

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

June 16, 2014

Minutes

PROCEDURAL BUSINESS:

Chairperson, Mr. Rich Well, called the meeting to order at 9:30 a.m. at the Mid-State Special Education Office in Morrisonville, Illinois.

Members Present – Ms. Ann Little, 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; Ms. Melissa Ritter, Ramsey; Mr. Mike Kelly, Carlinville; Mr. Aaron Hopper, Panhandle; Mr. David Powell, Hillsboro; Mr. John Mullett, Litchfield

Members Absent – Mr. Jeff Strieker, Bond County

Presentation of Proxies – None

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: Marchelle Kassebaum, ROE #10 Superintendent, and Greg Patrick, ROE #10 Assistant Superintendent

CONSENT AGENDA:

Presented for review and approval:

- Regular and Executive Session Minutes from May 21, 2014
- Semi-annual review of Executive Session Minutes, May 21, 2014 – Ms. Patrick recommended the minutes be opened
- Recommendation for destruction of Executive Session audio recordings older than 18 months – none to destroy
- June payables totaling \$548,357.76
 - \$71,597.07 = MSSE Central
 - \$4,984.36 = CR/MSSE
 - \$5,366.61 = BF/MSSE
 - \$9,482.42 = MC/MSSE
- Additional cash pay for \$10,782.34 for unexpected WCSIT bill discussed at the May board meeting to be paid with available fund balance and Medicaid funds
- Ms. Patrick also requested approval for the payment of FY14 year-end bills and July bills
- Statement of Position – as of May 31, 2014, the fund balance for MSSE was \$654,258.81
- Receipts vs. Expenditures Report

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

DIRECTOR'S REPORT:

- Final FY14 Payments – Ms. Patrick reported that year-end returns would be sent to districts the week of June 23rd and reminded superintendents to bank them prior to July 1st.
- FY14 MSSE Action Plan Update – Ms. Patrick presented a copy of the updated Action Plan for the board's review.
- FY14 Director's Goals Update – Ms. Patrick presented a copy of her updated Director's Goals for the board's review.
- FY15 MSSE IDEA Professional Development Plan – Ms. Patrick presented a copy of the professional development plan required as a part of our IDEA grant. The survey was completed by 435 staff members. Our in-service opportunities next year will focus on the topics/issues listed in the plan, and the plan will be posted on the MSSE website.
- Q-Interactive – Ms. Patrick explained the change in testing materials for the psychologists. The company that sells the tests and protocols is moving to a digital process. The cost for the digital testing is comparable to the amount we would spend on paper tests and protocols. Our psychologists have researched the process and determined that the digital programs will expedite the testing process and reduce the amount of clinician time spent hand scoring tests. We plan to pilot the program in FY15.
- Indicator 8 Parent Survey Results – Ms. Patrick shared the results of the parent survey and touched on the highest and lowest ratings.
- FY15 IDEA Grant – Ms. Patrick reported that the IDEA Grants have been released and asked superintendents to check for emails from us asking them to approve their portion of the grant so that we will be able to submit to ISBE prior to July 1st.

UNFINISHED BUSINESS:

- Approval of 2014-2015 Board Meeting Schedule – Ms. Patrick presented the board meeting schedule that included the meeting dates and times for the Regions and MSSE.

Motion to approve 2014-2015 MSSE Board Meeting Schedule as presented: Mr. Gauch; second, Dr. Lett. Voice vote was unanimous. Motion carried.

NEW BUSINESS:

- First Reading of Policy Revisions/Updates – Ms. Patrick presented a listing of Press Plus updates for first reading. The list is attached to these minutes. All updates were minor. The second reading and approval will be placed on the August board meeting agenda.

Motion to approve first reading of policy updates: Dr. Fuerstenau; second, Dr. Doerr. Roll call yielded 15 yeas, 0 nays. Motion carried.

- FY15 Contract and License Renewals – Ms. Patrick recommended approval of the following contract and license:
 - Central Illinois Hearing – Ms. Patrick presented Dr. Groesch's updated fee structure indicating the increase is minimal and the first since contracting with him in 2007

- Upslope Employee Discipline System – Ms. Patrick explained that this is the first update to the Employee code of Conduct since the initial purchase, and administrators continue to utilize the system to determine appropriate employee discipline. The cost of the update is \$1,195.

Motion to approve the presented contract and license renewals: Mr. Graham; second, Mr. Powell. Roll call yielded 15 yeas, 0 nays. Motion carried.

- FY15 MSSE Executive Committee Officers – Dr. Doerr is in line to be the Chairperson for FY15, and Mr. Mullett was elected as Vice-Chairperson.

Motion to approve election of Dr. Doerr and Mr. Mullet as FY15 Chairperson and Vice-Chairperson: Dr. Fuerstenau; second, Dr. Lett. Voice vote was unanimous. Motion carried.

DISCUSSION:

The next monthly meeting is scheduled for Wednesday, August 20, 2014 at 10:00 a.m. at the Mid-State Special Education office in Morrisonville.

ADJOURNMENT:

Motion to adjourn at 9:46 a.m.: Dr. Fuerstenau; second, Mr. Kelly. Voice vote was unanimous. Motion carried.

Respectfully submitted,
Mrs. Tammy Hadley, Recorder

Chairperson

Date

Secretary

Date