

**MID VALLEY SPECIAL EDUCATION COOPERATIVE
FINANCE COMMITTEE MEETING
AGENDA**

JANUARY 22, 2015

- I. Present: Julie Ann, Fran, Lisa, Seth, Laurel, Lynn, Donna, Todd, Carla and Nancy
- II. IDEA Excess Cost: Questions/comments:
 - a. This process does not replace the annual MOE requirement. We understand that this additional process will be required each year.
 - b. How to divide the elementary from secondary? Just use enrollment and percentages and keep the back-up documents.
- III. Administrative Fee – D303
 - a. The fee structure includes a very slight increase over last year.
 - b. There was a discussion about on-site technology support. MV will review a possible stipend and/or special pay rate with a separate classification in the contract in order to attract and keep a teaching assistant with technology skills.
- IV. Technology Plan
 - a. 14 laptops for student use are recommended for the upcoming year. This purchase will be supported with ALOP funds. This purchase will allow us to remove all of the 08/09, 09/10 and 10/11 laptops from the rotation. The laptop rotation will be extended to 5 years.
 - b. 25 iPads; 20 for student use, 5 for SLP trials. The student use iPads will be supported with ALOP funds. No iPads were purchased this school year. There is a great need for additional trial iPads. Information regarding the AT wait list was shared.
 - c. No desktop purchases are anticipated until the 19/20 school year at a minimum.
- V. Capital Outlay Plan
 - a. Projects update. Recent and anticipated building projects were reviewed. At this time, there is uncertainty about the costs of upgrades and/or repairs. At the upcoming finance committee, a revised plan will be presented.
 - b. The Capital Outlay Plan was reviewed. An updated one will be presented at the next finance committee.
 - c. The roof has had an infrared study that indicates that the life of the roof is good. There are some repairs necessary, but overall, the recent repairs have held up.
- VI. IDEA
 - a. Plans for shared Professional Development were shared. This information is preliminary because the annual needs assessment is not complete at this time. The costs are approximately the same as last year, with anticipated revenues from facilitated IEP training and the districts purchasing the CHAMPS books.
 - b. Mid Valley Professional Development is anticipated to be approximately the same as last year.

- c. TRS - Behavior Tech Assistance will have to be direct billed this year because the TRS rate is anticipated to be approximately 35% again. The specific allocation for these positions will be discussed at the administrative liaison meeting.
- d. MV Allocation is approximately 1.64% of IDEA funds. The liaisons will also need to discuss SLP consultation and Infinitec and its relationship with IDEA.

VII. Projections

- a. Projections are due to MV on February 6 with an estimate of how many students will be referred for the fall. Last year, the program budgets were revised 6 times prior to the Board workshop. And, at the Board workshop, there were still many unanswered questions. We are trying to avoid that situation again this year.
- b. We reviewed the preliminary staffing plan for the New Pathways Program and agreed to open a new section of the program at the middle school. All sections will start a little less than full capacity, allowing for referrals during the course of the school year. At this time, it appears that we can reduce two teaching assistant positions and hire a new teacher, keeping the costs almost neutral. These plans may change as we review firm projections in early February.

VIII. Budgets

- a. Budget assumptions were reviewed.
- b. Administrative and Operations & Maintenance budgets were reviewed. At this time, there is an anticipated increase in Administration/Improvement of Instruction of 3.26%. The O&M budget is not final yet due to details for the capital plans. However, at this time, because of the retirement of the debt, the budget is decreased by 51.27%.
- c. The expenditures and anticipated expenditures using ALOP funding were reviewed. It is anticipated that there will be a fund balance of approximately \$50,000 at the end of this school year. The tentative plans for 2015-16 were also reviewed. The plans include staff members, increasing instructional support due to Common Core and PARCC, additional assessments due to student growth requirements, some technology and curriculum purchases.
- d. The Safe Schools budget format was reviewed with an estimated 12 students in the program. As an example, personnel reimbursement was included. If this reimbursement is subtracted from the tuition as revenue, the tuition rates decrease. At this time, personnel reimbursement flows back to the districts based on a usage percentage and is not tied specifically to Mid-Valley tuitions. For this year, we will calculate the tuitions with these revenues tied directly to the program budgets. This way, the tuition estimates will be more accurate.

IX. Alternatives

- a. Safe Schools & New Directions. Because we are running out of space for SS and ND referrals, the Board has asked us to review other options.
- b. New Pathways High School. In the fall of 2016, 5 students from the NP Middle School program will be in need of a high school program. These estimates do not include students who currently attend private placements and may return. In 2017,

- another 6 students will be added to the program. When planning for facilities, please keep these students in mind.
- c. There will be a new ELS intermediate classroom next year at John Stewart Elementary.
 - d. New Pathways. We have 6 sections of elementary programming. This year, 2 sections are in one building in St. Charles. We are planning to move 2 sections in Geneva to one building. In the fall of 2016, we would like to move the other two sections to these same buildings so there will be three sections (K-1, 2-3, 4-5) in each building. This will assist with program continuity and ease of transitions for these students and families. In addition, we believe that we may be able to reduce program costs because we can share staff and reduce travel times.
 - e. Professional development. Because we have made a commitment to shared professional development, we are in need of space to be fairly consistent and predictable. Many of our resources have been problematic this year. We are looking for an empty classroom with a little bit of storage. Dr. Stirn suggested PK MS. Other committee members thought there might be other possibilities as well.
- X. Other Items/Issues: None.
- XI. Next Meeting Date – February 25, 2015 1:00 p.m.