

**Mid-Valley Special Education Cooperative**  
Executive Advisory Board Meeting  
Wednesday, February 1, 2017  
1304 Ronzheimer Avenue  
St. Charles, IL 60174

The Mid-Valley Special Education Cooperative Board met in Regular Session on Wednesday, February 1, 2017 at the Mid-Valley Special Education Cooperative, Administration Building.

**Call to Order**

Dr. Schlomann, Superintendent D303, Board Chairman called the meeting to order at 9:00 a.m.

**Roll Call**

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

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 Amended Agenda**

Dr. Schlomann called for the Approval of the Amended Agenda with the deletion of policy 5:190 which has already been approved and addition of item 5.6. Update on the Executive Director Search. Dr. Mutchler moved and Dr. Leden seconded the motion. Approval of the Agenda was confirmed by unanimous vote.

**Public Comment**

None.

**Consent Agenda**

- 4.1 Approval of Minutes, Executive Board Meeting, January 4, 2017
- 4.2 Approval of Closed Session Minutes, January 4, 2017
- 4.3 Approval of Bills, January, 2017
- 4.4 Approval of Payroll, January, 2017
- 4.5 Approval of the Financial Report, January, 2017
- 4.6 Approval of Revised Policies
  - 4. 6. 1. 2:125 Board Member Compensation; Expenses
  - 4. 6. 2. 2:200 Types of Advisory Board Meetings
  - 4. 6. 3. 2:220 Board Meeting Procedures
  - 4. 6. 4. 4:60 Purchases and Contracts
  - 4. 6. 5. 4:175 Convicted Child Sex Offender Screening; Notification
  - 4. 6. 6. 5:10 Equal Employment Opportunity and Minority Recruitment
  - 4. 6. 7. 5:60 Expenses
  - 4. 6. 8. 5:125 Personal Technology and Social Media; Usage and Conduct
  - 4. 6. 9. 5:185 Family and Medical Leave
  - ~~4. 6. 10. 5:190 Certified Staff Qualifications~~
  - 4. 6. 11. 5:250 Leaves of Absence
  - 4. 6. 12. 5:260 Student Teachers
  - 4. 6. 13. 5:280 Duties and Qualifications
  - 4. 6. 14. 5:330 Sick Days, Vacation, Holidays, and Leaves
  - 4. 6. 15. 6:340 Student Testing and Assessment Program
  - 4. 6. 16. 7:70 Attendance and Truancy
  - 4. 6. 17. 7:250 Student Support Services
  - 4. 6. 18. 7:305 Student Athlete Concussions and Head Injuries

- 4. 6. 19. 7:310 Restrictions on Publications; Elementary Schools
- 4. 6. 20. 7:315 Restrictions on Publications; High Schools
- 4. 6. 21. 8:30 Visitors to and Conduct on School Property
- 4. 6. 22. 8:70 Accommodating Individuals with Disabilities

Dr. Schlomann called for Approval of the Consent Agenda. Dr. Mutchler moved and Dr. Stirn seconded the motion. Approval of the Consent Agenda was confirmed by unanimous vote.

## **Information**

### **5.1 Student and Staff Enrollment, January, 2017**

Enrollment is currently down due to several students transitioning back to their home schools, graduating or aging out of the program. Referrals from DeKalb District 428 and additional outside districts are continuing to come in. Staffing is where it is expected to be.

### **5.2 Administrative Liaison Meeting Minutes, January 23, 2017**

Dr. Cumblad shared the minutes from the Administrative Liaison meeting. Highlights included: information regarding the mental health partnership and the upcoming resource fair on March 3<sup>rd</sup>; the RN for Mid-Valley completing CSN classes by the end of February; a discussion of services provided by the cooperative for next year; projections for the upcoming school year; 12+ attendance procedures; transition referral guidelines; and ESY.

### **5.3 Finance Committee Meeting Minutes, January 19, 2017**

Nancy Sporer shared the Finance Committee Meeting minutes. Highlights included: the open administrative assistant position and sharing the workload with D303 and D304 at this time; tuition visits and changes to the process; FACTS data and free/reduced lunch procedures; capital outlay plans and facility plans for FY18; IDEA allocation and flow-through; and program alternatives.

### **5.4 School Start Dates, 2017-18**

For the upcoming 2017-18 school year, the following are the dates for the start of the school year:

- August 14 Institute Day—SAIL, 12+ teachers; vocational and related staff
- August 16 Students start—SAIL, 12+
- August 14-17 New Staff Orientation Week
- August 16 PowerIEP Training for New Staff
- August 18 First Day for Students—BHS12+
- August 21 First Institute Day for most of the MV staff, including BHS staff
- August 23 Students start (most students)

### **5.5 Vocation Services Presentation**

Linda Koch provided a Vocational Services Presentation to the Board. There have been approximately 100 students receiving vocational services over the past two years. 70% have participated in non-paying positions and 34% have been competitively employed throughout the community. There are currently 44 local businesses partnering with the Vocational program. Students are learning to write resumes and participate in mock interviews as part of their training. Goals include: opportunities to learn pre-vocational skills; maintain a volunteer position within the community with a job coach; maintain employment with minimal support; and paid employment with employer support.

### **5.6 Update on the Executive Director Search**

The Board members shared information regarding the Executive Director Search. Applications have been sent to the Board members for review. Interviews will be held February 21<sup>st</sup> at the St. Charles Administration Building. Final interviews will be held March 1<sup>st</sup>.

## **For Discussion**

### **6.1 High School Autism Program**

Anne Giarrante shared that Geneva High School will have space to accommodate a classroom for the New Pathways high school students. A tour will be scheduled as soon as a classroom has been identified.

### **6.2 Board Workshop, March 1, 2017**

Dr. Cumblad reminded the Board the Board Workshop will be held on March 1, at the Mid-Valley Administration Office no earlier than 10:00 a.m.

### **6.3 Alternative Learning Opportunities Planning**

Dr. Cumblad shared a memo regarding the ALOP planning for FY18. No substantial funding changes are anticipated. Expenses remain nominal with ongoing technology purchases and the final purchase of the fourth van. The 2016-17 ALOP application was expanded with the addition of a program at Geneva High School for at-risk students. The program is going well and is expected to fund itself. There was a discussion about the use of the current fund balance and how it may expand programming to additional high schools.

### **6.4 Restorative Justice Update**

Jennifer Phillips reminded the Board of her availability to present and plan with district leadership teams regarding Restorative Practices.

## **For Action**

### **7.1 Approval of the Amended Personnel Report, January, 2017**

Dr. Mutchler motioned, seconded by Dr. Stirn for Approval of the Amended Personnel Report. Motion was passed with unanimous roll call vote.

### **7.2 Approval of Continued Employment of Administrators, 2017-18**

This item was tabled. It will be presented at the March 1, 2017 Board Meeting following a closed session.

### **7.3 Approval of CUSD303 Administrative Fees for FY 18**

Dr. Mutchler motioned, seconded by Dr. Stirn for Approval of CUSD303 Administrative Fees for FY 18. Dr. Schlomann abstained. Motion was passed with a 4/4 vote of the remaining Board members.

### **7.4 Resolution to Regulate Expense Reimbursements**

Dr. Hichens motioned, seconded by Dr. Stirn for Approval of the Resolution to Regulate Expense Reimbursements. Motion was passed with unanimous roll call vote.

## **Adjournment**

Motion made by Dr. Hichens and seconded by Dr. Leden. By consensus, the motion carried 5-0 Ayes.

The meeting adjourned at 10:32 a.m.