

MACON PIATT SPECIAL EDUCATION DISTRICT (MPSED)
REGULAR BOARD MEETING MINUTES – November 14, 2017
Richland Community College –National Sequestration Education Center (NSEC 121)
Decatur, Illinois

Chairman Vic Zimmerman called the meeting to order at 7:41 a.m. Member roll call was taken.

Members Present: Damian Jones (*Vice Chairperson*), Sheila Greenwood, DeAnn Heck, Brett Robinson, Paul Fregeau, John Ahlemeyer (*arrive 7:48*), Dan Brue, Vic Zimmerman (*Chairperson*), Travis Roundcount, Bob Meadows, Kristen Kendrick-Weikle
(11 present)

Members Absent: Amanda Geary

Also Present: Kathy Horath, Sarah Evans, Vickie Vieth (*Secretary*), Matt Snyder, Jill Reedy, Bret Hitchings, Sarah Knuppel (Pershing ELC Principal), and Lindsey Kocher (Early Childhood SpEd Administrator)

Public Participation:

Lindsey Kocher, SpEd Administrator for Early Childhood program, was introduced along with Sarah Knuppel, Principal at Pershing Early Learning Center. Lindsey discussed the continuum of services for the early childhood programming in Macon Piatt. Several 'red flags' were discussed to help spot children that might need services in a classroom setting, such as having less than 30 words, 'no phrases', or a delay greater than 30% in two or more areas of development. The three different types of classrooms available at Pershing were explained along with giving current numbers of each: 6.5 for Blended, 4 for Instructional, and a Severe and Profound Classroom. The number of instructional students has doubled within the last 5 years. Lindsey spoke of the increase in early childhood numbers along with the intensity of needs which is being seen in both Decatur and the county. This has had a huge impact on Pershing's program and numbers. The early childhood assessment process was discussed along with giving the procedures and timeline for setting up services, getting them in place by the student's third birthday. Lindsey utilizes a monthly '27 month list' generated by the state giving names of children (ages 2y 3m) that have been in early intervention. A check will be done making sure either a referral is received on that child or verification that services are no longer needed. Play-based assessments are done in groups of four at Pershing with a team of people who have been specially trained on how to assess by that method. It is different than a regular case study evaluation. At Pershing, this play-based evaluation is looking at all developmental areas trying to document: health, hearing, vision, social, cognitive, academic and functional, communication, and motor skills. A speech-only child would not receive a play-based assessment unless the speech therapist indicates that the child needs services more than once a week; an assessment would be done before placing the child in a classroom.

Chairperson Zimmerman entertained the motion to approve the minutes from the last meeting on 10/19/2017. Supt Jones motioned to approve the Executive Board minutes as presented, seconded by Supt Brue. Voice Vote: All in favor

There was no call to **Closed Session**.

Roll Call Action Items

A. Personnel and Administrative Appointments

Only one person in the personnel packet which is a transfer of an LPN. Supt Heck motioned to recommend the Executive Board advise Decatur Public Schools, as administrative district for MPSED, that the employees presented be recommended as listed, seconded by Supt

Greenwood. Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (11) Ayes: Jones, Greenwood, Heck, Robinson, Fregeau, Ahlemeyer, Brue, Zimmerman, Roundcount, Meadows, Kendrick-Weikle. (0) Nays; (1) Absent.

B. Contract for Speech and Language Pathologist

Supt Brue motioned to recommend the approval of independent contractor for Speech services to provide part-time therapy to partially cover a maternity leave at Argenta-Oreana School District. The motion was seconded by Supt Meadows. Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (11) Ayes: Jones, Greenwood, Heck, Robinson, Fregeau, Ahlemeyer, Brue, Zimmerman, Roundcount, Meadows, Kendrick-Weikle. (0) Nays; (1) Absent.

Director's Report

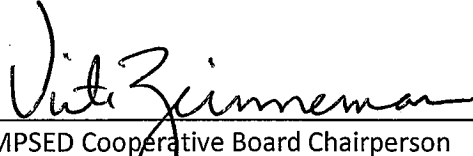
- A. Finance Update – Treasurer's Report is included in the packet. Revenue is coming in from reimbursements on IDEA grants which is starting to flow out to the districts. Appreciation was expressed regarding receipt of all IDEA expense reports. They are being processed to be paid out on Friday.
- Evidence Based Funding Verification – It has been noted that strange data is showing up on the system when checking enrollment for the past 3 years. Since we do not have access to those reports in IWAS, for us to help, send downloads of the reports. Last week they fixed some of the issues (ex. duplicate Pre-K and KG names) which necessitates going back through the verification process again even if previously approved.
 - The BFM (Base Funding Minimum) Reallocation Process – we are attempting to figure out how to get the excess back in your hands. It is a cumbersome process going line by line comparing FY16 personnel reimbursement and FY17 personnel. Once numbers are straight, a resolution will need to be done in the December Executive meeting thereby a December 7th meeting of the Finance Committee was suggested by Kathy to review the process. No one opposed. A calendar invite will be sent for a Finance Committee meeting to be held Thursday morning, December 7th.
- B. Registration Process for MPSED programs – after conversations with several districts, Lindsey Kocher brought concerns to Kathy. Originally, once parents enrolled their child at Pershing, they were to go back to their home district to pay instructional fees and to register. Parents are either confused or do not feel the need to go back to their home district to register since they fill out a lot of paperwork for Pershing and DPS to be able to come into the program. Some districts require home district registration...and others do not. In attempts to simplify the process, once Pershing has the registration complete, along with the 40 questions that need to be answered for SIS enrollment, they will scan all that information to the home district's point person allowing the home district to enter and upload the needed information to SIS.
- Walk-In Speech Only Students – still working on this issue regarding registration. In order for them to count as a special education student in the preschool level, the student has to be enrolled and get a SIS number. Attempting to get the student's speech therapist to ask those questions with the parent retrieving the demographic information needed in order for the home district to enroll the student for walk-in speech services. Pershing is only a 'serving school'. The home district needs to be able to 'count' the student which requires a SIS number. Lindsey Kocher passed a piece of paper around to the superintendents asking for the name, email address, and phone number of each district's point person.

- C. DLM Student Rosters – Kathy is still the DLM coordinator. Currently pulling information that has been uploaded to SIS...cross-checking it with kids in our program and the SEA to determine if anybody has been missed. Changes can be made in SIS until February regarding who is taking DLM and who is taking PARCC. The data freeze is in February.
- D. Due Process Update – there is a new due process in Decatur but we should be reaching resolution on Wednesday. If that does not go forward, we will be moving to a hearing.
- E. Early Childhood Enrollment – as addressed earlier, there is an increase across the board. Even if we wanted to add another class, there is no more classroom space at Pershing to utilize. Attendance at Pershing is overall quite good for the most part...apart from the handful of kids that are chronically absent. Pershing attempts to coach parents by reminding them kindergarten is coming and attendance is not optional; there is a process and Pershing will help acclimate the parent. By providing early childhood transportation door to door, it has made it much easier for parents and it has been helpful in attendance. As a reminder, all districts have the option of servicing some of your early childhood students at your home district, just let us know for planning purposes. That could be preferable for blended kids since being in the same building for kindergarten makes the transition easier. Your building staff would know the students and they would know the program, you could plan for any accommodations on the IEP or do testing for developmental delay. Pershing can still do the play-based assessment making sure to invite the district's team when it is to be conducted or when it would be best for the team. All are welcome any time to come and see what the Pershing program looks like with the different levels of service. If a district is considering doing play-based assessments in their own school district, a good time for your staff to come, observe, and learn more about the assessment process would be to come over the summer. The kids that are going to be turning 3 over the summer are assessed in a span of 3-4 weeks at the end of the school year.

Adjournment: Supt Robinson motioned to adjourn this meeting of the Macon Piatt Special Education District Executive Board, seconded by Supt Fregeau. Voice Vote: All in favor – Meeting adjourned at 8:24 a.m.

Handouts: *Draft October Minutes (electronically sent)*
 October Vendor Checks (electronically sent)
 Personnel Appointments
 Contract with Health Services Consultant
 Treasurer's Report

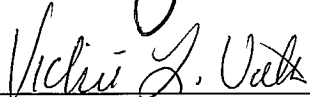
****Next Meeting of the MPSED Executive Board will take place on Thursday, December 21, 2017 at 7:30 a.m. in the Richland Community College National Sequestration Building in rooms NSEC 121.**



 MPSED Cooperative Board Chairperson

12-21-17

 Date Approved



 MPSED Cooperative Board Secretary

12/21/17

 Date Approved