

MID-STATE SPECIAL EDUCATION  
EXECUTIVE COMMITTEE MEETING  
Regular Board Meeting  
Official Minutes  
April 14, 2026

PROCEDURAL BUSINESS

Mr. Chris Clark at 9:00 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; Hillsboro: Ms. Hope McBrain; Litchfield: Dr. Kelly McClain; St. Elmo: Mr. Travis Portz; Ramsey: Ms. Melissa Ritter;

MEMBERS ABSENT

Edinburg: Ms. Ashley Francis; Morrisonville: Mr. Patrick Murphy; Bond: Dr. Wes Olson; Carlinville: Dr. Becky Schuchman

OTHERS PRESENT

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

CONSENT AGENDA

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

- Approval of open Minutes from the March 25, 2026 Meeting.
- Approval of Destruction of Executive Session Audio older than 18 months- none.
- The FY26 Balance Sheet and Receipts vs. Expenditures reflects the March fund balance of \$2,303,056.57 which includes receipts of \$268,162.48 and expenditures of \$524,699.49. FY26 revenue is relatively being received as anticipated (87.55% after we receive the final cost billing). There will be one invoiced assessment sent out in May. For April, both revenue and expenses are routine. The resulting April 30th fund balance is projected at \$2,233,934.67. April receipts are projected at \$642,203.33 and expenditures are projected at \$711,325.23.
- Accounts Payable Review, Approval, and Order for Immediate Payment of April 15th bills in the amount of \$181,470.24. Expenses include routine bills, EBF flow-through to districts, professional development, materials/assessments/mileage, legal, and contractual therapies.

ACTION ITEMS

A motion made by Dr. Garrison and seconded by Ms. Ritter to approve the Consent Agenda. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Ms. McBrain, yes; Dr. McClain, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 9 yea, 0 nay.

REPORTS AND COMMUNICATION

Ms. Fisher noted in April, Mid-State celebrated Occupational Therapy month. She would like to thank Stepping Stones Group staff for the fine motor, sensory support, and so much more. Administrative Assistant Day is April 22<sup>nd</sup>. Ms. Fisher would like to celebrate the six women at the Mid-State office and Thrive that run the behind-the-scenes work at MSSE. Kristy and Shera (student data specialists), Tammy (Accounts Payable), Ingrid (Executive Secretary), McKennzie (Thrive Secretary), and Liz (Business Manager) fill very large roles and perform tasks that allow Mid-State staff out in districts and Ms. Fisher to focus on serving the districts. On May 8<sup>th</sup>, MSSE will host their annual end of year celebration. Star Net will provide Professional Development on Early Childhood Outcomes.

According to ISBE the teacher vacancy rate has decreased by 24%, falling from 2.76% in school year 2024-2025 to 2.1% in 2025-2026. As of October 1, 2025, there were 2,943 total unfilled teacher positions, a notable decrease from 3,864 the previous year. Additional unfilled positions include 167 administrative positions, 2,134 paraprofessionals, and 964 school support personnel. While the decrease in vacancies is promising, it's important

to note that significant needs remain in high-demand areas. Special education alone accounts for 1,079 unfilled teaching positions, representing roughly one-third of all teaching vacancies statewide.

Ms. Fisher provided the following reminders.

- The legal requirement to have a special education teacher in the meeting where the team decides to move into an initial consent for evaluation meeting (TCT meetings where it is decided to open domains). That is then a special education meeting and a special education teacher is a required team member.
- Reminder that any additional amendments to IDEA need to be completed by May 31st to ensure all funds available are utilized.

Ms. Fisher noted that information was just received on Maintenance of Effort. All districts but one met MOE. Ingrid will reach out to the district affected and will work to find allowable exceptions. Special Educator Workload Summary is due back from the teachers on April 17<sup>th</sup>. Once this information is compiled, the districts will be sent the Workload Summaries. The TMC meeting is scheduled for May 20<sup>th</sup> at 9:00am. The letters are being sent to the superintendents to be signed, then they will be mailed to the families. The TMC postings are also being placed in the newspapers.

The following committee updates were provided. Thrive Committee met on April 7<sup>th</sup> to discuss employment needs and the teacher salary scale. The finance Committee met prior to today's meeting. They reviewed the FY27 Preliminary Revenue Budget, FY27 Expenditure Budget, FY27 Assessment Breakdown, and FY27 anticipated beginning 60 days cash on hand for you to view. They also recommended applying an anticipated extra \$25,000 of MAC funds to the Fund Balance. The Building and Facilities Committee scheduled for today was cancelled. MSE has received the School Maintenance Grant funds but are waiting on help to bid out the roof replacement.

#### OLD BUSINESS

None

#### ACTION ITEMS

None

#### NEW BUSINESS

Presentation of the FY27 Preliminary Budget. The Finance Committee reviewed preliminary revenues and expenses at the meeting prior to today's meeting. The FY27 Preliminary Revenue, FY27 Preliminary Expenditure, and FY27 Preliminary Assessment breakdown, and FY27 anticipated beginning 60 days cash on hand documents. The committee would like to display the FY27 Preliminary Budget and provide notice of the budget hearing on August 19, 2026. They also recommended applying an anticipated extra \$25,000 of MAC funds to the Fund Balance

Press 121 First Reading was presented.

#### ACTION ITEMS

A motion made by Ms. Ritter and seconded by Ms. Bowman to approve applying the anticipated extra \$25,000 MAC funds to the fund balance, approve and place the FY27 Preliminary MSSE Budget on display and also posting notice of the budget hearing to be held by the Governing Board on August 19, 2026, and approve the first reading of Press 121, all as presented. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes; Mr. Hopper, yes; Mr. Lund, yes; Ms. McBrain, yes; Dr. McClain, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 9 yea, 0 nay.

#### EXECUTIVE SESSION

A motion made by Dr. Garrison and seconded by Mr. Hopper to go into closed session at 9:11 a.m. carried by a voice vote: Motion carried 9 yes, 0 no.

A motion made by Mr. Lund and seconded by Ms. Bowman to return to open session at 9:23 a.m. carried by a voice vote: Motion carried 9 yes, 0 no.

#### ACTION ITEMS

A motion made by Ms. Ritter and seconded by Dr. McClain to approve the employment of Ruby Savant pending licensure and local and state requirements are met, the employment of Jessie Schneider, SLP, for ESY services, the maternity leave for Andrea Hughes, and Thrive's motion to 26-27 salary recommendations, all as presented. Roll Call Vote: Mr. Clark, yes; Ms. Bowman, yes; Dr. Garrison, yes ; Mr. Hopper, yes; Mr. Lund, yes; Ms. McBrain, yes; Dr. McClain, yes; Mr. Portz, yes; Ms. Ritter, yes; Motion carried 9 yea, 0 nay.

DISCUSSION

The next Executive Committee meeting is scheduled for Wednesday, May 20 and will be held at the MSSE office. Timely and Meaningful Consultation meeting will be held at 9:00 a.m. with the regular board meeting following.

ADJOURNMENT

A motion made by Dr. Garrison and seconded by Mr. Portz to adjourn the meeting at 9:25 a.m. Motion carried unanimously by voice vote: Motion carried 9 yea, 0 nay.

Respectfully submitted,

Mrs. Bobbi Fisher, Director

  
Chairperson

6-18-26  
Date

  
Secretary of the Board

6-18-26  
Date