

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
June 4, 2025

PROCEDURAL BUSINESS

Chairperson, Mr. Chris Clark at 10:10 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; Brownstown: Mr. David Lund; St. Elmo: Mr. Travis Portz; Ramsey: Ms. Melissa Ritter; Carlinville: Dr. Becky Schuchman

MEMBERS ABSENT

Edinburg: Ms. Ashley Francis; Litchfield: Dr. Kelly McClain; Morrisonville: Mr. Patrick Murphy; Bond: Dr. Wes Olson; Hillsboro: Mr. David Powell

OTHERS PRESENT

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

CONSENT AGENDA

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

- Approval of Minutes from the May 14, 2025 Meeting.
- Approval of Destruction of Audio Recordings Older than 18 Months-None

ACTION ITEMS

A motion made by Dr. Garrison and seconded by Ms. Bowman to approve the Consent Agenda. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 8 yea, 0 nay.

REPORTS AND COMMUNICATION

Mrs. Fisher noted that the MSSE Action Plan updates, and the Organization Goals and Director Goals has been provided. Concerning the Periodic Reports and Grant Prep, she has completed prepping the grants for three districts, the rest she plans to finish in the next week. There is a new periodic report where they have updated the form. Mrs. Fisher will work on getting those forms out to the districts as well.

Mrs. Fisher provided committee reports. The Public Day School is presenting to the board employment recommendations, custodian job description, principal, teacher and para summer work hours, lease agreement, equipment and summer building work, and the school calendar. There was also a finance committee meeting but there were no recommendations to the Executive board. They discussed the retiree rate of pay.

UNFINISHED BUSINESS

Policy Adoptions/Edits

- Press Plus 118 for a first reading. The policy committee previewed these policies and had no concerns - 2:260, 2:265, 4:15, 4:80, 5:10, 5:20, 5:60-E1, 5:60-E2, 5:100, 6:235, 7:10, 7:20, 7:180, 7:340, 7:255, 2:270
- Policy 5-210 and 5-292 adjustment- Requesting the edit to the timing of the notice to retire in order to earn the sick leave balloon. Asking for the timing to be consistent with the 6% incentive (January 1 of the year prior to the last 4 years).

- Adopt/edit the following policies that are related to the creation of the Public Day- 4:150, 4:190, 5:220, 6:10, 6:20, 6:30, 6:60, 6:65, 6:70, 6:80, 6:110, 6:120, 6:122, 6:140, 6:200, 6:210, 6:240, 6:250, 6:255, 6:260, 6:280, 6:290, 6:340, 7:30, 7:50, 7:60, 7:70, 7:80, 7:90, 7:92, 7:100, 7:120, 7:130, 7:140, 7:140 AP, 7:150, 7:160, 7:170, 7:185, 7:190, 7:200, 7:230, 7:250, 7:260, 7:270, 7:275, 7:280, 7:285, 7:290, 7:310, 7:315, 8:20, 8:25, 4:110, 4:165, 4:170, 5:292, 5:330, 6:40, 8:30

The board-meeting schedule was presented based on the ROE meetings but that the ROE has made changes to their meeting dates. Mrs. Fisher recommended keeping the dates the same as originally scheduled, but the meeting location will change to Thrive instead of the ROE. Mr. Clark stated that he would like to keep the meetings on the same day as the ROE but Mrs. Fisher noted that the ROE meetings are earlier in the month and makes it hard to have the necessary items ready for the meeting.

A motion made by Dr. Garrison and seconded by Mr. Hopper to approve policy edits and MSSE Board meeting schedule, as presented. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 8 yea, 0 nay.

NEW BUSINESS

Presentation and approval of membership, contracts, and service agreements

- Soliant Health, LLC, Tele-DHH Services
- PSIC
- Public Day School Building Lease

ACTION ITEMS

A motion made by Dr. Garrison and seconded by Mr. Hopper to recommend approval of all memberships, contracts, and service agreements; the public day school calendar; as presented. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 8 yea, 0 nay.

EXECUTIVE SESSION

There was no Executive Session.

ACTION ITEMS

A motion made by Ms. Ritter and seconded by Dr. Schuchman to approve the hiring of Meg Marquardt, McKenzie Clark, Shelby Nash, Shawna Thole, Kali Lane, Natasha Jackson, Jessica Wright, Stephanie Riedle, and Caitlin Gomez all as presented (pending licensure and local and state requirements being met), approve the retirement of Karen Bennett and Nancy Roasio at the completion of the 2028-2029 school year, and approval of the recommendations made by the public day school committee: approval for teachers to work 3 summer days at the public day school teacher salary base rate, paras to work 2 extra summer days, approval of Barb Daugherty to work up to 96 additional summer hours, approval of custodian job description, and to approve the scope of equipment and summer work needed to prepare for the summer day school, all as presented. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Mr. Portz, yes; Ms. Ritter, yes; Dr. Schuchman, yes; Motion carried 8 yea, 0 nay.

DISCUSSION

The August Executive Committee meeting is scheduled for Friday, August 1 at 9:00 a.m. at the Vandalia ROE office. The Governing Board meeting will be held on Wednesday, August 20th at 6:30 p.m. in the MSSE Conference Room.

ADJOURNMENT

A motion made by Mr. Hopper and seconded by Mr. Clark to adjourn the meeting at 10:26 a.m. Motion carried unanimously by voice vote 8 yea, 0 nay.

Respectfully submitted,

Mrs. Bobbi Fisher, Director

Melissa Ritter
Chairperson

8/1/25
Date

Angie Worth
Secretary of the Board

8/1/25
Date