

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

Regular Board Meeting

Official Minutes

December 16, 2020

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman, Dr. Becky Schuchman, at 9:00 a.m. with remote participation as allowed during the current public health emergency, current Disaster Declaration, and extended Executive Orders. In-person attendance at this meeting was deemed not practical, prudent, or feasible. In complying with our revised policy related to Open Meetings Act, the Board Secretary completed or will complete the following requirements: keep a verbatim record of the complete meeting for no less than 18 months; ensured that any interested member of the public can hear discussion; verified that each Board Member could hear one another; verified the Board Members present and that a quorum was met; conducted all votes by roll call and recorded each Board Member's vote so that it is identified; and reported to the public following the Board's meeting with no physical presence of quorum.

MEMBERS PRESENT

Dr. Wes Olson (Remote), Bond County; Dr. Becky Schuchman (Remote), Carlinsville; Mr. Ben Theilen (Remote), Edinburg; Mr. Aaron Hopper (Remote), Panhandle; Ms. Melissa Ritter (Remote), Ramsey; Mr. Chris Clark (Remote), South Fork; Mr. Robert Koontz (Remote), Mulberry Grove; Dr. Jennifer Garrison (Remote), Vandalia; Ms. Julie Healy (Remote), St. Elmo; Mr. Dave Meister (Remote), Morrisonville; Mr. Mike Shackelford (Remote) Brownstown; Mr. David Powell (Remote) Hillsboro

OTHERS PRESENT

Mrs. Angela Armour, Director; Mrs. Vickie Throne, Executive Secretary; Mrs. Lyn Becker, Assistant Director; Mr. Kurtis Land, CTI technology

Recognition of Visitors: None

MEMBERS ABSENT

Dr. Gregg Fuerstenau, Litchfield

CONSENT AGENDA

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

- Regular Session Minutes from November 18, 2020.
- Destruction of Executive Session Audio Recordings Older than 18 Months from the MSSE May 15, 2019 MSSE and former Christian and MC/C Region.
- Financial report - The FY 21 Balance Sheet and Receipt vs. Expenditures reflect a November 30th fund balance of \$3,432,763.85 which includes revenue of \$982,714.83 and expenditures totaling \$464,041.64. The projected December expenses are estimated at \$452,332.00 with projected revenue of \$257,766.63. The resulting December 31st fund balance is projected at \$3,269,219.14.
- December Accounts Payable List in the amount of \$167,370.18 was presented for approval and for immediate payment.

A motion made by Mr. Powell and seconded by Mr. Clark to approve the Consent Agenda. Roll Call Vote. Shackelford, yes; Olson, yes; Powell, yes; Healy, yes; Koontz, yes; Meister, yes; Ritter, yes; Garrison, yes; Hopper, yes; Clark, yes; Schuchman, yes; Theilen, yes. Motion carried 12-0

REPORTS AND COMMUNICATION

Mrs. Armour reported that there was a detailed timeline included in the packet regarding the December 1st Child Count. Mrs. Armour assured the group that we will make certain every child is included in the

district counts. March 12th through March 26th will be the Superintendent Certification Period. We will notify you when your district data is complete for IWAS certification.

Mrs. Armour reported that ISBE has not yet sent out information on Excess Cost; however, she understands they plan to do so soon. The updated worksheet is now available and will be completed and sent to each district using the preliminary December 1st child count. The deadline for completion is typically Jan. 31st.

Mrs. Armour reported that rulings related to FAPE during the pandemic are coming out across the nation. No adjustments to our practices need to occur, but we do need to ensure that we are continuing to follow-up with students who are not engaging and those who are not progressing as “set it and forget it” is never a recommended practice. Mrs. Armour ask the Board to continue to involve their program coordinator, Mrs. Becker, and/or herself in those challenging and difficult situations. The process, documentation, and outcome are all important.

Mrs. Armour reported that a SCISHA professional development training was held on Dec. 4th with MSSE and district speech-language pathologists spending the afternoon learning from the current ASHA president, Dr. Theresa Rodgers, on the topic of ethics; On the morning of Dec. 11th, a virtual holiday staff meeting and professional development provided by Lisa Harrod, superintendent, former special education director and SLP, on the topics of self-care, mindfulness, and wellness was provided. Dr. Harrod will be providing a series of four working lunch professional development opportunities during the second semester. Finally, Mrs. Armour shared that yesterday new teachers met in the 5th virtual mentoring meeting focusing on re-evaluations, timelines, and curriculum/instructional materials.

Mrs. Armour reported that committees have not formally met since our last meeting.

Mrs. Armour referred to a letter from Dr. Schuchman who provided notification that the Carlinville’s Board intends to transfer to the district the positions of Speech-Language Pathologist, School Social Work, and Program Coordinator beginning in the 2021-22 school year. Dr. Schuchman and Mrs. Armour are working on the technical aspects of the transfer process that will include three employees. It is anticipated that formal action will be requested by this Board in the future.

Mrs. Armour wished everyone a blessed and joyous Christmas holiday. In speaking from experience, she encouraged everyone to be present with their families during the holidays and to take care as we are sure to need rejuvenated leaders during the second half of this school year. Mrs. Armour thanked the board for their generosity and the thoughtful Christmas gifts.

EXECUTIVE SESSION

None

ACTION ITEMS

A motion made by Mr. Theilen and seconded by Ms. Ritter to approve the retirement of Joan Saatkamp at the end of the 2021-22 school year providing the retirement incentive for the upcoming school year provided by the Board approved Retirement Bonus for MSSE Central Staff. Roll Call Vote. Hopper, yes; Olson, yes; Healy, yes; Garrison, yes; Schuchman, yes; Meister, yes; Shackelford, yes; Clark, yes; Ritter, yes; Powell, yes; Theilen, yes; Koontz, yes. Motion carried 12-0.

UNFINISHED BUSINESS

None

NEW BUSINESS

Mrs. Armour presented PRESS Policy 106 updates and review of Sections 3 & 4 of the Policy Manual that she is completing recommending the first reading be noted.

A motion made by Mr. Powell and seconded by Mr. Hopper to approve the 1st Reading of Press 106 and review of Section 3 & 4. Roll Call Vote. Ritter, yes; Powell, yes; Olson, yes; Meister, yes; Clark, yes;

Healy, yes; Koontz, yes; Hopper, yes; Shackelford, yes; Garrison, yes; Theilen, yes; Schuchman, yes.
Motion carried 12-0.

Mrs. Armour presented the Continuous Service/Seniority List for licensed employees and support personnel for approval.

A motion made by Mr. Hopper and seconded by Mr. Shackelford to approve the Continuous Service/Seniority List for licensed employees and support personnel. Roll Call Vote. Olson, yes; Healy, yes; Clark, yes; Garrison, yes; Ritter, yes; Shackelford, yes; Hopper, yes; Meister, yes; Schuchman, yes; Koontz, yes; Theilen, yes; Powell, yes. Motion carried 12-0.

DISCUSSION

The next MSSE Executive Committee meeting is scheduled for January 20, 2021 at 9:00 a.m.

ADJOURNMENT

A motion made by Ms. Healy and seconded by Dr. Olson to adjourn the meeting at 9:18 a.m. Roll Call Vote. Hopper, yes; Olson, yes; Healy, yes; Garrison, yes; Schuchman, yes; Meister, yes; Shackelford, yes; Clark, yes; Ritter, yes; Powell, yes; Theilen, yes; Koontz, yes. Motion carried 12-0

Respectfully submitted,

Mrs. Vickie Throne, Executive Secretary

Becky D. Schuchman
Chairperson

1-20-2021
Date

Vickie Throne
Secretary of the Board

Jan 20, 2021
Date