

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
February 10, 2025

PROCEDURAL BUSINESS

Chairperson, Mr. Chris Clark at 9:01 a.m., called the meeting of the Mid-State Special Education Executive Committee to order.

MEMBERS PRESENT

South Fork: Mr. Chris Clark; Mulberry Grove: Ms. Casie Bowman; Vandalia: Dr. Jennifer Garrison; Panhandle: Mr. Aaron Hopper; Brownstown: Mr. David Lund; Litchfield: Dr. Kelly McClain; Bond: Dr. Wes Olson; St. Elmo: Mr. Travis Portz; Hillsboro: Mr. David Powell;

MEMBERS ABSENT

Edinburg: Ms. Ashley Francis; Morrisonville: Mr. Patrick Murphy; Ramsey: Ms. Melissa Ritter; Carlinville: Dr. Becky Schuchman

OTHERS PRESENT

Ms. Bobbi Fisher, Director; Ms. Liz Holcomb, Business Manager; Ms. Ingrid Watkins, Executive Secretary; Ms. Hope McBrain; Mr. Robert Koontz

CONSENT AGENDA

The following were presented as part of the Consent Agenda for approval:

- Approval of Minutes from the December 16, 2024 Meeting.
- Approval of Destruction of Executive Session Audio Recordings Older than 18 Months- None
- Semi-Annual Review of Closed Minutes- Executive closed session 8/21/2024, Finance Committee closed session on 3/20/2024, and Personnel Committee closed session on 10/15/2024 all requested to stay closed due to employee confidentiality.
- The FY25 Balance Sheet and Receipts vs. Expenditures reflects the December fund balance of \$3,109,981.40 which included receipts of \$945,400.93 and expenditures of \$161,163.31. It also shows the January fund balance of \$2,800,929.80 which includes receipts of \$151,753.23 and expenditures of \$151,962.06. FY25 revenue is being received as anticipated. For February, the projected revenue is \$317,301.99, resulting in February 28th fund balance projected at \$2,619,661.81.
- Accounts Payable Review, Approval, and Order for Immediate Payment of February 10th bills in the amount of \$194,087.32. February bills included annual hosting and software support (LINQ, formerly SDS) in the amount of \$5,577.58 and West & Co. auditing bill received at \$24,000 (\$1,000 less than what was budgeted). Other expenses included routine bills, GSA/EBF flow-through to districts, professional development, materials/assessments/mileage, legal, and contractual therapies.

A motion made by Dr. Garrison and seconded by Mr. Hopper to approve the Consent Agenda. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Mr. Powell, yes; Motion carried 9 yea, 0 nay.

REPORTS AND COMMUNICATION

Mrs. Fisher reported February is Low Vision Awareness Month. April Wilson serves 20 students along with Kristy Duckels serving 2 students with her specialty in Orientation and Mobility. Both providers are shared by other neighboring co-operatives. Mrs. Fisher also noted that March 2-8, 2025 is National School Social Work week. MSSE Social Workers provide such an important role in the schools as mental health needs increase yearly. A big thank you to Karen Bennett, Lynn Cina, Rick Cina, Megan Harley, Patty Redpath, Nancy Roasio, Jessica Ryan, Larry Emerick, Joy Criner, and Scarlett Vanzo for all the support they provide.

Mrs. Fisher provided updates on IDEA Excess Cost and MOE. Excess Cost was completed for all districts that had Annual Financial Reports available. Bond, Brownstown, and St. Elmo are still waiting on their AFRs. The state issued an extension to March 15th. Ingrid has been watching for the AFRs to be available to complete Excess

Cost for the remaining districts. She has also started preliminary work on MOE for districts that have completed AFRs. If your district is not likely to meet MOE, she will start working on finding allowable exceptions.

Planning has begun for fiscal year 2026. Mrs. Fisher has been communicating with districts that are in need of more staff. Open position have been posted and Mrs. Fisher is actively working on recruiting.

Mrs. Fisher provided an update on Special Education Workload Requirements, Cost Billing, and December 1 child counts. Ingrid will be working on getting the forms out to MSSE staff and District-hired staff. District-hired staff results will be provided to the district office, as well as a copy kept at the MSSE office. This information is used when working with unions about special education tasks and workloads. Ingrid has also been working on cost billing for shared programs. That requires her to collect a lot of information from your staff. We appreciate the times it takes to get us the most accurate information. For the December 1st Child Count, Kristy and Shera are keeping your districts error free in I-Star and are making sure all information is being entered for accurate reporting. Preliminary numbers were sent out so staff can double check numbers.

The Statement of Economic Interest Forms are prepared and ready for you to fill out today before you leave. These forms will be hand delivered to Christian County Clerk's office to ensure we do not have an audit finding next year.

There have been two professional development trainings. On January 17th Michael Cole presented "Reading and Writing for Students who use AAC" and on February 5th Andrea Marwah presented "Special Factors and the Impact of Hearing Loss".

Mrs. Fisher provided committee reports. The Personnel Committee met following the December 16, 2024 board meeting and again this morning at 8:00 a.m.. The committee considered employee incentives. The committee has been working on potential edits to policy 5-210, 5-290, and creating policy 5-295. The draft incentives have been discussed with the MSSE attorney. The Finance Committee met in conjunction prior to today's meeting at 8:30 a.m. and are scheduled to meet on March 19th and April 14th in conjunction with the Executive Board meetings. The discussion today was in regards to the FY26 Billing Structure. Three employee raise options were given so Liz could start working on the budget. They also reviewed the proposed policy changes that were discussed during the Personnel Committee meeting. Both committees have proposed the policies be presented to the Executive Board for discussion.

UNFINISHED BUSINESS

Second reading of Press Policies 117.

ACTION ITEMS

A motion made by Mr. Powell and seconded by Mr. Lund to approve policy updates, as presented. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Mr. Powell, yes; Motion carried 9 yea, 0 nay.

NEW BUSINESS

Presentation of Membership, Contract, and Service Agreements with Greenville University and Hannibal LaGrange University. A one-year agreement with Greenville University initiated to host a Social Work student who is working on completing internship hours and a one-year agreement with Hannibal-LaGrange University initiated to host an SLP-A student who is working on completing internship hours.

ACTION ITEMS

A motion made by Dr. Olsen and seconded by Ms. Bowman to approve the January 2025 through January 2026 Greenville University and Hannibal-LaGrange University Affiliation agreement, as presented. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Mr. Powell, yes; Motion carried 9 yea, 0 nay.

EXECUTIVE SESSION

At 9:13 a.m., a motion was made by Dr. Garrison and seconded by Mr. Powell to go into Executive session to discuss the director's evaluation and feedback on proposed policy changes. Roll Call Vote: Mr. Clark, yes; Ms.

Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Mr. Powell, yes; Motion carried 9 yea, 0 nay.

At 9:42 a.m., a motion was made by Dr. Powell and seconded by Mr. Lund to return to open session. Voice vote: Motion carried 9 yea, 0 nay

ACTION ITEMS

None

DISCUSSION

The Executive Committee Board is scheduled for Wednesday, March 19th at 9:00 a.m. with a Finance Committee meeting scheduled that day as well (8:15 a.m.). The Governing Board Meeting is scheduled for Wednesday, March 26, 2025 at 6:30 p.m., this meeting may be canceled.

ADJOURNMENT

A motion made by Mr. Hopper and seconded by Dr. Garrison to adjourn the meeting at 9:43 a.m. Motion carried unanimously by voice vote 9 yea, 0 nay.

Respectfully submitted,

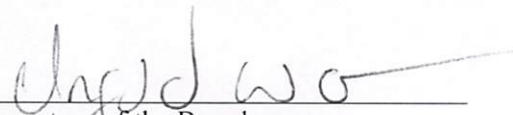
Mrs. Bobbi Fisher, Director



Chairperson

3-19-25

Date



Secretary of the Board

3-19-25

Date