

MACON PIATT SPECIAL EDUCATION DISTRICT (MPSED)
REGULAR BOARD MEETING MINUTES – THURSDAY, February 21, 2019
Richland Community College –National Sequestration Education Center (NSEC 121)
Decatur, Illinois

Chairman Vic Zimmerman called the meeting to order at 8:00 a.m. Member roll call was taken.

Members Present: Damian Jones (*Vice Chair*), Sheila Greenwood, DeAnn Heck, Brett Robinson –
(11 present) enter 8:03, Todd Covault (*for Paul Fregeau*), Amanda Geary, John Ahlemeyer,
Dan Brue, Vic Zimmerman (*Chairperson*), Travis Roundcount, Bob Meadows

Members Absent: Kristen Kendrick-Weikle

Also Present: Kathy Horath, Sarah Evans, Vickie Vieth (*Secretary*), Bret Hitchings

Public Participation: None

Chairperson Zimmerman entertained the motion to approve minutes from the 1/17/2019 meeting. Supt Jones motioned to approve the Executive Board minutes as presented, seconded by Supt Greenwood. Voice Vote: All in favor

Call to **CLOSED Session** at 8:02 a.m. by Supt Geary's motion, seconded by Supt Brue to discuss possible litigation, appointment, employment, compensation, discipline, performance or dismissal of specific employees. Voice Vote: All in favor.

Return to Open Session at 8:21 a.m. by Supt Heck's motion, seconded by Supt Brue. Voice Vote: All in favor.

Roll Call Action Items

A. Personnel and Administrative Appointments

After a quick review, no questions were raised. Supt Meadows 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 Roundcount. Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (11) Ayes: Jones, Greenwood, Heck, Robinson, Covault, Geary, Ahlemeyer, Brue, Zimmerman, Roundcount, Meadows. (0) Nays; (1) Absent.

B. Fee-For-Service Contract

A copy of Embrace's contract was included in each Superintendent's packet. The rate is better than our current provider. Since this will be connected to the IEP software, it will enable us to audit whether Medicaid services were delivered to students per their IEP. We are excited about the ease practitioner staff will encounter entering/ maintaining logs and records. Supt Geary motioned to recommend the approval of a contract with Brecht's Database Solutions, Inc for Embrace DS to manage Fee-For-Service billing, seconded by Supt Roundcount. Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (11) Ayes: Jones, Greenwood, Heck, Robinson, Covault, Geary, Ahlemeyer, Brue, Zimmerman, Roundcount, Meadows. (0) Nays; (1) Absent.

C. Dismissal of Non-Tenured Professional Educator Licensed (PEL) Employee

Supt Ahlemeyer motioned to recommend the Executive Board advise Decatur Public Schools, as administrative district for MPSED, that the employee named be dismissed as of her last scheduled work day for the 2018-2019 school year, and not be reemployed for the 2019-2020 school year, seconded by Supt Brue. Since there were no questions or discussion, Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (11) Ayes: Jones, Greenwood,

Heck, Robinson, Covault, Geary, Ahlemeyer, Brue, Zimmerman, Roundcount, Meadows. (0) Nays; (1) Absent.

- D. Reduction-in-Force (Honorable Dismissal) of Professional Educator Licensed (PEL) Employees**
A summary sheet was provided in each member's packet listing the specific individuals. This is the first set of RIFs. Supt Heck motioned to recommend the Executive Board advise Decatur Public Schools, as administrative district for MPSED, that the retired special education employees named be honorably dismissed at the end of the 2018-2019 school year, and not be reemployed for the 2019-2020 school year, seconded by Supt Ahlemeyer. Chairperson Zimmerman called for a Roll Call Vote. The motion carried with (11) Ayes: Jones, Greenwood, Heck, Robinson, Covault, Geary, Ahlemeyer, Brue, Zimmerman, Roundcount, Meadows. (0) Nays; (1) Absent.
- E. Reduction in Hours of Educational Support Personnel due to change in student need**
Supt Greenwood motioned to recommend the Executive Board advise Decatur Public Schools, as administrative district for MPSED, that the ESP staff named be reduced from 6.75 hours to 6.25 hours due to change in student need, seconded by Supt Geary. The Chairperson called for a Roll Call Vote. The motion carried with (11) Ayes: Jones, Greenwood, Heck, Robinson, Covault, Geary, Ahlemeyer, Brue, Zimmerman, Roundcount, Meadows. (0) Nays; (1) Absent.
- F. Reduction in Hours of Educational Support Personnel due to change in building hours**
Supt Roundcount motioned to recommend the Executive Board advise Decatur Public Schools, as administrative district for the MPSED, that the ESP staff named be reduced from 6.25 hours to 6.0 hours due to change in building hours, seconded by Todd Covault. The Chairperson called for a Roll Call Vote. The motion carried with (11) Ayes: Jones, Greenwood, Heck, Robinson, Covault, Geary, Ahlemeyer, Brue, Zimmerman, Roundcount, Meadows. (0) Nays; (1) Absent.
- G. Reduction in Hours of Educational Support Personnel due to change in building hours**
Supt Heck motioned to recommend the Executive Board advise Decatur Public Schools, as administrative district for MPSED, that the ESP staff named be reduced from 7.0 hours to 6.0 hours due to change in student need, seconded by Supt Robinson. The Chairperson called for a Roll Call Vote. The motion carried with (11) Ayes: Jones, Greenwood, Heck, Robinson, Covault, Geary, Ahlemeyer, Brue, Zimmerman, Roundcount, Meadows. (0) Nays; (1) Absent.

Director's Report

- A. Finance Update – A copy of the treasurer's report is in your packet. Next week (2/28) at the finance committee meeting, a draft budget will be available to begin reviewing by program. We will be discussing how our budget is looking with the reduction of grants and what the needs are of our Macon Piatt programs. All are encouraged to attend the 7:30 meeting.
- B. IDEA Grant Contact Information – another email will be sent out to all who have not responded giving contact information for GATA questions and contact information for the Finance Budget Control Expenditure Report. This is so I know who to contact regarding specific questions when authorizing your grants next year.
- C. Assistive Technology on the IEP – this must be addressed / written on the IEP giving the reason why 'yes' or 'no' it is or is not needed. Verbiage is being worked on so our SpEd Administrators know what needs to be on the IEP and where to get the evidence. The evaluations for assistive technology will need to be enhanced.
- D. Speech-Language Supervision: Since Kathy feels there is a great need in this field, the subject was broached regarding the possibility of next year increasing the supervisory days from 1 to 3 days per week for the current SLP staff person. This year one of her tasks was to design all of

the professional development for speech staff. She also helped with Bement's audit. The audit findings confirmed the need to increase speech language communication/guidance in the county. The increase in days would allow freedom to visit county SLPs and help with recommendations. It would give necessary time to ensure ISBE's new assistive technology requirement is realized by creating a team to evaluate, develop, address and implement this area. We would like for her to conduct random audits of our caseloads – making sure eligibilities are followed and services on the IEP are being provided. Maternity leave coverage may also be offered to the districts. Due to all of these factors, Kathy feels the need to recommend adding a SLP to the Macon Piatt budget. One to serve SEAP students for 2 days with the remainder of the week conducting speech supervision across the area. It was agreed to put this on the draft budget and discuss it more in the next finance committee meeting. This is not an administrative position but more of a support/ coordinator position. SLP meetings happen monthly but they are not mandatory. Kathy agreed to send the district superintendents a schedule of the meeting dates along with the attendance.

- E. Needs Assessment Survey – was sent out 1-2 weeks ago. Feedback is a necessary requirement for your IDEA grant. This survey needs to go to general education teachers, then all staff (SpEd, TAs, SLPs, SW, etc). Parents of students with disabilities will also need to take the survey. Sarah Evans will be monitoring your districts participation – she will follow up and keep each district informed. As a reminder, grants do have a 5% set aside for professional development. Be aware, the language is starting to change requiring districts to use 5% for PD.
- F. OCR and OSERS plan for Restraints and Seclusion – a handout is in your packet. They plan on monitoring the use of seclusion and restraints in our buildings. It will be a random selection. Make sure practices in your building align with what is written down on the procedures. OSERS monitoring is a lot more onerous that when ISBE does the monitoring visit. Kathy will send out the procedure again.
- G. Updated Goals Presentation – this is not included in your packet. It is something that has been shared with our SpEd Administrators and is required for IEP goal writing. It has to be rigorous and must be measurable. The SEAs are now in the process of sharing it with SpEd teachers.

Adjournment: Hearing no further questions or discussions, Supt Brue motioned to adjourn this meeting of the Macon Piatt Special Education District Executive Board, seconded by Supt Robinson. Voice Vote: All in favor – Meeting adjourned at 8:54 a.m.

Handouts:

- Draft January Minutes*
- Vendor Checks (Electronically sent)*
- Personnel Appointments*
- Embrace DS Fee-For-Service Contract*
- Resolutions Cover Sheet*
- Resolution for Dismissal of Non-Tenured PEL Employee*
- Resolution for Honorable Dismissal of PEL Employees*
- Resolution for Honorable Reduction of ESP Employees (3)*
- January Treasurer's Report*
- US Dept of Ed Memo dated 1/17/2019*

****Next Meeting of the MPSED Executive Board will take place 8:00 a.m. on Thursday, March 21, 2019 at Richland Community College National Sequestration Education Center (NSEC) building.**



 MPSED Cooperative Board Chairperson

3-21-19

 Date Approved



 MPSED Cooperative Board Secretary

3/21/19

 Date Approved