

**MACON PIATT SPECIAL EDUCATION DISTRICT (MPSED)**  
**BOARD MEETING MINUTES – THURSDAY, 2/17/2022 at 7:30 a.m.**  
Richland Community College – Main Campus – Room N161  
Decatur, Illinois

Chairman Vic Zimmerman called the meeting to order at 7:38 a.m. Member roll call was taken.

**Members Present:** Damian Jones (Vice-Chair), Sheila Greenwood, DeAnn Heck, Rochelle Clark, Kris Kahler, Vic Zimmerman (Chairman), Travis Roundcount, Bob Meadows, Cheryl Warner  
*(8 in-person; 1 remote)*

**Members Absent:** Brett Robinson, Amanda Geary, Andy Pygott

**Also Present:** Kathy Horath, Travis Friedrich, Vickie Vieth, Matt Snyder, Jill Reedy, Bret Hitchings, Bobbi Williams, Brian Braun – Attorney

**Public Participation:** None present - Email from Paula Busboom

Paula Busboom was not present, thereby Kathy Horath read to the group Paula's email and comments for Public Participation.

Chairperson Zimmerman entertained a **motion** by Supt Meadows to approve the Executive Board minutes from the 1/20/2022 meeting as presented, seconded by Supt Heck. Voice Vote: All in favor.

Call to **CLOSED Session** at 7:42 a.m. by Supt Jones' **motion** to discuss possible litigation, appointment, employment, compensation, discipline, performance or dismissal of specific employees, seconded by Supt Warner. Chairman Zimmerman called for a Roll Call Vote, the motion carried with (9) Ayes: Jones, Greenwood, Heck, Clark, Kahler, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (3) Absent: Robinson, Geary, Pygott.

Return to **OPEN Session** at 7:49 a.m. by Supt Meadows' **motion**, seconded by Supt Heck. Chairman Zimmerman called for a Voice Vote with all members present in favor to leave closed session.

### **Roll Call Action Items**

**1. Resolution to Suspend Without Pay Educational Support Person**

**Motion** by Supt Jones to recommend the Executive Board advise Decatur Public Schools, as administrative district for Macon-Piatt Special Education District, that Alexis Jackson be issued a suspension without pay for two days, seconded by Supt Kahler. Chairman Zimmerman called for a Roll Call Vote. The motion carried with (9) Ayes: Jones, Greenwood, Heck, Clark, Kahler, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (3) Absent: Robinson, Geary, Pygott.

**2. Resolution Reference the Proposed Reclassification of Special Education Administrator**

**Motion** by Supt Jones to recommend the Special Education Administrator, Aileen Maggio, be given written Notice of Intent to Reclassify as presented, seconded by Supt Roundcount. Chairman Zimmerman called for a Roll Call Vote. The motion carried with (9) Ayes: Jones, Greenwood, Heck, Clark, Kahler, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (3) Absent: Robinson, Geary, Pygott

**3. Personnel Appointments**

In August, Dr. Hannah Gray will be starting as our Educational Audiologist – we are very fortunate to find a replacement. In February, good news is there are four new teaching assistants starting. At the end of the year, we have one SED teacher resigning.

**Motion** by Supt Roundcount to recommend 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 Heck. Chairman Zimmerman called for

a Roll Call Vote. The motion carried with (9) Ayes: Jones, Greenwood, Heck, Clark, Kahler, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (3) Absent: Robinson, Geary, Pygott.

**4. Lease Agreement between Decatur Public Schools and Macon-Piatt Special Education District regarding the use of Harris Campus (620 E Garfield)**

This lease was drafted in part by Todd Covault then modified by our legal counsel, Merry Rhoades. It has been given to Decatur's leadership and DPS Admin Legal. The lease is for 10 years. Questions were asked regarding the costs and responsibilities. Decatur will still be owning the building – MPSED will be responsible for any maintenance of the building (electric, gas, phone, technology, etc.). We have met with the architect and the director of Buildings and Grounds regarding conversion of classrooms into office spaces. MPSED board has been talking about this goal for several years – glad it is finally coming in to fruition. Believe it will be good for all parties involved.

**Motion** by Supt Roundcount to recommend the approval of the lease agreement as presented, seconded by Supt Clark. Chairman Zimmerman called for a Roll Call Vote. The motion carried with (9) Ayes: Jones, Greenwood, Heck, Clark, Kahler, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (3) Absent: Robinson, Geary, Pygott.

**5. Funding Formula for FY23**

No change from last year. Upon Kathy's recommendation, leaving everything exactly the same for FY2023. Kathy will go over the Funding Formula in more detail with Decatur's new Superintendent, Dr. Rochelle Clark.

**Motion** by Supt Warner to recommend the approval of the FY23 Formula for Determining Member Districts' Proportionate Share of the Operating Expenses of MPSED, seconded by Supt Roundcount. Chairman Zimmerman called for a Roll Call Vote. The motion carried with (9) Ayes: Jones, Greenwood, Heck, Clark, Kahler, Zimmerman, Roundcount, Meadows, Warner. (0) Nay; (3) Absent: Robinson, Geary, Pygott.

**Director's Report**

- A. Financial Update – Our healthy fund balance will be helpful in any improvements that we might make substantially to the Wm. Harris building and campus. Not sure a Finance Committee meeting is needed next week on 2/24/22 – it might be too soon. Would like to have a skeleton of a budget ready before meeting so we may be cancelling our zoom meeting next Thursday morning. All were in favor of continuing having Finance meetings in the zoom format.
- B. MPSED Program Updates
  - Life Skills – going to be recommending adding one classroom to cover lower functioning, nonverbal, autistic behavioral kids coming out of Early Childhood. Even though having to increase one elementary LS class, it looks as though one high school LS position will be eliminated so it will be a wash as far as program costs.
  - SED – obviously our December meeting minutes caused some concerns. One of the recommendations last month was to fold some of the kids into SEAP and send the other kids back to their home schools since the SED program is a difficult program to maintain. My new recommendation is a hybrid. Our externalizing students who are loud, who have lots of physical restraints and needs for physical hands on...I would like to move them into the SEAP program to a normal placement change. By eliminating a number of those students, I only need 2 classrooms open for elementary SED. I would like that in a building in Decatur that has mainstreaming opportunities. We are in a conversation with DPS as to what that might look like....
  - SEA Support – Kathy's would like an SEA to be assigned to our programs...primarily Elementary LS and Elementary SED so there would be support across the district. Our low functioning LS kids look like SED kids with their behavior. It would not be appropriate to put them at SEAP due to their inability for high functioning. I feel that a

SpEd Administrator to support those two programs would be appropriate – that is my recommendation.

- C. Restraint/Time Out (RTO) Update – Travis Friedrich reported on this topic. ISBE currently has three benchmarks they are wanting us to follow regarding RTO. The intention is basically to reduce to the point of eliminating RTO. The specifics really have yet to be relayed to us. Districts will need to have a RTO oversight team for each school building in your district...just requires picking members and having them sign off that they are on the team by June 30th. Responsibilities of the team have yet to be determined but the team should be composed of teachers, para-pros, school service personnel and administrators. Travis will be working with SEAs – reaching out to develop that team. Brandon Wright is continuing to ask more questions of the department that is taking this over – the Student Care Dept. There has not been any words about cooperatives and their responsibility but Brandon says there is a trailer bill that has potential to impact cooperatives more than first expected. When items, responsibilities become a little clearer, Travis will keep us aware. It is developing very quickly.
- D. Needs Assessment for the block grant – will be sent out today or tomorrow. It is in the google format to share with all teachers (Gen and SpEd), TAs, Parents, Administration, and related Service Staff. Very similar to last year's. Inquiring if the districts would like the email sent directly to administration or to the superintendents...Most districts preferred that it be sent directly to administration. Monticello would like the information to be sent directly to the superintendent who will send out to the district instead of principals sending out the request.
- E. Summer Program – We are receiving a lot of names that were not received last year. We had 134 students last year requiring 13 rooms. As of now, it is anticipated to have about the same need for this summer. The formal registration is going through Skyward. For cooperative students that attend Decatur buildings, Travis will be reaching out to the buildings to determine program students who have formally registered. That is where we are obtaining all of our information. For Mt. Zion, the same type of template utilized last year will be sent to view those interested in summer services. Regarding summer staff, Decatur has extended the deadline for summer application – MPSED will match the deadline. We have lots of staff applying - more TAs than expected. Once the deadline is done, we will send letters out regarding staff...it is based on seniority. A question regarding funding for the summer was raised...it is the same as programs during the year. If your student is a part of the summer program, your district will be billed; but the cost for summer evaluation team is shared. Let Travis know if your district has a different transportation director than last year so he can notify them with the timeline. We anticipate most of the county students that attended last year will be attending this year. Question regarding age of extension for summer school...if student is 22 before graduation, they cannot go to summer program. Graduation terminates their services. Many of our parents cling to having their student(s) stay in school longer due to the lack of adult services available.
- F. Due Process Update – met regarding the student of concern in our SEAP program. The agreement at the end of mediation was to have an outside person come in and do some observation, look at the behavior plan to redevelop it. Travis will be talking with Hope Institute today asking that a Board Certified Behavioral Analyst (BCBA) come to do a functional behavior analysis for the student.

Welcome to Dr. Rochelle Clark, new Superintendent for Decatur Public Schools. Introductions were made around the table. Hearing no further questions or topics, Chairman Zimmerman entertained a motion to adjourn.

**Motion** by Supt Meadows to adjourn this meeting of the Macon-Piatt Special Education District Executive Board, seconded by Supt Heck. Voice Vote: All in favor – Meeting adjourned at 8:17 a.m.

Handouts:     *Draft January 20, 2022 Minutes*  
                  *Personnel Appointments*  
                  *DRAFT Lease Agreement*  
                  *Draft Funding Formula*  
                  *Treasurer's Report*  
                  *Vendor Checks (electronically sent)*

**\*\*Next Meeting of the MPSED Executive Board will take place at 7:30 am, on Thursday, 3/17/2022 at Richland Community College, Room N161.**

**\*\*Next MPSED Finance Committee Meeting will take place via Zoom on Thursday, 2/24/22, 7:30 a.m.**

  
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MPSED Cooperative Board Chairperson

3/17/22  
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Date Approved

  
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MPSED Cooperative Board Secretary

3/17/2022  
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Date Approved