

MID-STATE SPECIAL EDUCATION  
EXECUTIVE COMMITTEE MEETING  
Regular Board Meeting  
Official Minutes  
September 20, 2023

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman, Ms. Melissa Ritter at 9:21 a.m.

MEMBERS PRESENT

Bond County: Dr. Wes Olson; Brownstown: Mr. Mike Shackelford; Carlinville: Dr. Becky Schuchman; Hillsboro: Mr. David Powell; Panhandle: Mr. Aaron Hopper; Ramsey: Ms. Melissa Ritter; South Fork: Mr. Chris Clark; Vandalia: Dr. Jennifer Garrison (attended via Zoom unable to vote)

MEMBERS ABSENT

Edinburg: Ms. Ashley Francis; Litchfield: Dr. Gregg Fuerstenau; Morrisonville: Mr. Patrick Murphy; Mulberry Grove: Ms. Casie Bowman; St. Elmo: Mr. Travis Portz

OTHERS PRESENT

Mrs. Bobbi Fisher, Director; Liz Holcomb, Business Manager; Vickie Throne, Executive Secretary

CONSENT AGENDA

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

- Regular Session Minutes from August 8, 2023
- Destruction of regular session audio recordings maintained to comply with OMA related to remote meetings from 2/16/2022 and no executive recordings;
- Financial report - The FY24 Balance Sheet and Receipt vs. Expenditures reflects the July and August actuals. The July fund balance of \$1,648,325.50 include receipts of \$431,833.66 and expenditures of \$393,804.62. The August fund balance of \$2,008,336.88 included receipts of \$642,719.28 and expenditures of \$284,055.33. September projected revenue is \$1,031,394.94 and expenses of \$331,329.65. The resulting September 30<sup>th</sup> fund balance is projected at \$2,710,073.15.
- Request for Accounts Payable approval and order for immediate payment for the September 20<sup>th</sup> bills. Payable lists approved prior and released on August 16<sup>th</sup> totaled 39,151.31.

A motion made by Dr. Schuchman and seconded by Mr. Hopper to approve the Consent Agenda. Roll Call Vote. Shackelford, yes; Olson, yes; Powell, yes; Ritter, yes; Hopper, yes; Clark, yes; Schuchman, yes. Motion carried 7-0.

REPORTS AND COMMUNICATION

Mrs. Fisher reported that MSSE has conducted several CPI trainings, one DTI training, and we had our MSSE staff training on August 18th. Mrs. Fisher was excited to have everyone back together to visit and enjoy lunch together. Brandon Wright presented on new legislation, fielded some questions regarding eligibility and reevaluations, and shared some lessons we can learn by presenting "10 things making my hair gray". Some of the highlights/reminders from Brandon Wright are as follows:

- We need to update our eligibility criteria and reevaluation procedures, per Illinois statute.
- Reminders of when to provide Prior Written Consent
- Lessons from recent court cases involving special education
- New 504 regs are due any day, we are waiting on Title IX as well
- SB 183- effective 1/1/2024- Speaks on alternative education and provides that if a student has an IEP, the IEP shall continue to apply at the alternative school.
- HB 3425- Adds to the definition of bullying to include bullying based off physical appearance, socioeconomic status, academic status, pregnancy, parenting status, homelessness. How it relates to special education is that the IEP must meet if bullying is impacting education.
- Employees should use employer-provided devices/platforms to communicate with parents.
- Illinois requires that a process that determines how a student responds to scientific, research-based interventions or multi-tiered systems of support be used as part of the evaluation procedures for

determining SLD. It is more than “part” of identifying. If a student doesn’t qualify by using the RTI piece, eligibility cannot stand by discrepancy and strengths/weaknesses models alone.

- SB100 reminders- how it is still in place, quarter and half day’s equal full days.
- DCFS case workers are to be notified of meetings and are able to view all records for the student, be given school calendars, etc. However, that is separate from making educational decisions; that is for the foster parents or educational surrogate.
- Attendance is a FAPE and Child Find issue. Brandon had 333 slides and Mrs. Fisher would be happy to email that to any of the districts if would like to read more on these topics and other topics Mrs. Fisher didn’t mention.

Mrs. Fisher reported that the Governing Board meeting went well as they approved our FY24 budget and recent hires. Mrs. Fisher thanked everyone who ensured we had a quorum at the meeting. Those that came enjoyed a nice meal following the meeting.

Mrs. Fisher reported that she met with our new Program Coordinators during the August 24<sup>th</sup> PC Mentoring session. We discussed 504 plans, ways to start their year on the right foot, and we problem solved through any questions they may have. Amy Knodle and Barb Daugherty attended. The mentoring sessions will continue to be offered monthly with Mrs. Fisher throughout the year.

Mrs. Fisher reported that on September 6<sup>th</sup>, we held our monthly Leadership meeting with the Program Coordinators. We discussed plans for the year, current topics as an admin group, planned for quarterly team meeting, and also had a guest speaker, Christie Johnson, from SLD Project, who explained the free resources, including targeted PD on MTSS.

Mrs. Fisher reported that SCISHA is active this year. On September 8<sup>th</sup>, SCISHA team hosted Dr. Augustine, ASHA President. Dr. Augustine presented in-person and everyone was very excited. His topic was, “Pathways: Leadership, Advocacy, Impact, and Community in the Speech-Language-Hearing Professions.”

Mrs. Fisher reported that through our legal in-services with Brandon Wright, we learned that our eligibility criteria for Specific Learning Disability currently does not align with the Illinois statute. Our criteria states that we can use research-based interventions OR a strengths and weakness model. We have learned that we need to revise it to meet the Illinois statute that states that if a student meets criteria through the RTI process, we can then consider other models (severe discrepancy, strengths/weaknesses). This is going to stress the urgency of needing RTI in all grade levels of all schools, which makes our on-going PD surrounding MTSS/RTI very timely. An eligibility criteria committee will be assembled and will be presented to the board when revised.

Mrs. Fisher reported as you are all aware, our reevaluation procedures need to be revised to better align with the letters to update and waive testing when reevaluating a student with an IEP. The final version of those letters was sent out to staff and uploaded into Embrace on August 31<sup>st</sup>.

Mrs. Fisher is waiting on the accountability and system indicator report. She was hoping to have an update today, but has not yet received it.

Mrs. Fisher reported that the audit was scheduled for the week of September 5<sup>th</sup>. The auditors reached out to Liz throughout the week to ask for various items. Sam from Hottenrott should be sending out the member district confirmations. We have requested that both superintendents and book keepers be included in the email when these are sent out.

Mrs. Fisher reported that 12 districts have had their IDEA grant approved. We are waiting for the last district which is showing that it is under the 1<sup>st</sup> program review.

Mrs. Fisher reported that the RTO plan updates for Hillsboro, Brownstown, Carlinville, Morrisonville, St. Elmo, Mulberry Grove, Edinburg, Litchfield, Vandalia, South Fork, Panhandle is pending. Revisions were sent last week. Ramsey’s has been submitted but has not heard anything yet. There has been no status update from Bond regarding their plan being submitted to ISBE.

Mrs. Fisher reported that the customized Behavior Intervention Plan was live as of September 7<sup>th</sup> for all the districts in the Mid-State cooperative. We are hopeful that all users find the form more user friendly and easier to interpret for general education staff.

Mrs. Fisher is providing a friendly reminder that expenditure reports for districts with ARP funds need to be completed by September 30<sup>th</sup> (SE, SF, PH, MG, CV, HB, MV) (assuming you submitted the ARP grant application).

Mrs. Fisher reported that the Finance Committee will meet after today's board meeting.

#### UNFINISHED BUSINESS

Mrs. Fisher presented and recommended for approval the second reading and approval of PRESS 112.

A motion made by Dr. Schuchman and seconded by Mr. Powell to recommend the approval of policy updates PRESS 112 as presented. Roll Call VOTE: Schuchman, yes; Clark, yes; Olson, yes; Ritter, yes; Shackelford, yes; Powell, yes; Hopper, yes. Motion carried 7-0.

#### NEW BUSINESS

Mrs. Fisher advised that she had included a copy of the FY24 Organizational Goals & Action Plan for districts review.

Mr. Fisher reported that the contract from CTI for the new phones and phone service along with the Letter of Agency was included in the advanced packet for your review. No questions or concerns were discussed.

Mrs. Fisher reported it has been requested that we amend the FY24 Board Meeting Schedule. Ms. Ritter asked if we could consider changing a couple of the locations and dates of some of the upcoming executive board meetings to better coincide with some ROE meetings that will be occurring. The MSSE staff Mrs. Fisher, Mrs. Holcomb, and Mrs. Throne are happy to be flexible and to adjust the schedule. It is proposed to change the October meeting to October 10<sup>th</sup>, the February meeting to February 13<sup>th</sup> and to leave the June 11<sup>th</sup> currently scheduled meeting as is and hold all of these meetings at the Vandalia ROE office.

A motion was made by Mr. Hopper and seconded by Dr. Olson to recommend approving the FY24 Organizational Goals and Action Plan, contracts, and the amended board meeting schedule as presented. Roll Call Vote: Olson, yes; Powell, yes; Shackelford, yes; Hopper, yes; Schuchman yes; Clark, yes; Ritter, yes. Motion carried 7-0.

#### EXECUTIVE SESSION

None

#### ACTION ITEMS

None

#### DISCUSSION

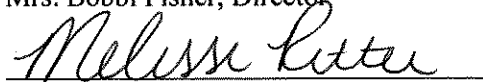
The next MSSE Executive Committee Board Meeting is scheduled for Tuesday, October 10, 2023 at the Vandalia ROE office at 9:00 a.m. The Personnel Committee will meet October 10<sup>th</sup> at 8:40 a.m. prior to the MSSE board meeting at the Vandalia ROE office.

#### ADJOURNMENT

A motion made by Dr. Schuchman and seconded by Mr. Powell to adjourn the meeting at 9:35 a.m. Motion carried unanimously by voice vote.

Respectfully submitted,

Mrs. Bobbi Fisher, Director

  
Chairperson

10/10/23  
Date

  
Secretary of the Board

10/10/2023  
Date