

Mid-Valley Special Education Cooperative

Executive Advisory Board Meeting

Wednesday, June 5, 2013

1304 Ronzheimer Avenue

St. Charles, IL 60174

The Mid-Valley Special Education Cooperative Board met in Regular Session on Wednesday, June 5, 2013 at the Mid-Valley Special Education Cooperative, Administration Building.

Call to Order

Dr. Schlomann, Board Chairman called the meeting to order at 8:36 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. Mutchler moved and Dr. Barshinger 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 Amended Minutes, Executive Board Meeting, April, 2013
- 4.2 Approval of Amended Public Hearing Minutes, Executive Board Meeting, April 3, 2013
- 4.3 Approval of Minutes, Executive Board Meeting, May 1, 2013
- 4.4 Approval of Closed Session Minutes, May 1, 2013
- 4.5 Approval of Special Board Meeting Minutes, May 20, 2013
- 4.6 Approval of Special Board Meeting Closed Minutes, May 20, 2013
- 4.7 Approval of Bills, May, 2013
- 4.8 Approval of Payroll, May, 2013
- 4.9 Financial Report, May, 2013
- 4.10 Classroom Use Agreements
- 4.11 Board Policies
 - 4.11.1 Identity Protection 4:15
 - 4.11.2 Waiver of Student Fees 4:140
 - 4.11.3 Safety 4:170
 - 4.11.4 Drug and Alcohol Free Workplace: Tobacco Prohibition 5:50
 - 4.11.5 Ethics and Conduct 5:120
 - 4.11.6 Personal Technology and Social Media: Usage and Conduct 5:125
 - 4.11.7 Student Teachers 5:260
 - 4.11.8 Extracurricular and Co-Curricular Activities 6:190

- 4.11.9. Bring Your Own Technology (BYOT) Program: Responsible Use and Conduct 6:220
- 4.11.10 Access to Electronic Networks 6.235
- 4.11.11 Field Trips
- 4.11.12 Student Discipline 7:190
- 4.11.13 Student Athlete Concussions and Head Injuries 7:305
- 4.11.14 Community Use of School Facilities 8:20
- 4.11.15 Advertising and Distributing Materials in School Provided by Non-School Related Entities 8:25

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

For Action

- 5.1 Waiver of Notification Guideline for Purchased Services**
Dr. Stirn motioned and Dr. Barshinger seconded to approve the Waiver of Notification Guideline for Purchased Services. Motion was passed with unanimous roll vote.
- 5.2 Acceptance/Receipt of Notice of Districts' Intent to Provide Independent OT/PT Services Directly**
Dr. Barshinger motioned and Dr. Mutchler seconded to approve the Acceptance/Receipt of Notice of Districts' Intent to Provide Independent OT/PT Services Directly. All the member districts intend to hire their own OT/PTs or contract with an agency. Motion was passed with unanimous roll vote.
- 5.3 Resolution to Honorably Dismiss Select Licensed Employees (OT/PT and COTA/PTA)**
Dr. Barshinger motioned and Dr. Stirn seconded to approve the Resolution to Honorably Dismiss Select Licensed Employees (OT/PT and COTA/PTA). Motion was passed with unanimous roll vote.
- 5.4 Approval of Personnel Report, May, 2013**
Dr. Barshinger motioned and Dr. Mutchler seconded to approve the Personnel Report, May, 2013. Motion was passed with unanimous roll vote.
- 5.5 Approval of MVSEA Bargaining Agreement**
Dr. Stirn motioned and Dr. Barshinger seconded to approve the Approval of MVSEA Bargaining Agreement. Motion was passed with unanimous roll vote.
- 5.6 Approval of FY14 Tentative Budget**
Dr. Barshinger motioned and Dr. Stirn seconded to approve the Approval of FY14 Tentative Budget. Motion was passed with unanimous roll vote.

Information

- 6.1 Introduction of New Director of Business and Human Resources**
Dr. Cumblad reported to the Board that no one has been appointed to the Director of Business and Human Resources position yet.
- 6.2 Celebrations and Graduations**
The Board congratulated Dr. Barshinger on his retirement and thanked him for his support for students with disabilities. Dr. Cumblad shared information regarding the students graduating from the Transitions Program, New Directions and Safe Schools.
- 6.3 Student and Staff Enrollment, Enrolled for May, 2013**
Dr. Cumblad shared with the Board that the end of the school year saw quite a few new referrals in the New Directions Program and Safe Schools Program. Decreases were also noted as students have graduated. There have been no changes in staff enrollment.
- 6.4 Administrative Liaison Meeting Minutes, May 20, 2013**
Dr. Cumblad shared with the Board that the Liaison meeting included discussions regarding proposed new positions, shared professional development and OT/PT services. Dr. Cumblad shared that two OT/PT representatives also attended the meeting. There was a frank discussion regarding the OT/PT services.
- 6.5 Freedom of Information Requests for May**
Susan Caddy informed the Board that Patty Lopuszanski filed a Freedom of Information request regarding information on past retirees and vendors/companies owned by MV staff or relatives. Available information was provided. Ms. Caddy also shared with the Board that since August, FOIA requests have resulted in \$14,640 for attorney's fees and \$3,069 of staff costs.
- 6.6 Safe Schools Information Update**
Paige McNulty presented the updated information from the Safe Schools committee. The Board will share the information with the appropriate district personnel.
- 6.7 Professional Development Report and Plan for 2013-14**
Natalie Assell previewed the planned professional development activities for the upcoming school year. The calendar includes several shared activities due to the increase in participation with in the districts over the last 2 years.
- 6.8 Reminder re: July Board meeting scheduled for June 27, 9:00**
Dr. Cumblad reminded the Board that the July Board meeting will be held on June 27, 2013 at 9:00 a.m. Some Board members stated that they would not be available to attend but will send a representative.
- 6.9 Program locations: ECE at Fox Ridge; Waubensee Community College**
Dr. Cumblad shared with the Board of the updated program locations: Early Childhood New Pathways will be at Fox Ridge in St. Charles; the SAIL program at Waubensee Community College will be in a new location due to remodeling.
- 6.10 Summer Administration Center Hours: June 17-August 1, 7:30-4:30, M-Th**
Dr. Cumblad reminded the Board of the summer administration center hours and days.

For Discussion

- 7.1 Storage/Office Space**
Dr. Cumblad shared a layout of the Administrative Offices and Mades Johnstone Center floor plan with staff assignments and needs. No new office space is available. For the equipment and furniture storage, at this time there are no other options other than the temporary space in Kaneland.

7.2 OT/PT Administrative Tasks

Dr. Cumblad presented the Board with a list of OT/PT Administrative tasks and shared that these would be discussed at the next administrative liaison meeting. Dr. Cumblad will provide the Board with a transition plan at a later date.

Adjourn to Closed Session

- (1) Litigation, when an action against, affecting or on behalf of the particular public body has been filed and is pending before a court or administrative tribunal, or when the public body finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the minutes of the closed meeting. (ILCS 120/2 (c) (12).*
- (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. Mutchler and seconded by Dr. Barshinger at 9:41.

Closed Session

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

Return to Open Session

Open Session began at 10:03. Motion made by Dr. Mutchler and seconded by Dr. Barshinger. By consensus the motion carried 5-0 Ayes.

Action Possible

None

Adjournment

Motion made by Dr. Barshinger and seconded by Dr Mutchler. By consensus the motion carried 4-0 Ayes. Dr. Stirn was not present.

The meeting was adjourned at 10:04 a.m.

Chair of the Mid-Valley Board