

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

March 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; Dr. Gregg Fuerstenau, Taylorville; Ms. Patty Wood, Edinburg; Dr. David Lett, Pana; Mr. Ron Graham, South Fork; Dr. Scott Doerr, Nokomis; Mr. Mike Gauch, Mulberry Grove; Mr. Adam Bussard, Brownstown; Ms. Deb Philpot, St. Elmo; Mr. Rich Well, Vandalia; Mr. Mike Kelly, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Mr. John Mullett, Litchfield

Presentation of Proxies – Mr. Mike Gauch, Mulberry Grove for Mr. Jeff Strieker, Bond County; Ms. Deb Philpot, St. Elmo for Ms. Melissa Ritter, Ramsey

Members Absent – Mr. Jeff Strieker, Bond County; Ms. Melissa Ritter, Ramsey

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. Visitors: Beth Conran, The Menta Group; Megan Meade, Cornerstone Academy Curriculum Director; Sam Bonney, Cornerstone Academy Transition Specialist; and two Cornerstone Academy students.

CONSENT AGENDA:

Presented for review and approval:

- Regular Session Minutes from February 19, 2014
- Recommendation for destruction of Executive Session audio recordings older than 18 months – none to destroy
- March payables totaling \$282,011.03:
 - \$279,775.58 = MSSE Central
 - \$706.40 = CR/MSSE
 - \$648.04 = BF/MSSE
 - \$881.01 = MC/MSSE
- Statement of Position – as of February 28, 2014, the fund balance for MSSE was \$1,058,832.72
- Receipts vs. Expenditures – Ms. Patrick reported that the FY14 2nd quarter personnel payment was vouchered late-December. Based on history, the payment should be received mid-March.

Motion to approve all items on the consent agenda: Dr. Lett; second, Mr. Hopper. Roll call yielded 16 yeas, 0 nays. Motion carried.

DIRECTOR'S REPORT:

- Infinitec Update – Ms. Patrick reported that Infinitec has some new features that will allow for monitoring and tracking of completion of required training presentations.
- HB5532 Update – Ms. Patrick reiterated the impact the House Bill would have on districts for private facility reimbursement. She invited superintendents to join her on Friday, March 21st at 3:00 when she meets with Rep. Wayne Rosenthal at the MSSE office to discuss her concerns.
 - **Equalization Reimbursement**
 - Basically meant to remove any disparity between reimbursement for private and public setting
 - Recommending a phase in process over 3 years
 - 2.33 for 14-15
 - 2.66 for 15-16
 - Encourages placement in the Least Restrictive Environment
 - Current Reimbursement
 - Private Tuition – District pays 2 x per cap and receives reimbursement from the state. The districts are reimbursed for costs above the 2xs per cap
 - Excess Cost – Districts pay 4 x per cap
 - No excess cost reimbursement
 - Moves reimbursement to 3 x per cap for both private facility and public school placement
 - Special Education Excess Cost claims authorized under Section 14-7.02b which utilize unexpended IDEA Room and Board funds were prorated at 2.30% for FY12 and will not be reimbursed for the foreseeable future.
 - **Important Considerations**
 - No new money is being appropriated for this shift – it is a redistribution of the available dollars
 - Districts will realize an increase of 1 x per cap for private facility placements over a 3 year period
 - Districts will have the opportunity to request reimbursement for excess cost students based on the 3 x per cap rather than the 4 x per cap
 - The 2012-13 Excess Cost Claim was over \$432,000,000.
 - The 2012-13 Private Facility Tuition Claim was \$219,000,000
After calculation of increase in claims-per cap changes-additional claims that will be made to excess costs by districts-**it is reasonable to assume a 40 to 50% proration of the current available dollars.**
 - 561 Districts claimed excess costs for 12-13 school year
 - 437 of the 561 districts generated reimbursement for the 12-13 School Year
 - We do not know how many additional claims will be filed and what the final prorated amount will be. Therefore, the amount of proration could be and most likely will be less.
 - Keep in mind that all personnel and federal funds must be backed out of the excess cost claim.

- **MSSE will see:**
 - A decreased Reimbursement of \$419,056.00 based additional per cap with a prorated reimbursement of 94%
 - A decreased Reimbursement of \$684,109.00 based on the additional per cap with a prorated reimbursement of 50%
- Cornerstone Academy Update – Beth Conran of The Menta Group shared legislative information and updates, as well as providing detailed reports to each district on their individual students. Megan Meade, Curriculum Director, highlighted the Project Based Learning activities being used at Cornerstone. Additionally, Sam Bonney, Transition Specialist at Cornerstone brought two students who shared very positive and encouraging accounts of their experience at Cornerstone Academy.

UNFINISHED BUSINESS:

- Second Reading and Adoption of Policy Updates – After review by the Policy Committee and a First Reading by the Executive Committee, the following policy updates were presented for a second reading and adoption:
 - **4:100 - Insurance Management** – N/A
 - **5:50 – Drug- and Alcohol-Free Workplace; Tobacco Prohibition-** Policy, footnotes, and legal references are updated.
 - **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 approve adoption of policy updates: Ms. Philpot; second, Mr. Gauch. Roll call yielded 15 yeas, 0 nays. Motion carried.

- Asbestos Management Proposal – Ms. Patrick reported that she spoke with Brian Farmer of Farmer Environmental Services regarding the cost of utilizing John Renken through their company versus using someone with their company for our asbestos management. He indicated the cost is less to utilize Mr. Renken.

Motion to approve asbestos management proposal from Farmer Environmental Services: Dr. Lett; second, Mr. Powell. Roll call yielded 15 yeas, 0 nays. Motion carried.

NEW BUSINESS:

- FY14 MSSE Central and Consolidated Budget Amendments – Ms. Patrick presented the amended budgets and summarized the changes.
 - Mid-State Central Budget:
 - Revenues have increased less than 1% for an overall change of \$76,949.26; due primarily to the receipt of Personnel payments
 - Expenditures have increased 1.2% for an overall change of \$96,593.00; due primarily to the flow of Personnel payments to the Regions and an increase in the cost for Therakids of \$25,000. The Therakids cost increase is attributed to the number of students being served. Also, there are additional TRS Federal Project costs for the three Transition Specialists whose salaries are partially paid with their DRS (STEP) grant. This is the first year that the state has identified the break out of federal and state funds within the DRS grant. Since part of the grant is federally funded, we must pay the additional TRS Federal Project cost.
 - Consolidated Budget:
 - The Consolidated Budget reflects the changes in the MSSE Central Budget and the Region Budgets. Region adjustments were reviewed at the Region Board Meetings.
 - Overall personnel accounts for 77% of the budgets, and 14% of the budget is set aside as federal flow-through to the districts which is applied toward region or district personnel costs.
 - Additional Year-End Information:
 - Ms. Patrick reminded superintendents that as we prepare for fiscal year end, we have to wait until the mid-June payroll is completed before we can finalize numbers. We will then return any over-payments or bill for any additional amounts owed. In order to avoid any issues with MOE all payments to and from MSSE will need to be banked no later than June 30, 2014.

Motion to approve FY14 MSSE Central and Consolidated Budget Amendments: Mr. Graham; second, Mr. Wesley. Roll call yielded 15 yeas, 0 nays. Motion carried.

- Finance Committee Report – Ms. Patrick reported that the Finance Committee met again this month. She gave a brief report of their meeting. While the Committee is not ready to make any recommendations at this time, they will continue to investigate options for the Joint Agreement.
- Infinitec Contract Renewal – Ms. Patrick presented the assistive technology coalition renewal contract for approval, indicating the rate is \$9,078.85, which is the same as last year's rate and is based on the 2013-2014 Fall Housing Report. She explained that the service is available to all member districts and provides multiple in-service opportunities to all staff. Additionally, the service is expanding to include a reporting program that reflects course completion for staff.

Motion to approve renewal of the Infinitec contract: Mr. Graham; second, Mr. Powell. Roll call yielded 15 yeas, 0 nays. Motion carried.

DISCUSSION:

Ms. Patrick announced that this would be Mr. Wesley's last meeting as the Morrisonville Superintendent. Mr. Rich Wilson will be interim Superintendent for the remainder of this school year.

Ms. Patrick also told superintendents that she still has the Medicaid registration information if districts need it resent to them as they prepare for next school year's registration.

The next monthly meeting is scheduled for Wednesday April 16, 2014 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville.

ADJOURNMENT:

Motion to adjourn at 11:00 a.m.: Mr. Kelly; second, Mr. Graham. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Mrs. Tammy Hadley, Recorder

Chairperson

Date

Secretary

Date