

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
November 3, 2021

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman, Dr. Becky Schuchman, at 9:01 a.m. with remote participation as allowed during the current public health emergency, current Disaster Declaration, and Open Meetings Act. In-person attendance at this meeting was deemed not practical, prudent, or feasible. In complying with our revised policy related to Open Meetings Act, the Board Secretary completed the following requirements: kept a verbatim record of the complete meeting for no less than 18 months; ensured that any interested member of the public can hear discussion; verified that each Board Member could hear one another; verified the Board Members present and that a quorum was met; conducted all votes by roll call and recorded each Board Member's vote so that it is identified; and reported to the public following the Board's meeting with no physical presence of quorum.

MEMBERS PRESENT

Dr. Wes Olson (Remote), Bond County; Mr. Mike Shackelford (Remote), Brownstown; Dr. Becky Schuchman, Carlinsville; Mr. Ben Theilen, Edinburg; Mr. David Powell, Hillsboro; Mr. Aaron Hopper, Panhandle; Ms. Melissa Ritter (Remote), Ramsey; Ms. Julie Healy (Remote), St. Elmo; Mr. Chris Clark (arrived at 9:06 am), South Fork; Dr. Jennifer Garrison (Remote), Vandalia

MEMBERS ABSENT

Mr. Dave Meister, Morrisonville; Mr. Robert Koontz, Mulberry Grove; Dr. Gregg Fuerstenau, Litchfield

OTHERS PRESENT

Mrs. Angela Armour, Director; Mrs. Lyn Becker, Assistant Director; Mrs. Vickie Throne, Executive Board Secretary; Mrs. Liz Holcomb, Business Manager

Recognition of Visitors: Ms. Robin Yockey (Remote), Auditor from Mose, Yockey, Brown and Kull

CONSENT AGENDA

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

- Regular Session Minutes from October 20, 2021
- Destruction of Executive Session Audio Recordings Older than 18 Months: None
- Financial report – The final October updates will be provided at the December meeting due to this meeting being so early in the month.
- Request for Accounts Payable Approval and order for Immediate Payment of November 17, 2021 bills with the Payables List to be presented at the next board meeting.

A motion made by Mr. Powell and seconded by Mr. Hopper to approve the Consent Agenda. Roll Call Vote. Shackelford, yes; Olson, yes; Powell, yes; Healy, yes; Ritter, yes; Garrison, yes; Hopper, yes; Schuchman, yes; Theilen, yes. Motion carried 9-0.

NEW BUSINESS

Mrs. Robin Yockey presented the FY21 audit noting that this year's financial statement represents only one entity as opposed to prior to reorganization which resulted in audits of each Region, Mid-State Central, and the consolidated Mid-State. The Joint Agreement was not required to have a single audit. In the audit reports includes the required Independent Auditor's Report. It provides an adverse opinion with the regulatory basis which says that the financial statements are fairly presented in accordance with the regulatory basis by which ISBE requires you to present your financial statements instead of in accordance with U.S. generally accepted accounting principles. This is included in the audit because the financial statements are available through FOIA to businesses, individuals, and creditors that might not understand the regulatory basis of accounting. The report also indicates that the supplementary schedule that company's report is also fairly stated in relation to the

financial statements. The audit includes a reference to one compliance finding this year and that is because the treasurer's bond was inadequate by a material amount for one month of the fiscal year. Ms. Yockey noted that is something that they are seeing more of this year with districts and joint agreements due to the increase in COVID money received during the year. Adjustments to financial statements were very minimal this year.

The Joint Agreement ended the year with \$1,500,000 of cash investments and there were no restrictions on that money. The results of operation show that receipts exceeded disbursements by \$177,000.00. The on-behalf amount that the State of Illinois has put into TRS and THIS on behalf of certified staff reflects a huge decrease in that last year the number was \$6,700,000 and with the reduction in staff this year it is under \$2,000,000. The Joint Agreement was 70% locally funded with \$3,700,000 in local funds with the majority being assessments. A large increase in FY21 was seen in funding received from DHS to Mid-State as a vendor. State flow-through and State revenue made up 26% with Federal revenue down to 4% of total funding for the Joint Agreement. Consistent with prior years the largest expenditures are salaries and benefits followed by other objects which represent the amounts that flow-through to the member districts.

Hearing no questions from the board, Mrs. Yockey concluded her presentation.

A motion made by Dr. Olson and seconded by Ms. Healy to approve the FY21 Audit as presented. Roll Call Vote. Olson, yes; Healy, yes; Clark, yes; Garrison, yes; Ritter, yes; Shackelford, yes; Hopper, yes; Schuchman, yes; Theilen, yes; Powell, yes. Motion carried 10-0.

REPORTS AND COMMUNICATION

Mrs. Armour reported that School Psychology Awareness Week is November 8-12th. On behalf of this board and Mid-State, Mrs. Armour recognized and thanked our dedicated school psychologists: Lucas Altenberger, Kassi Charles, Amanda Cunningham, Kristy Haston, Meg Marquardt, Lisa Murfee, and Tricia Kelly.

Mrs. Armour reported that the RIF and PERA Joint Committees met last week to complete the annual review and confirmation of prior requirements and agreements related to evaluation and the appeals process for licensed employees. She shared that the Mid-State Special Education Evaluation Plan for Licensed Personnel was also revised effective January 1, 2022 to extend the frequency of evaluation to three years as allowed by PA 102-0252. Mrs. Armour thanked Meg Marquardt and Crystal Schmidt who represented Mid-State employees on both committees along with board representatives, Mrs. Becker and Mrs. Armour.

Mrs. Armour reported that the new invoice billing for the first quarter of FY22 was emailed last week to bookkeepers and superintendents. She reminded the board that the Finance Committee recommended this change for FY22 in order for districts to capitalize on the use of the variety of grant funds available. Invoice billing will occur three times per year in October, January, and April and will include most all professional development provided by MSSE as well as travel, materials, and PD paid by MSSE for employees who are shared between districts. Similar expenses for employees assigned solely to one district are being processed and paid by the district beginning this year. Mrs. Armour shared that establishing the conditions and process along with the detailed tracking has proven very time consuming. She is hopeful that the resources necessary to maintain this new system will be reduced significantly in the second quarter and that districts have written or will revise district grants to maximize use to reduce local education funding.

EXECUTIVE SESSION

None

ACTION ITEMS

None

UNFINISHED BUSINESS

None

DISCUSSION

The next MSSE Executive Committee meeting is scheduled for December 15, 2021 at 9:00 a.m.

ADJOURNMENT

A motion made by Mr. Theilen and seconded by Ms. Healy to adjourn the meeting at 9:13 a.m. Roll Call Vote. Hopper, yes; Olson, yes; Healy, yes; Garrison, yes; Schuchman, yes; Shackelford, yes; Clark, yes; Ritter, yes; Powell, yes; Theilen, yes. Motion carried 10-0

Respectfully submitted,

Mrs. Vickie Throne, Executive Board Secretary

Becky Schuchman

Chairperson

12/15/2021

Date

Vickie L Throne

Secretary of the Board

12/15/2021

Date