mr. Well asked superintendents to share questions and concerns with the representatives of the Finance Committee so that information can be gathered to help make the recommendations when it is necessary.
- First Reading of Policy Updates:
  - **4:100 - Insurance Management** – N/A
  - **5:50 – Drug- and Alcohol-Free Workplace; Tobacco Prohibition-Policy**, footnotes, and legal references are updated. Ms. Patrick provided clarification received from Merry Rhoades.
  - **5:90 – Abused and Neglected Child Reporting REWRITTEN Option B** –The policy language is amended to reflect new public acts, and is reorganized for easier use.

- **5:100 – Staff Development Program REWRITTEN-** Cross references and administrative procedure references are amended. New training requirements are included.
- **5:120 – Ethics and Conduct –** Incorporates ISBE’s Code of Ethics for Illinois Educators
- **5:200- Terms and Conditions of Employment and Dismissal –**Legal references are updated.
- **7:185 – Teen Dating Violence Prohibited-** Adopt with the following statement: The policies and procedures of the individual member districts shall be followed.
- **Public Act 98-63** requires the placement of signs stating that the carrying of firearms is prohibited. I have placed the decals at the main entries. Policy related to **8:30, Visitors to and Conduct on School Property** shall remain the same for MSSE policy. It states that the policies and procedures of the individual member district shall be followed.

**Motion to acknowledge first reading of policy updates: Dr. Doerr; second, Mr. Graham. Voice vote was unanimous. Motion carried.**

- Asbestos Management Proposal – \$70 overall increase from previous agreement. Mr. Graham asked that we gather more information regarding the proposal – Would the amount of the proposal be the same if someone from the Farmer Environmental Services group provided the service as opposed to them contracting John Renken to do the work? This item was tabled and will be added to the April agenda.
- Resignation – Ms. Patrick presented a letter of resignation from MSSE Vision Itinerant Teacher, Karen Preyer, to be effective at the end of the 2013-2014 school year.

**Motion to accept letter of resignation from Karen Preyer effective at the end of the 2013-2014 school year: Mr. Stricker; second, Mr. Kelly. Roll call yielded 14 yeas, 0 nays. Motion carried.**

- Semi-annual review of lawfully closed meeting minutes – Ms. Patrick recommended that the Executive Session Minutes from August 21, 2013 and September 18, 2013 be opened.

**Motion to open Executive Session Minutes from August 21, 2013 and September 18, 2013: Mr. Graham; second, Mr. Powell. Roll call yielded 14 yeas, 0 nays. Motion carried.**

**DISCUSSION:**

The next monthly meeting is scheduled for Wednesday March 19, 2014 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville.

**ADJOURNMENT:**

**Motion to adjourn at 10:24 a.m.: Mr. Kelly; second, Mr. Wesley. Voice vote was unanimous. Motion carried.**

Respectfully submitted,  
Mrs. Tammy Hadley, Recorder

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Chairperson

\_\_\_\_\_  
Date

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Secretary

\_\_\_\_\_  
Date