

MID-STATE SPECIAL EDUCATION  
EXECUTIVE COMMITTEE MEETING  
Regular Board Meeting  
Official Minutes  
June 22, 2022

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman, Dr. Becky Schuchman at 9:00 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. Dave Meister, Morrisonville; Mr. Chris Clark, South Fork; Mr. Robert Koontz, Mulberry Grove; Dr. Wes Olson (Remote arrived 9:05 am), Bond County; Ms. Julie Healy, St. Elmo; Dr. Becky Schuchman, Carlinville; Mr. Aaron Hopper, Panhandle; Dr. Gregg Fuerstenau, Litchfield

MEMBERS ABSENT

Mr. Ben Theilen, Edinburg; Mr. Mike Shackelford, Brownstown; Dr. Jennifer Garrison, Vandalia; Ms. Melissa Ritter, Ramsey; Mr. David Powell, Hillsboro

OTHERS PRESENT

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

Recognition of Visitors: Ms. Casie Bowman, incoming Mulberry Grove Superintendent

CONSENT AGENDA

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

- Regular Session Minutes from May 18, 2022
- Destruction of regular Session Audio Recordings maintained to comply with OMA related to remote meetings from Nov. 18, 2020 and Executive Recordings (none)
- Financial report - The FY22 Balance Sheet and Receipt vs. Expenditures reflects the May 31<sup>st</sup> fund balance of \$1,956,611.33. June projected revenue is \$238,687.14 and projected expenses estimated at \$438,433.00. The resulting June 30<sup>th</sup> fund balance is projected at \$1,760,085.44. Overall for FY22, revenue was up \$77,000 and expenditures were under budget by \$216,000.
- Request for Accounts Payable Approval and order for Immediate Payment for June and June GSA/EBF, FY22 year-end, and July bills. Payables for June 22nd total \$162,064.08 and June GSA/EBF total \$82,365.56.

A motion made by Mr. Clark and seconded by Dr. Fuerstenau to approve the Consent Agenda. Roll Call Vote. Fuerstenau, yes; Healy, yes; Koontz, yes; Meister, yes; Hopper, yes; Clark, yes; Schuchman, yes. Motion carried 7-0.

REPORTS AND COMMUNICATION

Mrs. Armour recognized and congratulated Mr. Meister and Mrs. Healy on their upcoming retirements! Mr. Koontz was thanked for his service as he transitions to his new role in Bond #2.

Mrs. Armour thanked the district bookkeepers for providing the necessary information for our claims work. She recognized Mrs. Throne and Mrs. Watkins for their exceptional and speedy work. ISBE did not open claims until June 9<sup>th</sup> that were due on June 15<sup>th</sup>, but by the end of the day on June 14<sup>th</sup> all Youth in Care claims were complete thanks to their pre-work and focus. Although any proration is not yet known, claims totaling \$981,999 were submitted for ISBE reimbursement to be received by our districts! Private Facility claims are due later in the summer, and will be complete as soon as the few remaining bills are received for students who went into June and those receiving ESY programming. The current claim totals by district were provided so these estimates can be included in districts' FY23 revenue budgets.

Mrs. Armour reported that the Maintenance of Effort (MOE) compliance has been met through increased costs or through exceptions for all districts except Edinburg. Work is continuing in order for them to also to meet this requirement. Mrs. Armour noted that the FY23 IDEA grants have not yet been released, so she anticipates ISBE will extend the July 1<sup>st</sup> start date requirement. We are finalizing our compilation of information specific to each district in order to maximize grant funds. As soon as the grants open, Mrs. Armour will work to complete the portions she can and upload required documents. She reminded the board to just text or call if anything is needed.

Mrs. Armour reported on the status of vacancies for 2022-23 noting that all positions are filled except for an additional part-time School Psychologist serving Hillsboro. She anticipates having a recommendation for employment in August for the part-time Transition Specialist position (serving Edinburg, Morrisonville, South Fork and supporting the new TS in Bond and Fayette counties) utilizing an experienced retiree.

Mrs. Armour shared that the Finance Committee met following the May meeting noting the unofficial minutes from the meeting were included in the advanced packet detailing recommendations. The Personnel & Search Committee will also meet after the June 22<sup>nd</sup> meeting.

#### UNFINISHED BUSINESS

A summary was provided related to PRESS 109 and the additional policy updates resulting from Committees' recommendations last month.

A motion made by Dr. Fuerstenau and seconded by Mr. Koontz to recommend the second reading and approval of policies Press 109 and additional policy updates resulting from Committees recommendations. Roll Call Vote. Healy, yes; Schuchman, yes; Clark, yes; Olson, yes; Fuerstenau, yes; Meister, yes; Koontz, yes; Hopper, yes. Motion carried 8-0.

#### NEW BUSINESS

Mrs. Armour reported that the School Social Worker job description has been updated to include School Counselor which provides more flexibility in employment. The evaluation tool already reflected this possibility. The relevant statutes allow for a School Counselor with appropriate training and expertise to complete the required social developmental history; evaluation components including rating scales interpretation; observations, interventions, and recommendations regarding placement of students; coordination and provision of resources related to mental health services; functional behavioral assessment, plans, and inclusion supports; behavioral strategies including non-aversive behavioral intervention strategies; and provide individual and group counseling.

Dr. Schuchman reported that there are several contracts and agreements listed for consideration and approval including Farmer Environmental Services, LLC, PSIC, South Macoupin Area Special Education TVI and Transition services, and Schmedeke Lawn.

Dr. Schuchman reported that there is a need to approve the FY23 MSSE Board Meeting Schedule noting that dates not following the third Wednesday of the month have an asterisk. It was confirmed that Tuesday, August 9<sup>th</sup> prior to ROE kick-off will result in a quorum to move the August meeting up due to so many districts starting school on or around August 17<sup>th</sup>. Superintendents were also asked to confirm or provide their Governing Board member for FY23 in case there is a change in your district of the board appointed representative.

Dr. Schuchman reviewed and asked for input regarding the election of FY23 MSSE Executive Committee Officers. It is recommended to continue the rotation of two consecutive years as Vice-Chair then moving to the

Chair. As Dr. Schuchman moves to Past-Chair, Ms. Ritter moves to Chair, Mr. Clark, South Fork, was nominated for Vice-Chair with Vickie Throne, Executive and Board Secretary and Angela Armour, Treasurer, to continue in their roles. It was recommended to keep FY23 Committees consistent unless Mr. Koontz does not represent Bond #2 as he moves to a new position.: Finance: Ritter, Clark, Hopper, Koontz, Schuchman; Personnel/Search: Ritter, Clark, Garrison, Koontz, Schuchman; Policy: Ritter, Theilen; Building & Facilities: Hopper, Fuerstenau, Powell, Shackelford, Theilen.

Dr. Schuchman recommended continuing the appointments of FY23 Non-Discrimination Coordinator Angela Armour, Complaint Managers Angela Armour and David Powell, and designated the following positions to the MSSE Joint Committee: Director, Assistant Director, and two MSSE Licensed staff. (Armour, Becker, Marquardt, Schmidt)

A motion made by Mr. Hopper and seconded by Mr. Meister to recommend approval of the revised School Social Work job description to include School Counselor, FY23 contracts and services agreements, FY23 Board Meeting Schedule, FY23 Board Officers and Committee Assignments, and FY23 Appointments as the Non-Discrimination Coordinator, Complaint Managers, and the MSSE Joint Committee, all as presented. Roll Call Vote. Olson, yes; Healy, yes; Hopper, yes; Schuchman, yes; Clark, yes; Meister, yes; Fuerstenau, yes; Koontz, yes. Motion carried 8-0.

#### EXECUTIVE SESSION

None

#### ACTION ITEMS

Dr. Schuchman asked for motions related to needed action by the board.

A motion made by Ms. Healy and seconded by Dr. Fuerstenau to recommend the employment for the 2022-23 school year of Breeanna Henson, Speech-Language Pathologist; Vernice Lynn Cina, School Counselor; and Dana White, Registered Behavior Technician, as presented pending completion of all state and local requirements and the resignation of Jessica Ryan effective June 17, 2022, recommend approving the Finance Committee recommendations to continue with Blue Cross Blue Shield insurance with a board contribution for employee single health coverage up to \$675 per month, increase the daily rate for retirees to \$380 per day, and increase full and part-time salaries by 4.5%. Roll Call Vote. Olson, yes; Meister, yes; Clark, yes; Healy, yes; Koontz, yes; Hopper, yes; Fuerstenau, yes; Schuchman, yes. Motion carried 8-0.

#### DISCUSSION

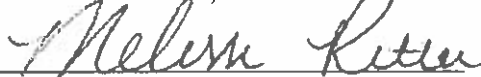
The Executive Committee will not meet in July and will meet next on August 9, 2022 in Vandalia prior to the ROE kick-off. The Governing Board is scheduled for Wednesday August 24, 2022 at 6:30 p.m. Mrs. Armour asked that the board members confirm or update their district representative or let us know later this summer if not yet determined.

#### ADJOURNMENT

A motion made by Mr. Koontz and seconded by Dr. Fuerstenau to adjourn the meeting at 9:18 a.m. Roll Call Vote. Hopper, yes; Olson, yes; Healy, yes; Fuerstenau, yes; Schuchman, yes; Meister, yes; Clark, yes; Koontz, yes. Motion carried 8-0

Respectfully submitted,

Mrs. Vickie Throne, Executive Board Secretary

  
Chairperson

8/24/22  
Date

  
Secretary of the Board

8/24/2022  
Date