

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING

Regular Board Meeting

Official Minutes

February 16, 2022

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman, Dr. Becky Schuchman, at 9:01 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

Mr. Ben Theilen, Edinburg; Mr. Chris Clark, South Fork; Mr. Robert Koontz, Mulberry Grove; Ms. Julie Healy (Remote), St. Elmo; Ms. Melissa Ritter, Ramsey; Dr. Becky Schuchman (Remote), Carlinville; Mr. Aaron Hopper (Remote), Panhandle; Mr. David Powell (Remote), Hillsboro

MEMBERS ABSENT

Dr. Wes Olson, Bond County; Mr. Mike Shackelford, Brownstown; Dr. Gregg Fuerstenau, Litchfield; Mr. Dave Meister, Morrisonville; Dr. Jennifer Garrison, Vandalia

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: None

CONSENT AGENDA

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

- Regular Session Minutes from January 19, 2022
- Destruction of Executive Session Audio Recordings Older than 18 Months: None
- Financial report - The FY 22 Balance Sheet and Receipt vs. Expenditures reflects the January 31st fund balance of \$2,601,773.87. February projected revenue is \$167,959.65 and projected expenses are estimated at \$402,707.54. In Revenue note that in January we received a PSIC equity return from workers' compensation paid in FY13 and FY14 totaling \$20,137.00. The resulting February 28th fund balance is projected at \$2,370,356.11
- Request for Accounts Payable Approval and order for Immediate Payment for January 31, 2022 Payables totaling \$143,362.62.

A motion made by Ms. Healy and seconded by Mr. Theilen to approve the Consent Agenda. Roll Call Vote. Powell, yes; Healy, yes; Koontz, yes; Ritter, yes; Hopper, yes; Clark, yes; Schuchman, yes; Theilen, yes. Motion carried 8-0.

REPORTS AND COMMUNICATION

Mrs. Armour reported that the FY22 Budget looks very good, and our plan to apply offsets initially have resulted in more accurate actual assessments which was our goal. Following the Finance Committee meeting, Mrs. Armour anticipates being able to send invoices for the 6th and final assessment this month as planned. The FY22

Budget does not require an amendment. Unless other discussion or action is needed by the Governing Board, we will not need to meet on March 23rd.

Mrs. Armour reported that the Final IDEA Flow-Through and Preschool amounts and carryover allocations have been updated in IWAS. A few districts have amended to utilize some of these funds in FY22. Several districts have a healthy amount remaining to write for if needed. Mrs. Armour reminded the board that this grant carries over. She reviewed each balance and no one has a large enough allotment remaining to be at risk of losing any funds.

Mrs. Armour reported that the IDEA ARP grants must be submitted by March 24th, but expenditures can occur in FY23 as the funds will carryover given the late release. Bond, Carlinsville, and Litchfield have proportionate share set aside that must be included in the budget for grant to be approved. Additional set-aside for improvement of instruction is not required. IDEA ARP will not impact MOE or increase your threshold if used for additional or new expenses. MOE will be impacted negatively if funds were used to offset (or supplant) what is already being provided with state and local funds.

Mrs. Armour reported that ISBE made several changes to IDEA Excess Cost. During the past two weeks, we contacted ISBE with questions related to discrepancies on the instructions, form, and with information being pulled into IWAS which have been corrected by ISBE. We will complete Excess Cost for each district by the March 1st deadline.

Mrs. Becker provided an update on a new law, PA 102-0339, related to Restraint and Time Out. Although ISBE is finalizing requirements for districts, processes, and forms to meet the annual requirements, we are using information provided during the Feb. 9th webinar provided by ICSA Brandon Wright and Teri Engler and representatives from ISBE's Student Care Division in our planning to assist districts. A summary of the new rules and a list of what the districts will need to do to meet the new requirements was included in and superintendents were encouraged to share this with their district administrators. Information was covered in great detail during the recent Leadership meeting on Feb. 14th with program coordinators who will also serve as a resource. Mrs. Becker reported that ISBE has established goals to reduce and eliminate RTO which requires a 25% reduction in use of RTO over 12 months for students experiencing over 5 instances in a 30-day period or for the student with highest number of RTO by June 30, 2022. Mrs. Becker offered to be a part of each district's oversight team and assist with the data review and process.

Mrs. Armour shared that February is Low Vision Awareness Month and across the cooperative we have over 20 students receiving vision services from a contractual specialist, April Wilson. Mrs. Armour thanked April for all of her time and effort in teaching and supporting students throughout our cooperative.

Mrs. Armour reported that March 6 – 12, 2022 is National School Social Work week. Mrs. Armour stated that we are blessed to have such dedicated and experienced SSWs serving our students, families, and schools including Karen Bennett, Rick Cina, Barb Daugherty, Michelle Dothager, Nancy Roasio, Jessica Ryan, Patty Redpath, Sarah Turner, and Scarlett Vanzo.

Mrs. Armour reported that no committees met in January. The Finance Committee and Personnel/Search Committee are both meeting following the board meeting.

UNFINISHED BUSINESS

None

NEW BUSINESS

Dr. Schuchman reported that the Press 108 Policy Update was included in the advanced packet for the First Reading. We are adding policy 2:150 Committees and revising 5:60 Expenses to allow for the new FY22 process of expense requests and reimbursement through districts for MSSE employees assigned to a sole district.

A motion made by Mr. Clark and seconded by Ms. Ritter to approve the First Reading of Policies Press 108 and adding 2:150 and revise 5:60. Roll Call Vote. Healy, yes; Clark, yes; Ritter, yes; Hopper, yes; Schuchman, yes; Koontz, yes; Theilen, yes; Powell, yes. Motion carried 8-0.

EXECUTIVE SESSION

None

ACTION ITEMS

Dr. Schuchman reported that we have items that will need action by the board.

A motion made by Mr. Koontz and seconded by Ms. Ritter to approve the employment for the 2022-23 school year of Sarah Turner, School Social Worker; Andrea Cartright, Speech-Language Pathologist; and Amanda Fritcher, Transition Specialist all as presented and pending completion of state and local employment requirements and approval for the contract with Lynette Sproull for the provision of speech-language services. Roll Call Vote. Healy, yes; Powell, yes; Hopper, yes; Schuchman, yes; Clark, yes; Ritter, yes; Koontz, yes; Theilen, yes. Motion carried 8-0.

DISCUSSION

The Finance Committee and Personnel/Search Committee will meet today following this meeting and also during the next two months related to FY22 final cost-billing and FY23 Budget. The next MSSE Executive Committee meeting is scheduled for March 16, 2022 at 9:00 a.m. The Governing Board is scheduled to meet on March 23, 2022; however, Mrs. Armour at this time does not believe it will be necessary to have this meeting as we do not need to amend the budget.

ADJOURNMENT

A motion made by Ms. Healy and seconded by Mr. Powell to adjourn the meeting at 9:21 a.m. Roll Call Vote. Hopper, yes; Healy, yes; Schuchman, yes; Clark, yes; Ritter, yes; Powell, yes; Theilen, yes; Koontz, yes. Motion carried 8-0

Respectfully submitted,

Mrs. Vickie Throne, Executive Board Secretary

Becky D. Schuchman
Chairperson

3-16-2022
Date

Vickie L. Throne
Secretary of the Board

3-16-2022
Date