

Mid-Valley Special Education Cooperative

Executive Advisory Board Meeting

Wednesday, October 2, 2013

1304 Ronzheimer Avenue

St. Charles, IL 60174

The Mid-Valley Special Education Cooperative Board met in Regular Session on Wednesday, October 2, 2013 at the Mid-Valley Special Education Cooperative, Administration Building.

Call to Order

Dr. Schlomann, Board Chairman called the meeting to order at 8:17 a.m.

Roll Call

Upon roll call the following members were also present: Dr. Lisa Hichens, Superintendent D101 and Dr. Schuler, D302. Dr. Mutchler, Superintendent D304 and Dr. Stirn, Superintendent D301 were not in attendance.

Also present: Special Education Administrative Liaisons/Designees from the member districts; Dr. Carla Cumblad, Mid-Valley Executive Director; Nancy Sporer, Mid-Valley Director of Business and Human Resources; and Bonnie Carlson, Mid-Valley Executive Assistant.

Approval of Agenda

Dr. Schlomann called for the Approval of the Agenda. Dr. Schuler moved and Dr. Hichens seconded the motion. Approval of Agenda was confirmed by unanimous roll call vote.

Public Comment

None

Consent Agenda

- 4.1 Approval of Minutes, Executive Board Meeting, September 4, 2013
- 4.2 Approval of Closed Session Minutes, September 4, 2013
- 4.3 Approval of Board Workshop Minutes, September 4, 2013
- 4.4 Approval of Special Board Meeting Minutes, September 6, 2013
- 4.5 Approval of Closed Session Meeting Minutes, September 6, 2013
- 4.6 Approval of Bills, September, 2013
- 4.7 Approval of Payroll, September, 2013
- 4.8 Financial Report, September, 2013
- 4.9 Publication of Child Find Notice
- 4.10 Approval of Donated Items

Dr. Schlomann called for Approval of the Consent Agenda. Dr. Schuler moved and Dr. Hichens seconded the motion. Approval of the Consent agenda was confirmed by unanimous roll call vote.

Information

5.1 Student and Staff Enrollment, September, 2013

Dr. Cumblad shared the student enrollment with the Board. New Directions has received several new referrals. Due to the large enrollment numbers the hiring of a new teacher and teaching assistant has begun. New Pathways is at capacity. OT services will be built into the Life Skills and New Pathways programs. All other OT/PT minutes are billed and recorded separately by days of service.

5.2 Administrative Liaison Meeting Minutes, September 23, 2013

Dr. Cumblad shared the minutes of the liaison meeting on September 23, 2013. Discussions included a follow-up items from the Board workshop, including administrator orientation, principal's breakfasts (12/10, 2/11, 4/8), and the assignment of the part-time technical assistant. Dr. Cumblad shared that there will be a workshop on February 28, 2014 with guest speaker Anita Archer focusing on literary strategies for at risk students. Enrollment and ESY changes and locations were also discussed.

5.3 Testing Coordinator Meeting Minutes, September 13, 2013

Dr. Cumblad shared the minutes of the Testing Coordinator Meeting with the Board. Discussions included the location of the results for tested students and the implementation of EXPLORE/PLAN testing this year.

5.4 Report on Mid-Valley 50th Anniversary

Dr. Cumblad reported to the Board that approximately 130 people attended the Mid-Valley 50th Anniversary celebration. Participants included current and former staff, administrators, students and families.

5.5 Report on MJC Open House

Paige McNulty shared with the Board that the MJC Open House on September 17, 2013 was a great success. Parent attendance was approximately 85% and 20 District Representative participated in the afternoon session.

5.6 Freedom of Information Requests for September, 2013

The Board was informed of Freedom of Information requests filed in September by Patti Lopuszanski regarding (a) all monthly statements from Procurement Card holders, the names of the holders, and their spending limits; (b) copies of statements and receipts of all activity funds; (c) addresses and locations of donated furniture; (d) meeting minutes related to 5 extra days of pay for administrators; (e) meeting minutes for stipend amounts for Carla Cumblad, Sue Caddy and Paige McNulty; and (f) a list of employees on the retirement track, retirement plans, and earnings. Approximate staff time: 21.75 hours; approximate staff costs: \$850; Legal costs for July FOIAs: \$1,481.

5.7 ESY Tuition Bills, 2013

Nancy Sporer reported to the Board that ESY bills have been sent out to the districts.

5.8 Posting of MVSEC Compensation Report

Nancy Sporer shared with the Board that the Compensation Report for salaries that exceeded \$75,000 has been posted to the Mid-Valley website.

5.9 Young Athletes Program Award

Melissa Jackson shared with the Board that Paulette Ollie has received notice that Mid-Valley will be a recipient of the Special Olympic Young Athletes Program. This program will be offered to all districts for students ages 3-8. Additional information will be shared at a later date.

For Discussion

6.1 ESY Location and Times

Dr. Cumblad shared with the Board that feedback from parents and staff has been positive for ESY to be held in July. Dr. Cumblad asked Board members to contact her if they have a space available. In the past the third location has been rotated among districts.

6.2 Unified School Calendar Guidelines

Dr. Cumblad requested Board members start to thinking about next year's school calendars soon due to many inconsistencies among the districts this year.

6.3 Vehicle Purchase

Nancy Sporer shared with the Board the request to lease four vans rather than purchase the two that were originally requested. Vans would be leased over 2 to 3 years with the option to purchase for \$1 at the end of the leasing time. Dr. Cumblad will provide the Board with the data regarding leasing versus buying via memo.

6.4 Financial Reporting to D303 Business Services Committee

Dr. Cumblad and Dr. Schlomann discussed with the Board that Dr. Cumblad and Nancy Sporer will be attending the D303 Business Services Committee meetings to answer any questions or respond to concerns. This may require delaying the approval of the financial reports to the Board by one month.

For Action

7.1 Approval of Staff Increases

Dr. Schuler motioned and Dr. Hichens seconded to approve staff increases of one teacher and one teaching assistant for the New Directions Program. Motion was passed with unanimous roll call vote.

7.2 Approval of the Personnel Report, September, 2013

Dr. Hichens motioned and Dr. Schuler seconded to approve the Personnel Report, September 2013. Motion was passed with unanimous roll call vote.

7.3 Approval of Changes to TASC Evaluation Plan

Dr. Schuler motioned and Dr. Hichens seconded to approve changes to the TASC evaluation plan. Motion was passed with unanimous roll call vote.

Adjourn to Closed Session

(1) The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or against legal counsel for the public body to determine its validity. 5 ILCS 120/2(c)(1)

Motion to move to Closed Session: Motion was made by Dr. Hichens and seconded by Dr. Schuler at 9:09 a.m.

Further Action Possible

None

Adjournment

Motion made by Dr. Stirn and seconded by Dr. Hichens. By consensus the motion carried 3-0 Ayes.

The meeting was adjourned at 9:26 a.m.

Chair of the Mid-Valley Board