

**MACON PIATT SPECIAL EDUCATION DISTRICT (MPSED)  
REGULAR BOARD MEETING MINUTES – MARCH 15, 2018**

Richland Community College –National Sequestration Education Center (NSEC 121)  
Decatur, Illinois

Chairman Vic Zimmerman called the meeting to order at 7:40 a.m. Member roll call was taken.

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

**Members Absent:** John Ahlemeyer

**Also Present:** Kathy Horath, Sarah Evans, Vickie Vieth (*Secretary*), Matt Snyder, Jill Reedy, Bret Hitchings, Dan Sheehan (Supt Intern)

**Public Participation:** None

Seeing no public participation, Chairperson Zimmerman entertained the motion to approve the minutes from the February 15, 2018 meeting. Supt Brue motioned to approve the Executive Board minutes as presented, seconded by Supt Jones. Voice Vote: All in favor

Call to **Closed Session** at 7:41 a.m. by Supt Robinson’s motion, seconded by Supt Greenwood to discuss possible litigation, appointment, employment, compensation, discipline, performance or dismissal of specific employees. Voice Vote: All in favor.

Returned to Open Session by Supt Robinson’s motion, seconded by Supt Fregeau at 8:05 a.m. Voice vote: All in favor.

**Roll Call Action Items**

**A. Personnel and Administrative Appointments**

Personnel listed in the section titled ‘Request for Retirement’, is not accurate – instead the individuals should be listed under ‘Resignations’. The third resignation is expected in August to assure insurance coverage throughout the summer. Seeing no questions regarding personnel, Chairperson Zimmerman entertained a motion to approve with corrections. Supt Heck motioned to recommend that the Executive Board advise Decatur Public Schools, as administrative district for Macon-Piatt Special Education District, that the employees presented be recommended as listed, seconded by Supt Roundcount. The motion carried with a Roll Call Vote of (11) Ayes: Jones, Greenwood, Heck, Robinson, Fregeau, Geary, Brue, Zimmerman, Roundcount, Meadows, Kendrick-Weikle. (0) Nays; (1) Absent.

**Director’s Report**

**A. Finance Update**

FY19 Draft Formula for Member District Proportionate Share – An itemized adjusted, estimated special education costs sheet has been placed in your packet. Note that we may have been charging too much money based on an estimate that was done last March. The overbilling came with our estimate of students. Early Childhood costs went down due to having more kids enrolled; thereby cost per student went down. In addition, GSA was applied to administration. Discussion was regarding what to do with this money amount...just let it carryover (as normal) or true up the amount this year. Kathy’s recommendation is to true up the figures this year since Maintenance of Effort is easier to track without excess carryover. Several districts concurred. A reminder was given informing the districts there may still be a final bill that comes to your district after closing the books. Since no opposition was expressed, Macon Piatt will proceed with trueing up the figures this fiscal year.

Deficit Budget planning for FY19 – Reference was made to the draft copy of ‘Approved Formula for Determining Member District’s Proportionate Share of the Operating Expenses of MPSED’ – for 18-19 school year that was included in their packet. Item 2 and 3 has changed from last year due to the change in General State Aid (GSA) / Personnel Reimbursement. We are recommending that GSA revenue be applied to the administration line as part of the formula and would like to recommend any excess GSA or deficit budget be applied to a shared formula which is administrative support. The formula will be easier and more understandable to follow since it is based on enrollment – either special education students or general education students. The change is that the programs will no longer have personnel reimbursement to supplement program costs. Fliers are included in the packet to help explain SpEd Funding and the Evidence Based Model. The Evidence Based funding model is based on the number of SpEd students in the district and will drive the amount of state aid received. This will be considered for action next month. It requires an 80% approval per our joint agreement.

Attention was directed to the ledger page in the packet. The Admin Support costs will increase due to the recommendation of increasing the number of psychologists to 9.5 instead of 9.0. Three retired (part-time) psychologists are willing to come back next year and they have the expertise that we don’t necessarily want to lose yet. We are waiting on an interview with another individual; we have possibly 2 new hires that will fill 3 vacant psychologist positions. At the top of the sheet, it shows revenue sources. Looking at the tuition line is where we would run the deficit so your tuition bills would theoretically be lower than normal. When the Maintenance Of Effort comes around, Kathy will watch closely since we don’t want this to be detrimental.

The April 5<sup>th</sup> Finance Committee meeting was rescheduled to April 12<sup>th</sup>.

The IAASE organization fliers, included in your packet, help illustrate what the impact of personnel reimbursement is on your Evidence Based Model....and how it all rolls out.

- B. Due Process Update – For Decatur, one due process has been withdrawn with promises of refiling. There is a new due process which is a placement dispute for either homebound or private residential. For Monticello, the placement dispute is continuing – mediation is scheduled next week.
- C. Summer Evaluations – Special Ed Administrators are encouraging problem-solving teams to get students completed before summer. Evaluations completed in the summer do not include the observational component or the progress monitoring piece of the evaluation. It is best to get assessments done prior to summer.
- D. Student Mental Health Issues and Identification for Services – Regarding the School Law update. Statistics say that 1 out of 5 students in public school have a mental health disorder – of those students, 80% do not receive any kind of mental health services in either the private or school sector. According to the Office of Civil Rights, if a student has a mental health diagnosis, that is an automatic consideration for a 504 evaluation or an evaluation under IDEA. Macon Piatt will be working with schools when those situations arise.
- E. Threat Assessments – these are coming up more often. Remind everyone that Social Workers have access to threat assessment procedures and papers which can be completed with a team to assess whether the student who made the threat to himself or to others is a valid threat. That information is all in their Social Work manuals on shared google documents. They have

access directly to those forms...there is a flow chart of what to do, how to answer those questions, along with the interview, the student sign off (student promises nothing will happen) and the parent sign off stating they have been notified or have been informed when to call SASS or the police. All of this is outlined very clearly in the policies and procedures. Sarah Evans can send information directly to you, either the whole Social Work manual or just the threat assessment link. Even though SASS will only come and assess those without insurance, it is best to call them anyway – then let them say ‘no’ to it. In an emergency, call SASS at least you are documenting that you took whatever steps necessary.

- F. Power 504 Training for Principals – Training is scheduled in late July, early August for your school team. It is all online on a form which give the ability to monitor 504s much easier. Principals will also have ‘view only’ access to all the IEPs in their district at school.
- G. Policy 2:260 Investigations – our attorney is telling us to do a Policy 2:260 investigation which sends us back to board policy and board procedures. If not updated, there may be old complaint managers or possibly a process that is not very easy to follow. This policy 2:260 investigation is to ensure proper documentation is on file for parents that are highly litigious.

Maintenance Of Effort (MOE) was not on the agenda but wanted to let you know we have our results from 2 years ago whether we have met MOE. I will be working with four districts to write exceptions. Contact will be made if you are one of the targeted districts.

**Adjournment:** Supt Geary motioned to adjourn this meeting of the Macon Piatt Special Education District Executive Board, seconded by Supt Weikle. Voice Vote: All in favor – Meeting adjourned at 8:35 a.m.

- Handouts:*
- Draft February Minutes*
  - February Vendor Checks (electronically sent)*
  - Personnel Appointments*
  - Treasurer’s Report*
  - DRAFT FY19 Formula for Member District Proportionate Share*
  - Second Draft FY19 Budget Summary*
  - Funding Streams Infographic*
  - Gap Analysis Infographic*

**\*\*Next Meeting of the MPSED Executive Board will take place on Thursday, April 19, 2018 at 7:30 a.m. in the Richland Community College National Sequestration Building in rooms NSEC 121.**

  
MPSED Cooperative Board Chairperson

4-19-18  
Date Approved

  
MPSED Cooperative Board Secretary

4/19/18  
Date Approved