

MACON PIATT SPECIAL EDUCATION DISTRICT (MPSED)
BOARD MEETING MINUTES – THURSDAY, 4/20/2023 at 7:30 a.m.
Richland Community College Main Campus, Room N-161
1 College Park, Decatur Illinois 62521

Chairman Jones called the meeting to order with roll call at 7:30 a.m.

Members Present: Damian Jones (Chairman), Mary Vogt, DeAnn Heck, Brett Robinson, Rochelle Clark, Jeff Holmes, Kris Kahler, Andy Pygott, Adam Clapp, Bob Meadows, Cheryl Warner, Travis Roundcount *(arrival 7:37 am)*
(11 in-person; 1 late arrival)

Members Absent:

Also Present: Kathy Horath, Travis Friedrich, Vickie Vieth, Nancy Brodbeck, Bret Hitchings, Emily Weidner

Public Participation: Jessica Ellison, SELA Principal

Brett Robinson introduced to the board, Dr. Emily Weidner as the incoming Superintendent for 2023-24 school year at Cerro Gordo CUSD 100. Jessica Ellison followed by giving a brief, insightful presentation regarding the pilot work week schedule showing the overall benefits and successes of the Wednesday program. Student attendance and staff survey charts reflected an improvement in the health, wellbeing of the staff and students. Principal Ellison is recommending continuation of the program.

Hearing no questions or concerns regarding the minutes presented, Chairman Jones entertained a **motion** by Supt Heck to approve the Executive Board minutes from the 3/16/2023 meeting as presented, seconded by Supt Meadows. Voice Vote: All in favor. None opposed.

Call to **CLOSED Session** at 7:51 a.m. by Supt Robinson's **motion** to discuss possible litigation, appointment, employment, compensation, discipline, performance or dismissal of specific employees or legal counsel, seconded by Supt Holmes. Chairman Jones calls for a Roll Call Vote. The motion carries with (12) Ayes: Jones, Vogt, Heck, Robinson, Clark, Holmes, Kahler, Pygott, Clapp, Roundcount, Meadows, Warner. (0) Nay; (0) Absent.

Return to **OPEN Session** at 7:56 a.m. by Supt Vogt's **motion**, seconded by Supt Pygott. Voice Vote: all in favor, none opposed.

Roll Call Action Items

1. Personnel Appointments

Motion by Supt Meadows 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 Kahler. Chairman Jones calls for a Roll Call Vote. The motion carries with (12) Ayes: Jones, Vogt, Heck, Robinson, Clark, Holmes, Kahler, Pygott, Clapp, Roundcount, Meadows, Warner. (0) Nay; (0) Absent.

2. Contract with Hope Institute

Brief overview of the contract with Hope Autism Clinic in Springfield. The actual cost is \$100 per hour plus mileage with a 3-hour minimum visit if the specialist comes onsite. This particular contract is still going through legal changes but what you are approving today is the rate.

Motion by Supt Holmes to enter into an agreement for independent BCBA services for specific students within the districts of Macon-Piatt Special Education, seconded by Supt Pygott. Chairman Jones calls for a Roll Call Vote. The motion carries with (12) Ayes: Jones, Vogt, Heck, Robinson, Clark, Holmes, Kahler, Pygott, Clapp, Roundcount, Meadows, Warner. (0) Nay; (0) Absent.

3. Invoice from Embrace Education

Motion by Supt Holmes to pay Embrace Education Invoice #13374 in the amount of \$36,855 for 2023-2024 IEP and 504 software subscription, seconded by Supt Roundcount. Chairman Jones calls for a Roll Call Vote. The motion carries with (12) Ayes: Jones, Vogt, Heck, Robinson, Clark, Holmes, Kahler, Pygott, Clapp, Roundcount, Meadows, Warner. (0) Nay; (0) Absent.

4. Update Job Descriptions

Grade levels have been placed back on these job descriptions for Decatur's salary schedule. Some slight changes to the wording after some collaboration with Chairperson Damian Jones. These are updated with no new changes.

Motion by Supt Heck to approve the attached updated job descriptions for the Director and the Assistant Director of Macon-Piatt Special Education, seconded by Kris Kahler. Chairman Jones calls for a Roll Call Vote. The motion carries with (12) Ayes: Jones, Vogt, Heck, Robinson, Clark, Holmes, Kahler, Pygott, Clapp, Roundcount, Meadows, Warner. (0) Nay; (0) Absent.

Director's Report

- A. Financial Update – the Treasurer's report included in your packet is missing the beginning fund balance along with another balance due to not having Decatur's information yet. Decatur is going through a reconciliation process and could not give accurate numbers. It is still projected as a high fund balance. In addition, no further Finance Committee meetings are needed this year. Kathy will be meeting with districts regarding individual estimated budgets for your district. Contact will be made to get a date on your calendar to meet in-person with you or if your preference is to conduct the meeting over the phone or through email. Since our last Finance Committee meeting did not yield to any major discussion topics regarding the budget, Kathy is slated to bring the budget to this board for preliminary approval in May. It will then go to Decatur in July for presentation with the final approval in August.
- B. Vacancy Update – An Occupational Therapist (OT) and Physical Therapist Assistant (PTA) has been added to this list. OT is a new position due to the increase our student needs. Interviews have been set for April 28 with three candidates for the OT position.
- C. Program Update – Available for open discussion regarding the 4-day pilot at SELA to see if there are any concerns. None expressed. Kathy would like to continue this program next year because it seems to have made a big difference.

Question was raised regarding when the new SpEd Administrator will be available to come and meet the districts. Kathy feels it will be closer to May since she is currently operating short of staff.

Hearing no further questions or topics to discuss, Chairman Jones 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 Roundcount. Voice Vote: All in favor – Meeting adjourned at 8:03 a.m.


Handouts:

- Draft March 16, 2023 Minutes*
- Personnel Appointments*
- Contract with Hope Institute*
- Invoice from Embrace Education*
- Job Descriptions: Director and Assistant Director*
- Treasurer's Report*
- Vendor Checks (electronically sent)*
- Vacancy List*

****Next Meeting of the MPSED Executive Board will take place at 7:30 am, on Thursday 5/18/2023 at Richland Community College Main Campus – Room N-161.**



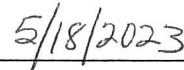
MPSED Cooperative Board Chairperson



Date Approved



MPSED Cooperative Board Secretary



Date Approved