

MID-STATE SPECIAL EDUCATION
EXECUTIVE COMMITTEE MEETING
Regular Board Meeting
Official Minutes
February 15, 2023

PROCEDURAL BUSINESS

The regular meeting of the Mid-State Special Education Executive Committee was called to order by Chairman, Ms. Melissa Ritter 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

Bond: Dr. Wes Olson (remote); **Brownstown:** Mr. Mike Shackelford; **Carlinsville:** Dr. Becky Schuchman; **Edinburg:** Ms. Ashley Francis; **Hillsboro:** Mr. David Powell (remote); **Morrisonville:** Mr. Patrick Murphy; **Mulberry Grove:** Ms. Casie Bowman; **Panhandle:** Mr. Aaron Hopper (remote); **Ramsey:** Ms. Melissa Ritter; **South Fork:** Mr. Chris Clark

MEMBERS ABSENT

Litchfield: Dr. Gregg Fuerstenau; **St. Elmo:** Mr. Travis Portz; **Vandalia:** Dr. Jennifer Garrison

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 December 14, 2022
- Destruction of regular session audio recordings maintained to comply with OMA related to remote meetings from 6/23/2021 with no Executive Session Recordings.
- Financial Report - The FY23 Balance Sheet and Receipts vs. Expenditures reflects the January fund balance of \$2,553,862.90. The receipts of \$195,315.00 and expenditures of \$393,643.65. FY23 revenue is being received as anticipated. For February, projected revenue is down to \$199,278.90 since five of the six assessments have been received with anticipated expenses of \$393,643.65. The resulting February 28th fund balance is projected at \$2,325,696.51.
- Accounts Payable Review, Approval, and Order for Immediate Payment of February 15th bills in the amount of \$158,170.77. Expenses include routine bills, GSA/EBF flow-through to districts, professional development, materials/assessments/mileage, legal, remaining audit due, and contractual therapies. The January 18th payables list totaling \$141,413.53 is also included.

A motion made by Dr. Schuchman and seconded by Mr. Clark to approve the Consent Agenda. Roll Call Vote. Shackelford, yes; Olson, yes; Powell, yes; Bowman, yes; Murphy, yes; Ritter, yes; Hopper, yes; Clark, yes; Schuchman, yes; Francis, yes. Motion carried 10-0.

REPORTS AND COMMUNICATION

Mrs. Armour welcomed back Fred Roberts, Interim Superintendent in Edinburg, and congratulated Ashley Francis on her appointment as Assistant Superintendent.

Mrs. Armour reported that February is Low Vision Awareness Month. Across the cooperative, we have over 20 students receiving vision services from a contractual specialist, April Wilson. Mrs. Armour thanked Ms. Wilson for her excellent work.

Mrs. Armour reported that March 6 – 12, 2023 is National School Social Work Week. Mrs. Armour noted that we are blessed to have such dedicated and experienced SSWs serving our students, families, and schools including those we employ: Karen Bennett, Lynn Cina, Rick Cina, Megan Harley, Nancy Roasio, Patty Redpath, Sarah Turner, and Scarlett Vanzo.

Mrs. Armour reported that the MSSE Action Plan updates for FY23 Plan were included in the advance packet.

Mrs. Armour reported that she and Ms. Holcomb have completed the work on the FY23 Final Cost Billing and are ready to share updates with the Finance Committee. Following the Finance Committee meeting, Mrs. Armour anticipates being able to send invoices for the 6th and final assessment. The FY23 Budget does not require an amendment.

Mrs. Armour reported that IDEA Excess Cost is complete and all districts were approved as meeting the IDEA grant requirement. We have completed the Maintenance of Effort projections and anticipate we'll work with three districts that will need to meet MOE through allowable exceptions.

Mrs. Armour reported that a second STEP contract increase of \$40,000 is in progress increasing our payment for serving 150 STEP students and in anticipation of 60 work outcomes. The FY23 original contract was for \$156,000 and in late fall we increased by \$104,000. This additional increase brings the total FY23 contract to \$300,000! Mrs. Armour recognized the MSSE transition staff who work very hard throughout the whole year to accomplish this and provide excellent transition services to students.

Mrs. Armour reported that it is time to complete the annual required Special Education Workload. Workload updates for SY23 are in progress for both MSSE and district special educators. We will share results when complete. If negotiating, this could come up in IEA districts as Mrs. Armour has learned from director in our area.

Mrs. Armour reported that the new director visits and FY23 planning with district superintendents are currently in progress. Mrs. Fisher and Mrs. Becker are continuing to meet with superintendents through the end of this month as part of the transition and to obtain input into anticipated needs for FY24. Mrs. Armour asked remaining superintendents who would like to meet Mrs. Fisher to discuss district specific priorities to please let her know. For the 23-24 school year, Barb Daugherty is transferring to Mrs. Fisher's position serving Brownstown, Mulberry Grove, Ramsey, and St. Elmo. We are in the process of filling the resulting Program Coordinator vacancy serving Edinburg, Panhandle, and South Fork. Mrs. Armour shared that she has had inquiries from a couple School Social Workers, so if anyone has an interest in additional SSW services to please let her know right away.

Mrs. Armour reported on some of the Professional Development that will be provided through the remainder of the year. The next book study is **Better than Carrots or Sticks** by Dominique Smith and it provides a practical blueprint for creating a cooperative and respectful classroom climate where teachers and students work on behavioral issues together. This book study starts March 1st and information was emailed to principals to share. Mrs. Armour revisited a discussion from December when she asked superintendents to discuss with their admin teams if there is interest in revising the RtI Plan and services. Last week, Mrs. Armour participated in a web-based conference offered by the Council of Administrators of Special Education, *Deciphering Dyslexia Through a Special Education Lens*. Links to the session recordings are available for 2 weeks and have been shared with program coordinators and curriculum directors. Mrs. Armour believes the conference title was misleading, as the national experts focused on the science of reading, assessing reading in schools, tiered interventions, structured literacy interventions, and implementing practices that work. Mrs. Armour reported she felt right at home applying to special education, but given that nationally only 33% of children at the end of 3rd grade are proficient readers with that percentage rising to around 40% proficient readers by grade 12, this is clearly a shared concern for us all. Add on top the increased concerns post-pandemic, the answer should not and cannot be to determine

increasing numbers of children as disabled under specific learning disability noting we must prioritize resources and expertise to get more kids reading proficiently in our elementary schools. Mrs. Armour offered to facilitate an opportunity near or after the end of the school year with Brandon Wright to work with teams on the legal best practices/RtI Plan side and a reading expert, Dr. Matt Burns from the University of Missouri, regarding selecting, implementing, monitoring, and adjusting effective interventions. Given interest, it was decided to contact each district regarding participation and proceed with planning.

Mrs. Armour reported that the Finance Committee scheduled to meet following today's meeting and in conjunction with the March 15th and April 19th Board meetings to provide input into Final Cost Billing and the FY24 Budget.

UNFINISHED BUSINESS

Mrs. Armour reported that the Second Reading and Action of Policies for Press 110 were included in the advanced packet.

A motion made by Dr. Schuchman and seconded by Mr. Shackelford to approve the MSSE Policy updates, as presented, following the second reading. Roll Call Vote. Schuchman, yes; Clark, yes; Olson, yes; Ritter, yes; Murphy, yes; Bowman, yes; Francis, yes; Shackelford, yes; Powell, yes; Hopper, yes. Motion carried 10-0.

NEW BUSINESS

Ms. Ritter reported that in January Mrs. Armour is required to provide the Executive Committee with notice regarding completion of an evaluation. Ms. Ritter discussed this with Mrs. Armour and since Mrs. Armour is retiring at the end of the school year, Ms. Ritter does not believe it is necessary to complete the evaluation.

EXECUTIVE SESSION

None

ACTION ITEMS

A motion made by Mr. Powell and seconded by Ms. Bowman to approve the employment of Kristen White for the 2023-24 school year as a School Psychology Intern, as presented and the retirement of Laura Snyder effective June 1, 2026. Roll Call Vote. Murphy, yes; Shackelford, yes; Hopper, yes; Francis, yes; Schuchman, yes; Clark, yes; Powell, yes; Ritter, yes; Olson, yes; Bowman, yes. Motion carried 10-0.

DISCUSSION

The Executive Committee Board scheduled for Wednesday, March 15, 2023. The Governing Board Meeting is scheduled for Wednesday, March 22, 2023 at 6:30 p.m. and will require a quorum to employ the Director. Given the extension of the Disaster Declaration, we will offer remote participation for the short meeting. The Governing Board Agenda and packet will be emailed following this meeting so that it can be forward it to the district board representative.

ADJOURNMENT

A motion made by Dr. Olson and seconded by Mr. Clark to adjourn the meeting at 9:25 a.m. Roll Call Vote: Hopper, yes; Olson, yes; Schuchman, yes; Murphy, yes; Shackelford, yes; Ritter, yes; Powell, yes; Francis, yes; Bowman, yes. Motion carried 10-0.

Respectfully submitted,

Mrs. Vickie Throne, Secretary of the Board

Melissa Ritter
Chairperson

3/15/23
Date

Vickie Throne
Secretary of the Board

3/15/23
Date