

MID-STATE SPECIAL EDUCATION  
EXECUTIVE COMMITTEE MEETING  
Regular Board Meeting  
Official Minutes  
October 14, 2025

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; Mulberry Grove: Ms. Casie Bowman; Vandalia: Dr. Jennifer Garrison; Panhandle: Mr. Aaron Hopper (arrived at 9:13); Brownstown: Mr. David Lund; Bond: Dr. Wes Olson; St. Elmo: Mr. Travis Portz; Ramsey: Ms. Melissa Ritter

MEMBERS ABSENT

Edinburg: Ms. Ashley Francis; Hillsboro: Ms. Hope McBrain; Litchfield: Dr. Kelly McClain; Morrisonville: Mr. Patrick Murphy; Carlinville: Dr. Becky Schuchman

OTHERS PRESENT

Ms. Bobbi Fisher, Director; Ms. Liz Reynolds, Business Manager; Ms. Shera Nail; Mr. David Faller

CONSENT AGENDA

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

- Approval of Regular Session Minutes from Sept. 17, 2025.
- Approval of Destruction of Executive Session Audio Recordings older than 18 months- 3/20/2024 Finance Committee Closed Session
- The FY26 Balance Sheet and Receipts vs. Expenditures reflects the September fund balance of \$2,853,480.64. The receipts of \$796,210.72 include district assessments, interest, Thrive start-up assessments, and EBF and expenditures totaled \$530,647.18. For October, the projected revenue is \$943,991.83 and expenditures of \$544,065.20. The resulting October 31st fund balance is projected at \$3,253,407.27.
- Accounts Payable Review, Approval, and Order for Immediate Payment of Oct. 14th bills in the amount of \$188,379.69.71 and the November 19th payables is requested for preapproval given the anticipated cancellation of the November Executive Board meeting. Expenses include routine bills, EBF flow-through to districts, professional development, and contractual services

ACTION ITEMS

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

OLD BUSINESS

None

ACTION ITEMS

None

NEW BUSINESS

Mrs. Fisher introduced Mr. David Faller from West & Co. to present the MSSE financial statement audit. The purpose of the audit is to make sure the numbers and the AFR submitted to ISBE are correct. The opinion of the audit was that it was a clean or modified which means these financial statements are materially accurate. The report on internal controls and non-compliance did not report any material weaknesses or significant deficiencies. There were also no material non-compliance items to report. The cash position is 1.6 million dollars at the beginning of the year and about 1.6 million dollars at the end of the year. The revenue verses expenses were very close. It was noted, due to the Medicaid cost settlement increase, the amount of the billings for the districts

decreased this year. The single audit was not necessary as there were not enough Federal expenditures and most likely this audit will not be needed in the future.

### ACTION ITEMS

A motion made by Ms. Bowman and seconded by Mr. Lund to approve the FY25 audit, as presented.. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Lund, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 7 yea, 0 nay.

### REPORTS AND COMMUNICATION

Mrs. Fisher provided the following updates.

- October is Physical Therapy Month- If you see any Physical Therapy staff from Stepping Stones Group or if you see Amy Ashmore in your buildings, please be sure to thank them for the work they do.
- New teacher and new program coordinator mentoring continues. A virtual teacher mentoring training is scheduled for tomorrow, October 15<sup>th</sup>.
- Four MSSE administrators attended the IAASE Fall Conference last week. Notes and presentations will be shared with the other Program Coordinators that were unable to attend.
- IDEA Grants- Several districts took advantage of requesting to reallocate carryover NPPS funds from 2024. If funds are not spent within 27 months, the allotment amount will be returned. If the district does not have students choosing to receive services while they are homeschooled or attending a parochial school, Elroy Reed at ISBE has been granting districts to reallocate those funds into the general FT budget through an amendment.
- Health Insurance- It is almost time for the new insurance rates to be released. The Executive Board will be notified if there is a need to shop for a new plan.
- Thrive MSSE Public Day School has been accepted as a Separate Public Day School through ISBE, therefore MSSE now qualifies for reimbursement. Liz will provide expenditure data to ISBE so the PCRB can work on setting a daily rate. This rate is based off the MSSE budgeted information. There is no requirement to bill at that rate this year; but next year there will be a requirement to bill at a daily rate. Next year's daily rate will be calculated sometime next summer. The daily rate for this year will be used for the reimbursement rate.
- ISBE has made several IEP form changes and have created a new form altogether. After discussing the form changes with Program Coordinators and after speaking with Brandon Wright, a guidance document was sent out to staff.

Mr. Hopper arrived at 9:13 am.

### EXECUTIVE SESSION

A motion was made by Ms. Bowman and seconded by Mr. Portz to go into executive session at 9:15 am. Voice vote: 8 yea, 0 nay.

A motion was made by Ms. Ritter and seconded by Dr. Olson to return to open session at 9:49 am. Voice vote: 8 yea, 0 nay

### ACTION ITEMS

A motion made by Mr. Portz and seconded by Dr. Garrison to approve the resignation of Stephanie Riedle as of October 16, 2025, as presented. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 8 yea, 0 nay.

### DISCUSSION

The Executive Committee Board meeting scheduled for Wednesday, November 19, 2025 is anticipated to be cancelled. The next meeting will take place December 17, 2025 at the MSSE office at 9:00 AM. There is also

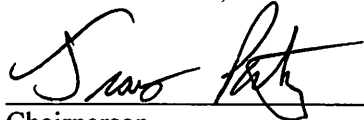
anticipated to be a Personnel & Finance Committee meeting scheduled that day. More information on the need/time for that committee meeting will be coming.

ADJOURNMENT

A motion made by Dr. Olson and seconded by Mr. Hopper to adjourn the meeting at 9:52 a.m. Motion carried unanimously Roll Call: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Dr. Olson, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 8 yea, 0 nay.

Respectfully submitted,

Mrs. Bobbi Fisher, Director

  
Chairperson

12/12/2020  
Date

  
Secretary of the Board

12/17/25  
Date