

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
February 18, 2026

PROCEDURAL BUSINESS

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; Panhandle: Mr. Aaron Hopper; Litchfield: Dr. Kelly McClain; Bond: Dr. Wes Olson; St. Elmo: Mr. Travis Portz; Ramsey: Ms. Melissa Ritter; Carlinville: Dr. Becky Schuchman

MEMBERS ABSENT

Mulberry Grove: Ms. Casie Bowman; Edinburg: Ms. Ashley Francis; Vandalia: Dr. Jennifer Garrison; Brownstown: Mr. David Lund; Hillsboro: Ms. Hope McBrain; Morrisonville: Mr. Patrick Murphy;

OTHERS PRESENT

Ms. Bobbi Fisher, Director; Ms. Liz Reynolds, Business Manager; Ms. Ingrid Watkins, Executive Secretary; Pauly Thomas, Cartwheel

CONSENT AGENDA

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

- Approval of Minutes from the December 17, 2025 Meeting.
- Approval of Destruction of Executive Session Audio Recordings Older than 18 Months- None
- Semi-Annual Review of Closed Minutes- Executive closed session 10/24/2025, Thrive Public Day School Committee closed session 10/14/2025 and on 12/10/2025 all requested to stay closed due to employee and student confidentiality.
- The FY26 Balance Sheet and Receipts vs. Expenditures reflects the December fund balance of \$3,214,536.82 which included receipts of \$532,782.92 and expenditures of \$550,737.04. It also shows the January fund balance of \$2,848,320.60 which includes receipts of \$142,901 and expenditures of \$509,117.22. FY26 revenue is being received as anticipated. For February, our projected revenue is \$368,385.37. Our resulting February 28th fund balance is projected at \$2,686,004.95.
- Accounts Payable Review, Approval, and Order for Immediate Payment of February 18th bills in the amount of \$190,281.40. January 21st bills were pre-approved at the December 2025 board meeting. Those bills totaled \$170,829.30. January bills included the SDS annual contract. February bills included our West & Co. auditing bill. Other expenses included routine bills, EBF flow-through to districts, professional development, materials/assessments/mileage, legal, and contractual therapies

ACTION ITEMS

A motion made by Mr. Hopper and seconded by Dr. Schuchman to approve the Consent Agenda. Roll Call Vote: Mr. Clark, yes; Mr. Hopper, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 7 yea, 0 nay.

PRESENTATION

Ms. Thomas presented the benefits and cost of Cartwheel for the districts.

REPORTS AND COMMUNICATION

Mrs. Fisher noted February is Low Vision Awareness Month. April Wilson serves nineteen students and Kristy Duckels helps serve two students with her specialty in Orientation and Mobility. Both providers are shared by other neighboring co-operatives. March 1-7, 2026 is National School Social Work week. Mid-State Special Education's social workers and counselors provide such an important role in our schools as mental health needs increase yearly. Thank you to Karen Bennett, Lynn Cina, Rick Cina, Megan Harley, Patty Redpath, Nancy Roasio, Jessica Ryan, Kali Lane, and Scarlett Vanzo for all the support they provide.

Mrs. Fisher provided an updated on IDEA Excess Cost and Maintenance of Effort. Excess Cost was done on time for all districts that could be complete. Vandalia and St. Elmo are still waiting on their AFRs. The state issued an extension to March 15th. Ms. Watkins provided an update that she did just receive St. Elmo's AFR and their Excess Cost is almost complete. She has also started preliminary work on Maintenance of Effort and has been working through districts with available AFRs. If a district is not likely to meet MOE, she will start working on finding allowable exceptions.

Mrs. Fisher noted that she has been communicating with districts that are in need of more staff. Open positions have been posted and she is actively recruiting. Workload forms will be sent out to district-hired staff. A summary of the forms will be sent to districts to be used when working with unions about specials education tasks and workloads. Cost Billing for shared programs has been completed. We appreciate the time it takes your staff to provide this information required. To prepare for the December 1st Child count, Shera and Kristy have been keeping the districts error-free in I-Star and are making sure all information is being entered for accurate reporting. Preliminary numbers were sent out to the districts to verify the information that will be submitted.

Mrs. Fisher indicated that the Statement of Economic Interest forms are available today for completion. These will be hand-delivered to the Christian County Clerk's office to ensure we don't have an audit finding. The FY24 Annual Cost Settlement amount for Mid-State was \$372,000. This will be applied to next year's assessment per FFS. There have been several Professional Development meetings. Brandon Wright presented legal updates to staff on 12/12/2025. Jessica Minhan presented virtually to staff on 1/30/2026 about "Practical Strategies to Reduce Anxiety and Challenging Behavior in Students." Then on 2/6/2026 Maggie Block from Metro East Therapy shared about "Dyslexia and School Based Intervention Ideas."

Mrs. Fisher provided committee reports. The Thrive Committee met yesterday. They discussed programming needs for next year and how they would like to grow the program, considered employment recommendations, what community resources are being used, contracting with Common Goal Systems for Teacher Ease, and a substitute teacher job description. Motion: Motion to recommend hiring Carla Bolton as a special education teacher, for the 26-27 school year, approve the Common Goals order form, and approve the Substitute Teacher Job Description, and propose to the board for discussion: charging a one-time fee of \$3,000 for MSSE districts to utilize Thrive as a placement and discuss charging \$3,000 for outside cooperative districts to utilize Thrive (on top of the daily rate), all as presented. The committee would like the board to discuss these charges as all districts will be impacted. The Executive Committee responded that they understand the need for a one-time fee and the need to include other districts outside the cooperative to reduce cost.

OLD BUSINESS

Second reading on Press Policies 120 and additions 2-250 E2, 3-60, 3-60E, 4-60 AP1, 4-60 AP5, 4-120, 4-170 AP1, 4-190 AP1, 4-190 AP2, 5-120 AP2, E, 5-125 E, 6-50, 7-190 AP3

ACTION ITEMS

A motion made by Ms. Ritter and seconded by Dr. Schuchman to approve the policy updates, as presented. Roll Call Vote: Mr. Clark, yes; Mr. Hopper, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 7 yea, 0 nay.

NEW BUSINESS

Mrs. Fisher noted the following new business:

- Presentation and Approval of Membership, Contract, and Service Agreements. Illinois State University Affiliation Agreement extended for another five years and other disciplines were added to the list of interns/student teachers. Thrive is contracting with Common Goal Systems for Teacher Ease and Student Insight
- Substitute Teacher Job Description- It was recommended by Bushue to have a job description approved for a substitute teacher.

ACTION ITEMS

A motion made by Dr. Schuchman and seconded by Mr. Hopper to approve the ISU Affiliation Agreement, Common Goal Systems agreement, and the Substitute Teacher job description, all as presented. Roll Call Vote: Mr. Clark, yes; Mr. Hopper, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 7 yea, 0 nay.

EXECUTIVE SESSION

None

ACTION ITEMS

A motion made by Ms. Ritter and seconded by Dr. Olson to approve the resignation of Scarlett Vanzo, effective the end of the 25-26 school year and approve the hiring of Chelsea Coleman-Scott as SSW, Jamie Gaffner as Transition Specialist, and Carla Bolton as Special Education Teacher, effective the beginning of the 26-27 school year, pending licensure and state/local requirements being met, all as presented. Roll Call Vote: Mr. Clark, yes; Mr. Hopper, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 7 yea, 0 nay.

DISCUSSION

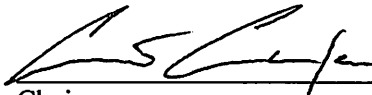
The next Executive Committee Board is scheduled for Wednesday, March 25th at 9:00 a.m. with a Personnel & Finance Committee meeting scheduled that day as well at 9:20 a.m.. The Governing Board Meeting is scheduled for Wednesday, April 1, 2026 at 6:30 pm. This meeting may be cancelled.

ADJOURNMENT

A motion made by Dr. Olson and seconded by Mr. Portz to adjourn the meeting at 9:35 a.m. Motion carried unanimously by voice vote: Mr. Clark, yes; Mr. Hopper, yes; Dr. McClain, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 7 yea, 0 nay.

Respectfully submitted,

Mrs. Bobbi Fisher, Director



Chairperson

3-25-26
Date



Secretary of the Board

3-25-26
Date