

MID-STATE SPECIAL EDUCATION  
EXECUTIVE COMMITTEE MEETING  
Regular Board Meeting  
Official Minutes  
January 19, 2022

**PROCEDURAL BUSINESS**

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman, Dr. Becky Schuchman, at 9:04 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 (Remote), Carlinville; Mr. Ben Theilen (Remote), Edinburg; Mr. David Powell (Remote), Hillsboro; Dr. Gregg Fuerstenau (Remote), Litchfield; Mr. Robert Koontz (Remote), Mulberry Grove; Mr. Dave Meister, Morrisonville; Mr. Aaron Hopper, Panhandle; Chris Clark Remote; South Fork; Dr. Jennifer Garrison (Remote), Vandalia

**MEMBERS ABSENT**

Ms. Melissa Ritter, Ramsey; Ms. Julie Healy, St. Elmo

**OTHERS PRESENT**

Mrs. Angela Armour, Director; Mrs. Lyn Becker, Assistant Director; Mrs. Vickie Throne, Executive Board Secretary

Recognition of Visitors: None

**CONSENT AGENDA**

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

- Regular Session Minutes from December 15, 2021
- Destruction of Executive Session Audio Recordings Older than 18 Months: None
- Financial report - The FY 22 Balance Sheet and Receipt vs. Expenditures for December reflects the December 31<sup>st</sup> fund balance of \$2,819,437.33. January projected revenues is \$193,745.73 and projected expenses are estimated at \$402,707.54. Our resulting January 31<sup>st</sup> fund balance is projected at \$2,613,875.46.
- Request for Accounts Payable Approval and order for Immediate Payment for January 31, 2022. Payables total \$143,094.50.

A motion made by Mr. Powell and seconded by Dr. Fuerstenau to approve the Consent Agenda. Roll Call Vote. Fuerstenau, yes; Shackelford, yes; Olson, yes; Powell, yes; Koontz, yes; Meister, yes; Garrison, yes; Hopper, yes; Clark, yes; Schuchman, yes; Theilen, yes. Motion carried 11-0.

**REPORTS AND COMMUNICATION**

Mrs. Armour reported that 90.2% of MSSE licensed employees, 20% of MSSE non-certified employees, and 81.8% of contractual staff are fully vaccinated. In the past month, we have had 1/3 of our MSSE employees directly impacted by positives or a close contact which required exclusion, quarantine, or isolation. Thankfully, all have recovered without hospitalization. Mrs. Armour is in the process of collecting booster documentation since this now impacts close contact status.

Mrs. Armour reported that the MSSE Action Plan Updates for the FY22 Plan and the Director's Goals Semi-Annual Goals with updates are included in the advance packet.

Mrs. Armour reported that a Transition STEP contract increase of \$39,200 is in progress bringing the total FY22 contract to \$195,200 for FY22.

Mrs. Armour reported that the IDEA December 1<sup>st</sup> Child Counts are being confirmed weekly by ISBE through February and superintendents will be notified when the ISBE certification period is open in mid-March. AFRs are now available with MOE projections work in progress. ISBE has still not released any information related to Excess Cost which is typically due by January 31<sup>st</sup>. We are checking regularly and will take care of this for each district unless the superintendent indicates district staff prefer to complete.

Mrs. Armour thanked everyone for providing input into anticipated needs for FY23. Based upon the information, collectively additional autism and behavioral supports should be considered as well some individual districts have requested additional SSW and psychology services. Earlier this month, a Transition Specialist (due to retirement), SSW, and TVI positions were posted or re-posted. Mrs. Armour anticipates that there will be recommendations for employment at the February meeting.

Mrs. Armour reported that the Building & Facility Committee met following the December meeting and referenced the unofficial minutes and summary of recommendations that were provided in the advanced packet. Mr. Hopper, committee chair, reported that they have postponed any scheduled meetings until a later next year after reaching consensus on the direction that we need to go with the building. As part of the budget discussion, long-range plans for future maintenance and upkeep of the building will be discussed and included in the future budget.

Mrs. Armour reported that the Policy Committee and Personnel/Search Committee scheduled for Jan. 12<sup>th</sup> were pushed back to February due to other priorities in districts.

#### UNFINISHED BUSINESS

None

#### NEW BUSINESS

Mrs. Armour provided notice that Dr. Schuchman will be completing her annual evaluation. Dr. Schuchman reported that she will be reaching out to superintendent's for input.

#### EXECUTIVE SESSION

None

#### ACTION ITEMS

None

#### DISCUSSION

The next MSSE Executive Committee meeting is scheduled for February 16, 2022 at 9:00 a.m.

#### ADJOURNMENT

A motion made by Dr. Fuerstenau and seconded by Dr. Olson to adjourn the meeting at 9:13 a.m. Roll Call Vote. Hopper, yes; Olson, yes; Garrison, yes; Fuerstenau, yes; Schuchman, yes; Meister, yes; Shackelford, yes; Clark, yes; Powell, yes; Theilen, yes; Koontz, yes. Motion carried 1-0

Respectfully submitted,

Mrs. Vickie Throne, Executive Board Secretary

Becky D. Schuchman  
Chairperson

Vickie E. Throne  
Secretary of the Board

2-16-2022  
Date

2-16-2022  
Date