

**Mid-Valley Special Education Cooperative**

Executive Advisory Board Meeting

Wednesday, May 1, 2013

1304 Ronzheimer Avenue

St. Charles, IL 60174

The Mid-Valley Special Education Cooperative Board met in Regular Session on Wednesday, May 1, 2013 at the Mid-Valley Special Education Cooperative, Administration Building.

**Call to Order**

Dr. Schlomann, Board Chairman called the meeting to order at 9:04 a.m.

**Roll Call**

Upon roll call the following members were also present: Dr. Barshinger, Superintendent D101; Dr. Stirn, Superintendent D301; Dr. Schuler, Superintendent D302; Dr. Mutchler, Superintendent D304.

Also present: Special Education Administrative Liaisons/Designees from the member districts; MVSEC Coordinators; Dr. Carla Cumblad, Mid-Valley Executive Director; Sue Caddy, 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. Barshinger moved and Dr. Mutchler seconded the motion. Approval of Agenda was confirmed by unanimous roll call vote.

**Public Comment**

One person gave public comment regarding personnel and fiscal matters.

**Consent Agenda**

- 4.1 Approval of Minutes, Executive Board Meeting, April, 2013
- 4.2 Approval of Closed Session Minutes, April, 2013
- 4.3 Approval of Minutes Public Hearing, April 3, 2013
- 4.4 Approval of Bills, April, 2013
- 4.5 Approval of Payroll, April, 2013
- 4.6 Financial Report, April, 2013

Dr. Schlomann called for Approval of the Consent Agenda. It was agreed that the Approval of Executive Board Meeting and Public Hearing minutes would be held for amendment and Approved at the June Board meeting. Dr. Barshinger moved and Dr. Schuler seconded the motion. Approval of the Consent agenda was confirmed by unanimous roll call vote.

## **Information**

- 5.1 Student and Staff Enrollment, Enrolled for April, 2013**  
Dr. Cumblad reported to the Board a net increase of 6 students, 2 students have aged out of the program, 2 students are homebound, and one student has returned from homebound. There have been increases in the Safe School and New Directions enrollment. Quite a few students have been discharged for OT services.
- 5.2 Administrative Liaison Meeting Minutes, April 22, 2013**  
Dr. Cumblad shared the minutes from the Administrative Liaison meeting. Highlights included a discussion of OT/PT consultative services, the NIU partnership, and shared professional development.
- 5.3 Finance Committee Minutes, April 25, 2013**  
Susan Caddy shared the minutes from the Finance Committee meeting. Minutes included a change in the funding for the Behavior Technical Assistant, hiring a .5 Autism consultant, increasing the Assistive Technologist to a full-time position, and use of Medicaid funds. Also discussed was the 5 year capital improvement plan which would include replacing the intercom system at the Mid-Valley Administrative office, fixing broken concrete at the Mades Johnstone Center and adding a basketball court.
- 5.4 Freedom of Information Requests for April**  
Susan Caddy informed the Board of one Freedom of Information Request filed by Amy Singer regarding her honorable discharge, letters sent to the VIP parents, and RIF Committee notes. Responsive documents were provided. One response was pending.
- 5.5 Reminder Administrator Academy Dates and Participants**  
Dr. Cumblad reminded the Board of the Administrator Academy dates and participants for principal's schedule on June 19, 2013
- 5.6 Safe Schools Information**  
Dr. Cumblad provided the Board with a draft copy of the information from the Safe Schools committee this year. Board comments included discussion on the definition of a Safe School and creating a common definition across the participating districts. Further discussion on this subject will be held at the next Board meeting.
- 5.7 Professional Development Report and Plan for 2013-14**  
Natalie Assell presented a Summary 2012-13 Professional Development activities to the Board.
- 5.8 Needs Assessment Results: Parent Survey**  
Natalie Assell reported to the Board that the results of the Parent Survey sent out came back with very positive feedback. There were a total of 270 responses up 100 from last year.

## **For Discussion**

- 6.1 Advisory Board Meetings for the 2013-14 School Year**  
The Board approved the calendar for the Mid-Valley Executive Advisory Board meeting for next year. With a few exceptions the meetings will continue to be held on the first Wednesday of the month.
- 6.2 Storage/Office Space**  
Dr. Cumblad addressed program location and space options with the Board. At this time storage has been moved to a temporary location at Kaneland Middle School. A permanent location is yet to be determined. In addition, office/desk space is needed for approximately 4-5 staff members. The Board requested further information at the upcoming Board meeting.

**For Action****7.1 Approval of the Personnel Report, April, 2013**

Dr. Barshinger motioned and Dr. Mutchler seconded to approve the Personnel Report, April, 2013. Motion was passed with unanimous roll vote.

**7.2 Approval of the FY14 Tentative Budget**

Dr. Barshinger motioned and Dr. Schuler seconded to tentatively approve the FY14 Tentative Budget, April, 2013. Motion was passed with unanimous roll 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.*
- (2) *Collective negotiating matters between the public body and its employees or their representatives, or deliberations concerning salary schedules for one or more classes of employees.*

Motion to move to Closed Session: Motion was made by Dr. Barshinger and seconded by Dr. Mutchler at 10:51.

**Closed Session**

Dr. Schломann called for a motion to return to Open Session.

**Return to Open Session**

Open Session began at 11:14. Motion made by Dr. Barshinger and seconded by Dr. Mutchler. By consensus the motion carried 5-0 Ayes.

**Action Possible**

None

**Adjournment**

Motion made by Dr. Schuler and seconded by Dr Mutchler. By consensus the motion carried 5-0 Ayes.

The meeting was adjourned at 11:15 a.m.

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Chair of the Mid-Valley Board