

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
May 15, 2024

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman, Ms. Melissa Ritter at 9:07 a.m.

MEMBERS PRESENT

Ramsey: Ms. Melissa Ritter; Mulberry Grove: Ms. Casie Bowman; South Fork: Mr. Chris Clark; Litchfield: Dr. Gregg Fuerstenau; Panhandle: Mr. Aaron Hopper; Morrisonville: Mr. Patrick Murphy; Bond: Dr. Wes Olson; Hillsboro: Mr. David Powell; Carlinville: Dr. Becky Schuchman; Brownstown: Mr. Mike Shackelford

MEMBERS ABSENT

Edinburg, Ms. Ashley Francis; Vandalia: Dr. Jennifer Garrison; St. Elmo, Mr. Travis Portz

OTHERS PRESENT

Ms. Bobbi Fisher, Director; Ms. Liz Holcomb, Business Manager; Ms. Ingrid Watkins, Executive Secretary

CONSENT AGENDA

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

- Approval of Minutes from the April 17, 2024 meeting.
- Approval of Destruction of Regular Session Audio Recordings maintained to comply with OMA related to remote meetings held 10/19/2022 and 10/19/2022, and Executive Session Recordings (none).
- The FY24 Balance Sheet and Receipts vs. Expenditures reflects the April fund balance of \$2,252,882.36 which includes receipts of \$220,677.08 and expenditures of \$461,993.34. FY24 revenue is being received as anticipated (95.5%) with the exception of MAC claims. All districts have paid the Regular and Legal Assessments based upon the FY24 Final Cost Billing. The final FY24 Invoiced Assessment for each district has been sent. Our May 31st fund balance is projected at \$2,017,983.92.
- Accounts Payable Review, Approval, and Order for Immediate Payment of May 15th bills in the amount of \$183,010.66 AND June bills including GSA/EBF flow-through (if received), FY24 year-end, and July bills are requested due to not meeting in June and July. Payables' Lists will be provided for review at the August Board meeting. Expenses this month include routine bills, GSA/EBF flow-through to districts, professional development, materials/assessments/mileage, legal, and contractual therapies. June GSA/EBF will be mailed to you as soon as the final payment is received so that you can bank it in FY24.

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

REPORTS AND COMMUNICATION

Mrs. Fisher reported that this month we recognize all the SLPs and teachers of the Deaf/Hard of Hearing that help students work towards intelligible speech and understanding the English language, which is such a basic human need. We are blessed with some amazing professions. We also want to celebrate Teacher Appreciation Week this month, as we know that student success is due to the hard work our teachers and staff put in. Ms. Fisher also reported on May 3rd, our staff engaged in professional development focusing on Transition activities. We had Lisa Evans from CISA (Central Illinois Service Access) provide professional development on the PUNS list. The Transition Specialists also demoed the Ocular systems with staff. Staff was able to see the features of the Ocular system as the activities were being cast on the projector. We recognized staff for continuing years of service with Mid-State: 10 years- Crystal Schmidt; 5 years – Lucas Altenberger, Michaela Hartley, Patty Redpath, Liz Holcomb, and Dawn Theivagt. Also fellow colleagues nominated 3 staff members for the Making the Difference Award which were presented to Nancy Roasio, Kristy Haston, and Scarlett Vanzo. MSSE administration also

nominated 4 others for exceptional service to the organization: Amanda Cunningham, Crystal Schmidt, Dana White, and Emma Campbell.

Mrs. Fisher reported that MSSE is still looking for more Speech Language and Social Work supports but have a plan together in the event we do not end up with more support.

An update was also given on IDEA. Ingrid and Bobbi have received notification that as predicted, all districts met MOE with the exception of Litchfield and Morrisonville. However, the exceptions have already been located. Ingrid has taken care of MOE and the 2 districts needing to meet through exceptions were approved by ISBE. Bobbi will be assisting with FY24 Periodic Reports and will finish up helping to prepare the FY25 grants this month. For Final Cost Billing, as soon as school closes and we have actual student attendance, Ingrid will complete the final program cost-billing for the shared programs. This will allow us to send needed information to districts in order to process final payments. If there are any questions, please contact Ingrid.

Mrs. Fisher provided an update on the following upcoming due dates. We will be completing the annual youth in care claims for each district. The needed district salary and benefits information has been requested from bookkeepers and is due no later than May 31st. This will allow time to complete the claims for all 13 districts and submit prior to the June 14th deadline. We will also be completing private facility approvals and claims to ensure they are complete and submitted by the due date as well as completing Indicators 11 and 13 to ensure the requirements are met prior to the July 15th due date. For RTO, eleven of thirteen RTO meetings have been held and many were approved already. Please remember that the updated RTO Plan must also be posted on the district website by July 1st.

Mrs. Fisher and the Program Coordinators discussed next year's Professional Development among many other end-of-the-year tasks at our May 3rd meeting. They discussed still having the need for RtI interventions for academic areas related to SLD. In order to make a student eligible in SLD, they must meet through RtI first and foremost. Since there are some gaps in our interventions related to reading, writing, and math, we are looking into a presenter that will train MSSE staff next year. Following that training, we can have MSSE employees bring that information back to their data teams.

The MSSE Action Plan for fiscal year 2024 has been updated. As well as the Organization Goals and Directors Goals. There have also been updates on legislation. The Title IX regulations have passed. The main impact on special education/504 students is that if a student with an IEP/504 is involved, the coordinator must consult with the team to determine how to ensure compliance with respective laws throughout the grievance process. Regulation 3606 for Equal reimbursement for private and public alternative education settings has passed the Senate and it is in the House currently. It has passed out of committee with a unanimous vote. Mrs. Fisher will provide more updates on this as it develops. Regulation 4662 in regards to retirees being able to work full-time in areas of shortages being extended to 2029. This has passed the house, is in the Senate. Little to no opposition. It was last referred to assignments at the end of April. Amendment 4175 in reference to restraints will pose tighter standards around restraints. It is now in the Senate, it has passed the house.

Mrs. Fisher also recognized members of the board. She personally thanked Mrs. Ritter for her time that she has served as our Executive Committee Chair. She has been her go-to person this year and has been a great support to her. Mrs. Fisher presented her with the Making a Difference Award as a thank you. She also congratulated Dr. Fuerstenau on his upcoming retirement and thanked him for his years of service to our Executive board and committees. We wish him all the best during his retirement. Dr. Fuerstenau was presented with the Making a Difference Award and gift from MSSE as a parting gift due to his retirement as well. Lastly, Mrs. Fisher thanked Mr. Shackelford for his years of service on the Mid-State board. She has enjoyed working with Mr. Shackelford and wishes him all the best at his new job. Mr. Shackelford was also presented with the Making a Difference Award.

Committee reports were also presented by Mrs. Fisher. The Building and Facilities Committee met following the April board meeting. They discussed the lifespan left of the roof, repairs that have occurred this year, and issues with the alarm system. The committee recommended we remove unused

water heaters from the property and to repair/replace the water heater that goes to the restrooms. No actions were made during this meeting.

UNFINISHED BUSINESS

The second reading regarding the policy updates from PRESS 114 were addressed.

ACTION ITEMS

A motion made by Dr. Olson and seconded by Dr. Schuchman to recommend the approval of policy updates, all as presented. Roll Call Vote: Ms. Ritter, yes; Ms. Bowman, yes; Mr. Clark, yes; Dr. Fuerstenau, yes; Mr. Hopper, yes; Mr. Murphy, yes; Dr. Olson, yes; Mr. Powell, yes; Dr. Schuchman, yes; Dr. Shackelford, yes. Motion carried 10 yay, 0 nay.

NEW BUSINESS

Mrs. Fisher presented the following contracts for approval: Illinois Association of School Boards, PSIC, and CTI. She also proposed the MSSE Board Meeting Schedule. Mrs. Fisher has responded to the request to hold more meetings in conjunction with the ROE Superintendent meetings, It has been arranged for 4 meetings to coincide with the ROE meetings. The August meeting conflicted with the first day of school activities so that meeting will still be held at the Mid-State Special Education office. The other month adjusted was May, to ensure school was still in session. We have coordinated committee meetings for the months that we anticipate holding a Board meeting. We'll also circulate the list of Governing Board members in case there is a change in your district of the board appointed representative.

The following is the proposed list of FY25 MSSE Executive Committee Officers. Next year will be year 1 of a 2 year rotation. Chris Clark has agreed to be the Chair and Travis Portz has agreed to be Vice-Chair. Ingrid Watkins will continue as secretary and Liz Holcomb will continue as Treasurer. I will be asking Litchfield and Brownstown district's new Superintendents to take Mr. Shackelford and Dr. Fuerstenau's positions on the committees. Other than ensuring that Mr. Clark and Mr. Portz are both on Finance, Policy, and Personnel committees, and removing Mrs. Ritter from committees no longer needed to be assigned to her, there were no assignment changes made or requested. The Finance committee will be Clark, Bowman, Hopper, Portz, and Schuchman. The Personnel committee will be Clark, Garrison, Portz, Ritter, and Schuchman. The Policy committee will be Clark and Francis. And the Building & Facilities committee will be Hopper, Lund, McClain, and Powell. The appointments for fiscal year 2025 are Bobbi Fisher as the Non-Discrimination Coordinator, Bobbi Fisher and David Powell as the Complaint Managers, and Bobbi Fisher and Meg Marquardt as the Director and MSSE Licensed Staff representative for the MSSE Joint Committee.

ACTION ITEMS

A motion made by Ms. Ritter and seconded by Dr. Fuerstenau to recommend approving memberships, contracts, and service agreements, the FY25 Board Meeting Schedule, Board Officers, and Committee assignments, FY25 appointments as the Non-Discrimination Coordinator, Complaint Managers, and to the MSSE Joint Committee, all as presented. Roll Call Vote: Ms. Ritter, yes; Ms. Bowman, yes; Mr. Clark, yes; Dr. Fuerstenau, yes; Mr. Hopper, yes; Mr. Murphy, yes; Dr. Olson, yes; Mr. Powell, yes; Dr. Schuchman, yes; Dr. Shackelford, yes. Motion carried 10 yay, 0 nay.

EXECUTIVE SESSION

A motion made by Mr. Powell and seconded by Mr. Hopper to enter into closed executive session. Roll Call Vote: Ms. Ritter, yes; Ms. Bowman, yes; Mr. Clark, yes; Dr. Fuerstenau, yes; Mr. Hopper, yes; Mr. Murphy, yes; Dr. Olson, yes; Mr. Powell, yes; Dr. Schuchman, yes; Dr. Shackelford, yes. Motion carried 10 yay, 0 nay.

A motion made by Mr. Hopper and seconded by Ms. Bowman to return to open session at 9:48 a.m. carried by a Roll Call Vote: Ms. Melissa Ritter – yes; Ms. Casie Bowman - yes; Mr. Chris Clark - yes; Dr. Gregg Fuerstenau - yes; Mr. Aaron Hopper - yes; Mr. Patrick Murphy - yes; Dr. Wes Olson - yes; Mr. David Powell - yes; Dr. Becky Schuchman - yes; Mr. Mike Shackelford – yes. Motion carried 10 yes, 0 no.

ACTION ITEMS

There were no action items.

DISCUSSION


The June board meeting has been cancelled. The next Executive Committee meeting is scheduled for Wednesday, August 21 at 9:00 a.m. at the Mid-State office. The Governing Board meeting will be held on Wednesday, August 28th at 6:30 p.m. in the MSSE Conference Room.

ADJOURNMENT

A motion made by Ms. Ritter and seconded by Dr. Powell to adjourn the meeting at 9:50 a.m. Motion carried unanimously by voice vote.

Respectfully submitted,

Mrs. Bobbi Fisher, Director



Chairperson

8-21-24

Date



Secretary of the Board

8-21-24

Date