

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
January 17, 2024

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman, Ms. Melissa Ritter at 9:00 a.m.

MEMBERS PRESENT

Morrisonville: Mr. Patrick Murphy; Edinburg: Ms. Ashley Francis; South Fork: Mr. Chris Clark; Mulberry Grove: Ms. Casie Bowman; Bond County: Dr. Wes Olson; Brownstown: Mr. Mike Shackelford; St. Elmo: Mr. Travis Portz; Ramsey: Ms. Melissa Ritter; Carlinville: Dr. Becky Schuchman; Panhandle: Mr. Aaron Hopper; Litchfield: Dr. Gregg Fuerstenau arrived at 9:07.

MEMBERS ABSENT

Vandalia: Dr. Jennifer Garrison; Hillsboro: Mr. David Powell

OTHERS PRESENT

Mrs. Bobbi Fisher, Director; Liz Holcomb, Business Manager; Vickie Throne, Executive Secretary; Ingrid Watkins, Student Data Specialist

CONSENT AGENDA

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

- Regular Session Minutes from December 13, 2023
- Destruction of regular session audio recordings maintained to comply with OMA related to remote meetings from 6/22/2022 and no executive recordings;
- For semi-annual review there were no closed minutes from July 2023 through December 2023
- Financial report - The FY24 Balance Sheet and Receipt vs. Expenditures reflects the December fund balance of \$2,889,177.85. The receipts of \$198,776.51 and expenditure of \$523,664.89. January projected revenue is down to \$187,612.62 since five of the six assessments have been received with anticipated expenses of \$454,348.29. As a result the January 31st fund balance is projected at \$2,622,442.18.
- Review of previously approved payables for December 13th totaling \$161,567.22.

A motion made by Dr. Schuchman and seconded by Mr. Shackelford to approve the Consent Agenda. Roll Call Vote. Shackelford, yes; Olson, yes; Portz, yes; Bowman, yes; Murphy, yes; Ritter, yes; Hopper, yes; Clark, yes; Schuchman, yes; Francis, yes. Motion carried 10 yay, 0 nays.

REPORTS AND COMMUNICATION

Mrs. Fisher reported on the Mid-State Special Education action plan updates.

Mrs. Fisher reported that leadership met on January 10, 2024. The program group discussed CPI, training procedures, EE reports, speech needs, and more.

Mrs. Fisher reported Ingrid Watkins and Vickie Throne have been working hard to complete excess cost and cost billing. There was a limited amount of time to get excess costs sheets done, as AFRs were late to be posted, and with the due date being moved up to January 15th. All excess costs have been completed and some have already come back as approved. They will now start looking at MOE and will start determining which districts will need to meet through exceptions.

Dr. Greg Fuerstenau arrived at the meeting.

Mrs. Fisher reported on final cost billing. Liz Holcomb is working on this and will consult with the finance committee.

Mrs. Fisher reported that the Program Coordinators and herself are planning summer Professional Development related to RtI. Barb Daugherty is also coordinating some Professional Development that was requested by St. Elmo. Ms. Daugherty will record that Professional Development so that it can be shared with other districts. The training will encompass accommodations, modifications, adapting to cater to OT/PT needs, and classroom management.

Mrs. Fisher reported that the DHS STEP contract amendment is in the process of being completed. Current contract is written for 125 students; this has been exceeded already at 134 students. The proposed amendment will increase it to 175 possibly 200, which meets the eligibility range of being able to employ a Youth Services Coordinator. That job title would likely be given to an existing transition specialist, which would allow DRS to pay up to 80% of the transition specialist salary. This means that even more money can go back into the schools for transition services. More information to come, once it is finalized as an option.

Mrs. Fisher reported that there will be upcoming professional development on Medicaid billing. Program coordinators and any other school personnel will be invited to attend a virtual training. This is in the beginning planning stages by Kim Moore and Bobbi Fisher.

Ms. Fisher reported on new laws.

- Public Act 103-0197 Accommodations for Emergencies - This act requires that school districts consider whether students eligible for IEPs or 504 plans require extra accommodations during emergencies. If the student's IEP or 504 plan team determines extra accommodations are necessary, they should be added to the plan and implemented when appropriate.
- Public Act 103-0504_PUNS Designated Employee - This act requires that school districts have at least one designated employee educated on the PUNS database and how to register students in the database. School districts will be required to post the names of the designated trained employee(s) on their public websites and include their names in the student handbook. While the Act is not intended to impose a responsibility on school districts to register students for the PUNS database, it is intended to ensure the parents/guardians of students with intellectual and developmental disabilities have access to the information to do so and that schools provide such information. It is important to note that the first part of implementing this Act is a requirement for DHS and ISBE to collaborate to develop an online training for school district designees. This training has not yet been developed so districts are not yet able to have anyone trained.
- Public Act 103-0473 (eff. Jan. 1, 2024) amends Section 13A-4 of the School Code (105 ILCS 5/13A-4) on administrative transfers. A student in grades 6 through 12 who is subject to suspension or expulsion may continue to be transferred to an Article 13A alternative school program (i.e., ROE safe school). The requirements for a student's participation in the alternative school program and return to the transferring school district were amended. If a student with disabilities is transferred to an alternative school program, the student's IEP or 504 plan must be implemented while the student attends the alternative school program. Finally, a school district cannot unilaterally extend the time a student can attend the alternative school program; the date set in the AEP after which the student will return to the transferring school district cannot be extended over the objection of the student's parent/guardian. It can only be extended by written agreement by the transferring school district, the alternative school program, and the student's parent/guardian.

Mrs. Fisher took time to thank Vickie Throne for a very dedicated 21 years at Mid-State Special Education. This is the last board meeting and her last month before retiring. On behalf of the superintendents Ms. Ritter also thanked Vickie for her service. A round of applause was given.

There were no committee reports.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Mrs. Fisher reported on the director's evaluation. Ms. Ritter will complete the evaluation. Ms. Ritter also informed the committee that the evaluation forms to be completed will be emailed to them today.

EXECUTIVE SESSION

None

ACTION ITEMS

Mrs. Ritter recommended approving the employment of Amy Toberman for the 2024-25 school year as a School Psychologist, as presented, pending licensure and state/local requirements being met, and Kristy Pfalzgraf as a Clerical staff member, starting January 22, 2024, as presented, pending local/state requirements being met.

A motion made by Dr. Schuchman and seconded by Dr. Fuerstenau to approve the employment of Amy Toberman for the 2024-25 school year as a School Psychologist, as presented, pending licensure and state/local requirements being met, and Kristy Pfalzgraf as a Clerical staff member, starting January 22, 2024, as presented, pending local/state requirements being met. Roll Call Vote. Mr. Hopper, yes; Dr. Olson, yes; Mr. Portz, yes; Dr. Fuerstenau, yes; Dr. Schuchman, yes; Mr. Murphy, yes; Mr. Shackelford, yes; Mr. Clark, yes; Ms. Ritter, yes; Ms. Francis, yes. Motion carried 11 yay, 0 nays.

DISCUSSION

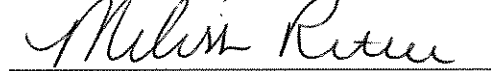
The next Mid-State Special Education, Executive Committee meeting, is scheduled for February 13, 2024 at the ROE in Vandalia at 9:00 a.m., with a Finance Committee meeting prior to that meeting at 8:30 a.m. The Governing Board Meeting is scheduled for Wednesday, April 3, 2024 at 6:30 p.m.

ADJOURNMENT

A motion made by Dr. Olson and seconded by Ms. Bowman to adjourn the meeting at 9:09 a.m. Motion carried unanimously by voice vote.

Respectfully submitted,

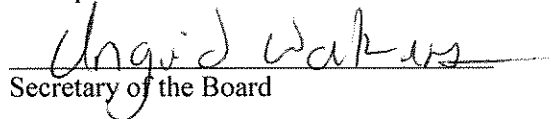
Mrs. Bobbi Fisher, Director



Chairperson

2/13/24

Date



Secretary of the Board

2/13/24

Date