

Mid-State Special Education  
Montgomery County/Carlville Region  
Region Board Meeting  
August 20, 2014  
OFFICIAL MINUTES

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education, Montgomery County/Carlville Region Board was called to order by Chairman Mr. Mike Kelly at 9:16 a.m. Present were Mr. Aaron Hooper, Panhandle; Mr. John Mullett, Litchfield; Mr. David Powell, Hillsboro (arrived at 9:17 am); Mr. Mike Kelly, Carlville

OTHERS PRESENT

Mrs. Angela Armour, Assistant Director; Brenda Patrick, Director; Mrs. Vickie Throne, Secretary

Recognition of Visitors: Kristy France, MC/CSEA representative

MEMBERS ABSENT

None

CONSENT AGENDA

Mrs. Armour reported that the Statement of Position for June 30, 2014 and July 31, 2014 were available for review as well as the final FY15 receipts versus expenditures report. Mrs. Armour reported that the ending monthly balance for June was \$617,424.26. FY14 ended with expenses under budget by approximately \$94,601.460 at 2%. On June 30, we received the 4<sup>th</sup> FY14 Personnel payment, however, the payment did not flow to the Region until July, and so it is reflected on our FY15 Receipts versus Expenditures Report. Expenditures for July were \$370,401.38 bringing the ending monthly balance to \$1,394,457.29. Mrs. Armour reported that the August projected expenditures are high this month due to an additional certified payroll with September 1<sup>st</sup> falling on a holiday. The projected August 31, 2014 ending balance is \$766,960.47.

Mrs. Armour presented a brief review of the monthly payables for ending June, July and August. The payables list for June totaled \$107,336.59, July totaled \$23,849.85, and August totaled \$7,746.82.

The open and executive session minutes of the June 16, 2014 meeting, the destruction of executive session audio recordings older than 18 months, the financial report and approval of bills were presented for approval.

A motion made by Mr. Mullett and seconded by Mr. Hopper to approve the consent agenda, carried by a roll call vote of 4 yeas, 0 nays.

ASSISTANT DIRECTOR'S REPORT

Mrs. Armour reported that on August 7, Mrs. Snyder provided training during a half-day session on the updates in the area of transition and scheduling of transition activities. Twelve teachers were in attendance.

Mrs. Armour reported that on August 11, Marcy Rovey provided a CPI Certification course. Eleven participants including some regular education staff were in attendance. Brandy will provide another certification course this Friday since we have a few assistants in need who are working with students who have potential for safe physical intervention.

Mrs. Armour reported that on August 11, Brandy Buske provided a CPI re-certification course. Thirteen regular and special education teachers who are due for re-certification chose to attend this summer session instead of being out of the classroom for a half-day later this year.

Mrs. Armour reported that on August 12, 21 teachers and SLPs participated in one or more of the four iPad trainings provided by Infinitec through an ISBE grant. We are thrilled that our last 19 teachers received an iPad during the morning training! The afternoon sessions were designed at the elementary level and the middle and high school levels focused on utilizing the iPad to support reading and math acquisition as well as Universal Design for Learning.

Mrs. Armour reported that on August 13, we provided Litchfield district bus drivers and bus aides training. Fifteen drivers and aides participated in the 3.5 hour training which included a specialized CPI training lead by Brandy Buske and then additional training from Lyn Becker on autism, behavior, and behavioral interventions. The participants commented on how helpful the training was and requested that it be repeated in the future.

Mrs. Armour reported that On August 11, our Year 2 & Year 3 Mentoring Groups met with Brandy Buske and Year 2 mentoring coach, Shannon Billington. We have one teacher in Year 2 mentoring and five teachers in Year 3 mentoring.

Mrs. Armour reported that on August 14, our four Year 1 new teachers, the new Mid-State vision teacher, and our three new SLPs met during their first mentoring meeting. Lyn Becker led this group for the day providing much needed information to help them start their school year. Special thanks to our Year 1 mentors: Kristy DeLuka, Lorinda Jennings, Debbie Musgrave, Laurie Nolan, Becky Rands, Erica Schoen, Leah Suhre, and Myra Tosh. We are blessed by having so many veteran teachers and SLPs who are sharing their expertise with our licensed staff who are new to us this year!

Mrs. Armour reported that as we are starting the 2014-15 school year we are continuing to see a lot of students move in and out of our schools with IEPs. With some districts starting last week, some just this week, and some next week, we anticipate that things will not settle for another couple of weeks. We are making adjustments with staff as needed based upon the results of the children that are actually in our schools to serve.

Mrs. Armour reported that at the beginning of this month, Mr. Mullett was notified that the Litchfield district was randomly selected to complete a data verification due to reporting 100% compliance for Indicator 13 for the 2013-14 school year. They provided a list of 15 students for which we are required to submit a copy of the IEP including the secondary transition plan, consent form for outside agencies, and the Notice of Conference. Laura Snyder started work right away on gathering and reviewing this information so that it will be submitted by the September 5 deadline.

#### EXECUTIVE SESSION

A motion made by Mr. Powell and seconded by Mr. Mullett to enter into Executive Session carried by a roll call vote of 4 yeas, 0 nays at 9:26 a.m.

A motion made by Mr. Powell and seconded by Mr. Mullett to return to open session carried by a roll call vote of 4 yeas, 0 nays at 9:44 a.m.

#### ACTION ON BUSINESS ITEMS FOLLOWING EXECUTIVE SESSION

##### Closed Session Minutes:

A motion made by Mr. Powell and seconded by Mr. Mullett to recommend, after review of the Montgomery County/Carlinville Region Board meeting minutes from February 2014 through May 2014, opening the May 21, 2014 minutes, carried by a roll call vote of 4 yeas, 0 nays.

##### Personnel:

##### Certified Staff

A motion made by Mr. Hopper and seconded by Mr. Mullett to recommend approval of a 6 week maternity leave for Bridget Miller beginning on or around November 18, 2014 and for Andrea Hettinger beginning on or around January 5, 2015, carried by a voice vote of 4 yeas, 0 nays.

A motion made by Mr. Powell and seconded by Mr. Hopper to recommend accepting the resignation of Kaylie Ripley, special education teacher, effective July 23, 2014 and of Paul Durand, special education teacher, effective July 29, 2014, carried by a voice vote of 4 yeas, 0 nays.

A motion made by Mr. Hopper and seconded by Mr. Mullett to recommend the employment of Heather Long as a full-time speech language pathologist for the 2014-15 school year pending Illinois licensure and successful completion of all state and local employment requirements, carried by a roll call vote of 4 yeas, 0 nays.

A motion made by Mr. Mullett and seconded by Mr. Powell to recommend the employment of Meredith Jones and Zach Wygal as full-time certified special education teachers for the 2014-15 school year pending successful completion of all state and local employment requirements, carried by a roll call vote of 4 yeas, 0 nays.

#### Non-Certified Staff

A motion made by Mr. Powell and seconded by Mr. Hopper to approve a medical leave from Joyce Spaid for the 2014-15 school year, as requested, carried by a roll call vote of 4 yeas, 0 nays.

A motion made by Mr. Mullett and seconded by Mr. Powell to recommend approval of the unpaid leave of absence for the 2014-15 school year for Debra Johns, as requested, carried by a voice vote of 4 yeas, 0 nays.

A motion made by Mr. Hopper and seconded by Mr. Mullett to recommend accepting the resignation of the following assistants: Amanda Huxtable, effective June 17, 2014; Julie Byrne, effective July 7, 2014; Monica Matthews, effective July 7, 2014; and Tommy Miller, effective August 4, 2014, carried by a voice vote of 4 yeas, 0 nays.

A motion made by Mr. Powell and seconded by Mr. Hopper to recommend employment of the following full-time assistants for the 2014-15 school year pending successful completion of all state and local employment requirements: Sarah Ash, RoseMary Beiermann, Michelle Buescher, Brittney Craig, Amber Darst, Leanne Maguire, Jennifer Mosby, Kristy Park, Clayton Rothe, and Trena White, carried by a voice vote of 4 yeas, 0 nays.

A motion made by Mr. Powell and seconded by Mr. Mullett to recommend the employment of Lisa Edwards as an individual assistant for the 2014-15 school year pending successful completion of all state and local employment requirements, carried by a roll call vote of 4 yeas, 0 nays.

A motion made by Mr. Hopper and seconded by Mr. Powell to recommend the employment of the following full-time temporary assistants who are filling approved leaves of absence during the 2014-15 school year pending successful completion of all state and local employment requirements: Kelli McCaherty and Lori Pope, carried by a roll call vote of 4 yeas, 0 nays.

#### UNFINISHED BUSINESS

Mrs. Armour presented a brief review of the FY15 Budget. Mrs. Armour reported that the August changes in staff have not been reflected in this budget. Mrs. Armour reported that the changes are minimal. These changes are based upon any personnel changes that were made by the end of July and the updated insurance information for FY 15 that was received in early August.

A motion made by Mr. Mullett and seconded by Mr. Hopper to recommend approval of the FY15 MC/C Region Budget as presented, carried by a roll call vote of 4 yeas, 0 nays.

#### NEW BUSINESS

Mrs. Armour reported that Brenda Patrick requested that we select MC/C Region representatives to serve this year on the MSSE Policy and Finance Committees.

A motion made by Mr. Mullett and seconded by Mr. Hopper to recommend Mr. Kelly as the MC/C Region Policy representative and Mr. Powell as the MC/C Region Finance representative to serve on the MSSE Policy and Finance Committee, carried by a voice vote of 4 yeas, 0 nays.

#### DISCUSSION

The next MC/C Region Board meeting is scheduled for Wednesday September 17th, at 9:15 a.m. at the MC/C Region office in Morrisonville.

#### ADJOURNMENT

A motion made by Mr. Mullett and seconded by Mr. Powell to adjourn the meeting at 9:54 a.m.

Respectfully Submitted,

Vickie Throne, Recording Secretary